



**CITY OF HUBER HEIGHTS
STATE OF OHIO**

City Council Work Session

**January 16, 2024
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. November 21, 2023
 - B. January 2, 2024
- 3. Work Session Topics Of Discussion**
 - A. City Manager Report
 - B. Arts And Beautification Commission Update
 - C. Municipal Services Statement - Carriage Trails - Phase II - Annexation
 - D. 2024 Abatement/Mowing Program - Award Contract
 - E. City Staffing Levels/Table Of Organization

- F. City Salary Ranges/Wage Levels
- G. Chambersburg Road West Improvements Project - Contract Modification
- H. Veolia Water - Contract Modification - 2024 Capital Projects
- I. Public Works Mutual Aid Contract
- J. Sale Of Property - 1 Wildcat Road
- K. Economic Development Plan - Waverly Place
- L. City Code Amendment - Chapter 171 - Purchasing/Bidding
- M. Sanitary Sewer Rates
- N. 2024 City Budget
- O. 2024 Rules Of Council
- P. Charter Review Commission

4. **Adjournment**

AI-9777

Topics of Discussion **B.**

Council Work Session

Meeting Date: 01/16/2024

Arts And Beautification Commission Update

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 01/16/2024

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

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

Agenda Item Description or Legislation Title

Arts And Beautification Commission Update

Purpose and Background

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

Fiscal Impact

Source of Funds: N/A

Cost: N/A

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

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

Financial Implications:

Attachments

No file(s) attached.

AI-9775

Topics of Discussion C.

Council Work Session

Meeting Date: 01/16/2024

Municipal Services Statement - Carriage Trails - Phase II - Annexation

Submitted By: Bryan Chodkowski

Department: Assistant City Manager

Division: Economic Development

Council Committee Review?: None

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Municipal Services Statement - Carriage Trails - Phase II - Annexation

Purpose and Background

The City has been advised that on the morning of January 16, 2024, Carriage Trails at The Heights, LLC will submit to the Miami County Commissioners, a petition on behalf of multiple property owners, to annex 296.236 acres from Bethel Township into the City of Huber Heights. Upon the filing of said petition, the City of Huber Heights is required by Ohio Revised Code Section 709.0233(C), to legislatively declare within twenty (20) days, what services it will provide to the annexed lands and an approximate date by which such services would be provided. Based on the advanced notice provided to the City by Carriage Trails at The Heights, LLC and in consideration of the statutory timelines under which the City must act, this matter is being presented for Council consideration.

Adoption of this letter is required by the governing statute and action on this matter is not a vote in favor of the annexation of the proposed annexation. Adoption of this legislation, assuming the petition by Carriage Trails at The Heights, LLC is properly filed on January 16, 2024, is statutorily required on or before Monday, February 5, 2024.

The list of services to be provided are enumerated in Declaration Section 1 of the proposed resolution and exclude water and sanitary sewer services. Water and sanitary sewer services are excluded from service based on public water and wastewater service plans on file with the Ohio EPA.

Except for modifications in ownership and acreage, the legislation presented for Council consideration at the January 22, 2024 City Council Meeting mirrors Resolution No. 2021-R-7032, which was adopted by City Council on September 13, 2021.

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

Legislation

Exhibit A

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

ADOPTING A STATEMENT INDICATING THE SERVICES THE CITY OF HUBER HEIGHTS, OHIO WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF HUBER HEIGHTS PURSUANT TO A PETITION FILED WITH THE BOARD OF COMMISSIONERS OF MIAMI COUNTY BY LAND OWNERS (AS DEFINED BELOW) AS PROVIDED BY OHIO REVISED CODE SECTION 709.023.

WHEREAS, GLJ Holding Company LLC (Parcel Numbers A01-012200, A01-012310, A01-015000, A01-016400, A01-012220 and A01-044400); Gary L. Lavy, Successor Trustee (Parcel No. A01-012210), Carol J. Marchelletta (Parcel Number A01-046600) (collectively referred to as the “Land Owners”), have filed with the Board of Commissions of Miami County, a petition to annex to the City of Huber Heights approximately 296.236 acres of land as shown in the legal descriptions and map attached and incorporated as Exhibit A (the “Proposed Property”);

WHEREAS, the Land Owners’ property is contiguous to the City of Huber Heights Corporation limits as shown in Exhibit A; and

WHEREAS, pursuant to Ohio Revised Code Section 709.023, a special annexation procedure where land is not excluded from the Township, the municipal corporation to which annexation is proposed shall adopt a resolution stating what services the municipal corporation will provide to the land petitioned to be annexed.

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

Section 1. The City of Huber Heights states that within a reasonable amount of time anticipated to be approximately 30 days after completion of the annexation of the Proposed Property to the City of Huber Heights, it will provide to the newly annexed territory the following services: police and fire protection; paramedic and ambulance services; professional engineering staff; park and recreation programming; maintenance of any and all public streets and alleyways, falling within the jurisdiction and control of the City, keeping the same open, in repair, and free from nuisance; street lighting in accordance with any citywide plan/policy for streetlights; planning and development services; fire inspections; and any and all other services provided at the discretion of City of Huber Heights, which may be in addition to those services listed herein.

Section 2. If the Proposed Property is subject to zoning regulations adopted under either Chapter 303 or 519 of the Ohio Revised Code and once annexed becomes subject to City of Huber Heights zoning which permits uses in the annexed territory that the City determines are clearly incompatible with uses under current county or township zoning in the adjacent land remaining in the Township, the City of Huber Heights shall require, in the zoning ordinance permitting the incompatible use the owner of the annexed territory to provide a buffer separating the use of the annexed territory and the adjacent land remaining within the Township.

Section 3. If a street or highway will be divided or segmented by the boundary line between the Township and the municipal corporation as to create a road maintenance problem, the City of Huber Heights agrees to and will assume the maintenance of that street or highway or to otherwise correct the problem.

Section 4. The Clerk of Council is hereby directed to file a certified copy of this legislation with the Board of County Commissioners for Miami County, Ohio within twenty (20) days following the date that the petition was filed with the County.

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 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 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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

CERTIFICATE

The undersigned, Clerk of Council of the City of Huber Heights, Ohio, hereby certifies that the foregoing is a true and correct copy of Resolution No. 2024-R-_____ adopted by the Council of the City of Huber Heights, on _____, 2024.

Clerk of Council

Exhibit A
[on following pages]

EXHIBIT A

DESCRIPTION OF 296.236 ACRES BETHEL TOWNSHIP, MIAMI COUNTY, OHIO

Situated in the State of Ohio, County of Miami, Township of Bethel, being parts of Sections 13, 14, 19 and 20, Township 2, Range 9, Miami Rivers Survey, being a portion of that property as described in a deed to Gary L. Lavy, Trustee, of record in Document No. 2019OR-07903 (Tract I only), being all of that 35.873 acre tract as described in a deed to Carol J. Marchelletta of record in Document No. 2020OR-12550 and all of those properties as described in a deeds to GLJ Holdings Company LLC, of record in Document No. 2023OR-06149 (21.151 acres), Document No. 2022OR-09379 (20.000 acres), Document No. 2023OR-09633 (50.000 acres), Document No. 2022OR-09378 (59.240 acres), Document No. 2022OR-09375 (26.697 acres) and Document No. 2023OR-09615 (27.129 acres), all references herein being to the records of the Recorder's Office, Miami County, Ohio, and being more particularly described as follows:

Beginning at the common corner to Sections 13, 14, 19 and 20, said point being occupied by a utility pole and also being the southwesterly corner of that 20.933 acre tract as described in a deed to Jeannine F. Friend, of record in Deed Book 650, Page 134;

Thence South 84°05'03" East, along the southerly line of said 20.933-acre tract, a distance of 809.57 feet to a 5/8" rebar found at a angle point in said southerly line at the northwesterly corner of said GLJ Holding Company, LLC tract (Doc. No. 2023OR09615);

Thence South 84°03'21" East, continuing along said southerly line and the southerly line of that 15.417-acre tract as described in a deed to Jeannine F. Friend (LE) and Diana Jones (RM), of record in Deed Book 576, Pages, 109, 111 and 113, a distance of 782.70 feet to an iron pin found with a plastic cap inscribed "COZATT 6001" at the southeasterly corner of said 15.417 acre tract and the southwesterly corner of said 35.873-acre tract;

Thence North 05°14'09" East, along the easterly line of said 15.417-acre tract, passing an 5/8" rebar found in the southerly right of way line of U.S. Route 40 (80.00 feet in width), at a distance of 1,316.24 feet, a total distance of 1,357.25 feet to a mag nail found in the centerline of U.S. Route 40;

Thence North 82°29'20" East, along the centerline of U.S. Route 40, a distance of 977.45 feet to a mag nail found at the northwesterly corner of Lot 145, as shown and delineated on the plat "Replat of Lots 46-49 Part of a Vacated Alley and Part of Section 14", of record in Plat Book 26, Page 51 and described in a deed to Karen S. Koenig, of record in Document No. 2020OR-12549;

Thence South 03°46'38" East, along the westerly perimeter of said Lot 145, passing an iron pin found with a plastic cap inscribed "COZATT 6001" on the southerly right of way line of U.S. Route 40 at a distance of 40.09 feet, a total distance of 291.57 feet to an 5/8" rebar found at an angle point in said Lot 145;

Thence South 22°02'17" East, continuing along the westerly perimeter of said Lot 145, a distance of 166.95 feet to an iron pin found at the southwesterly corner of said Lot 145 in the northerly right of way line of Walnut Street (66.00 feet in width);

Thence South 05°11'16" West, along the westerly terminus of said Walnut Street and along the westerly line of that 5.000-acre tract as described in a deed to Jeffery J. Morford and Francine M. Morford, of record in Deed Book 544, Page 324, the westerly line of that 8.0757 acre tract as described in a deed to Sandra J. Sexton, of record in Official Record Volume 464, Page 901, the westerly line of that 0.765 acre tract as described in a deed to Ronald J. Getter, of record in Document No. 2016OR-05311 and the westerly line of that 1.079 acre tract as described in a deed to Matthew Patak, of record in Document No. 2022OR-11459 and the westerly line of that 0.903 acre tract as described in a deed to Russell Snyder, of record in Deed

Book 766, Page 893, a distance of 1,149.88 feet to a 5/8" rebar found at the southwesterly corner of said 0.903-acre tract and the northwesterly corner of that 2.750-acre tract and the northeasterly corner of that 1.637 acre to both described in a deed to J. James Merz, Peggy J. Clendening and William J. Merz, Co-trustees, of record in Document No. 2018OR-08112;

Thence North 84°03'21" West, along the northerly line of said 1.637-acre tract, a distance of 262.92 feet to a 5/8" rebar found at the northwesterly corner of said 1.637-acre tract;

Thence South 05°01'23" West, along the westerly line of said 1.637-acre tract, a distance of 271.00 feet to an iron pin set at the southwesterly corner of said 1.637-acre tract;

Thence South 84°03'18" East, along the southerly of said 1.637-acre tract, a distance of 263.13 feet to a 5/8" rebar found at the southeasterly corner of said 1.637-acre tract and the southwesterly corner of said 2.750-acre tract;

Thence South 84°30'13" East, along the southerly line of said 2.750 acre tract, a distance of 334.94 feet to a mag nail found in the centerline of Mann Road (60.00 feet in width) at the southeasterly corner of said 2.750 acre tract;

Thence South 44°29'47" West, along said centerline, a distance of 307.30 feet to a mag nail set at the northeasterly corner of that 1.388-acre tract as described in a deed to Kerri E. Bubeck and Ryan E. Bubeck, of record in Document No. 2023OR-05424;

Thence North 84°06'13" West, along the northerly line of said 1.388-acre tract, a distance of 441.73 feet to a 5/8" rebar found at the northwesterly corner of said 1.388-acre tract;

Thence South 05°53'47" West, along the westerly line of said 1.388 acre tract, a distance of 160.00 feet to a 5/8" rebar found at the southwesterly corner of said 1.388 acre tract in the northerly line of that 14.510 acre tract as described in a deed to Michael Seale and Eugenia Seale, of record in Document No. 2021OR-03790;

Thence North 84°06'13" West, along said northerly line, a distance of 1554.77 feet to a 1" pinch top pin found at the northwesterly corner of said 14.510-acre tract;

Thence South 05°00'47" West, along the westerly line of said 14.510-acre tract and the westerly line of that 2.811-acre tract as described in a deed to William L. Thayer, III and Bobbie J. Cantrell of record in Document No. 2016OR-14842, a distance of 671.16 feet to a 5/8" rebar found at the southwesterly corner of said 2.811-acre tract;

Thence South 84°12'59" East, along the southerly line of said 2.811 acre tract, the southerly line of that 3.675 acre tract as described in a deed to William L. Thayer, III and Bobbie J. Cantrell of record in Document No. 2016OR-14842 and the southerly line of that 1.100 acre tract as described in a deed to Isaac B. Coppock and Michele M. Coppock of record in Deed Book 711, Page 289, a distance of 867.83 feet to a mag nail found in the centerline of Heffner Road (60 foot right of way) at the northwesterly corner of that 10.140 acre tract as described in a deed to Kerry J. Pahal, of record in Document No. 2015OR-05509;

Thence South 04°52'03" West, along the westerly line of said 10.140-acre tract, a distance of 1,339.34 feet to a 5/8" rebar found at the southwesterly corner of said 10.140-acre tract and in the northerly line of that 14.9604-acre (net) tract as described in a deed to the City of Huber Heights, of record in Document No. 2023OR-01701;

Thence North 84°20'09" West, along said northerly line, a distance of 1680.77 feet to a 1" pipe found at the northwesterly corner of said 14.9604-acre tract and the southeasterly corner of "Carriage Trails Section 7, Phase III", a subdivision of record in Plat Book 26, Pages 8-8A;

Thence North 05°13'29" East, along the easterly line of said Carriage Trails Section 7, Phase III and the easterly perimeter of part Inlot 352 (remainder) as shown and delineated upon the plat "Carriage Trails" a subdivision of record in Plat Book 22, Page 25, a distance of 732.60 feet to an iron pin found with plastic cap inscribed "M-E Companies";

Thence North 84°54'54" West, along the northerly perimeter of said part Inlot 352, a distance of 2678.46 feet to an iron pin found with plastic cap inscribed "M-E Companies" in the easterly line of "Carriage Trails Section 9, Phase III", a subdivision of record in Plat Book 26, Pages 20-20A;

Thence North 05°06'04" East, along the easterly line of said "Carriage Trails Section 9, Phase III", and the easterly line of "Carriage Trails Section 9, Phase IV", a subdivision of record in Plat Book 26, Pages 67-67B, a distance of 614.38 feet to an iron pin found with plastic cap inscribed "M-E Companies" at the northeasterly corner of said "Carriage Trails Section 9, Phase IV";

Thence North 84°34'07" West, along the northerly line of said "Carriage Trails Section 9, Phase IV", a distance of 456.76 feet to an 1" pipe found at the southeasterly corner of that 12.982 acre tract as described in a deed to Eldar Mamedov, of record in Document No. 2023OR-04310;

Thence North 04°58'53" East, along the easterly line of said 12.982-acre tract, a distance of 1,337.64 feet to an iron pin set at the northeasterly corner of said 12.982 acre tract and in the southerly line of that 1.857 acre tract as described in a deed to Eldar Mamedov, of record in Document No. 2023OR-04310;

Thence South 84°50'32" East, along the southerly line of said 1.857-acre tract and the southerly line of that 2.011-acre tract as described in a deed to Joyce A. Clifford, of record in Document No. 2015OR-13536, a distance of 333.63 feet to a 2" pipe found at the southeasterly corner of said 2.011-acre tract;

Thence North 04°55'31" East, along the easterly line of said 2.011-acre tract, passing a 5/8" rebar found in the southerly right of way line of U.S. Route 40 (80.00 feet in width) at a distance of 304.99 feet, a total distance of 345.96 feet to a mag nail set in the centerline of U.S. Route 40;

Thence North 82°26'45" East, along said centerline, a distance of 237.40 feet to a mag nail set at an angle point in said centerline;

Thence North 82°23'02" East, continuing along said centerline, a distance of 8.50 feet to a mag nail set at the northwesterly corner of that 16.764-acre tract as described in a deed to Chichak LLC & Asim Shakirjan, of record in Document No. 2022OR-09372;

Thence South 04°26'06" West, along the westerly line of said 16.764 acre tract, passing a 1" pipe found in the southerly right of way line of U.S. Route 40 at a distance of 40.89 feet, a total distance of 400.57 feet to a 1" pinch top pin found at the southwesterly corner of said 16.764 acre tract;

Thence South 85°01'11" East, along the southerly line of said 16.764-acre tract and the southerly line of that 3.236-acre tract as described in a deed to Carl S. Watson and Heather R. Watson, of record in Document No. 2022OR-060885, a distance of 1523.43 feet to a 1" pinch top pin found at the southeasterly corner of said 3.236 acre tract;

Thence North 05°07'34" East, along the easterly line of said 3.236-acre tract, passing a 5/8" rebar in the southerly right of way line of U.S. Route 40 at a distance of 701.25 feet a total distance of 742.26 feet to a mag nail set in the centerline of U.S. Route 40;

Thence North 82°23'02" East, along said centerline, a distance of 1065.69 feet to a mag nail set at the northwesterly corner of that aforementioned 20.933-acre tract and in the common line to Sections 14 and 20;

Thence South 05°34'32" West, along said common line, the westerly line of said 20.933 acre tract and the westerly line of that 0.717 acre tract as described in a deed to Wilbur E. Friend and Jeannine F. Friend, of record in Deed Book 327, Page 183, a distance of 979.31 feet to the place of beginning and containing 296.236 acres of land of which, 35.867 acres lies in Section 14, 134.161 acres lies in Section 19, 22.526 acres lies in Section 20 and 103.682 acres lies in Section 13.

Bearings herein are based on the Ohio State Plane Coordinate System, North Zone, NAD 83.

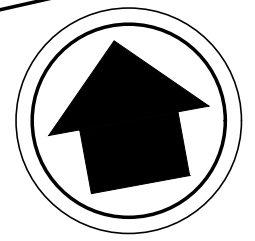
Iron pins set consist of a 5/8-inch rebar, 30 inches long with an orange plastic cap stamped "IBI Group, S-6872/S-7740".

This description was prepared by IBI Group Survey, Columbus, Ohio, and is based on an actual field survey of the premises performed in May and November 2021 and September 2023.



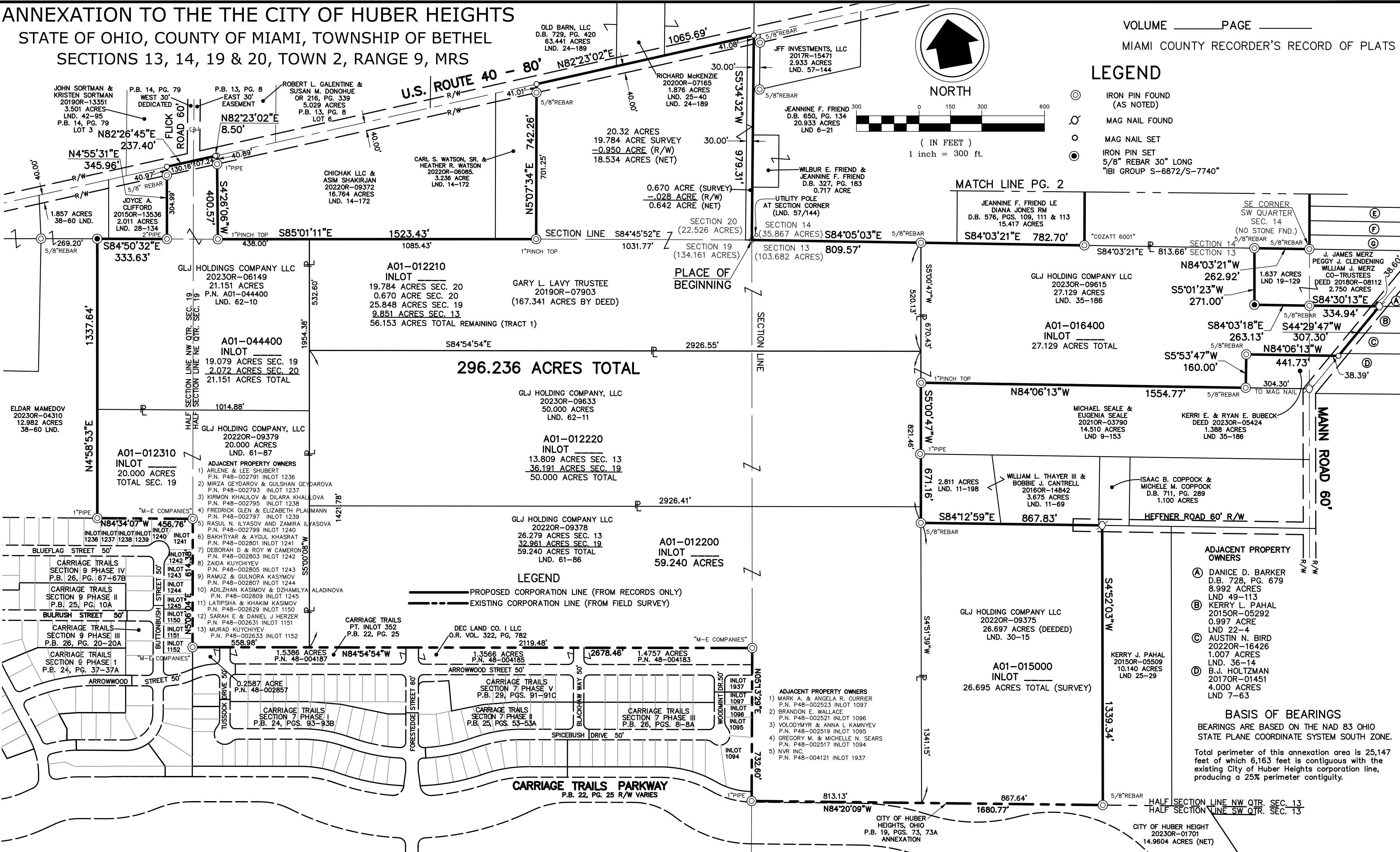
By 
David L. Chiesa Date 01/02/24
Registered Surveyor No. 7740

ANNEXATION TO THE THE CITY OF HUBER HEIGHTS
STATE OF OHIO, COUNTY OF MIAMI, TOWNSHIP OF BETHEL
SECTIONS 13, 14, 19 & 20, TOWN 2, RANGE 9, MRS



LEGEND

- IRON PIN FOUND (AS NOTED)
- MAG NAIL FOUND
- MAG NAIL SET
- IRON PIN SET
- 5/8" REBAR 30" LONG
- "IBI GROUP S-6872/S-7740"



MIAMI COUNTY ENGINEER

THIS PLAT WAS REVIEWED AND APPROVED
THIS _____ DAY OF _____, 2024.

MIAMI COUNTY ENGINEER

MIAMI COUNTY COMMISSIONERS

THIS PLAT WAS REVIEWED AND APPROVED
THIS _____ DAY OF _____, 2024.

WADE H. WESTFALL PRESIDENT

GREGORY A. SIMMONS VICE-PRESIDENT

TED S. MERCER

CITY OF HUBER HEIGHTS

AT A MEETING OF THE COUNCIL OF THE CITY OF
HUBER HEIGHTS, OHIO, HELD THIS THIS _____
DAY OF _____, 2024, THIS PLAT WAS APPROVED
BY ORDINANCE No. _____ EFFECTIVE _____, 2024

MAYOR

PRESIDENT OF COUNCIL

CLERK OF COUNCIL

CERTIFICATION

This annexation plat was prepared from a field survey
along with land surveys from Miami County deed records
and plat records. This plat is hereby certified to be
correct in accordance with the above data.

PREPARED BY:
ARCADIS/IBI GROUP SURVEY

BY _____ 01/02/24
David L. Chiesa P.S.
Registered Surveyor No. 7740

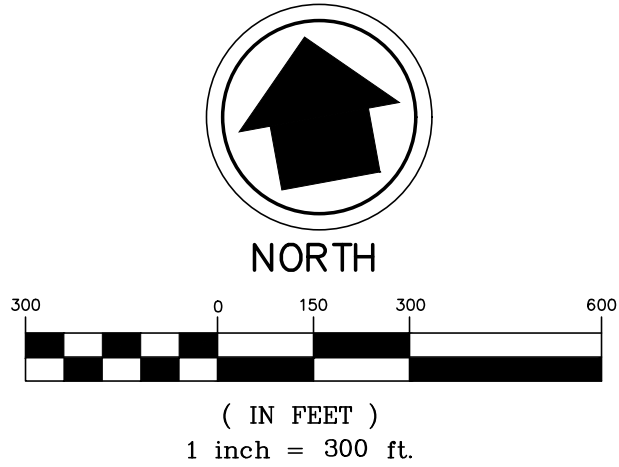


8101 N. High Street
Columbus, OH 43235
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614-818-4900 ext. 2039
Fax: 614-818-4902
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ANNEXATION TO THE THE CITY OF HUBER HEIGHTS
STATE OF OHIO, COUNTY OF MIAMI, TOWNSHIP OF BETHEL
SECTIONS 13, 14, 19 & 20, TOWN 2, RANGE 9, MRS

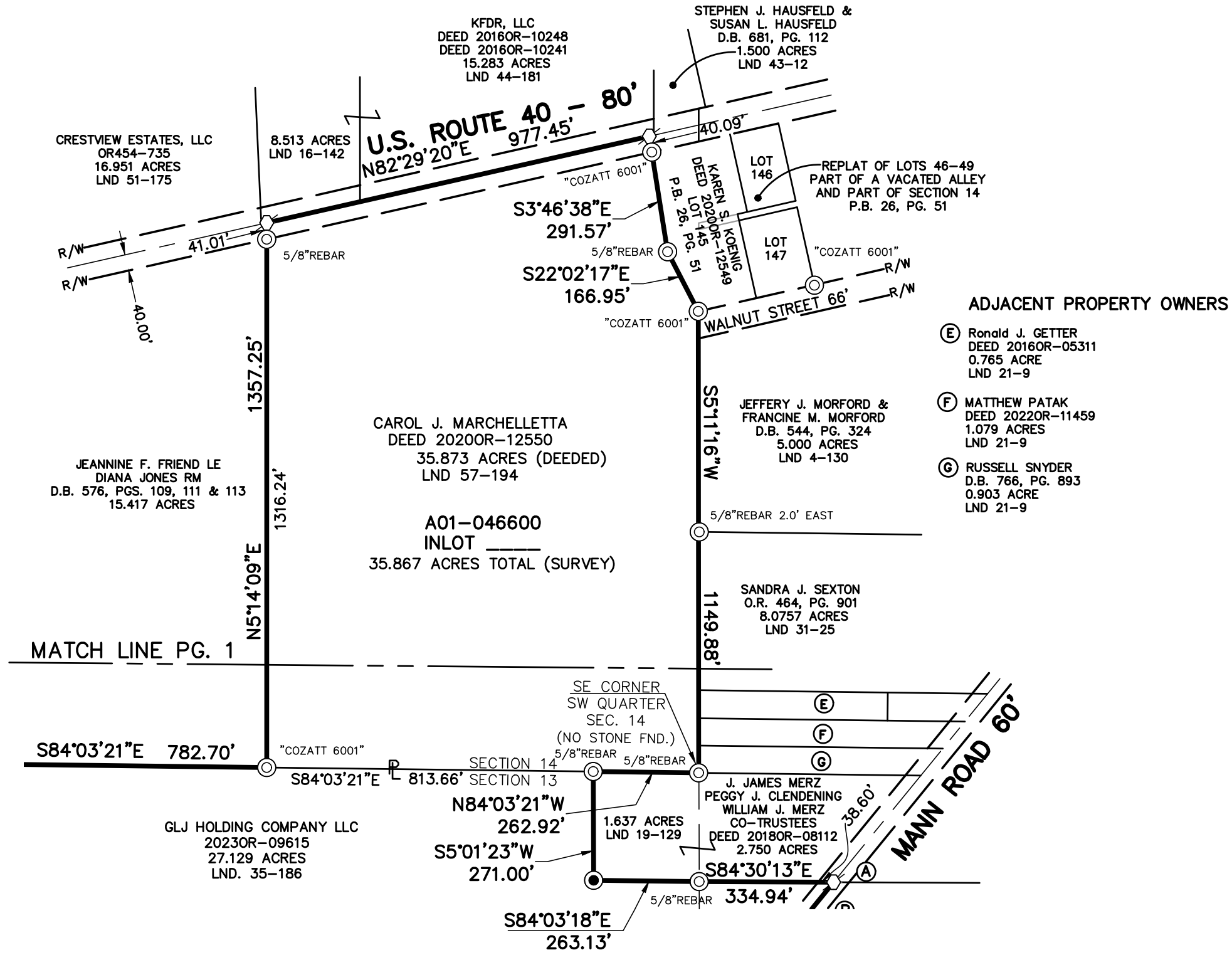
VOLUME _____PAGE _____-A
MIAMI COUNTY RECORDER'S RECORD OF PLATS



LEGEND

- ⊙ IRON PIN FOUND (AS NOTED)
- ✂ MAG NAIL FOUND
- MAG NAIL SET
- IRON PIN SET
- 5/8" REBAR 30" LONG
- "IBI GROUP S-6872/S-7740"

ACREAGE BREAKDOWN BY SECTION
SECTION 13: 103.682 ACRES
SECTION 14: 35.867 ACRES
SECTION 19: 134.161 ACRES
SECTION 20: 22.526 ACRES
TOTAL : 296.236 ACRES



AI-9736

Topics of Discussion **D.**

Council Work Session

Meeting Date: 01/16/2024

2024 Abatement/Mowing Program - Award Contract

Submitted By: Geri Hoskins

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Planning

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

2024 Abatement/Mowing Program - Award Contract

Purpose and Background

This legislation will authorize the City Manager to enter into a contract with T&W General Services, LLC for the 2024 Abatement and Mowing Program at a cost not to exceed \$45,000. The Private Property Nuisance Abatement Fund will be utilized for this program.

Fiscal Impact

Source of Funds: Private Property Nuisance Abatement Fund

Cost: \$45,000

Recurring Cost? (Yes/No): Yes

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

Financial Implications:

Attachments

Bid Results

Resolution



CITY OF HUBER HEIGHTS
2024 ABATEMENT AND MOWING PROGRAM
BID RESULT
BID DATE: DECEMBER 19, 2023

2:00 pm

CONTRACTOR'S NAME	GRASS MOWING	ABATEMENT
<i>T and W General Services LLC</i>	<i>\$ 40.00/hr. \$ 80.00/hr. Bushhog</i>	<i>\$ 70.00/hr.</i>
	<i>\$ \$</i>	<i>\$</i>
	<i>\$ \$</i>	<i>\$</i>
	<i>\$ \$</i>	<i>\$</i>

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE 2024 ABATEMENT AND MOWING PROGRAM.

WHEREAS, City Council under Resolution No. 2023-R-7351 has previously authorized the securing of bids for the 2024 Abatement and Mowing Program; and

WHEREAS, abatement and mowing bids were received by the City on December 19, 2023; and

WHEREAS, T&W General Services, LLC has been determined to be the most qualified and only bidder.

WHEREAS, funds are 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 enter into a contract for the 2024 Abatement and Mowing Program with T&W General Services, LLC at a cost not to exceed \$45,000.00 on the terms and conditions as substantially set forth in the bid documents.

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 any of its Committees that resulted in such formal action were in meeting 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 _____, 2024;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-9780

Topics of Discussion E.

Council Work Session

Meeting Date: 01/16/2024

City Staffing Levels/Table Of Organization

Submitted By: Katie Knisley

Department: City Manager

Council Committee Review?: Council Work Session

Division: Human Resources

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

City Staffing Levels/Table Of Organization

Purpose and Background

This legislation amends and establishes the staffing levels and the Table Of Organization for the City of Huber Heights. The amendments include the following:

Section 1:

- Deletion of effective date and replaced with "is hereby adopted".

Section 2:

- City Manager's Office includes a title change for the Community Engagement Specialist to Communications Coordinator
- Fire Division includes increasing the number of positions for Captain by three, for a total of five; decreasing Lieutenant positions from ten to nine due to promotion of a Captain position
- Police Division includes the addition of a Deputy Chief position with a pay grade of 60; decreasing the number of officers from 47 to 45; increase the number of positions for Communications/Records Supervisor from one to two; increase the number of positions for Dispatcher from 14 to 15
- Department of Finance includes the addition of a Procurement Specialist position; changing the pay grade for Accounting Generalist from 40 to 45
- Division of Engineering includes increasing the number of positions for Assistant City Engineer from one to two
- Division of Public Works includes increasing the number of positions for Crew Leader from two to three and increasing the number of positions for Maintenance Technician from 20 to 21
- Department of Human Resources includes increasing the number of positions for HR Specialist from one to two
- Department of Parks and Recreation Facilities includes a correction of the pay grade for the Senior Center Program Coordinator from 25 to 20

A copy of the final report on Police Division staffing has been attached.

Fiscal Impact

Source of Funds: Various Funds

Cost: \$1,004,700

Recurring Cost? (Yes/No): Yes

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

Financial Implications:

The amendments to the legislation have been requested for the 2024 City Budget.

Attachments

Final Report - Police Division Staffing

Resolution

Table Of Organization



Police Staffing Evaluation Report/Findings



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10 Overtime	

Introduction

A quantitative and qualitative evaluation of Huber Heights Police Department was conducted between September 2023, and October 2023, to analyze the current staffing levels to see if additional officers are needed to meet the needs of the community. The evaluation used these objectives to guide the research:

- Collect data, including CAD data, shift information, employee demographics, and interviews.
- Create a report of data with analysis with comparable police agencies.
- Deliver informed opinion if additional police officers and/or support staff are needed for the Huber Heights Police Department.

Questions were developed and asked to gather the necessary information to formulate an opinion on the staffing needs of the Huber Heights Police Department. Emails were sent to different members of the department, including the dispatch center, to obtain statistics, data, and policies regarding how the department operates. After collecting and analyzing this data, the researcher met with Chief Lightner, his upper management, and the dispatch center supervisor to gain further insight into how they operate and the challenges they perceive. The information gathered and obtained was used to build this report and establish a conclusion based on tangible evidence. The first section discusses the information collected. The discussion section of this report will examine and analyze the information collected.

Community Information

Huber Heights is 26 square miles north of Dayton, Ohio. Their population is just over 43,000 people with more than 800 businesses, including the Rose Music Center. Their population has grown by just over 5,000 since 2010. They have an average of 5,500 students who go to the eight schools in the community. The community has a Buc-ee's Gas Station that will be opening soon which will have a roughly 74,000 square foot convenience store with 120 fueling pumps.

Huber Heights is in the midst of community transformation in terms of economic growth and expansion. One of the key drivers behind Huber Heights' economic boom has been its strategic location and accessibility. Situated near major highways and in close proximity to Dayton, the city has attracted businesses seeking an advantageous location for operations.

The city has taken a proactive approach to attracting investment and fostering business growth has played a pivotal role. Huber Heights has offered incentives and initiatives to encourage entrepreneurship, leading to a burgeoning local economy. The establishment of business-friendly policies and support networks has provided fertile ground for innovation and enterprise, contributing significantly to the city's economic expansion.

The real estate sector in Huber Heights has also witnessed growth. The demand for housing has surged, leading to the development of new residential areas and housing projects. This expansion in housing infrastructure has not only accommodated the growing population but has also attracted new residents, contributing to the city's economic vitality.

The retail and commercial landscape of Huber Heights has also evolved dramatically. Shopping centers, restaurants, and entertainment venues have flourished, catering to the needs and preferences of the population.

As Huber Heights continues on this trajectory, it stands poised for continued prosperity and further contributions to the region's economic landscape.

All of this information was carefully considered when studying the current and future needs of the Police Department.

Data Analysis 2018, 2021, & 2022

Data from Huber Heights was collected for 2018, 2021, & 2022, including the number of arrests, summons issued, parking tickets issued, written warnings issued, traffic citations issued, and the number of calls taken by the dispatch center (See Chart A).

Chart A

Statistics for 2018, 2021, & 2022

Year	Arrests	Summons Issued	Parking Tickets Issued	Written Warnings Ticket Issue	Traffic Citations Issued	Number of Calls Taken by Dispatch
2018	1,736	1,797	54	2,768	2,516	114,930
2021	1,165	1,005	105	2,743	2,112	101,990
2022	1,213	1,237	87	2,256	2,334	96,793

Pre-Covid numbers were much higher in all categories except parking tickets issued and written warning tickets issued. Most police departments in the United States saw a decrease in police activity during COVID-19 and are slow to return to pre-COVID numbers. Also, the decrease in the number of calls to the dispatch center can be attributed to the changes to the routine of the citizens they serve. People have changed their daily routines, some are working from home, and others are not traveling as much, so the call volume will decrease accordingly (Nielson, Zhang, & Ingram, 2022).

Another aspect of the data that was reviewed was the amount of time spent on a call in Huber Heights and the calls that require two officers to respond. The average call time for all calls handled in the city was 38 minutes and eight seconds. Below are the calls where two officers are sent (Chart B).

Chart B

Abduct/Kidnap	Assault	Attempted Suicide	Bomb Threat	Burglary IP	Domestic
Fel Assault	Homicide	Injury Crash	Rape	Robbery	Suicide
911 Hangup	Alarm	Arson	Assault	Att. Abduct	Auto Theft
Child Endanger	Criminal Damaging IP	Dead body	Disorderly	Mental Health Issue	Suspicious Activity
OVI	Protection Order Violation	Public Intoxication	Theft IP	Trespass	Warrant

Number of Officers in the Department

The number of officers in the department at the beginning of 2019 was 52 officers that were being paid. As of the end of the third quarter of 2023, the department has 50 officers being paid. This number has fluctuated between 49 in the second quarter of 2022 and 53 at the beginning of 2023 (see Chart C). These numbers represent the number of employees being paid in the police department, not the actual number of employees on the road. The Active Employees line on Chart C (in yellow) shows the number of employees working in the given quarter. This line represents the number of employees that are on full duty in the department.

At any one time, the department has between one and two employees on active military leave and between one and four on light duty (in blue on Chart C). On average since 2021, the patrol division is down an average of 3.36 officers each quarter because of officers on military leave or light duty.

Chart C

2019													
Quarter	Officers	Lieutenants	Sergeants	Chief	Total	Funded	Hired	Retired	Resigned	Military Leave	Light Duty	Extended Leave	Active Employees
1 (Jan/Mar)	40	3	8	1	52	54	1						52
2 (Apr/June)	40	3	8	1	52	54							52
3 (July/Sept)	39	3	8	1	51	54		1		2	2		47
4 (Oct/Dec)	39	3	8	1	51	54				2	3		46
2020													
Quarter	Officers	Lieutenants	Sergeants	Chief	Total	Funded	Hired	Retired	Resigned	Military Leave	Light Duty	Extended Leave	Active Employees
1 (Jan/Mar)	40	3	8	1	52	54	1						52
2 (Apr/June)	40	3	8	1	52	54				1			51
3 (July/Sept)	40	3	8	1	52	54				2	3		47
4 (Oct/Dec)	40	3	8	1	52	54	2	2		2		2	48
2021													
Quarter	Officers	Lieutenants	Sergeants	Chief	Total	Funded	Hired	Retired	Resigned	Military Leave	Light Duty	Extended Leave	Active Employees
1 (Jan/Mar)	38	3	8	1	50	54		2		1	1		48
2 (Apr/June)	37	3	8	1	49	54	2	3	1	1	1		47
3 (July/Sept)	42	3	8	1	54	54	5			2	2		50
4 (Oct/Dec)	41	3	8	1	53	54		1		2	6		45
2022													
Quarter	Officers	Lieutenants	Sergeants	Chief	Total	Funded	Hired	Retired	Resigned	Military Leave	Light Duty	Extended Leave	Active Employees
1 (Jan/Mar)	41	3	8	1	53	54	1		1	1	4		48
2 (Apr/June)	40	3	8	1	52	54		1		1	1		50
3 (July/Sept)	40	3	8	1	52	54	1	1		1	1		50
4 (Oct/Dec)	39	3	8	1	51	54		1		1	1		49
2023													
Quarter	Officers	Lieutenants	Sergeants	Chief	Total	Funded	Hired	Retired	Resigned	Military Leave	Light Duty	Extended Leave	Active Employees
1 (Jan/Mar)	41	3	8	1	53	55	2			1	3		49
2 (Apr/June)	37	3	8	1	49	55		2	2	1	3		45
3 (July/Sept)	38	3	8	1	50	55	1			1	1	2	46

Chart Provided by Chief Mark Lightner

Chart D shows the years of service for the current patrol officers:

Chart D

Years of Service with Huber Heights	Number of Officers
0-5	15
6-10	11
11-15	3
16-20	5
21-25	4
25 plus	0

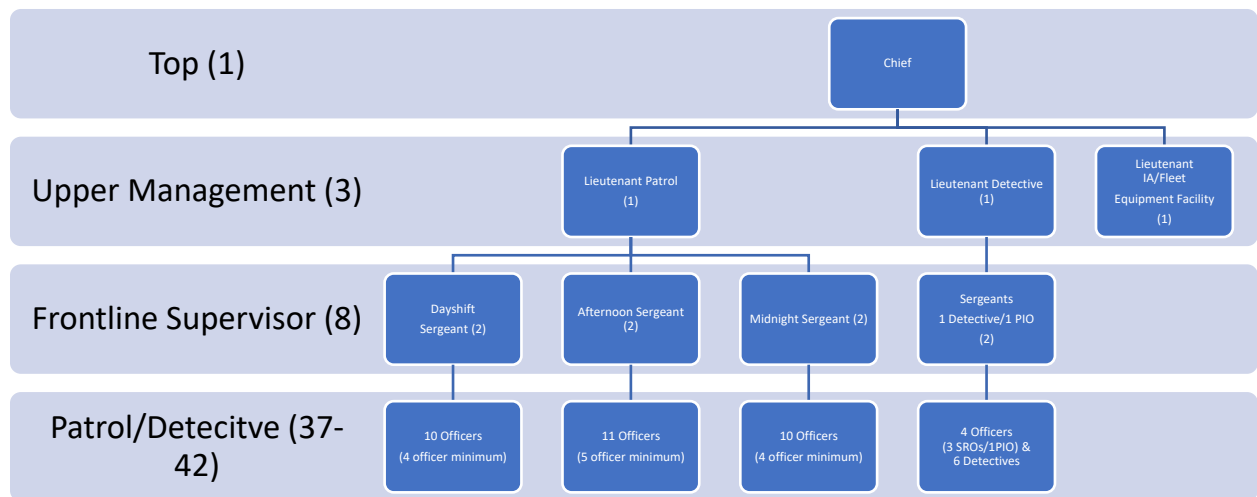
Personnel Assignments

The Huber Heights Police Department consists of:

- One Chief of Police – Oversees operation of the police department.
- Three Lieutenants
 - Patrol Lieutenant -Schedule of patrol. Supervises the field training program, OVI task force, K9 supervisor, Narcan administrator, selective traffic enforcement, Uniform management.
 - Detective Lieutenant – Currently assisting in the build-out and the troubleshooting of the new CAD/RMS/Evidence system. Community outreach and business relationship developments. Also assigned as a supervisor to other specialty units: Crash investigation, Critical Incident Evidence, Honor Guard, RERT (think SWAT), Regional Crowd Management Team, Targeted enforcement unit, Search warrant prep, review, and approval, forfeitures, special events/city events/private security coordinator, civil traffic violations, crime prevention with the PAU sergeant, range weapons management, webmaster, recruiting.
 - Administrative Lieutenant – Building and fleet maintenance, training management, Internal Affairs investigations, Temporary Detention Area Management, property room and property room custodians, Justice web, OHLEG Flock administrator, quality control/inspections, Ohio Dept. of Youth Services coordinator, selection and recruitment, subject control analysis, pursuit review and analysis after the Chief has reviewed.
- Eight Sergeants
 - Two sergeants in charge of dayshift – does not count toward manpower for shift
 - Two sergeants in charge of the afternoon shift – does not count toward manpower for the shift
 - Two sergeants in charge of the night shift – does not count toward manpower for the shift
 - One sergeant in charge of the detective bureau
 - One sergeant in charge of PIO/SROs
- Six to Eight Detectives
- 31 Patrol Officers
 - 10 officers on dayshift
 - Four officer shift minimum
 - Can have up to six or seven officers and one sergeant if all present
 - 11 officers on the afternoon shift
 - Five officer shift minimum
 - Can have up to six or seven officers and one sergeant if all present
 - 10 officers on the night shift
 - Four officer shift minimum
 - Can have up to six or seven officers and one sergeant if all present

- Three SROs
 - They cover 5 public elementary schools, 1 junior high school, and 1 high school.
 - They also do stop in and have a community education program in the 1 private school in the city.
- 1 Public Information Officer

Chart E



Overtime

According to Lieutenant Reaman, there are different types of overtime:

Road overtime: Even though the road needs to be covered, it's generally voluntary, meaning officers can volunteer to sign up for it. It only becomes mandatory when no one signs up or calls in and someone working the road has to be ordered to work it.

Mandatory special event overtime: This is overtime that is required to be filled and if not, officers are ordered to work it. Rose Music Center, the 4th of July Parade, and Wayne High School Sporting events would fall under this category.

Extra duty overtime: Extra duty is not paid by the city, but by private businesses who request an officer for security or traffic purposes. These details are not mandatory and do not have to be filled.

Once there is overtime that needs to be covered, Sergeants place it in the overtime book and on the board in roll call. A Code Red message is sent out and for anyone who wishes to take it, their name is placed in the book by the supervisor. If no one takes overtime, the supervisors are required to fill it with someone who is working the road. In the event a person needs to be ordered, there is an overtime book kept where officers place the overtime they work in the book. Supervisors use this when deciding who to order, usually the low person with overtime gets it.

A question was posed: Can officers ask for time off if it creates overtime?

Answer: Officers can take time off even if it creates overtime. HHPD allows two people off on discretionary leave. Officers can take leave which would have HHPD under the minimum staffing by one, by which creates the overtime scenario. If there are already two off on leave, officers cannot request time off. There are times when more than one spot of overtime is created because of certain rules, i.e., training, and extended leave.

Dispatch Center

Huber Heights Dispatch Center dispatches for six different agencies:

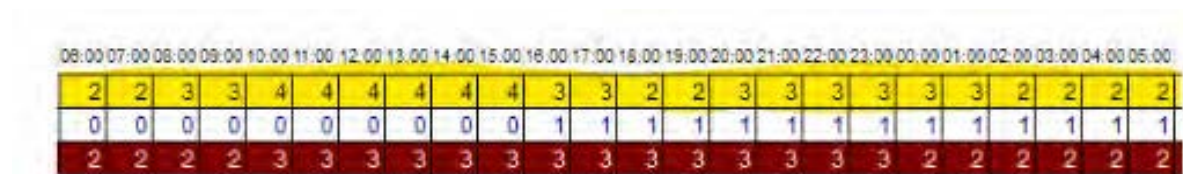
1. City of Huber Heights Police Division
2. City of Huber Heights Fire/EMS Division
3. City of Riverside Police Department
4. City of Riverside Fire/EMS Department
5. Butler Twp Police Department
6. Butler Twp Fire/EMS Department

The dispatch center has 18 employees:

- One communication/records manager (Dayshift only)
- One communication/records supervisor (Afternoon only)
- 14 communication officers (dispatcher)
- Two record clerks (Dayshift only)

Chart F details the number of staff assigned to the center in yellow. The red line indicates the minimum number of staff that must be assigned at the time.

Chart F



- If there is no Dispatch Supervisor working, the Patrol Sergeant on duty at that time oversees the dispatch center.
- Monetary increases required to be paid by Riverside and Butler Twp are only based on the percentage of raises the dispatchers are given per the dispatchers' contract.
 - Riverside and Butler Twp did not help in paying for the recent upgrade to the Huber Heights RMS/CAD system.
- The number of calls taken in 2022 by the dispatch center was 96,793.
 - Outside business hours, the dispatch center answers all calls, including record calls.

Comparable Agencies

To see how the size of Huber Heights Police Department compares to other cities of similar size, a sampling of four other communities of similar size was measured (Chart G). Their crime statistics from 2018 are indicated in the chart below. The statistics are from the FBI's Uniform Crime Report and show the major crimes reported.

Chart G

OHIO
Offenses Known to
Law Enforcement
 by City,
 2018

City	Number of Officers	Population	Violent crime	Murder and nonnegligent manslaughter	Rape ¹	Robbery	Aggravated assault	Property crime	Burglary	Larceny-Theft	Motor vehicle theft	Arson ²
Beavercreek	50	47,203	40	1	20	2	17	1,145	74	1,028	43	1
Delaware	56	39,944	64	1	31	12	20	601	78	496	27	4
Huber Heights	52	37,969	57	2	17	16	22	916	107	731	78	5
Lancaster	65	40,498	116	0	44	21	51	1,687	262	1,369	56	10
Reynoldsburg	60	38,126	88	3	22	34	29	942	104	758	80	5

¹ The figures shown in this column for the offense of rape were reported using only the revised Uniform Crime Reporting (UCR) definition of rape. See the data declaration for further explanation.

² The FBI does not publish arson data unless it receives data from either the agency or the state for all 12 months of the calendar year.

³ This agency/state submits rape data classified according to the legacy UCR definition; therefore, the rape offense and violent crime total, which rape is a part of, is not included in this table. See the data declaration for further explanation.

⁴ The FBI determined that the agency's data were underreported. Consequently, those data are not included in this table.

⁵ Arson offenses are reported by the Toledo Fire Department; therefore, those figures are not included in this report.

⁶ Because of changes in the state/local agency's reporting practices, figures are not comparable to previous years' data.

Discussion

In this section, the preceding sections will be discussed and evaluated.

Community Information

Future concerns/potential issues for police:

- Growth of the City of Huber Heights – The population of the city has grown by just over 5,000 people since 2010. While many cities are losing people, Huber Heights has seen growth.
- Buc-ee's Gas Station – With the soon-to-open Buc-ee's gas station, there is potential for additional calls for service to that area. The marketing by their home company will draw attention from surrounding communities' residents to come and patronize their business. While the income will be good for the community, it does create situations where police will be needed for different types of calls, such as thefts, lockouts, and motor vehicle accidents that will require police presence in addition to their other patrols. It would be recommended to reach out to other communities that have the same establishment to further understand the potential increase in calls for service to that station. Based on the size of the incoming business and the number of people that will come, police presence will likely be necessary.

Data Analysis 2018, 2021, & 2022

Evaluation of Data:

- The number of arrests is down by 523 between 2018 and 2022.
- The number of summons issued is down by 560 between 2018 and 2022.
- The number of traffic tickets issued is down by 182 between 2018 and 2022.
- The calls for service to the dispatch center are down by just under 18,000 between 2018 and 2022.
- The average time spent on calls is just over 38 minutes.

At the beginning of Covid, officers were told to limit their contact with people, changing how they interact with the public. Now, coming out of COVID restrictions, police officers are having to retrain themselves on how to interact with the public and self-initiate interaction with the public. While the current numbers are below the 2018 numbers for arrests, summons, and tickets, they are higher than the 2021 numbers.

The average time spent on calls should be taken into consideration when addressing the number of officers on a shift as it relates to two officer calls for service. If there are two active calls for service where two officers are needed on both these calls, this can cause a situation where a single officer may have to respond to another call by themselves because the other officers are tied up.

Number of Officers in the Department

Huber Heights Police Department currently has 50 officers. Over the past four years, that number has fluctuated between 49 and 54. Areas of interest:

- Low number of 49 (in red on Chart C), This number reflects the number of employees being paid, not the number working.
- High number of 54 officers were paid, but only 49 officers were actively working in the police department.
- On average since 2021, the patrol division is down an average of 3.36 officers each quarter, due to military leave and light duty. This number equates to missing one officer per shift.
- They have had several people retire over the past three years, but the age of their department is young, with 26 officers being under 10 years of service with Huber Heights.

Personnel Assignments

Areas of interest:

- The Chief of Police is the only one in the department that is outside of a union contract. Many similar agencies have at least two upper management personnel, such as a chief and captain, outside of the union contract.
- There are currently three lieutenant positions assigned to different tasks throughout the department. Transitioning the administrative lieutenant to the captain's position outside the union contract would fall in line with how some agencies have assigned their upper management.
- Two sergeants are assigned to days, afternoons, and nights.
 - There are roughly four days a week that two sergeants work together on a shift, however, they do not count as manpower on that shift for road coverage. If their shift is below the minimum, they call in a patrol officer for coverage instead of working as manpower to meet the shift minimum.
- One sergeant was assigned to the detective bureau and one sergeant was assigned to the SRO program. The chief indicated that he likes the SRO sergeant to assist at the schools and an extra officer on site. Having the SRO sergeant in place allows the road shift sergeant to focus on road issues and not have school safety as a primary concern.

- Patrol assignments
 - Dayshift has 10 officers assigned with a four-officer minimum
 - The afternoon shift has 11 officers with five officer minimum
 - The night shift has 10 officers with a four-officer minimum
 - In the meeting with the Chief and upper management, they expressed that they would like to increase the minimum number of required officers by one per shift, meaning days and nights would have a five-officer minimum and afternoons would have a six-officer minimum. The rationale behind this was if they have a two-officer required call going and then another two-officer call happens at the same time, they will have an extra officer to assist at the other call.
- SROs cover the eight schools in the district.

Overtime

Areas of interest:

Because of the current policy in place, one officer can request time off, even if it pushes the shift below minimums, causing the sergeant to have someone called in on overtime. In the meeting with the Chief and upper management, they stated that with additional officers assigned to the shifts, there would not be as much overtime created. Many other police departments have a policy in place that denies an officer's request for time off if it creates overtime. Time off can be put in the request 30 days ahead of the date requested off if it does not create overtime. If two people select to have the day off and only one can have the day, it goes by who put the request in first and if they both put in for the day off 30 days ahead of time, it goes to the officer with more seniority.

- To balance the fact that some officers will be denied days off, some cities offer the patrol officers "Stress Days" in their contract, 2-3 days. They can use these days, even if it creates overtime, but only one patrol officer can use them per day per shift, based on seniority.

Dispatch Center

Areas of Interest:

- Dayshift and afternoon shift are the only shifts that have a dedicated supervisor.
- During the hours when there is no dispatch supervisor, the road sergeant oversees the dispatch center.
 - Having a supervisor oversee both the road and the dispatch center limits the supervisor's ability to supervise. Having a dedicated supervisor to oversee the other shifts will help the road supervisor and the dayshift dispatch supervisor.
- The dispatch center oversees six agencies, three police, and three fire/EMS
 - The call volume for the calls for service was just under 100,000.
 - This number does not include the number of calls that are not dispatched.
 - There is not a call-tree in place to direct people to other departments before getting to the dispatcher.
 - Their duties included taking calls, vetting the calls, having to stay with the caller while dispatching officers, entering information into the CAD system, dispatching officers, checking up on officers, while transcribing the information called out to them by officers, increasing the number of dispatchers during busiest hours may be prudent.
 - The shift minimum drops to 2 dispatchers at 2 a.m., just before bars close.
- Records clerks
 - With body camera videos being open to the public, some agencies have hired an additional records clerk to review body camera videos to release to the public upon request.
 - Any information released to the public that has LEADS information visible or other private information can draw litigation.
 - This process can be challenging when having to start and stop the process multiple times. They could miss something.
- Another area that should be evaluated is the contracts with the Riverside and Butler Township. Since 2012, the only increases that have been passed to them have been the salary increases given to the dispatchers through their contracts. A much deeper evaluation of other consolidated dispatch centers could provide additional answers as to what is charged and why they are charged that much, such as storage of phone calls, radio traffic, CAD sharing, MDT licenses, etc.

Comparable Agencies

Four agencies of similar size and demographics were selected to see if the size of their departments were in line with Huber Heights.

- The agencies median size of the agencies was 56.6 or 57 officers.
- The agencies were comparable in the type and number of crimes.
- In 2018, when the statistics were drawn, Huber Heights had 52 officers listed in the Uniform Crime Report. At the end of the third quarter of 2023, the police department was at 50 officers.
- The majority of agencies are seeing an increase in time spent on calls.
 - This increase comes from Crisis Intervention Training where officers look to find the root cause of an issue and help the people they encounter by establishing connections.

Future Opportunities

In the discussion with the Chief of Police and upper management, it was learned that they do not have a grant writer and have not applied for many grants in the past.

- The State of Ohio had a First Responder Recruitment, Retention, and Resilience grant last year.
 - The grant offered to pay two years of salary with benefits for a first responder to bring an agency back up to pre-COVID numbers on their agency.
 - Most of the agencies that applied for this grant received \$4,000 per officer as a retention bonus for the first responders.

Conclusion & Recommendations

The Huber Heights Police Department is well-structured and organized. They meet/exceed the CALEA standards and have been accredited by the same. Through the research, it was learned that Chief Lightner has a support staff that is well-versed in leading his agency. After evaluating the current state of the agency and speaking with Chief Lightner and his staff, the following recommendations were developed regarding manpower:

1. An additional two patrol officers can help with staffing concerns.
 - a. The addition of Buc'ees to the city may be challenging to manage with the current staffing.
 - b. With the city's continued growth over the past decade.
 - c. Meet staffing capacity of similar departments with similar demographics and call volume.
 - d. The department, on average over the past three years, has 3.36 officers off for military leave or medical leave, shortening the shifts.
 - e. With the desire to increase minimum staffing on each shift.
 - i. The current overtime policy that allows officers to ask off even if it creates overtime should be restructured to remove this allowance to maintain the new shift minimum structure.
 - f. Another option would be to have the two new positions work a fourth platoon shift, 1900 – 0300, on rotating days off like the other shifts. This coverage will help during peak busy times.
2. Consider having the secondary, lower seniority sergeant count as manpower for the shift when two of them are working and the shift falls below minimums. This method can help when there are two sergeants on duty that day, which can be up to three days a week.
3. Shift one lieutenant's position to a Captain's position, outside the union contract.
 - a. Many agencies have their top two positions in the police department outside of a union contract.
 - b. If something were to happen to the chief, such as an extended leave, the person filling in is in the same contractual setting as the chief.
 - c. The captain's position, being outside the contract, would be in charge of internal affairs and this removes the person being in the same union as the person they are investigating.
4. Raising the dispatcher minimum to at least three, even during the night shift hours.
 - a. Dropping to a minimum of three at 2 a.m., which is just before the bars close, can cause a lag in response from the dispatchers because of the different tasks they are supposed to do, including calling in additional personnel to help.

5. Consider adding a third shift supervisor to the dispatch center. Removing this responsibility from the road sergeant will help them focus on those tasks and not have the added responsibility of handling issues in the dispatch center. This supervisor can help with the body camera redaction process because it is during off-peak hours.
6. Evaluate the current dispatch center contracts with Riverside and Butler Township. As part of the dispatch center, they should help with the cost of equipment, program updates, and supplies needed for the operation of the dispatch center. The goal should be to share the cost of the dispatch center.
7. Consider hiring a grant writer for the city. There are different grants for many different departments within the city that can help fund different projects within your community.

Appendix A: 12-Hour Shift Sample

Below is a sample of a 12-hour shift program that some agencies use. Having 12-hour shifts gives officers 182 days off per year instead of 92 days off with eight-hour shifts.

- Four platoons
- Two dayshift platoons 7 am – 7 pm
- Two night-shift platoons 7 pm – 7 am
- Each officer works six 12-hour shifts and one eight-hour shift in two weeks. Their eight-hour day is selected by seniority.
- Each officer gets every other weekend off.
- One sergeant per platoon. Float sergeant for the day and a float sergeant for nights. The float sergeant fills in for the sergeants who take off for those shift platoons to help reduce overtime.
- Sample Schedule:

December

January 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	1	1	1	1
			0	1	2	3
1	1	1	1	1	1	2
4	5	6	7	8	9	9

SUNDAY	MONDAY	TUESDAY	WEDNESD	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	1 Days A Nights A	2 Days A Nights A
3 Days A Nights A	4 Days B Nights B	5 Days B Nights B	6 Days A Nights A	7 Days A Nights A	8 Days B Nights B	9 Days B Nights B
10 Days B Nights B	11 Days A Nights A	12 Days A Nights A	13 Days B Nights B	14 Days B Nights B	15 Days A Nights A	16 Days A Nights A
17 Days A Nights A	18 Days B Nights B	19 Days B Nights B	20 Days A Nights A	21 Days A Nights A	22 Days B Nights B	23 Days B Nights B
24 Days B Nights B	25 Days A Nights A	26 Days A Nights A	27 Days B Nights B	28 Days B Nights B	29 Days A Nights A	30 Days A Nights A
31 Days A Nights A	1	2	3	4	5	6

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AMENDING AND/OR ESTABLISHING THE CITY OF HUBER HEIGHTS ORGANIZATIONAL CHART AND AUTHORIZING THE NEW PERSONNEL STAFFING LEVELS AS DETAILED BELOW.

WHEREAS, the citizens of Huber Heights require the efficient and effective delivery of municipal services.

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

Section 1. The attached organizational chart, personnel staffing levels, and position control numbers as established hereafter is hereby adopted.

Section 2. The authorized personnel staffing levels for the Clerk of Council are as follows.

<u>City Council</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Clerk of Council	1	504-101-2-2-01-F	50
Deputy Clerk of Council	1	504-202-1-2-01-F	25
Public Records Technician	1	504-213-1-2-01-P/H	20

Section 3. The authorized personnel staffing levels for the City Manager's Office are as follows:

<u>City Manager's Office</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
City Manager	1	505-100-2-2-01-F	per contract
Assistant City Manager/Director of Public Services	1	505-117-2-2-01-F	75
Assistant to City Manager	1	505-618-2-2-01-F	40
Administrative Assistant III	1	505-209-2-2-01-F	25
Communications Coordinator	1	505-615-2-1-01-F	40

Section 4. The authorized personnel staffing levels for the Department of Public Safety are as follows:

<u>Department of Public Safety</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Safety	1	505-116-2-2-01-F	75

<u>Division of Fire</u>			
Fire Chief	1	102-401-2-2-01-F	70
Medical Director/Wellness Coordinator	1	102-406-2-2-01-F	60
Battalion Chief	4	102-403-1-1-01-- 04F	PS
Captain	5	102-402-1-1-01—05F	PS
Fire Lieutenant	9	102-404-1-1-01--9-F	Contract
Firefighter/Paramedic	42	102-405-1-1-01—42-F	Contract
Administrative Assistant III	2	102-200-1-2-01-- 02-F	25
Administrative Assistant I	1	102-200-1-2-01-P/H	10
Fire Inspector	1	102-501-1-2-01-F	30
Fire Inspector	3	102-501-1-2-01- 03-P/H	30
Fire-Prevention Manager/Plans Review	1	102-502-1-2-01-P/H	50
Fire Fleet/Facility Mgt. Clerk	1	102-503-1-2-01-P/H	10
Auxiliary \$1.00 per year	30	102-411-3-0-01--30-V	V
Chaplains – Fire	2	102-601-3-0-01--02-V	V
Medical Advisor	1	102-604-3-0-01-V	V

Division of Police

Police Chief	1	101-406-2-2-01-F	70
Deputy Police Chief	1	101-411-2-2-01-F	60
Police Lieutenant	3	101-408-1-1-01--03-F	Contract
Police Sergeant	8	101-409-1-1-01--08-F	Contract
Police Officer	45	101-410-1-1-01--45-F	Contract
Administrative Assistant III	1	101-200-1-2-01-F	25
Administrative Assistant II	1	101-213-1-2-01-F	20
Police Accreditation Technician	1	101-515-1-1-01-F	30
Police Records Clerks	2	101-204-1-1-01--02-F	Contract
Police Evidence/Fleet Mgt. Clerk	2	101-205-1-2-02-P/H	20
Communications/Records Manager	1	101-611-2-1-01-F	45
Communications/Records Supervisor	2	101-613-1-1-02-F	35
Communications Officer	15	111-502-1-1-01-15-F	Contract
Chaplain – Police	3	101-601-3-0-01—03-V	V

Section 5. The authorized personnel staffing levels for the Department of Information Technology are as follows:

<u>Department of Information Technology</u>		<u>Position Control No.</u>	<u>Pay Grade</u>
Information Technology Director	1	509-105-2-2-01-F	60
Information Technology Systems Analyst	2	509-609-1-2-02-F	45
Information Technology Systems Analyst	1	509-609-1-2-01-P/H	45
GIS Technician	1	509-510-1-1-01-F	35

Section 6. The authorized personnel staffing levels for the Department of Finance are as follows:

<u>Department of Finance</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Finance	1	506-102-2-2-01-F	65

Division of Accounting

Deputy Director of Finance	1	506-602-2-2-01-F	50
Procurement Specialist	1	506-618-2-2-01-F	45
Accounting Generalist	2	506-603-2-2-02-F	45
Accounts Payable Technician	1	506-504-1-1-01-F	25
Payroll Technician	1	506-505-1-1-01-F	30
Account Technician	1	506-206-1-1-01 F	25

Division of Taxation

Tax Administrator	1	507-104-2-2-01-F	50
Assistant Tax Administrator	1	507-612-2-2-01-F	45
Tax Analyst	2	507-506-1-1-01--02-F	30
Tax Technician	6	507-507-1-1-01 -06-F	20
Administrative Assistant I	1	507-212-1-2-01- 01-F	10
Administrative Assistant I	1	507-212-1-2-01- 01P/H	10

Section 7. The authorized personnel staffing levels for the Department of Public Services are as follows:

<u>Department of Public Services</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Services	1	505-114-2-2-01-F	75

Division of Engineering

City Engineer	1	320-106-2-2-01-F	65
Assistant City Engineer	2	320-119-2-2-02-F	55
Civil Engineer	1	320-605-2-2-01-01-F	50
Engineering Technician	2	320-509-1-1- 02-F	35
Administrative Assistant III	1	320-200-1-2-01-F	25

Division of Public Works

Public Works Manager	1	401-108-2-2-01-F	60
Public Works Supervisor	2	401-109-1-1-02-F	50
Public Works Crew Leader	3	401-302-1-1-03-F	Contract
Vehicle & Equipment Mechanic	3	401-300-1-1-03-F	Contract
Maintenance Technician	21	401-301-1-1-21-F	Contract
Administrative Assistant III	1	401-200-1-2-01-F	25
Custodian	1	401-305-1-2-01-F	10
Custodian	1	401-305-1-2-01-P/H	10

Division of Code Enforcement

Code Enforcement Manager	1	310-621-2-1-01-F	45
Code Enforcement Officer II	1	310-513-1-1-01-01-F	35
Code Enforcement Officer I	4	310-513-1-2-01-04-P/H	20
Seasonal Laborer	2	310-305-1-2-01-02-S	S

Section 8. The authorized personnel staffing levels for the Department of Economic Development are as follows:

<u>Department of Economic Development</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Economic Development Director	1	305-111-2-2-01-F	60
Economic Development Coordinator	1	305-614-2-1-01-F	40

Section 9. The authorized personnel staffing levels for the Department of Planning and Zoning are as follows:

<u>Department of Planning & Community Dev.</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Planning & Community Dev. Director	1	310-121-2-2-01-F	60
City Planner	1	310-118-2-2-01-F	55
Administrative Assistant III	1	310-200-1-2-01-F	25
Administrative Assistant I	1	310-207-1-1-01-F	10
Administrative Assistant I	1	310-207-1-2-01-P/H	10

Section 10. The authorized personnel staffing levels for the Department of Human Resources are as follows:

<u>Department of Human Resources</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Human Resources Director	1	510-120-2-2-01-F	60
Human Resources Specialist	2	510-617-1-1-02-F	40
Human Resources Assistant	1	510-514-1-2-01-P/H	30

Section 11. The authorized personnel staffing levels for the Department of Parks and Recreation Facilities are as follows:

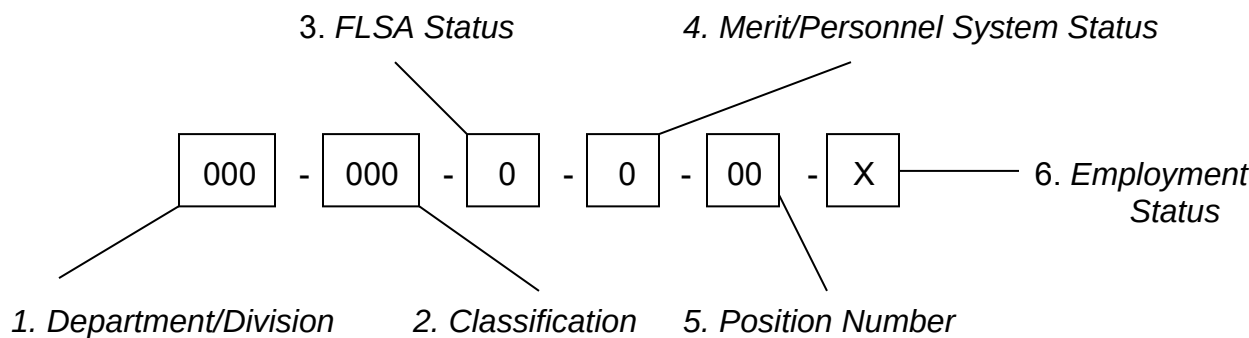
<u>Department of Parks and Recreation Facilities</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Parks Manager	1	216-616-2-2-01-F	45
Senior Center Program Coordinator	1	215-110-2 -2 -01-P/H	20
Seasonal Laborer – Music Center	125	219-306-1-2-01--125-S	S
Seasonal Laborer	4	216-303-1-2-01--04-S	S

Section 12. Council further ratifies and affirms any and all previous legislation of Council that established, abolished or altered the functions and structures of any administrative department.

Section 13. 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 14. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Section 15. Position Control Number Explanation:



1. Department/Division: Number represents Fund Number in General Ledger:

101-Police	305-Economic Dev.	401-Public Works	507-Tax
102-Fire	310 Planning & Zoning	505-City Mgr.	509-I. T.
215-Senior Center	320-Engineering	506-Accounting	510-H.R
219 Parks & Recreation			

2. Classification: Number for classification or rank to which position is assigned, divided into defined series as shown below:

100-Administrative	300-Labor	500-Technical
200-Clerical	400-Sworn Safety	600-Professional

3. FLSA Status:

- 01-Non-exempt from minimum wage/overtime rules of FLSA (hourly)
- 02-Exempt from minimum wage/overtime rules of FLSA (salaried)
- 03-Unpaid Volunteer

4. Merit & Personnel System Status:

- 01-Position is in Non-exempt service of city per Section 8.02 of Charter
- 02-Position is in Exempt service of city per Section 8.02 of Charter

5. Position Number:

Unique two-digit number for each employment position authorized by this Resolution.

6. Employment Status:

- F-Full-time Position
- P-Part-time Position
- H-Hourly Position
- T-Temporary (created for specific time)
- S-Seasonal Position
- V-Volunteer Position

Passed by Council on the _____ day of _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

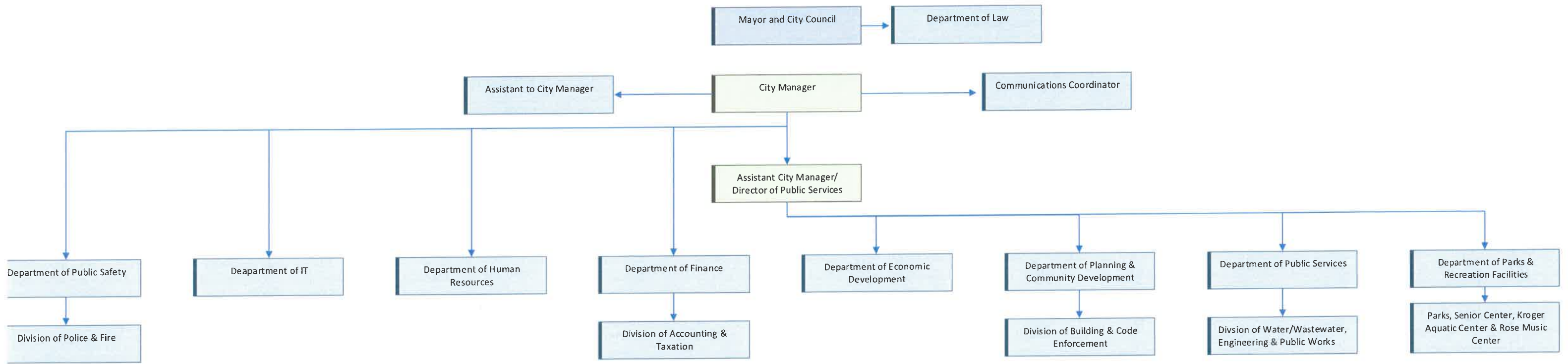
AUTHENTICATION:

Clerk of Council

Mayor

Date

Date



Authorized Staffing Levels: Revised January 22, 2024

City Council (FT):	2	Department of IT (FT):	4	Division of Accounting (FT):	7	Department of Planning (PT/H):	1	Department of Parks & Rec Facilities (FT):	1
City Council (PT/H):	1	Department of IT (PT/H):	1	Department of Finance (FT):	1	Department of Human Resources (FT):	3	Department of Parks * Rec Facilities (PT/H):	1
City Manager (FT):	5	Division of Public Works (FT):	32	Director of Public Safety (FT):	1	Department of Human Resources (PT/H):	1	Department of Parks & Rec Facilities (S):	129
Fire Division (FT):	65	Division of Public Works (PT/H):	1	Division of Engineering (FT):	7	Division of Code Enforcement (FT):	2	Department of Economic Development (FT):	2
Fire Division (PT/H):	6	Division of Taxation (FT):	11	Director of Public Serice (FT):	1	Division of Code Enforcement (PT/H):	4		
Police Division (FT):	81	Division of Taxation (PT/H):	1	Department of Planning (FT):	4	Division of Code Enforcement (S):	2		

AI-9781

Topics of Discussion F.

Council Work Session

Meeting Date: 01/16/2024

City Salary Ranges/Wage Levels

Submitted By: Katie Knisley

Department: City Manager

Council Committee Review?: Council Work Session

Division: Human Resources

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

City Salary Ranges/Wage Levels

Purpose and Background

This legislation amends and establishes the salaries and wage levels for all non-bargaining employees of the City of Huber Heights. The amendments include the addition of the new positions listed in the staffing levels legislation, the deletion of effective dates in Section 1, the movement of the pay bands for all pay grades by 2.75%, and including new Section 6 (J) (from previously approved legislation).

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. 2024-R-

ESTABLISHING AND/OR AMENDING THE SALARY RANGES AND WAGE LEVELS FOR EMPLOYEES OF THE CITY OF HUBER HEIGHTS, OHIO.

WHEREAS, the citizens of Huber Heights require efficient and effective delivery of municipal services.

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

Section 1. The pay ranges, compensation procedures, and administrative rules for non-bargaining employees are hereby established.

Section 2. City Council shall be responsible for establishing the actual salaries for the City Manager, the Clerk of Council, and the Deputy Clerk of Council. The salary ranges of the City Manager, the Clerk of Council, and the Deputy Clerk of Council are set forth in the following plan document.

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.

THE CITY OF HUBER HEIGHTS

PERFORMANCE COMPENSATION PLAN FOR NON-BARGAINING EMPLOYEES

1. Compensation Philosophy

It is the city's philosophy to support and enhance organizational performance through a fair, objective, and equitable merit-based pay plan which will attract, retain, and motivate high performing non-bargaining employees.

2. General Administrative Responsibilities

The Human Resources Director, under the direction of the City Manager is responsible for the administration of the Performance Compensation Plan, including the processing of pay rate increases, the adjustment of pay for promotions, re-employments and reassignments, and the initiation of necessary revisions in pay ranges. The Human Resources Director is responsible for interpreting the application of the program to all pay issues which are not specifically covered by this ordinance, using the principles expressed herein as a policy guide.

3. Plan Administration

- A. Market Surveys. The Human Resources Director shall conduct market surveys every three years or from time to time in order to collect updated comparable and competitive salary data, recommend revised pay structures and pay ranges as necessary, and recommend revised merit-based pay procedures. Such surveys and recommendations shall be conducted as positions become vacant, or upon request of a department/division head, or upon the initiation of the Human Resources Director when it is determined necessary for the effective administration of the Performance Compensation Plan.
- B. Structure Adjustments. Periodically, the Human Resources Director may recommend pay range adjustments to the City Manager in keeping with labor market trends, who in turn may make appropriate recommendations to City Council. Pay ranges (except

for seasonal positions) shall include a minimum and maximum amount stated either as an annual salary or hourly rate.

- C. Assignment of Positions to Pay Ranges. The Human Resources Director shall be responsible for assigning each city employment position to a pay range based on market data and the City Manager’s determination of the strategic value of positions and/or employees to the organization. Strategic value considerations may involve turnover, skill needs, attraction and retention issues, supply and demand for qualified applicants for particular positions, the impact of specific positions and employees on the organization’s mission, and/or other relevant factors.

4. **Applicability**

This resolution and Performance Compensation Plan shall apply to and is the sole authority for setting rates of pay for the following categories of positions and employees: All regular full-time, regular part-time, provisional full-time, provisional part-time, hourly, temporary, and seasonal employees of the City of Huber Heights, Ohio except: the Mayor; members of City Council, the City Law Director; and all employees who are members of a collective bargaining unit recognized by the State Employment Relations Board.

5. **Positions and Pay Ranges**

<i>Pay Grade</i>	<i>Minimum Pay</i>	<i>Maximum Pay</i>
10	\$15.6591	\$22.8376
Custodian Administrative Assistant I Fire Fleet/Facility Management Clerk	\$32,570.93	\$47,502.21
20	\$17.9813	\$27.6315
Administrative Assistant II Public Records Technician Tax Technician Police Evidence/Fleet Management Clerk Senior Center Program Coordinator Code Enforcement Officer I	\$37,401.10	\$57,473.52
25	\$20.8480	\$30.3947
Account Technician Accounts Payable Technician Administrative Assistant III Deputy Clerk of Council	\$43,363.84	\$63,220.98
30	\$21.3206	\$31.8873
Police Accreditation Technician Payroll Technician Tax Analyst Fire Inspector Human Resources Assistant	\$44,346.85	\$66,325.58
35	\$24.6600	\$35.1153
GIS Technician Engineering Technician Code Enforcement Officer II Communications/Records Supervisor	\$51,292.80	\$73,039.82
40	\$26.5534	\$38.1949
Assistant to City Manager Communications Coordinator Economic Development Coordinator Human Resources Specialist	\$55,231.07	\$79,445.39

45	\$26.6568	\$40.7918
Accounting Generalist Code Enforcement Manager Assistant Tax Administrator IT Systems Analyst Communications/Records Manager Parks Manager Procurement Specialist	\$55,446.14	\$84,846.94
50	\$34.4624	\$48.4805
Deputy Director of Finance Fire Prevention Manager/Plans Review Tax Administrator Public Works Supervisor Clerk of Council Civil Engineer	\$71,681.79	\$100,839.44
55	\$38.4696	\$53.8616
Assistant City Engineer City Planner	\$80,016.77	\$112,032.13
60	\$42.3125	\$59.2354
Human Resources Director IT Director Public Works Manager Economic Development Director Planning & Community Dev. Director Medical Director/ Wellness Coordinator Deputy Police Chief	\$88,010.00	\$123,209.63
65	\$46.5458	\$67.1190
City Engineer Director of Finance	\$96,815.26	\$139,607.52
70	\$53.5328	\$74.9459
Fire Chief Police Chief	\$111,348.22	\$155,887.47
75	\$48.6662	\$82.4363
Assistant City Manager/Director of Public Services Director of Public Safety	\$101,225.70	\$171,467.50
80		
City Manager		Per Contract

<i>Position</i>	<i>Minimum Pay</i>	<i>Mid-point Pay</i>	<i>Maximum Pay</i>
Seasonal Laborer	N/A	N/A	\$20.00
Public Safety (PS)			
	Step 1	Step 2	
Battalion Chief	2% below Step 2	14% above top step Fire Lieutenant	
Fire Captain	2% below Step 2	6% above top step Fire Lieutenant	

Employees are paid bi-weekly on an hourly or salary basis. The bi-weekly pay rate for salaried employees is a calculation of the annual pay rate divided by 26 and the bi-weekly

amount for hourly employees is a calculation of the annual pay rate divided by 2080 hours, to include those budget years with 27 pay periods. The bi-weekly amount for part-time/hourly employees, working less than a 40-hour week in a 2080 work year, is a calculation of the annual pay rate multiplied by the number of hours worked.

6. Compensation Adjustments

All of the following pay rate adjustments are subject to funding by City Council based upon the availability of funds and economic and budget projections and priorities.

- A. New Hires. Newly hired employees shall be hired at a rate of pay between the minimum and maximum of the applicable pay range. The exact pay rate shall be based on the employee's education, experience, knowledge, skills, and abilities. Prior to the making of a conditional offer of employment to a prospective new or newly promoted employee, the department/division head shall recommend a starting rate of pay which shall be forwarded to the Human Resources Manager for review and then to the City Manager for final action.
- B. Completion of Probation. Department/division heads may recommend a pay increase, not to exceed 2%, for newly hired or promoted employees upon the successful completion of probation or one year of employment. The department/division head should consider the employee's starting rate as related to their pay range, the pay of other employees in the position and in the employee's division, and the employee's performance in making this decision. Any such increase, upon approval by the City Manager, shall be paid from the division's regular payroll budget.
- C. Promotion. Employees who are promoted to positions with a higher level of duties and responsibilities shall be placed at a rate of pay between the minimum and maximum of the applicable pay range.
- D. Demotion. Employees who are demoted to positions with a lower level of duties and responsibilities because of less than satisfactory performance, failure to meet job requirements, or for disciplinary reasons shall be placed at the minimum of the new range, or receive a pay decrease not to exceed 10%, whichever results in the least loss of pay.
- E. Reassignment. Employees who are reassigned to positions with a lower pay grade through no fault of their own (i.e., reorganization, job abolishment, reduction-in-force, or market/technological factors, etc.), shall remain at their current rate of pay, or shall be placed at the maximum of the pay range, whichever is less. An employee who voluntarily requests and is granted a reassignment to a position with a lower pay grade will have their pay adjusted between the minimum and maximum of the lower pay grade.
- F. Temporary Upgrade to a Higher Position. Employees who are temporarily assigned (for a minimum of 7 consecutive calendar days) to perform all of the duties and assume all of the responsibilities of a position due to a position vacancy or an approved leave of absence of a position incumbent shall be receive a pay increase not to exceed 5%. Temporary upgrades shall be recommended to the Human Resources Manager and approved by the City Manager in advance.
- G. Modification of Pay Ranges. When a position's pay range is modified upward, based on market data and/or strategic value, and the position is occupied, the incumbent shall retain his/her existing pay rate or be placed at the minimum of the new pay range, whichever is greater. When a position's pay range is modified downward, and the position is occupied, the incumbent shall remain at his/her current rate of pay.
- H. Transfers. Employees who transfer to another job in an identical pay range or to an identical position in another division in the same pay range, there will be no change in the employee's rate of pay.
- I. Transitional and Paid Intern Positions: In cases deemed necessary and appropriate by the City Manager, an appointment to a position in the non-exempt service which is not yet vacated, but which position incumbent has provided the City Manager with a written notice of resignation or retirement on a date certain, which date is within 90 days following the date of such appointment. In cases deemed necessary and appropriate by the City Manager, an appointment of a student intern may be made based on skill, experience, and the scope of the project to be completed.

J. In the event there is a planned retirement, separation from service, or long-term leave of absence for medical or military service reasons, to ensure efficient and uninterrupted City operations, the City Manager may increase the permanent staffing of the department, or division, effected by the planned retirement or separation from service by one position per expected vacancy for the expected duration of that vacancy.

7. Compensation Increases

The compensation of each employee shall be reviewed annually by the department director/division manager, or Mayor and Council, for the purpose of determining which employees may be entitled to a performance-based increase. All personnel records, performance, and experience shall be considered in making recommendations with major emphasis placed on the evaluation. The City Manager or Mayor and Council is authorized to pay non-union employees a performance-based increase provided that said increase is within the approved salary range for the respective position. The performance-based increase may also be provided in the form of a bonus. The annual performance-based increase is determined upon the availability of funds and economic and budget projections and priorities.

Providing the Collective Bargaining Agreements receive an annual increase, the City shall adjust the compensation of all non-union employees, to include employees of the City Council, to reflect the same annual increase within the respective year.

To be eligible for a performance-based increase, an employee must be employed with at least six months of continuous service before the merit award date.

An employee whose pay is at the maximum of the compensation range may not be granted an increase that would cause the base compensation to exceed the maximum of the range for that position. The employee would continue to be eligible for an annual increase and performance bonus, with a lump sum increase based upon the percentage increase. The pay range, however, does not change until a new market study is conducted, every three years, and a recommendation is made to revise pay structures and pay ranges as necessary

Passed by Council on the ____ day of _____, 2024;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-9774

Topics of Discussion **G.**

Council Work Session

Meeting Date: 01/16/2024

Chambersburg Road West Improvements Project - Contract Modification

Submitted By: Hanane Eisentraut

Department: Assistant City Manager

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Chambersburg Road West Improvements Project - Contract Modification

Purpose and Background

This legislation will authorize the City Manager to enter into contract modification and increase Choice One Engineering's contract by \$30,000 to cover the cost of the design modification for retaining walls and for additional studies required by the Ohio Department of Transportation (ODOT) to allow the City to move forward with the Chambersburg Road West Improvements Project. The Capital Fund will be utilized for the additional cost.

Fiscal Impact

Source of Funds: Capital Fund

Cost: \$30,000

Recurring Cost? (Yes/No): No

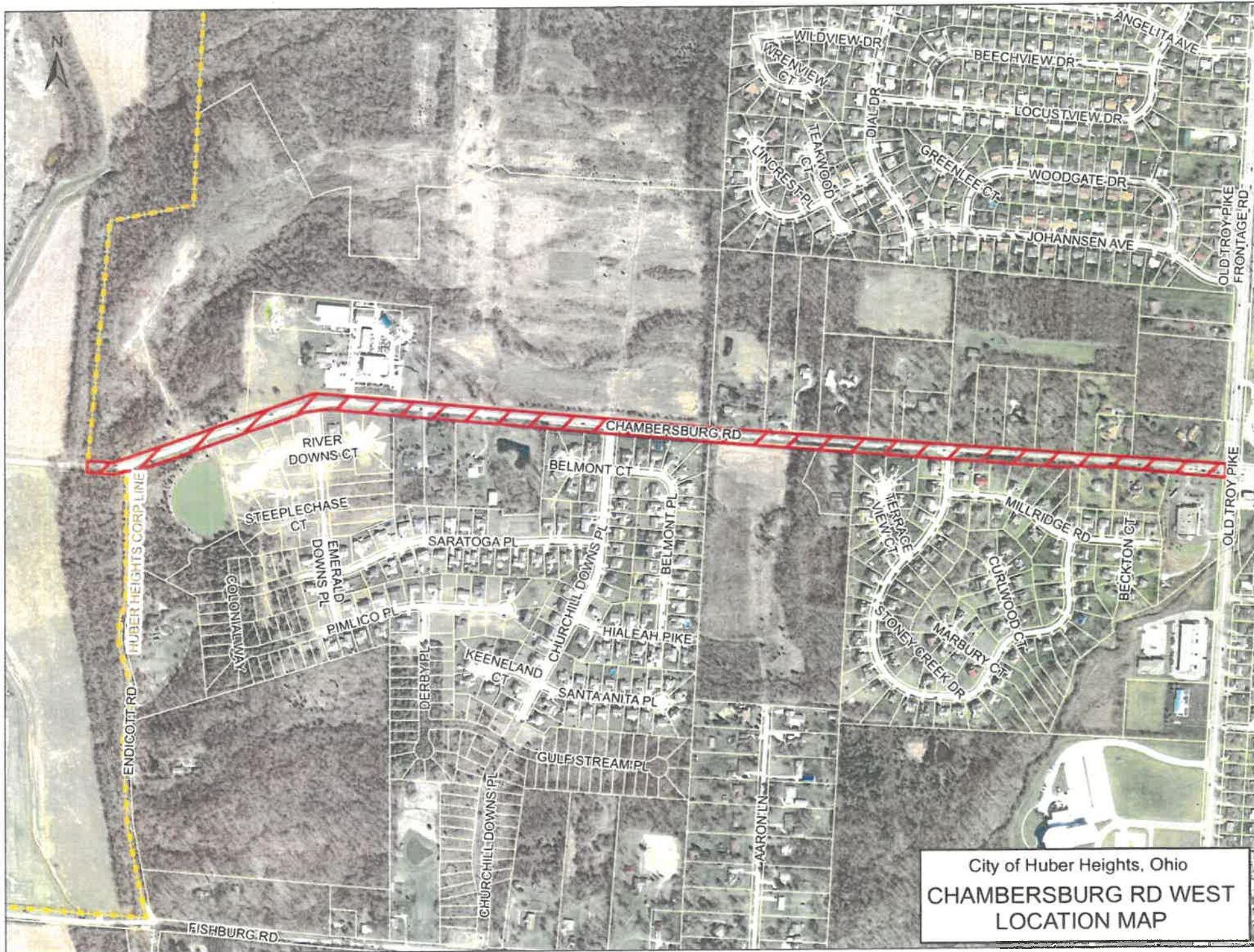
Funds Available in Current Budget? (Yes/No): Yes

Financial Implications:

Attachments

Map

Resolution



CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT
MODIFICATION WITH CHOICE ONE ENGINEERING FOR THE
CHAMBERSBURG ROAD WEST IMPROVEMENTS PROJECT.

WHEREAS, the City Council has applied and received a grant through Miami Valley
Regional Planning Commission (MVRPC) for the construction of Chambersburg Road
West Improvements Project; and

WHEREAS, City Council had previously authorized the City Manager to enter into a
contract with Choice One Engineering for the design of Chambersburg Road West
Improvements at a cost not to exceed \$290,000.00; and

WHEREAS, it is necessary to increase the contract amount with Choice One Engineering
to reflect the modification of the design and the additional studies required by Ohio
Department of Transportation (ODOT) to allow the City to move forward with the
Chambersburg Road West Improvements Project; and

WHEREAS, sufficient funds are available to cover the cost of the additional work.

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

Section 1. The City Manager is hereby authorized to increase the contract with
Choice One Engineering for the Chambersburg Road West Improvements Project by
\$30,000.00 to a new total of \$320,000.00.

Section 2. Authorization is hereby given to compensate Choice One Engineering for
additional work already completed.

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 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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-9773

Topics of Discussion H.

Council Work Session

Meeting Date: 01/16/2024

Veolia Water - Contract Modification - 2024 Capital Projects

Submitted By: Hanane Eisentraut

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Engineering

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Veolia Water - Contract Modification - 2024 Capital Projects

Purpose and Background

This legislation will authorize the City Manager to enter into contract modification and increase Veolia North America's contract by \$1,047,000 to cover the cost of additional services and expenses throughout Fiscal Year 2024. A list of the 2024 Capital Projects is attached.

Fiscal Impact

Source of Funds: Water/Sewer Funds

Cost: \$1,047,000

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

2024 Capital Projects
Resolution

EXHIBIT A

Veolia Capital Projects - 2024 BUDGET ESTIMATE

AMOUNT	Fund	PROJECT
\$60,000.00	Water	Misc and Emergency Projects
\$50,000.00	Water	High Service Pump-inspection & Repair
\$50,000.00	Water	NF Pump/Motor Inspection & Repair
\$60,000.00	Water	Water Valve Turning Program
\$25,000.00	Water	Clearwell/ Residual Basin/ Reaction Basin Inspections & Repair
\$15,000.00	Water	Water Treatment Plant Communications Modifications
\$50,000.00	Water	VFD Pump Replacement At WTP
\$25,000.00	Water	Gate-intercom Replacement
\$35,000.00	Water	Pressure Filter Probe Replacement
\$50,000.00	Water	New Well Meters with Totoalizers & Signaled to SCADA
\$14,000.00	Water	Replace Chemical Feed Pumps, 2 per year
\$200,000.00	Water	NF Softening Skid - Four Membrane Replacement
\$180,000.00	Water	Redevelop 2 Wells
\$15,000.00	Water	Parking Lot Sealing
\$75,000.00	Water	Investigate Pressure Filter Media Issues
\$12,000.00	Water	Reaction Basin/ Residual Basin Pump Out
\$31,000.00	Water	Bulk/Day Tank Cleaning & Proper Disposal
\$947,000.00		
\$40,000.00	Sanitary	Lift Station Repairs - Pump Replacement
\$60,000.00	Sanitary	Misc and Emergency Projects/Upgrades for Sanitary Distribution System
\$100,000.00		

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

TO INCREASE THE NOT TO EXCEED CONTRACT AMOUNT AND AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT MODIFICATION WITH VEOLIA NORTH AMERICA FOR FISCAL YEAR 2024.

WHEREAS, Veolia North America has operated the City’s water and wastewater systems since September 29, 1995; and

WHEREAS, the City Charter requires that City Council approve all work performed by a single contractor in excess of \$25,000.00 in any given year; and

WHEREAS, City Council agrees that it is prudent and cost effective to increase Veolia North America contract to allow the company to perform additional work for the City due to emergency measures and additional services as needed, without delay.

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 modification to increase the not to exceed amount of the Veolia North America contract by \$1,047,000.00 to cover all additional expenses throughout Fiscal Year 2024 as needed.

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 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 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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-9779

Topics of Discussion I.

Council Work Session

Meeting Date: 01/16/2024

Public Works Mutual Aid Contract

Submitted By: Bryan Chodkowski

Department: City Manager

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 01/02/2024 and 01/16/2024

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

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

Agenda Item Description or Legislation Title

Public Works Mutual Aid Contract

Purpose and Background

This resolution is to authorize the City Manager to enter into a public works mutual aid contract. This contract would allow Huber Heights to request public works resources from other communities during times of need as well as provide these resources to other communities to the extent that the City's resources allow. This item was originally discussed with City Council during the January 2, 2024 Council Work Session. Over the course of that discussion, there was a request by the City Council to provide a mechanism for the City Council to be aware of how and when this contract would be used. Language addressing Council's requests from the last Council Work Session has been inserted into the authorizing legislation under Section 2.

The purpose of this mutual aid agreement is to ensure responsibility for employees and equipment is appropriately recognized to provide effective collaboration and partnership in the areas of public works. This purpose is no different than those addressed in similar mutual aid agreements and contracts involving public safety services. Additionally, this agreement provides a greater likelihood that expenses incurred by the City in response to emergency situations will be more quickly and fully reimbursed through agencies like FEMA, when such reimbursement options are available.

The initial draft of this agreement was developed by Centerville and has been tweaked by the GOV TECH committee, a working group within the Miami Valley Communications Council (MVCC) as well as the Public Works Directors and City Engineers from MVCC members. Final editing of the proposed agreement was completed by the Centerville and Kettering Law Directors. This agreement has also been reviewed by the Huber Heights Law Director.

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

Exhibit A

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

TO ALLOW THE CITY MANAGER TO ENTER INTO A PUBLIC WORKS MUTUAL AID CONTRACT WITH SURROUNDING COMMUNITIES.

WHEREAS, the Huber Heights City Council wishes to ensure that it can receive public works assistance and support from surrounding communities during times of natural disaster, emergency or other need; and

WHEREAS, the Huber Heights City Council agrees to provide support to these surrounding communities during times of need.

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

Section 1. The City Manager is hereby authorized and directed to enter into the Public Works Mutual Aid Contract attached hereto as Exhibit A.

Section 2. The City Manager is also authorized to assign Public Works Division resources to participating communities as allowed under the mutual aid contract and to the extent that the City’s resources allow. The City Manager shall notify the City Council when support has been provided, or received, under the terms and conditions of the Public Works Mutual Aid Contract.

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.

Passed by Council on the _____ day of _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A

Public Works Mutual Aid Contract

WHEREAS, it is the expressed desire of municipalities located in the southwest Ohio area, to agree to unite by contract for the purpose of rendering mutual aid, assistance, manpower and equipment, to each other in the event of both non-emergency events and emergency situations arising within their individual jurisdictions wherein their own non-safety Public Works manpower and equipment is deemed inadequate; and,

WHEREAS, this mutual aid agreement is both an attempt, prior to the actual occurrence of a disaster or an event, to facilitate recognition of emergency and non-emergency demands and make the response of participating communities more effective; and,

WHEREAS, the citizens served by all parties having the desire to contract as aforementioned will be better protected both in life and limb as well as in property by having available the mutual aid, assistance, manpower and equipment of the other parties to this contract should an emergency or non-emergency event arise wherein their respective forces are deemed inadequate to meet such emergencies or events; and,

WHEREAS, in addition to non-emergency events, the preservation of life, limb and property of the citizens of the various communities desiring to contract herein depends upon having available all possible aid, assistance, manpower, equipment, and knowledge.

NOW THEREFORE, this contract is entered into upon the following terms and conditions, by and between the parties hereto set forth below, with the mutual promise of each to the other as consideration therefor:

I. DEFINITIONS

For the purpose of this contract, a disaster will be defined as the occurrence, or imminent threat, of widespread or severe damage or loss of property or life which exceeds the routine capabilities of local government, health care, and other community agencies. The most common disasters include floods, major fires, earthquakes, tornadoes, and other emergencies which occur with little or no warning. While these disasters cannot be foreseen, their effects on a community can be anticipated and planned for in order to expedite the community's return to normal conditions. Actions taken to cope with an emergency may prevent a disaster from becoming a tragedy.

For the purposes of this contract, non-emergency events or just events shall be any non-emergency events that allows a local jurisdiction to seek assistance from another jurisdiction for non-emergency public works equipment or services.

II. PRIMARY RESPONSIBILITY

No provision of this contract shall be construed to place liability upon any other party hereto for failure to respond to a request for assistance hereunder, if, in the sole discretion of the party being requested, their services are considered necessary to the community or are for which they are primarily responsible.

Further, it is agreed that each party hereto bears the burden of protecting that area through which it gains its compensation and authority, and that any decision to render aid to another party hereto requesting same must bear on this principle.

III. REQUESTS FOR AID

A request for aid, assistance, manpower, or equipment under the provisions of this contract shall be made only by the chief executive of the requesting jurisdiction or his/her designee(s) as a party to this contract.

IV. RESPONSE TO REQUESTS FOR AID

A request for aid, assistance, manpower, or equipment under the provisions of this contract shall be made to the person or agency having the responsibility of dispatching such requested party on calls within its own area of jurisdiction. Such requests shall be made, insofar as practicable, in the following manner:

- a.) The authority requesting assistance shall specify the aid, assistance, manpower, or equipment requested;
- b.) The nature and location of the non-emergency event or emergency where such aid is requested;
- c.) The respondent shall then cause an entry of the request to be made on appropriate departmental records, stating the time, pieces of equipment, personnel and the duration of time each was utilized. A copy of the entry shall be forwarded to the requesting jurisdiction at the earliest convenience.
- d.) Each jurisdiction shall provide the requesting party with the name and public service number of the dispatching authority for the particular department. Such lists shall be combined into one item and distributed to all parties hereto as the need demands.

V. CHARGES

No charge shall be made to or by any party to this contract for the services rendered under this contract unless agreed upon by the jurisdiction in advance, it being the expressed intention of the parties hereto that the sole consideration is the mutual promises, each to the other, of rendering aid, assistance, manpower or equipment.

In the event that charges for the services may be reimbursed through third parties,

such as FEMA, each jurisdiction may be entitled to such reimbursement and is responsible for providing documentation for receipt of those funds.

No part of this contract, however, shall be construed as to avoid or nullify any other valid and existing contract which may be in effect between parties hereto or with parties not subject to this contract.

VI. DAMAGES – LOSSES – INJURIES

The parties hereto mutually agree that no party rendering aid, assistance, manpower, or equipment under the provisions of this contract shall seek damages or reimbursement for loss or injury to equipment from any party requesting such aid, assistance, manpower, or equipment, unless the actions of the requesting party or its employees caused the damage; further, that there shall be no reimbursement for any indemnity award or premium contribution assessed against the employing party for Workers' Compensation or other benefits arising by reason of injury or death to a member of a force of such party while engaged in rendering services under the terms of this contract, it being mutually agreed between the parties hereto that the responding party shall be solely responsible for any loss or damages sustained by third parties injured or damaged by any act of said responding party in rendering aid, assistance, manpower, or equipment under the terms of this contract.

VII. MINIMUM COVERAGES

Each party shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the insured party, its agents, representatives, employees, or subcontractors.

1. **Commercial General Liability (CGL)**, with limits not less than \$2,000,000 per occurrence, for bodily injury, property damage, personal & advertising injury.
2. **Automobile Liability** covering any auto, with minimum limits of \$2,000,000 per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Ohio, with statutory limits, and Employers' Liability with limits not less than \$1,000,000 per accident for bodily injury and disease.

Each party shall cover the other parties, including their officials, agents, employees, and volunteers as Additional Insureds with respect to liability arising out of work or operations performed by the primary insured party including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by the primary insured party.

For claims related to this project, the primary insured party's insurance coverage shall be primary and non-contributing with respect to the additional insureds.

Upon request, each party shall provide the others with a certificate of insurance evidencing compliance with the requirements herein.

VIII. TERM OF CONTRACT

This agreement shall be in effect for a period of three (3) years from the effective date hereof and shall be automatically renewed for successive periods of three (3) years as to all parties, unless termination and notice to withdrawal is completed in accordance with the terms herein.

IX. TERMINATION

It is mutually agreed by the parties that any party may terminate this agreement at any time upon written notice served by either certified mail, return receipt requested, or electronically via email to the other party or parties at least sixty (60) days in advance of such effective termination. Such notice shall be sent to the attention of the Chief Executive to the address or email address set forth below for each party and is deemed served once mailed or sent. Such termination or withdrawal, however, shall not be deemed termination of the entire contract and agreement as to the remaining parties hereto and as to those remaining, this agreement will continue in full force and effect with the mutual promise of such parties remaining as the consideration.

X. EXECUTION

This agreement may be executed in any number of counterparts, all of which together shall be considered a single instrument.

XI. ADDITIONAL PARTIES TO CONTRACT

It is mutually agreed by the parties hereto that from time-to-time new parties to this agreement may be added, provided other requirements are met as specified herein. The date of the initial term shall coincide with the then existing term of this contract, whether within the initial term or successive automatic renewal term hereof, and from that time shall be for the same term as other parties to this contract.

XII. EFFECTIVE DATE

This agreement shall become effective upon execution by each chief executive of each jurisdiction and will be effective on that date as to all parties who have executed the agreement in accordance with law. The administrator, when making initial distribution of the agreement counterparts, shall indicate the dates set forth herein to all parties.

XIII. SEPARABILITY OF CLAUSES

It is mutually agreed by the parties hereto that should any part, section, clause or specification herein be decided unlawful or unconstitutional, the remaining parts, sections, clauses and specifications shall continue to operate as if independent thereof.

IN WITNESS WHEREOF, the undersigned, through its duly authorized agent(s) or representative(s), hereunto set its hand this ____ day of _____.

CITY OF _____

By:

Its:

Approved as to form:

AI-9771

Topics of Discussion J.

Council Work Session

Meeting Date: 01/16/2024

Sale Of Property - 1 Wildcat Road

Submitted By: Kyren Gantt

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Economic Development

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Sale Of Property - 1 Wildcat Road

Purpose and Background

The City and Grease Magic, Ltd. wish to enter into a real estate purchase and sales agreement which provides for the sale and development of +/- 13.88 acres of real property owned by the City located at 1 Wildcat Road. The Purchaser intends to purchase, develop, and incorporate the property within the boundaries of the existing Hidden Heights Campground.

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:

Purchaser agrees to pay \$98,000 for said property, payable as follows:

Earnest Money \$4,000.00

Cash at Closing \$94,000.00 (subject to adjustments and setoffs in this Agreement)

Attachments

Resolution

Exhibit A

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A REAL ESTATE PURCHASE AND SALES AGREEMENT FOR APPROXIMATELY 13.88 +/- ACRES ON WILDCAT ROAD BETWEEN THE CITY OF HUBER HEIGHTS AND GREASE MAGIC, LTD.

WHEREAS, the City and Grease Magic, Ltd. (the “Purchaser”) wish to enter into a real estate purchase and sales agreement (the “Agreement”) for the below described Property; and

WHEREAS, the Agreement provides for the sale and subsequent development of +/- 13.88 acres of real property owned by the City located at 1 Wildcat Road, being Montgomery County Auditor Parcel Number P70 04010 0018 (the “Property”); and

WHEREAS, the Purchaser intends to purchase, develop and incorporate the Property within the boundaries of the existing Hidden Heights Campground (the “Project”); and

WHEREAS, the City and Purchaser have determined to enter into the Agreement (Exhibit A attached hereto) to provide for the sale of the Property and the development of the Project pursuant to the terms and conditions as provided within the Agreement.

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

Section 1. The City Manager is directed to enter into the Agreement, by and between the City and Purchaser providing for the purchase and sale of real estate in furtherance of the Project, in the form and on the terms and conditions as substantially set forth and attached as Exhibit A hereto. The City Manager is hereby approved and authorized to make any necessary changes thereto not inconsistent with this Resolution and not substantially adverse to this City, which shall be approved by the Law Director. The City Manager, for and in the name of this City, is further authorized to execute any and all instruments and documents (i.e. the deed, settlement statement, closing documents, etc.) related to the transaction set forth in the final Agreement and necessary to consummate the transaction contemplated therein.

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 _____, 2024;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A- AGREEMENT TO PURCHASE REAL ESTATE

THIS AGREEMENT is entered into as of the ____ day of _____, 2024 (the “Effective Date”) by and between **City of Huber Heights, Ohio**, an Ohio municipal corporation, (the “Seller”) and **Grease Magic, Ltd.**, an Ohio limited partnership, (the “Purchaser”).

1. **PURCHASE**. Seller hereby agrees to sell to Purchaser and Purchaser hereby agrees to purchase from Seller on the following terms and conditions, the real property situated in Montgomery County, Ohio and located at One Wildcat Road, Huber Heights 45424 consisting of approximately 13.88 +/- acres of land and which is more particularly described and shown on Exhibit A attached hereto and made a part hereof, inclusive of the fixtures and improvements thereon and all easements, covenants, rights, privileges and appurtenances thereto (the “Property”). Purchaser acknowledges that except as otherwise expressly stated in this Agreement, the Property is being sold in its “AS IS,” “WHERE IS” and “WITH ALL FAULTS” condition whether any defect is patent or latent, as of the Closing, and no representations, warranties or guaranties, express or implied, written or oral, past, present or future, have been made or shall be deemed to be made.

2. **PURCHASE PRICE**. Purchaser agrees to pay for said Property the sum of Ninety Eighty Thousand and xx/100 Dollars (\$98,000.00) (the “Purchase Price”) payable as follows:

Earnest Money	\$ 4,000.00
Cash at Closing	\$ 94,000.00 (subject to adjustments and setoffs in this Agreement)

As of the Effective Date, all Earnest Money shall be deposited with and held by M&M Title Co. located at 300 West Monument Avenue, Dayton, Ohio 45402; telephone 937-228-2465 (the “Escrow Agent”) pursuant to the terms and conditions of this Agreement. If requested by either party, or the Escrow Agent, a separate escrow agreement, on Escrow Agent’s standard form not inconsistent with the provisions of this Agreement shall be executed. The Escrow Agent shall deposit the Earnest Money in a non-interest-bearing account.

3. **DEED AND EXCEPTIONS**. Seller shall furnish a limited warranty deed, in a form acceptable for transfer and recording by public authorities, conveying to Purchaser or nominee, a merchantable and marketable (as determined with reference to the Ohio State Bar Association Standards of Title Examination), fee simple title to the Property, subject to legal highways, free and clear of all liens, rights to take liens, and encumbrances whatsoever, except: (a) all restrictions of record and any agreements, reservations and easements of record, (b) any Permitted Exceptions as defined in Section 10 herein, (c) such taxes and assessments as Purchaser is to pay as provided for herein, and rights of tenants in possession.

4. TAXES AND ASSESSMENTS. To the extent the Property is not exempt from real estate taxation, Seller shall pay a pro rata share of the semi-annual installment of taxes and annual assessments, both general and special, including any payments in lieu of taxes, or other charges that are due and payable at Closing. Purchaser shall pay all such taxes and all assessments becoming due and payable thereafter. Seller's warranty that all taxes and assessments have been paid shall not include such prorated installment. The proration of taxes and assessments shall be per the Montgomery County method, whereby Seller shall pay 1/365th of the total taxes shown on the two (2) most recent semi-annual tax statements multiplied by the number of days from the statutory due date of the last semi-annual installment to and including the date of Closing. Any assessment due and payable shall be prorated on an annual basis. Seller shall deduct its prorated share of the taxes and assessments from the Purchase Price at Closing.

5. UTILITIES AND POSSESSION. Water and utility bills and any current operating expenses shall be prorated as of the delivery date of possession. Possession and occupancy to be given on the date of Closing, subject to the Seller's right of post-closing occupancy set forth in this Agreement.

6. DAMAGE. If any buildings or improvements are materially damaged or destroyed prior to Closing, Purchaser shall have the option to terminate this Agreement, in which event the Earnest Money shall be returned to Purchaser and the parties shall have no further obligations thereunder, except for those which expressly survive said termination.

7. CONDITION OF PROPERTY. All personal property of the Seller shall be removed from the Property prior to the expiration of Seller's post-Closing occupancy rights set forth in this Agreement. The Property is being sold in its then current, "As Is", "Where Is" and "With All Faults, Condition", subject to the warranties and representations specifically stated herein and excluding any implied warranty including without limitation as to habitability and fitness for a particular for use.

8. APPLICATION OF EARNEST MONEY. The Earnest Money shall be held to apply on the Purchase Price, and to be refunded to the Purchaser only if this offer is not accepted or if this transaction does not close for any reason provided for herein or breach by Seller and not as a result of the breach of this Agreement by Purchaser, in which event Purchase may pursue any other legal or equitable remedy in law or equity, including specific performance. If Purchaser breaches this Agreement, the Earnest Money shall be paid to Seller, and Seller may pursue any other legal or equitable remedies permitted by law and equity, including specific performance.

9. CONTINGENCIES. This Agreement is contingent upon the Purchaser's ability to obtain within ninety (90) days of the Effective Date (the "Satisfaction Date") the completion of the following contingencies to Purchaser's reasonable satisfaction. In the event that the following contingencies are not satisfied by the Satisfaction Date, Purchaser shall on or prior to the Satisfaction Date, give Seller written notice that such contingencies have not been satisfied and shall either (i) waive any unsatisfied contingencies and proceed with the Closing, or (ii) notify Seller that Purchaser will not complete the purchase, in which case the Earnest Money shall be returned to Purchaser and neither party shall have any further liability hereunder, except for those obligations that expressly survive said termination. The contingencies are as follows:

IQP366903

(a) Zoning and Governmental Approval. This Agreement is contingent upon Purchaser's receipt of all final, non-appealable variances, permits, agreements, licenses, consents and approvals (including, without limitation, any subdivision, rezoning, site approval, or otherwise) which are required in Purchaser's reasonable judgment for development and use of the Property as a campground, hereinafter "Approvals". Purchaser, at Purchaser's expense, may file applications to have the Property rezoned, as necessary, and all such other applications as may be required or desired in Purchaser's reasonable judgment. Applications shall be in the name of either Seller or Purchaser as may be required under the applicable governmental provisions. Seller agrees to reasonably cooperate in connection with Purchaser in processing all applications and obtaining all Approvals including, without limitation, executing all necessary or appropriate instruments, however Seller shall process such applications in the ordinary course and without any representations as to the outcome of an application seeking an Approval for Purchaser's use. For the purpose of this contingency, the Satisfaction Date shall be one-hundred twenty (120) days from the date of this Agreement during which Purchaser shall pursue said Approvals;

(b) Inspections. Purchaser was provided the opportunity to perform inspections of the Property, however has elected to waive said inspections. Accordingly, Purchaser shall not have any contingency of its obligations to purchase the Property due to the physical nature, environmental condition, feasibility studies and market conditions, or similar matters that would be disclosed had such inspections, studies and reports been undertaken by Purchaser.

10. EVIDENCE OF TITLE. Purchaser or Purchaser's mortgage company shall, at Purchase's sole expense, obtain from the title insurance company, through the Escrow Agent, within twenty (20) days after the date of this Agreement, a commitment for an ALTA form owner's fee simple title insurance policy (the "Commitment"). The Commitment shall be in such title company's usual and customary form in the amount of the Purchase Price. Purchaser shall notify Seller in writing not later than ten (10) days after receipt of the Commitment and the Survey, if any, of any defect not acceptable to Purchaser, all other exceptions which are not objected to by Purchaser are hereinafter referred to as "Permitted Exceptions". If Purchaser fails to notify Seller in writing within ten (10) days as provided for herein, Purchaser waives its objection and any defects shall be Permitted Exceptions. Seller shall have the option of (i) remedying or removing the unacceptable exceptions prior to Closing to Purchaser's reasonable satisfaction; (ii) leaving the unacceptable exception as is but reasonably insuring against it, or, if the exception is a monetary lien, depositing sufficient funds in escrow with a title insurance company to insure over the monetary lien; or (iii) leaving the unacceptable exception as is. Within ten (10) days from the receipt of Purchaser's objection, Seller shall give Purchaser written notice of its election of the foregoing options. If Seller cannot or does not remove the same or obtain an affirmative assurance to insure against such defect by the Closing, Purchaser shall then have the right, at its option (a) to terminate this Agreement by giving Seller written notice to that effect, whereupon the Earnest Money shall be returned to Purchaser and each party shall be released from all further obligations and liability hereunder, except for those obligations that expressly survive the termination, or (b) to proceed with this purchase, in which event Purchaser shall waive such exceptions and pay the total Purchase Price, or if Purchaser elects, such monetary liens may be assumed with abatement of the Purchase Price.

11. SURVEY. Purchaser may obtain, at Purchaser's cost, within sixty (60) days from the Effective Date, a survey of the Property certified by a registered surveyor to Purchaser, Purchaser's Lender, if any, and to the title company, and if elected by Purchaser a legal description of the Property prepared in accordance with such survey, (collectively the "Survey"). Such Survey shall show matters which an accurate survey and inspection of the Property would disclose. The Survey prepared shall be in accordance with the ALTA minimum survey standards and contain the certifications and other matters required by such standards and the title company in order to remove the above stated standard printed General Exceptions from the Commitment.

12. WARRANTIES OF SELLERS.

(a) Seller warrants to Purchaser that, to the best of its knowledge, without independent investigation, the following statements are true and correct as of the date of the Effective Date and will be true and correct on the date of Closing. To the extent that between the date hereof and the Closing Seller learns of facts which render such statements untrue, it shall disclose the same to Purchaser, and Purchaser shall have the option to waive the conditions disclosed by such facts and proceed to close the sale or terminate the Agreement.

Seller warrants and represents to Purchaser that:

1. Seller shall have good and marketable fee simple title to the Property.
2. Seller shall not have received any notice or order from any governmental authority as to a violation regarding condition of the Property regarding zoning matters.
3. Seller has not been notified of possible future improvements by any public authority, any part of the cost of which would or might be assessed against the Property, or of any contemplated future assessments or any kind which have not been disclosed in writing to Purchaser.
4. Seller has not received notice of any condemnation proceedings pending or contemplated which would affect the Property.
5. Seller, to the best of its knowledge, without independent investigation, represents that the Property has never been used as a landfill, disposal site, or location for the generation of any hazardous waste as that term is defined by the Resource Conservation and Recovery Act of 1976, and/or the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended by Superfund Amendments and Reauthorization Act of 1986, state and local statutes and ordinances governing hazardous wastes, or by regulations promulgated by any Federal, state or local agency pursuant to said Acts, statutes or ordinances, or any other federal, state, or local statute, ordinance, code, rule, regulation, order or decree regulating, relating to or imposing liability or standards of conduct concerning any hazardous, toxic or

dangerous waste, substance or material as now or at any time hereafter in effect; nor has said Property been used as a landfill, disposal site, or location for the generation of any hazardous substance or environmental pollutant or contaminant; however, the Property has been used as a municipal yard waste dump site.

(b) Purchaser warrants to Seller that the following statements are true and correct as of the Effective Date and will be true and correct on the date of Closing. To the extent that between the date hereof and the Closing Purchaser learns of facts which render such statements untrue, it shall disclose the same to Seller, and Seller shall have the option to waive the conditions disclosed by such facts and proceed to close the sale or terminate the Agreement.

The Purchaser, warrants, represents and covenants to Seller that:

1. To the extent that Purchaser assigns this Agreement to a nominee, such nominee shall be a duly organized and validly existing limited liability company, in good standing under the laws of the State of Ohio, that will have the full right, power and authority to purchase the Property and to carry out Purchaser's obligations hereunder. All requisite actions necessary to authorize Purchaser to enter into this Agreement and to perform its obligations hereunder have been taken. The person executing this Agreement is duly authorized to do so by Purchaser.
2. Purchaser has not violated any contract, agreement or other instrument to which Purchaser is a party nor any judicial order, judgment or decree to which Purchaser is bound by: (x) entering into this Agreement; (y) executing any of the documents Purchaser is obligated to execute and deliver at the Closing; or (z) performing any of its duties or obligations under this Agreement or otherwise necessary to consummate the transactions contemplated by this Agreement.
3. To Purchaser's knowledge, there are no actions, lawsuits, litigation or proceedings pending or threatened in any court or before any governmental or regulatory agency that affect Purchaser's power or authority to enter into or perform this Agreement.

13. INDEMNITY. Purchaser shall indemnify, defend and hold harmless Seller and its elected officials, employees, agents, contractors, successors and assigns, harmless, from any and all liabilities, loss, claims for damages and causes of action including costs, expenses and reasonable attorney fees suffered by Seller as a result of a breach of Purchaser's covenants, warranties or representations in this Agreement. The terms and conditions of this Section 13 shall survive the Closing for a period of one (1) year.

14. CLOSING. The date of Closing for delivery of deed and payment of the balance of

IQP366903

the Purchase Price shall be on or before thirty (30) days after the Satisfaction Date. Place and date of Closing shall be downtown Dayton office of Escrow Agent.

Seller shall bear the following fees and expenses incurred in connection with the Closing: (i) preparation of the deed, (ii) recording fees to discharge obligations affecting the Property required to be discharged by Seller under this Agreement, (iii) any conveyance fees, documentary stamps or transfer taxes, (iv) the cost of the title search and issuance of the Commitment; and (v) one-half (1/2) of the escrow fee due to Escrow Agent.

Purchaser shall bear the following fees and expenses incurred in connection with the Closing: (i) the cost of all endorsements to the owner's title insurance policy ("Owner's Policy"); (ii) all costs of Purchaser's due diligence; (iii) the full premium of the Owner's Policy up to the amount of the Purchase Price and any endorsements thereto; (iv) the cost of recording the deed, any mortgage granted by Purchaser and issuance of the lender's policy of title insurance and endorsements thereto; (v) one-half (1/2) of the escrow fee; and (vi) the cost of the Survey, if any.

At or prior to the Closing, the parties shall deliver the following respective items:

- (a) Seller shall deliver to Purchaser a recordable limited warranty deed as described above.
- (b) Seller shall deliver to Purchaser an affidavit, in form satisfactory to Purchaser, stating that Seller is not a foreign person under Internal Revenue Code Section 1445.
- (c) Seller shall furnish the title company and Purchaser with a customary owner's affidavit as to mechanic's and materialmen's liens, tax liens, and persons in possession of the Property required by the title company as a condition to its agreement to delete the printed General Exceptions related to such liens and possession from the Commitment.
- (d) Seller shall deliver to the title company a settlement statement in accordance with this Agreement; and
- (e) Seller, if requested by the parties, shall deliver to Purchaser an executed Post Closing Occupancy Agreement; and
- (f) Seller shall deliver to the title company such other and further documentation of conveyance and transfer as Purchaser may reasonably request for the purpose of assigning, transferring, granting, conveying, and confirming the sale of the Property to Purchaser.
- (g) Purchaser shall pay the balance of the Purchase Price as provided in Paragraph 2 above in cash or certified bank funds via wire transfer.

(h) Purchaser shall delivery to the title company a settlement statement in accordance with this Agreement; and

Purchaser shall delivery to the title company such other and further documentation of conveyance and transfer as Seller may reasonably request for the purpose of assigning, accepting, acquiring, conveying, and confirming the sale of the Property to Purchaser.

15. REAL ESTATE COMMISSION. The parties hereby warrant to the other that no real estate agents have been hired or consulted for this Property.

16. EMINENT DOMAIN. If prior to Closing all or any part of the Property is taken by eminent domain, Purchaser shall have the option to (a) receive the proceeds of such taking up to the full amount of the purchase price and close this purchase; (b) reduce the purchase price by the amount of the proceeds paid to Seller, up to the full amount of the purchase price; or, (c) terminate this Agreement, in which event the parties shall be released from any further obligations hereunder and the Earnest Money shall be returned to Purchaser.

17. NOTICES. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been given when delivered personally or when deposited in the United States mail, certified and with proper postage prepaid and return receipt requested, pr sent via national overnight courier (e.g. FedEx) for next day delivery, addressed as follows:

(a) If to the Purchaser:

Grease Magic, Ltd
Attn: Michael Stafford, President

(b) If to the Seller:

City of Huber Heights
Richard Dzik, City Manager
6131 Taylorsville Road
Huber Heights, Ohio 45424

With Copy to:

City of Huber Heights
David Montgomery, Law Director
Pickrel Schaefer and Ebeling
40 North Main Street, Suite 2700
Dayton, Ohio 45423

or to such other address for either of the parties hereto as may from time to time be designated by notice given by such party to the other party in the manner hereinabove provided.

18. ASSIGNMENT. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties. Purchaser may only assign this Agreement with the prior written consent of Seller, which consent shall be at Seller's sole discretion. Notwithstanding the foregoing, Purchaser may designate a nominee at Closing for purposes of taking title to the Property per the deed from Seller.

19. BINDING EFFECT AND EXCLUSIVE TERMS. No modification of this Agreement shall be valid or binding unless such modification is in writing, duly dated and signed by both parties. This instrument is the entire agreement between the parties, which may be executed in multiple counterparts, and is to take effect as a sealed instrument the date the last party signs said instrument. This instrument is binding upon and inures to the benefit of the parties hereto and their respective heirs, devisees, executors, administrators, successors and assigns. The captions and marginal notes are intended only as a matter of convenience and are not to be considered a part of this agreement or to be used in determining the intent of the parties to it. Neither party shall be bound by any terms, conditions, statements, or representations, oral or written, not herein contained. In the event either party commences a legal proceeding to enforce any of the terms of this Agreement, the prevailing party in such action shall have the right to recover reasonable attorney's fees and costs from the other party, to be fixed by the court in the same action. Where applicable, the language in this Agreement may be construed in the singular or plural number and in the masculine, feminine, or neuter gender.

20. TIME IS OF THE ESSENCE. The parties further agree that in each Section of this Agreement wherein a time limitation is placed upon a specific act or performance, then time shall be of the essence in reference to each and every act or performance; provided that any time period provided for herein which shall end on a Saturday, Sunday, or legal holiday shall extend to 5:00 p.m., of the next business day. Any reference to a period of time shall mean calendar days, unless expressly stated. Business days shall mean Monday through Friday excepting legal holidays.

21. CONDITIONS PRECEDENT TO CLOSING. The following are conditions precedent to Closing:

- 1) Approval of this Agreement by Huber Heights City Council; and
- 2) The parties shall have delivered to each other or the title company, as the case may be, all fully executed documents, in recordable form where applicable, and all settlement funds.

22. CONDITIONS SUBSEQUENT TO CLOSING. The following matters are a material inducement for Seller to enter into this Agreement and are conditions subsequent to Closing, each of which shall survive the Closing and not merge with the deed:

- a. Subsequent to Closing, Seller shall be entitled and have the right to usage and occupy the Property, for no additional charge or cost, on the following terms and conditions: Seller shall have the exclusive use and occupancy of the Property for a period of twelve (12) months from date of Closing to transition the municipal yard waste facility from the Property to another location of Seller's choosing and Seller shall have the unilateral right to extend such period for an additional (six (6) months upon written notice to Purchaser (the "Post Closing Occupancy Period" or "PCOP"). Seller may shorten the PCOP at its sole election and shall provide at least sixty (60) day prior written notice to Purchaser, if the PCOP is modified from its original duration.
- b. Seller's use of the of Property during the PCOP shall be at no additional charge to Seller.
- c. Seller shall add Purchaser as an additional insured on its commercial general liability policy during the PCOP with insurance coverage as agreed to by the parties.
- d. During the PCOP Seller shall not commit waste to the Property and shall reasonably restore the Property to a condition similar to that which existed as of the date of Closing, subject to reasonable wear and tear consistent to the Property's use as a municipal yard waste disposal site during the PCOP.
- e. At least sixty (60) days prior to the expiration of the PCOP, Seller, at its cost, shall post one or more signs at the Property advising the general public the Property will cease operations as a municipal yard waste disposal site as of a specific date (no later than expiration date of the PCOP) and provide the address and location of the new municipal yard waste disposal site to be used for such purpose. Seller shall remove the above-described signage, at the earlier of: (i) within ten (10) days of receipt of written request by Purchaser for such removal; or (ii) after the expiration of sixty (60) days, but not more than ninety (90) days from the expiration date of the PCOP.

[Signature Page Immediately Follows]

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year indicated below.

SELLER:

City of Huber Heights, Ohio, an Ohio
municipal corporation

Richard S. Dzik, City Manager

Date: _____

PURCHASER:

Grease Magic, Ltd., an Ohio limited
partnership

Michael Stafford, President

Date: _____

RECEIPT AND AGREEMENT

Receipt is hereby acknowledged by M&M Title Co. of the sum of Four Thousand and xx/100
Dollars (\$4,000.00) as Earnest Money to be held subject to the terms of the above Agreement.

M&M Title Co.

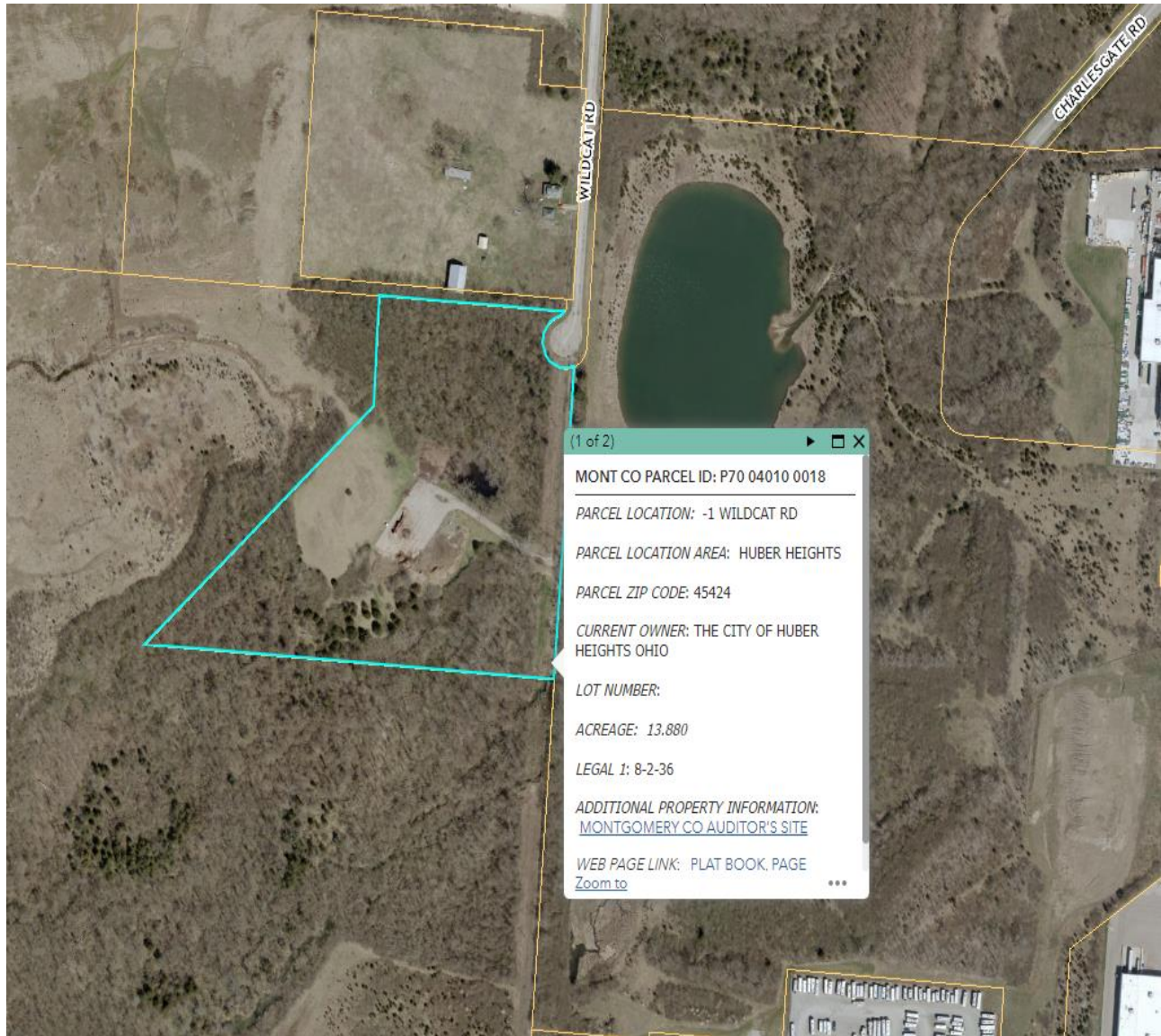
By: _____

Printed Name: _____

Title: _____

Date: _____

Exhibit A
The Property



AI-9772

Topics of Discussion K.

Council Work Session

Meeting Date: 01/16/2024

Economic Development Plan - Waverly Place

Submitted By: Kyren Gantt

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Economic Development

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Economic Development Plan - Waverly Place

Purpose and Background

The purpose of this Economic Development Plan (the "Plan") is to satisfy the requirement of Section 5709.40(A)(5)(f) of the Ohio Revised Code, which requires that an economic development plan evidence that the public infrastructure serving a proposed residential tax increment financing incentive district is inadequate to meet the development needs of the district. This Plan has been developed to continue the efficient and effective development of the City of Huber Heights, Ohio (the "City"). This Plan relates to the proposed 97-unit residential development within the City on approximately 22.38 acres, known as the Waverly Development Project (the "Project"). The proposed development is located east of Bellefontaine Road, north of Fishburg Road, and south of Chambersburg Road. The City has determined that the construction of the Project is expected to result in the creation of employment opportunities within the City as well as the creation of various types of housing for residents of the City.

The City is considering the creation of a residential Tax Increment Financing (TIF) Incentive District (the "Incentive District") which will include the proposed residential development. The Incentive District will: (1) use quality architecture and design; (2) permit the development of high quality, multi-unit housing; (3) enhance the City by providing for public infrastructure improvements necessary for the preservation and advancement of the public health, safety, and well-being; and (4) increase the City's collection of income taxes and, over time, real property taxes.

Fiscal Impact

Source of Funds: Tax Increment Financing (TIF)

Cost: \$0

Recurring Cost? (Yes/No): No

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

Financial Implications:

The developer forecasts 97 housing units with an average sale price per unit of \$324,731.

Attachments

Legislation Calendar

Ordinance

Exhibit A

Exhibit A - Attachment A

Exhibit A - Attachment B

Exhibit B

**Waverley Residential Development TIF
Legislative Schedule
2024**

January 16 (Work Session):	Introduce Economic Development Plan
January 22 (Council):	First Reading (Economic Development Plan)
February 12 (Council):	Second Reading & Final Adoption (Economic Development
February 19 (Staff):	Notice to Property Owner(s)
February 19 (Staff):	Notice to County Board of Commissioners
February 19 (Staff):	Notice to School Board
April 16 (Work Session):	Schedule Public Hearing (Formality Only)
April 22 (Council):	Public Hearing & First Reading (TIF Ordinance)
May 13 (Council):	Second Reading & Final Adoption (TIF Ordinance)

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

TO APPROVE AN ECONOMIC DEVELOPMENT PLAN AND TO STATE THAT THE CITY MAY HEREAFTER PROCEED WITH APPROVAL OF A TAX INCREMENT FINANCING INCENTIVE DISTRICT.

WHEREAS, Section 5709.40(c) of the Ohio Revised Code authorizes the legislative authority of a municipal corporation to create, by ordinance, incentive districts and declare the improvement to each parcel of real property within those districts to be public purpose; and

WHEREAS, Section 5709.40(a) of the Ohio Revised Code requires incentive districts to have one or more distress characteristics, which may be defined as inadequate public infrastructure serving the districts as evidenced by a written economic development plan for the districts; and

WHEREAS, the City Division of Engineering has determined to create an incentive district in the City, as depicted and described in Exhibit A attached hereto (the “Incentive District”); and

WHEREAS, the area within the Incentive District has been studied and an economic development plan has been prepared for that area (the “Economic Development Plan”) and is attached hereto as Exhibit B, and which Economic Development Plan has been submitted to this Council and contains recommendations addressing land use and public infrastructure, and related issues.

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

Section 1. This Council adopts and approves the Economic Development Plan, and the City Division of Engineering and all departments and divisions of the City administration are authorized and directed to consult and use the Economic Development Plan as guidance in establishing the Incentive District and providing financing for public infrastructure improvements. Copies of the Economic Development Plan will be kept on file in the City Division of Engineering.

Section 2. This Council may hereafter proceed to establish the Incentive District under Section 5709.40(c) of the Ohio Revised Code.

Section 3. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council or any of its committees, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law 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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A

CITY OF HUBER HEIGHTS, OHIO
WAVERLY DEVELOPMENT PROJECT
ECONOMIC DEVELOPMENT PLAN
RESIDENTIAL INCENTIVE DISTRICT

November 30, 2023

The Plan

The purpose of this Economic Development Plan (the “Plan”) is to satisfy the requirement of Section 5709.40(A)(5)(f) of the Ohio Revised Code, which requires that an economic development plan evidence that the public infrastructure serving a proposed residential tax increment financing incentive district is inadequate to meet the development needs of the district. This Plan has been developed to continue the efficient and effective development of the City of Huber Heights, Ohio (the “City”).

Proposed Development

This Plan relates to the proposed 97-unit residential development within the City on approximately 22.38 acres, known as the Waverly Development Project (the “Project”). The proposed development is located east of Bellefontaine Road, north of Fishburg Road, and south of Chambersburg Road. The City has determined that the construction of the Project is expected to result in the creation of employment opportunities within the City as well as the creation of various types of housing for residents of the City. The current development plans for the Project are contained in Attachment A.

Proposed Incentive District

The City is considering the creation of a residential Tax Increment Financing (TIF) Incentive District (the “Incentive District”) which will include the proposed residential development. The Incentive District will: (1) use quality architecture and design; (2) permit the development of high quality, multi-unit housing; (3) enhance the City by providing for public infrastructure improvements necessary for the preservation and advancement of the public health, safety, and well-being; and (4) increase the City’s collection of income taxes and, over time, real property taxes.

Public Infrastructure Improvements

Service payments in lieu of taxes collected from the proposed Incentive District will fund public infrastructure improvements necessary to support residential development, including, without limitation, the following improvements:

Phase I Improvements include the construction of utility, entry and roadway infrastructure. It shall be the obligation of the Project developer to construct the water lines, fire hydrants, valves, and related appurtenances within the Project, which water lines, fire hydrants, valves, and related appurtenances shall be installed

and inspected pursuant to plans and specifications approved by the City Engineer in accordance with the City's standards. All roads constructed within the Project shall be constructed by the Project developer as needed for its intended use of the Project. All public roads shall be constructed in accordance with City standards as applicable to the type of road being constructed and all private roads shall be constructed in accordance with final development plans and permits approved by the City. All roads shall be reviewed, inspected and approved by the City. Additionally, Phase I Improvements include the construction of a pump station. Project engineer estimates total cost of \$1,081,545,72 for Phase I Improvements.

Phase II Improvements will include the replacement, repair, maintenance, and/or construction of new or existing permanent improvement amenities located within the Incentive District; or any costs directly associated thereto such as design and other related costs, any right-of-way acquisition, erosion and sediment control measures, grading and other related work, survey work, soil engineering and construction staking, and in each case, all other costs and improvements necessary and appurtenant thereto. For the purposes of this phase, "permanent improvement" shall have the same meaning as defined in Section 133.01(CC) of the Ohio Revised Code.

Phase III Improvements will include all Public Infrastructure Improvements (as that term is defined in Section 5709.40(A)(8) of the Ohio Revised Code) that directly benefit, or that once made will directly benefit, the Incentive District, as detailed in the Citywide Infrastructure Reliance Study prepared by LBJ, Inc. (see Attachment B), dated September 30, 2022. Phase II Improvements will also include, but not be limited to, excavating, grading, paving, constructing and installing curbs and gutters, public utilities which include water mains, sanitary sewers, and storm sewers, street lighting, sidewalks, bikeways, landscaping, traffic signalization, and also including design and other related costs, any right-of-way acquisition, erosion and sediment control measures, grading and other related work, survey work, soil engineering and construction staking, and in each case, all other costs and improvements necessary and appurtenant thereto, all of which will directly benefit, or that one made will direct benefit the Incentive District.

Conclusion

Residential development has been an important catalyst to the City's economic development success. The proposed development area will serve as an additive for sustaining such economic development in the City. The residential development will provide a desired housing option for the City's growing population.

The public infrastructure improvements will support the residential development by increasing the safety levels of the pedestrian transportation and recreational amenities utilized by the residents of the proposed development. The proposed Incentive District is located in an area identified by the City for growth and development.

Analysis and Assessment

The proposed residential development described in this Plan will help play a vital role in supporting the growth and preservation of the community through planned development. The proposed residential development will create an urgent need for infrastructure upgrades in this area of the City. The service payments in lieu of taxes generated by the proposed Incentive District will assist in financing public infrastructure improvements vital to the growth and development of the proposed development. Moreover, the Incentive District will ensure such amenities are maintained in a timely and appropriate manner to ensure their safe and effective use by residents of the proposed development.

Attachments

Attachment A: Current development plans for the Project

Attachment B: Citywide Infrastructure Reliance Study

1-800-362-2764
CALL TWO WORKING DAYS BEFORE YOU DIE
(NON MEMBERS MUST BE CALLED DIRECTLY)

ATTACHMENT B



CITYWIDE INFRASTRUCTURE RELIANCE STUDY

September 30, 2022

PREPARED FOR:

City of Huber Heights
Mr. Bryan Chodkowski

6131 Taylorsville Road
Huber Heights, Ohio 45424

PREPARED BY:

LJB Inc.

2500 Newmark Drive
Miamisburg, OH 45342
(937) 259-5000

Daniel J. Hoying, P.E., P.S., STP
DHoying@LJBinc.com

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METHODOLOGY

BACKGROUND

The City of Huber Heights commissioned LJB Inc. to conduct a citywide Infrastructure Reliance Study that evaluates critical linkages in the city's roadway, water, wastewater, and stormwater infrastructure. The results of this study will help the city better understand the correlation and interdependence of infrastructure elements, which will better position the city for funding opportunities for the maintenance and expansion of critical services for city residents and businesses. Increased funding for infrastructure allows Huber Heights to better distribute improvements throughout the city, improve service, and attract new developments.

The City of Huber Heights covers 25 square miles with a population of more than 43,000 residents and 800 businesses. The city also includes 233.91 centerline miles of roadways, 210.24 miles of water main, 189.71 miles of sanitary sewer, and 163.81 miles of stormwater infrastructure facilities.

INFRASTRUCTURE ATTRIBUTE APPROACH

Infrastructure Districts

Allocation of the city's 45,833 individual infrastructure elements distributed over 25 square miles requires suballocation of districts within the city. The LJB team collaborated with city staff to develop 8 Infrastructure Districts. Most city infrastructure exists within roadway right of way. Right of way for major roadway corridors were selected as borders of the Infrastructure Districts. The city corporation limits were bisected by SR 202 and SR 201 in the north and south direction and by the Montgomery County / Miami County line, I-70, Taylorsville Road and Fishburg Road in the east west directions. These corridors were selected as District borders at various points in the city. **Figure 1**, on the following page, depicts the Infrastructure Districts that are used throughout this study.

The infrastructure facilities identified for evaluation in this study are each linked to the residents and businesses in the city in different ways. For that reason, a different approach was used for the determination of how each of the different infrastructure facility categories provides service to a region of the city. A description of the allocation approach that was used for each asset category is included below.

Mapping of the infrastructure elements attributable to each of the Infrastructure Districts is included in the Appendices of this report. Maps include an overall District Infrastructure Map as well as individual maps for each of the roadway, water, sanitary sewer and stormwater assets for that district.

Roadways

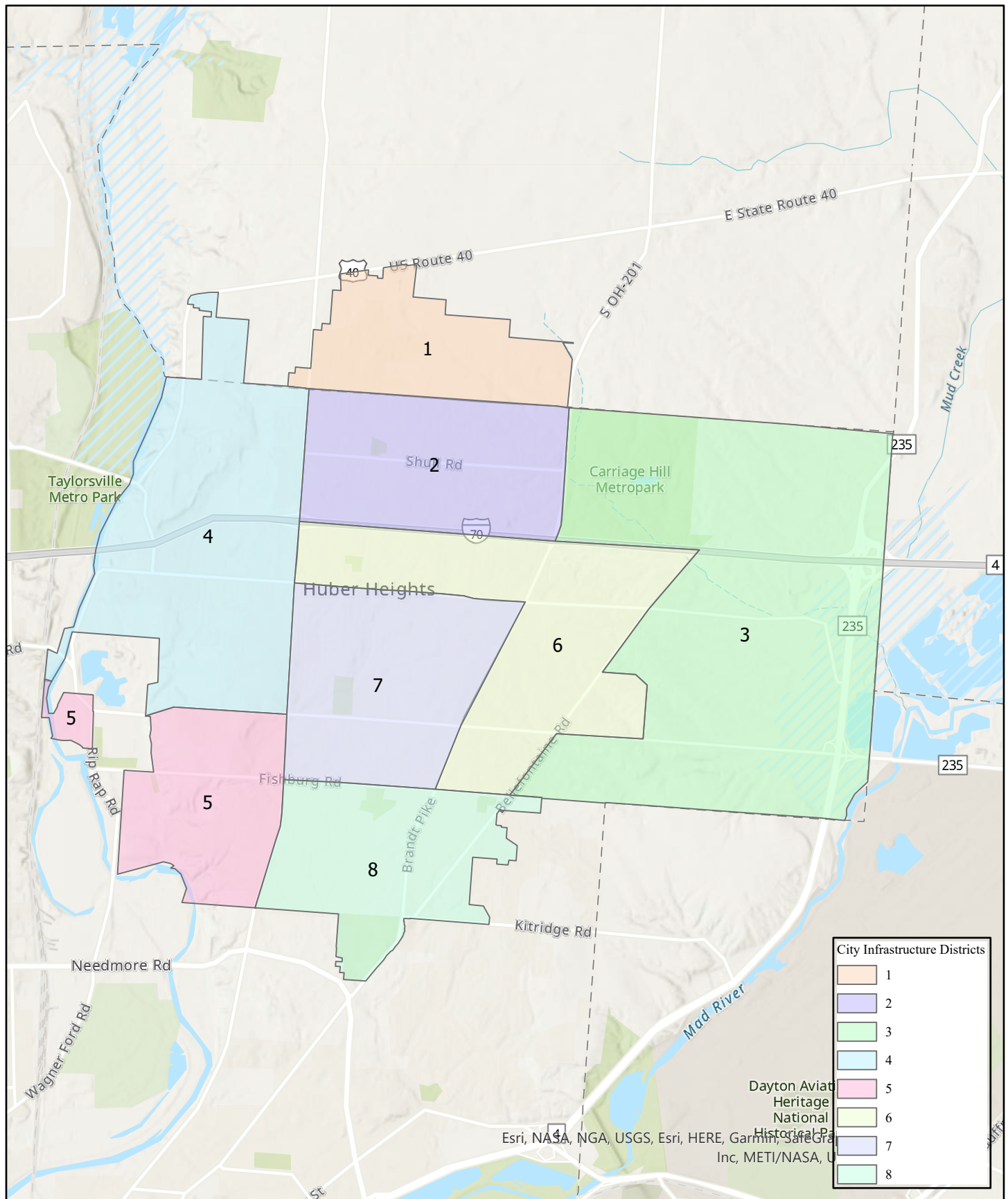
The city's roadway network provides critical access for people and goods to reach homes and businesses throughout the city. These residences and businesses rely on the roadway network to reach points inside and outside the city limits. The primary roadways that carry people and goods to points beyond the city limits are I-70, SR 202 and SR 201. A roadway segment was allocated to an Infrastructure District if it is located within that District or provided a critical, convenient link between residences and businesses within the district to the I-70, SR 202 or SR 201 corridors.

Clarifications

- > The Ohio Department of Transportation owns and maintains I-70 including grade separated interchanges with State Route 202 (SR 202) and State Route 201 (SR 201). This facility was not allocated to any of the Infrastructure Districts as it is not maintained by the city.
- > US 40 and SR 4 are also significant roadway assets in the region. While the city borders on these facilities, they are not maintained by the city and were not included in the study beyond being destinations beyond the city limits that are connected to the city's primary corridors.

Figure 1

Huber Heights Infrastructure Districts



0 0.5 1 2
Miles

1 inch equals 1 miles



Water Infrastructure

The city's supply of potable water for residential and commercial use and fire protection throughout the city is a very interconnected system. The entire city relies on the water treatment plant to provide safe water. The entire city also relies on elevated storage tanks, booster stations, and a network of pipes 6" in diameter and larger that provide appropriate redundancy and pressure balancing to all areas of the city.

A water infrastructure asset was allocated to an Infrastructure District if it is located in that district or is a part of the water treatment or pressure-providing system for that district. All water mains 6" in diameter and larger are included in the pressure-providing system and are therefore included in each of the Infrastructure Districts. A map of all water assets is included in Appendix X. See the table of contents for a listing of the exhibits that include maps for water assets in each of the Infrastructure Districts.

Sanitary Sewer Infrastructure

The city's sanitary sewer network includes all wastewater collection infrastructure from the individual residences, businesses and facilities to the lines that leave the city carrying sewage to the Tri-Cities Northern Regional Wastewater Authority or Clark County treatment plants. The system includes gravity sewer conduits, manholes, pump stations and sanitary sewer force mains.

A sanitary sewer infrastructure asset was allocated to an Infrastructure District if it is located in that district or is a downstream asset moving flows from the district towards the outfalls from the city. The vast majority of sanitary sewer infrastructure in the city carries flows to the Tri-Cities Northern Regional Wastewater Authority treatment plant located at 3777 Needmore Rd, Dayton, OH 45424, just outside the city's southwestern corporation limits. A small portion of the city's eastern sanitary sewer system, providing service to the Centre Point 70 development and businesses along New Carlisle Pike south of I-70, leaves the city to the east to enter the Clark County system just north of the Artz and SR 235 intersection.

Stormwater Infrastructure

The city's stormwater infrastructure network includes all publicly maintained open and closed drainage systems that carry rainwater from properties within the city limits to tributaries of the Great Miami River and Mad River as they exit the city corporation limits. The city's storm water system relies entirely on gravity flows and includes catch basins, manholes, storm sewer conduits, open channels and culverts within public right of way.

A storm sewer infrastructure asset was allocated to an Infrastructure District if it is located in that district or is a downstream asset moving flows from the district towards the outfalls from the city. Culverts carrying water under city owned and maintained roadways were included in the infrastructure asset assignments for Infrastructure Districts that drain to that location.

GIS MAP INTERFACE

The volume of infrastructure assets included in the city's dataset suggests that map-based presentations and management of the data will be the most effective. The LJB team applied additional data fields to the city's existing GIS information to allocate each asset to one or more Infrastructure Districts. This approach will allow the city to re-integrate the data into their existing system and apply similar approaches to modified or additional elements that are added. It will also allow city staff to query and produce maps and datasets according to the various District assignments.

Coding of Infrastructure Assets

Utility assets were assigned a code, which is viewable in the asset attribute field “Infrastructure Support District”, identifying the infrastructure district of origin. For road, storm and sanitary sewer assets, lines of continuity were followed until the utility assets exited the city boundary or ended at a body of water or processing facility. Codes were assigned to each segment in that path relating to the infrastructure district of origin, providing a clear path of asset origin to termination as defined earlier.

Query Process

To query assets, LJB first sorted by infrastructure district of origin by selecting the corresponding value from the “Infrastructure Support District” attribute field, thus showing all assets located within the boundaries of the district of interest. Next LJB added additional querying statements to show the path from origin to termination by selecting the corresponding value for “Support District” attribute fields 1-4. When structured correctly, the querying statement selects assets from the infrastructure district of origin and the accompanying assets required to perform a trace from infrastructure district of origin to point of termination.

Queried shapefile layers have been provided for each Infrastructure Support District.

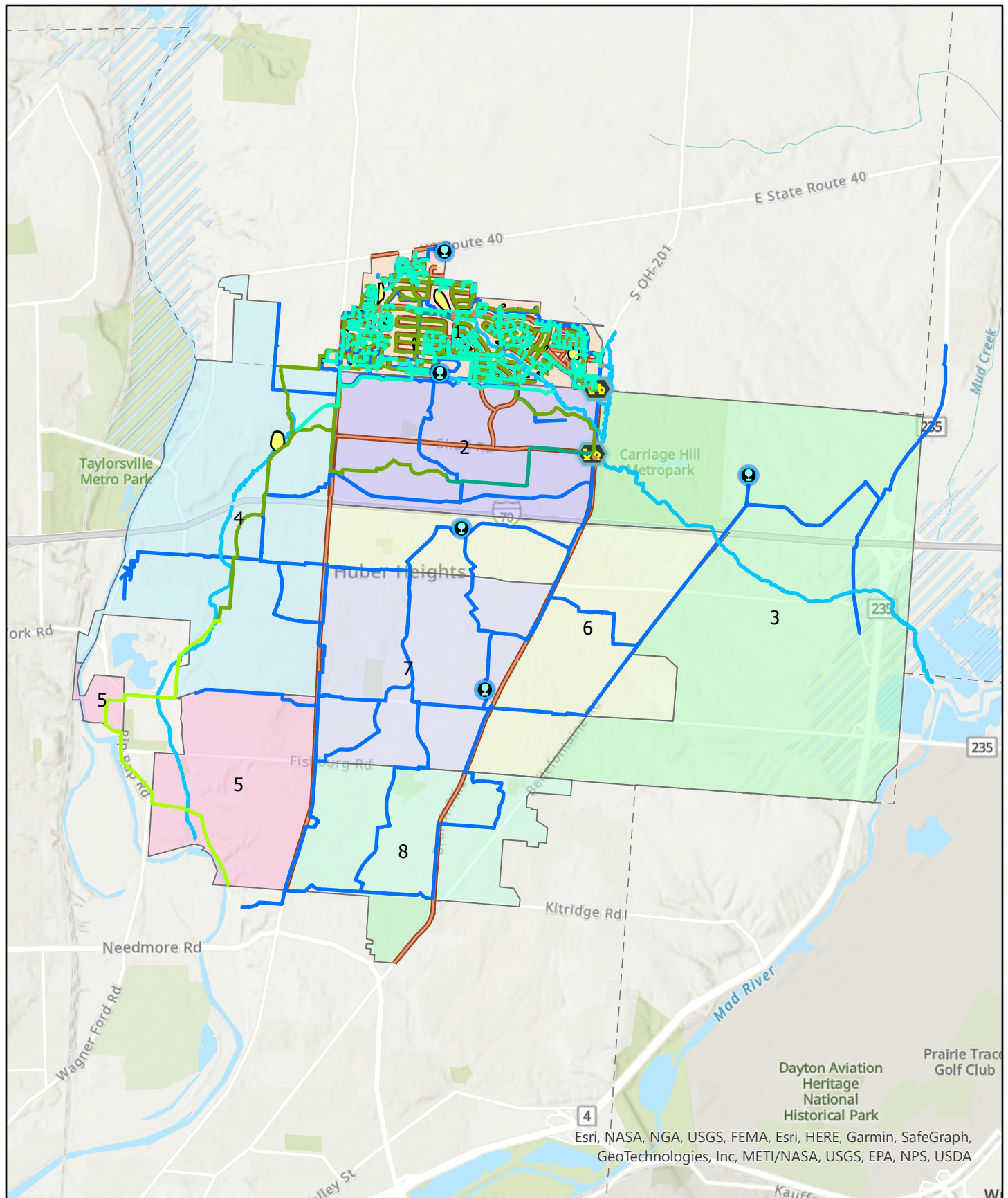
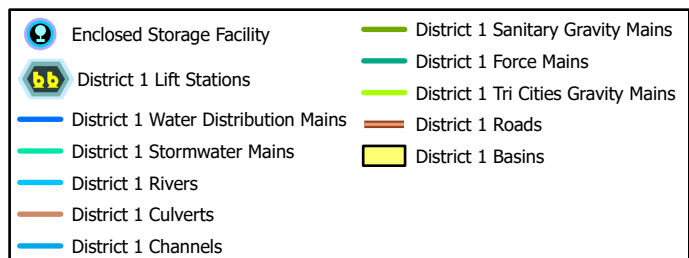
Appendix A

Infrastructure District 1



We think bigger.

Infrastructure District 1 - Overview

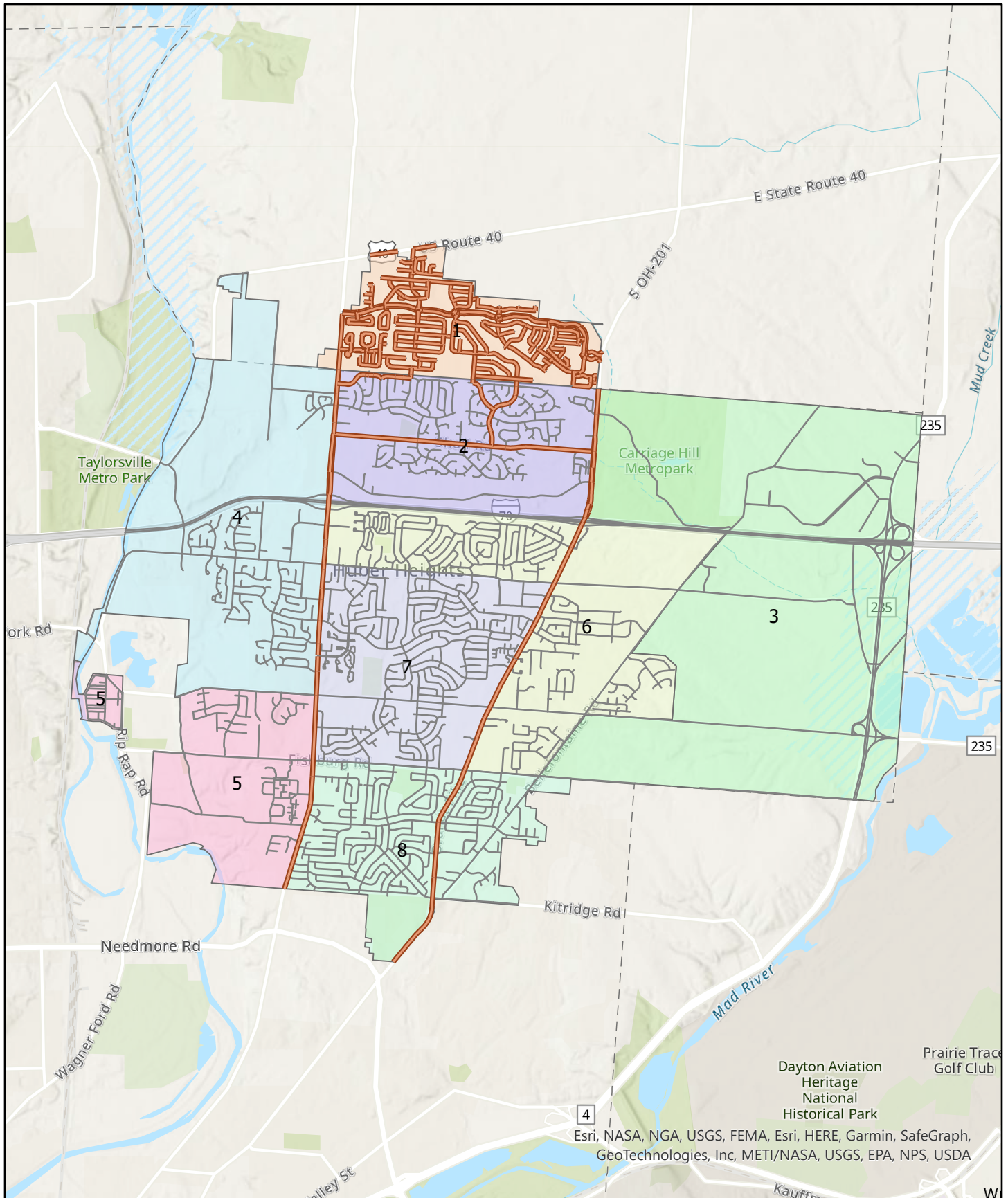
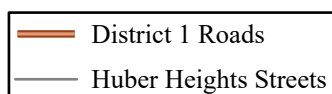
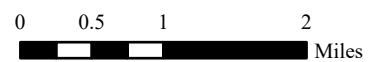


0 0.5 1 2 Miles

1 inch equals 1 miles



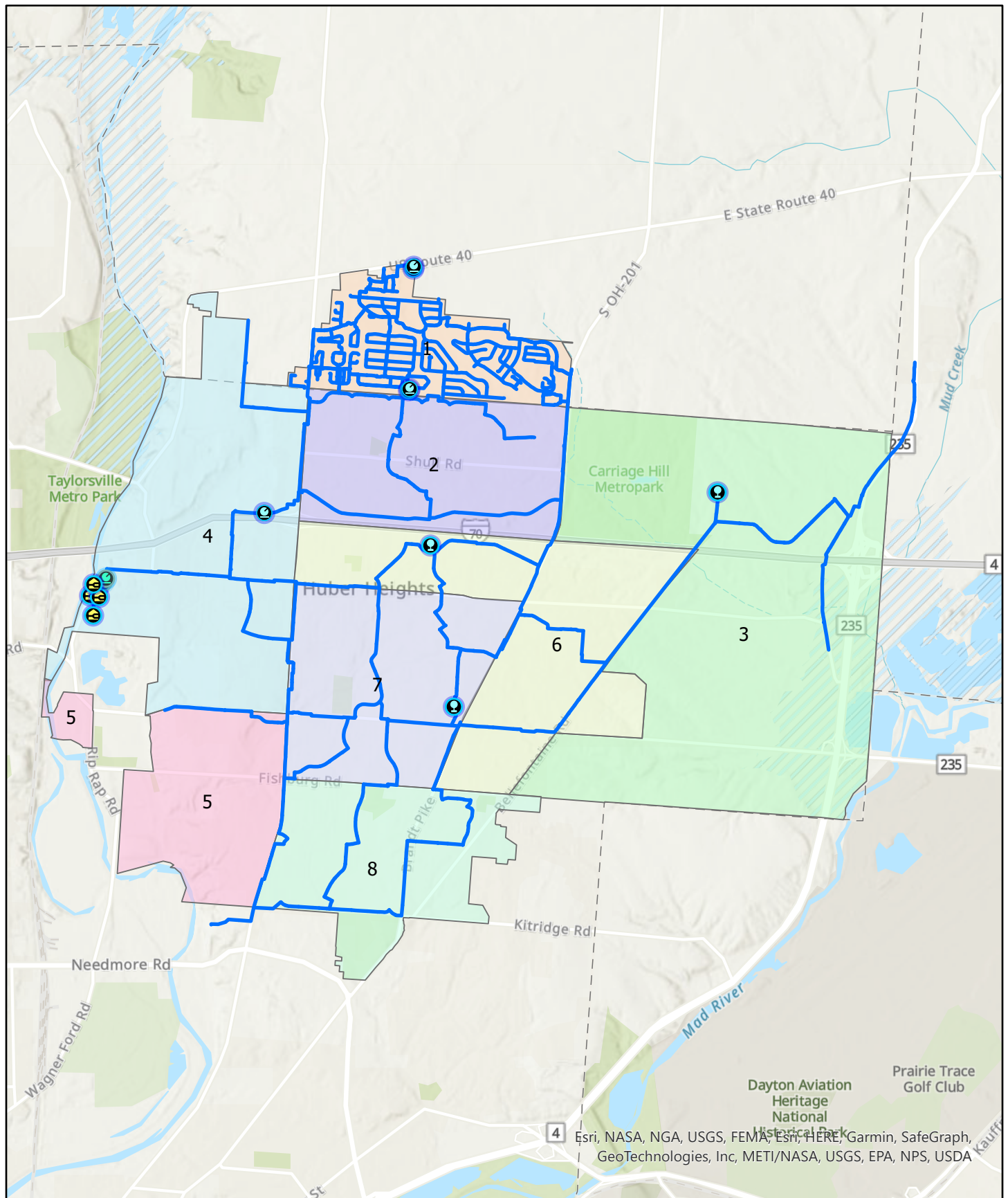
Infrastructure District 1 - Roads



1 inch equals 1 miles



Infrastructure District 1 - Water



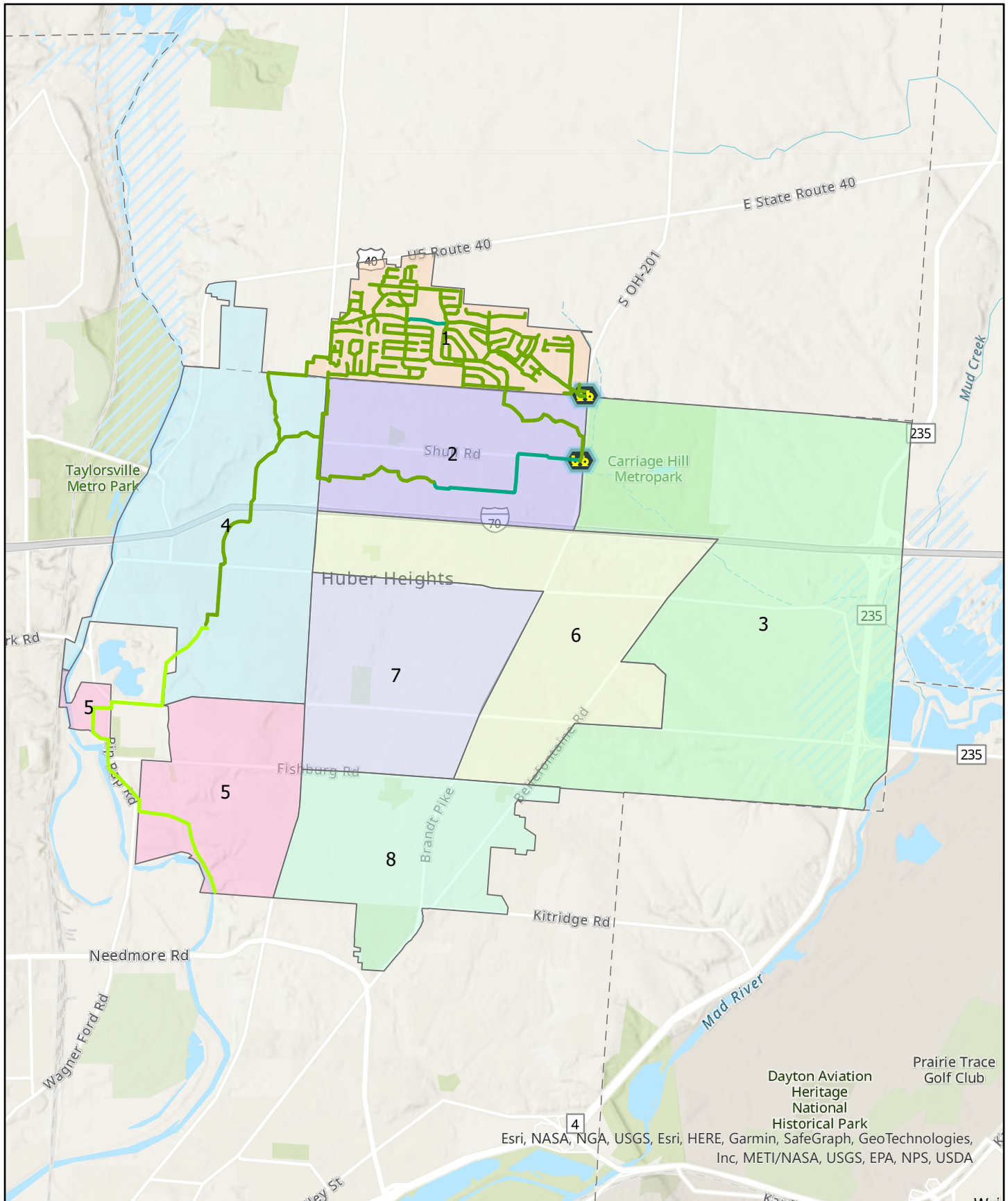
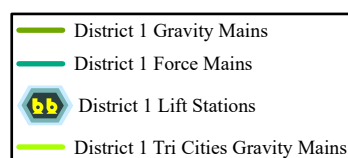
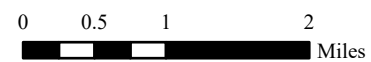
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



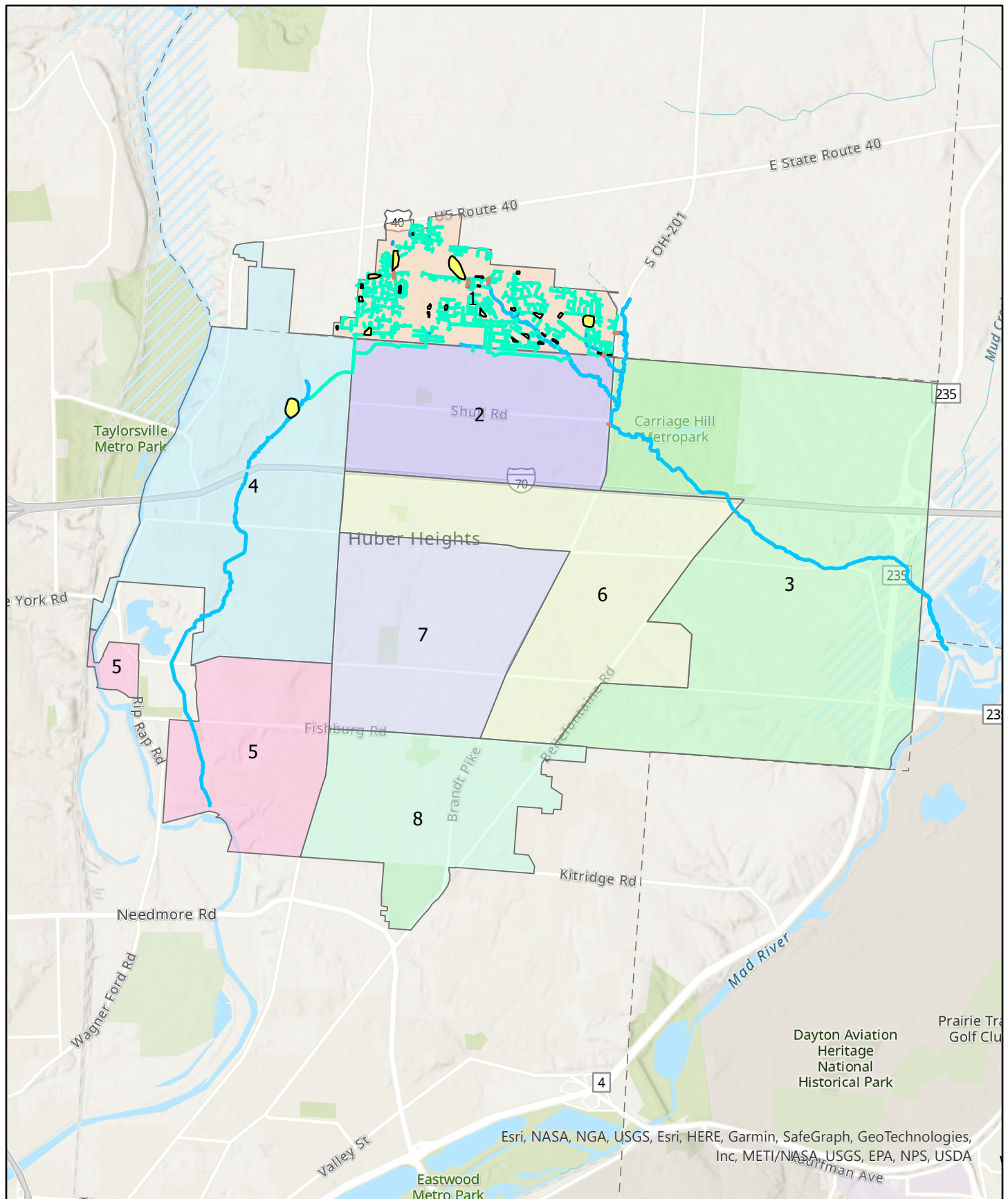
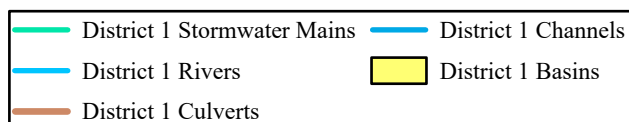
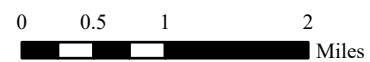
Infrastructure District 1 - Sanitary Sewer



1 inch equals 1 miles



Infrastructure District 1 - Stormwater



1 inch equals 1 miles



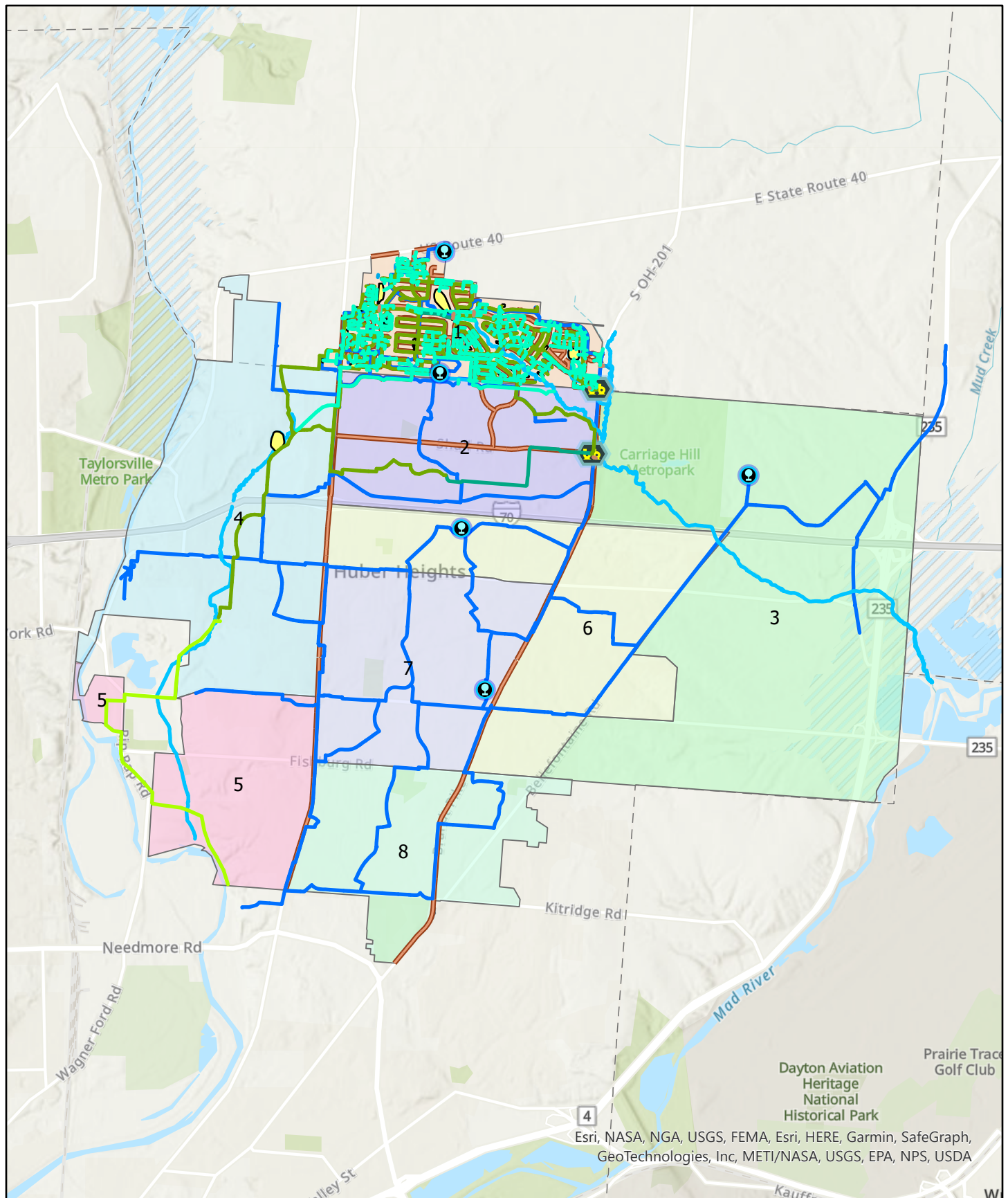
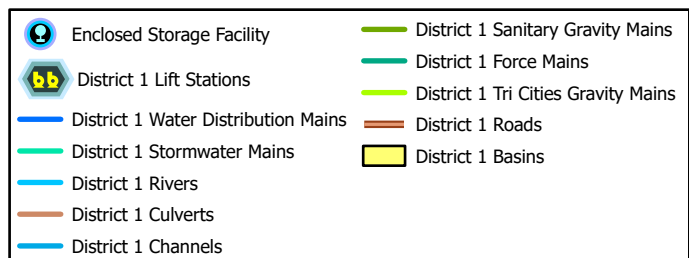
Appendix B

Infrastructure District 2



We think bigger.

Infrastructure District 1 - Overview

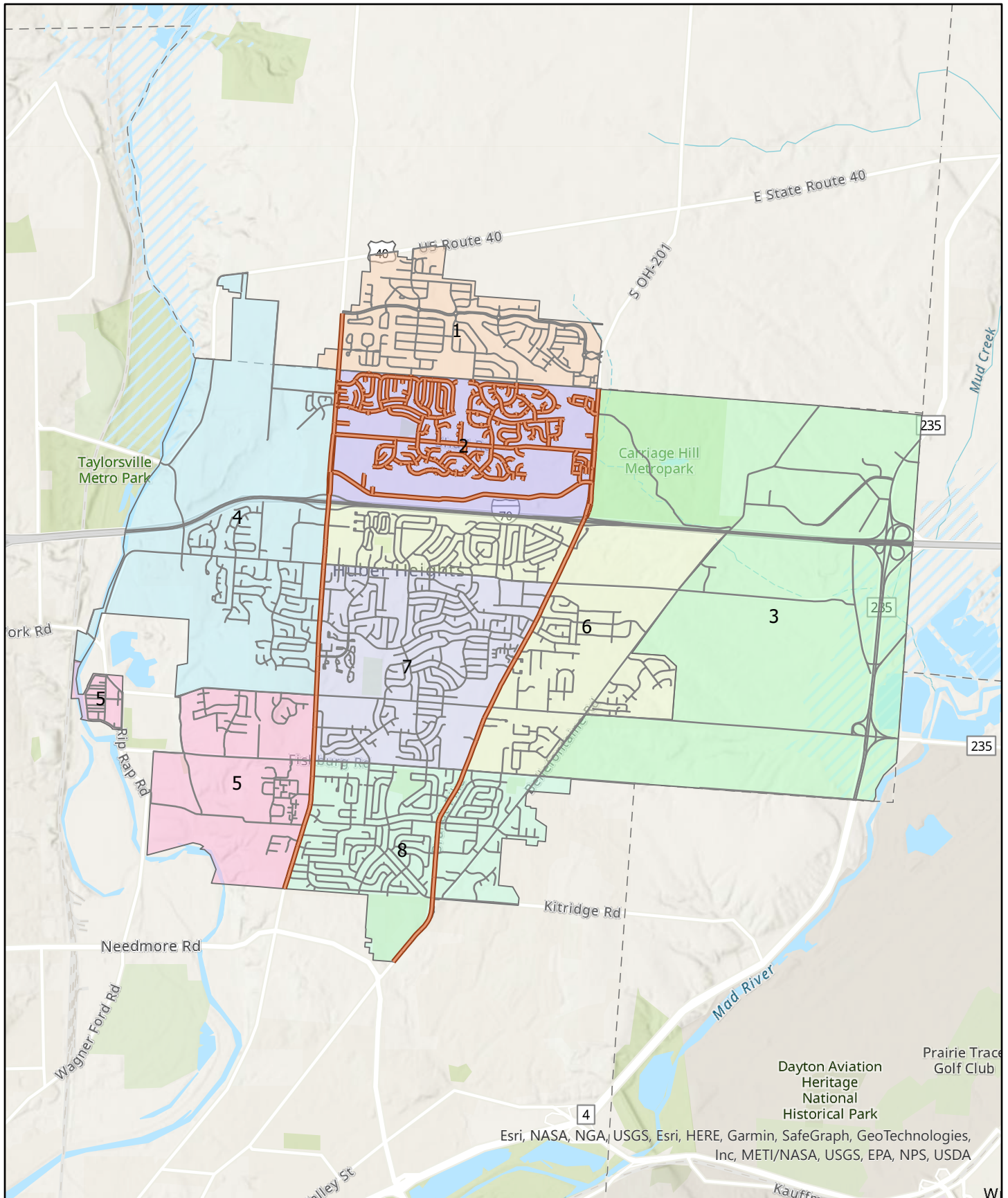
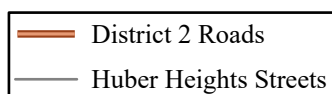
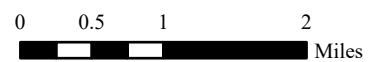


0 0.5 1 2 Miles

1 inch equals 1 miles



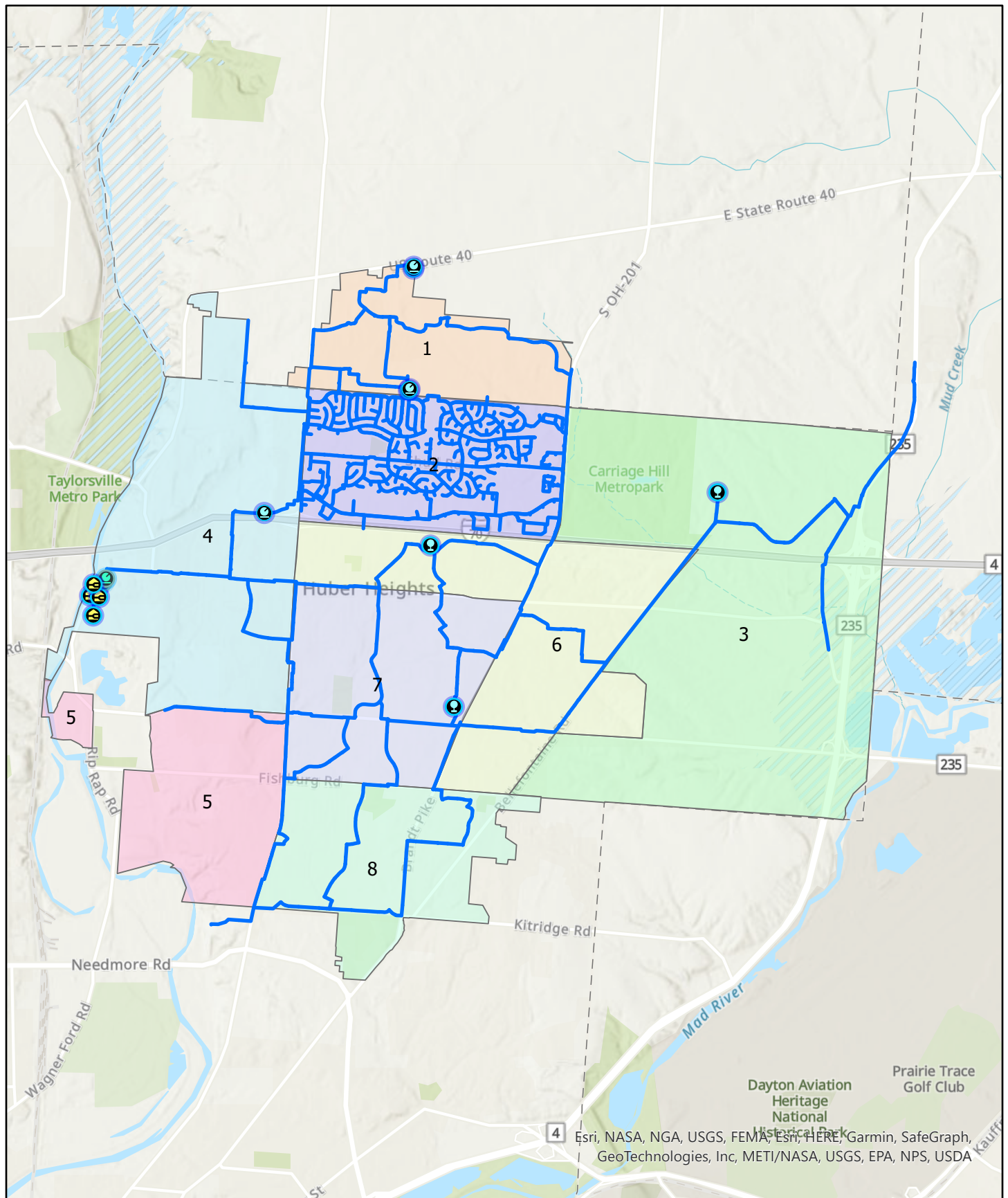
Infrastructure District 2 - Roads



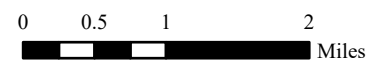
1 inch equals 1 miles



Infrastructure District 2 - Water



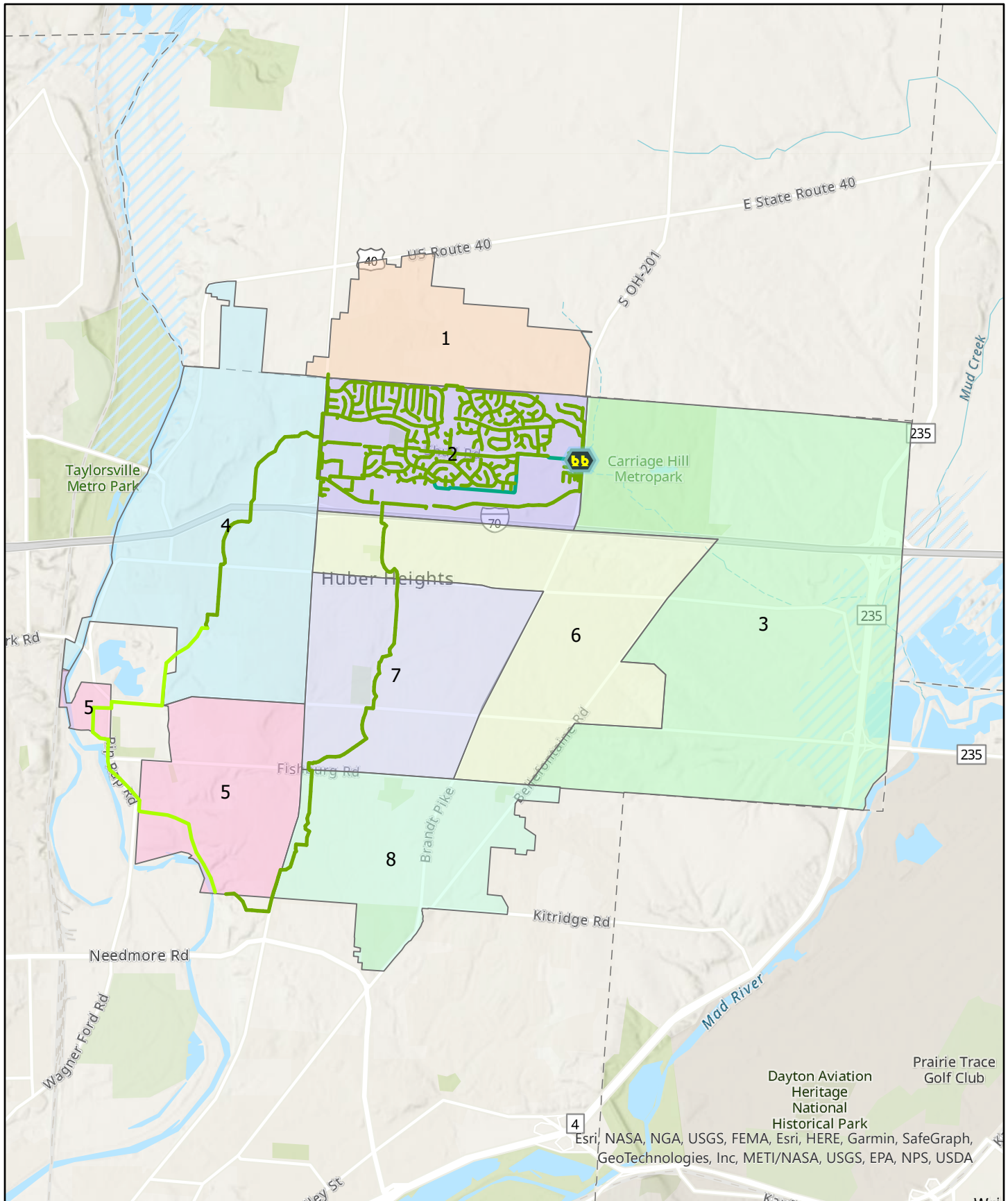
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains



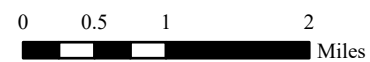
1 inch equals 1 miles



Infrastructure District 2 - Sanitary Sewer



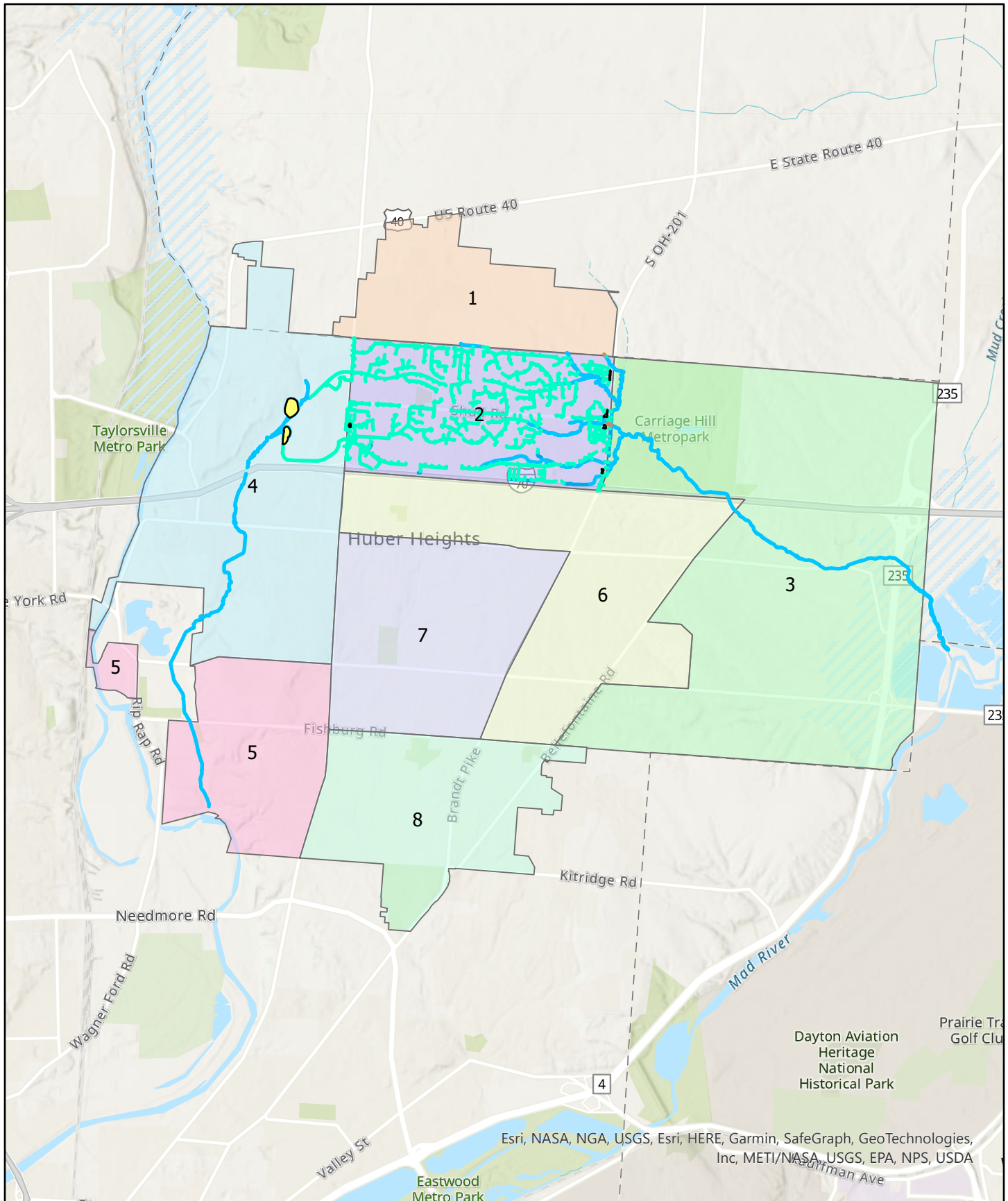
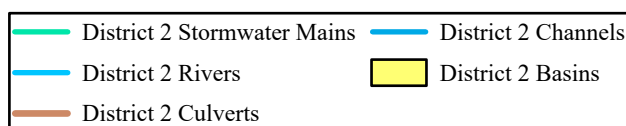
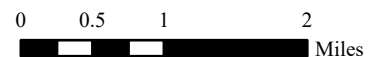
	District 2 Gravity Mains
	District 2 Force Mains
	District 2 Lift Stations
	District 2 Tri Cities Gravity Mains



1 inch equals 1 miles



Infrastructure District 2 - Stormwater



1 inch equals 1 miles



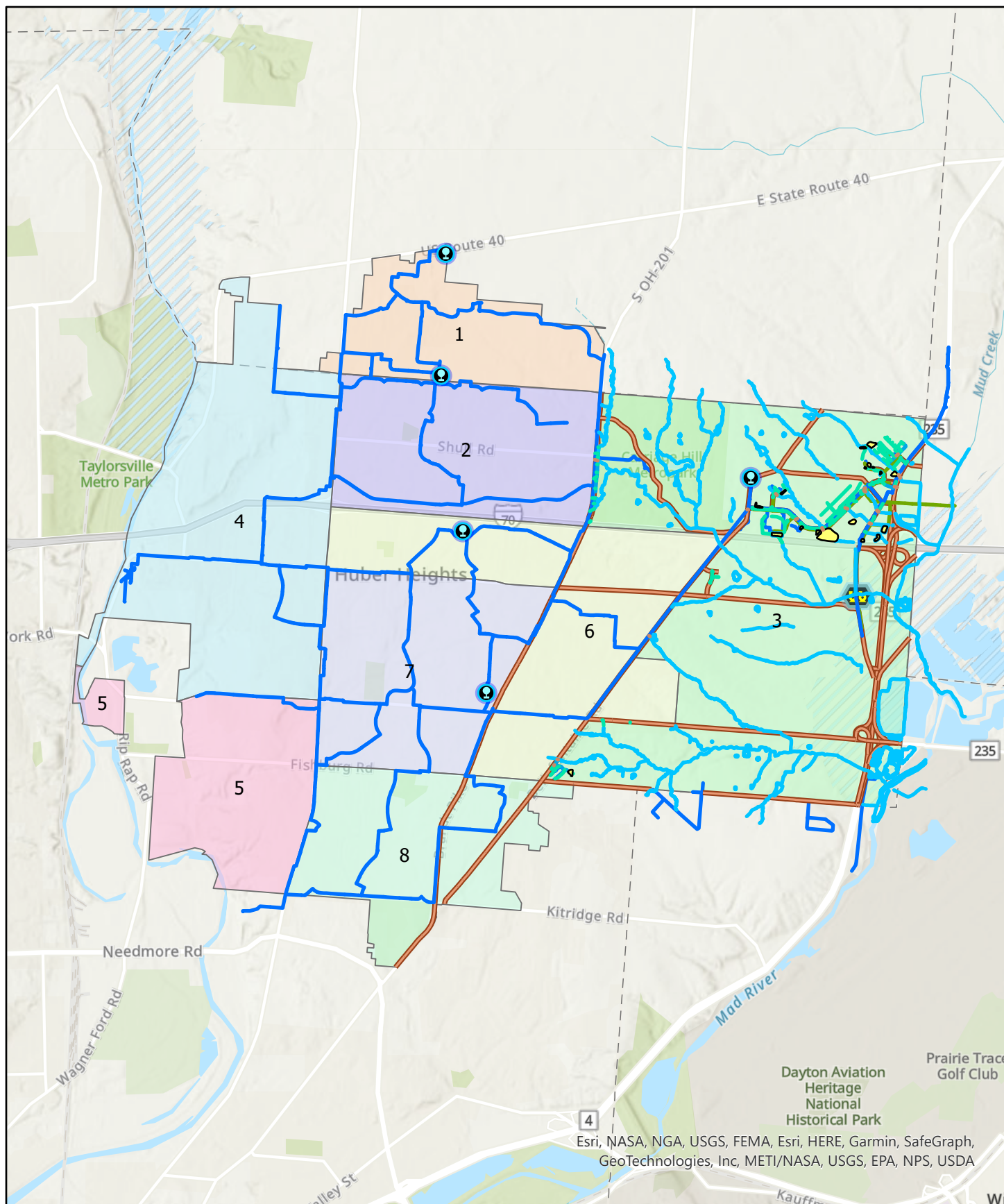
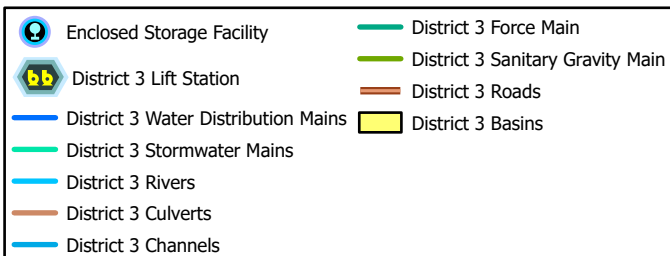
Appendix C

Infrastructure District 3



We think bigger.

Infrastructure District 3 - Overview

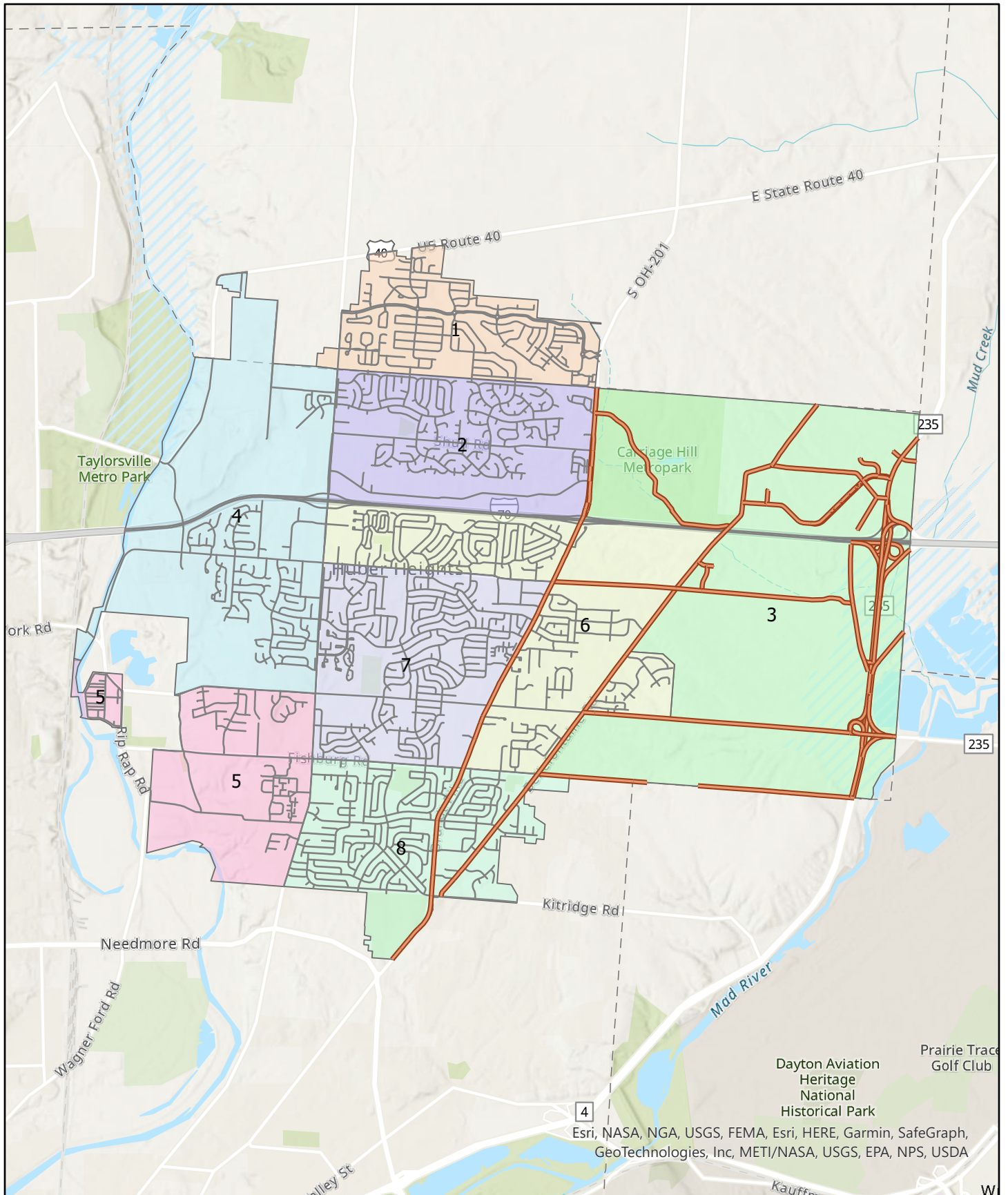
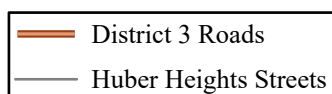
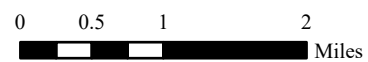


0 0.5 1 2 Miles

1 inch equals 1 miles



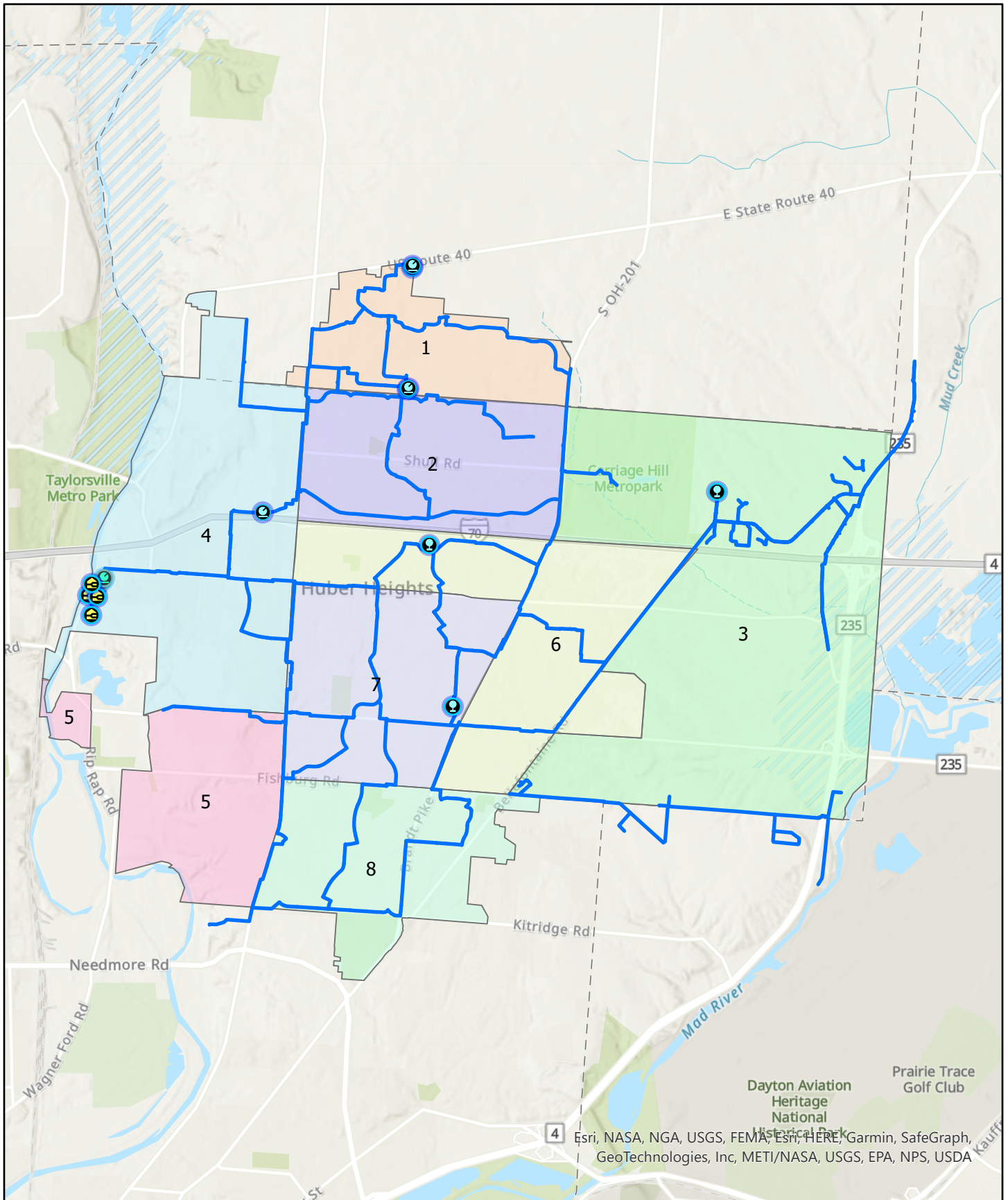
Infrastructure District 3 - Roads



1 inch equals 1 miles



Infrastructure District 3 - Water



	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

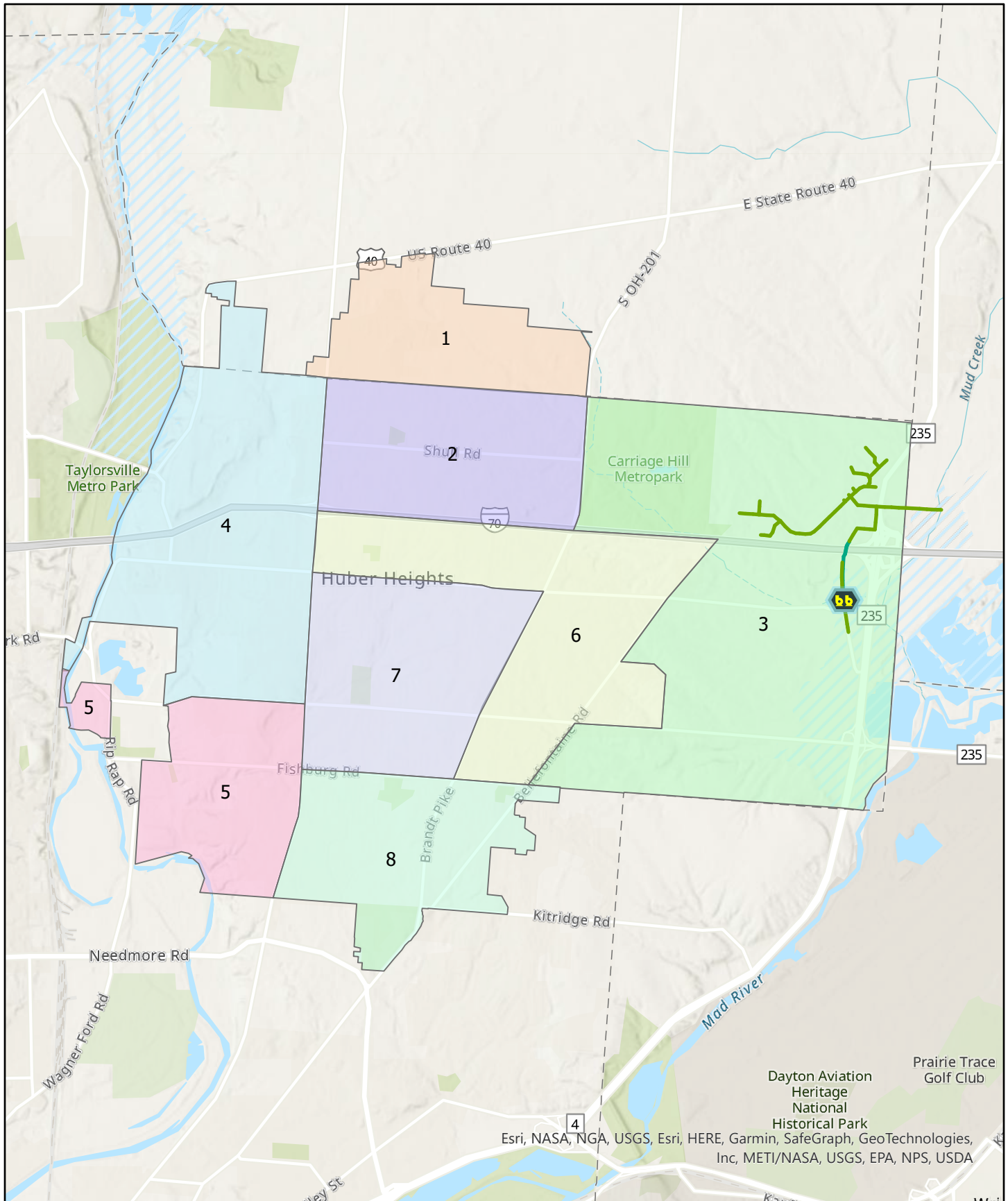
0 0.5 1 2 Miles

1 inch equals 1 miles

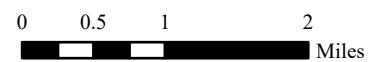


Esri, NASA, NGA, USGS, FEMA, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA

Infrastructure District 3 - Sanitary Sewer



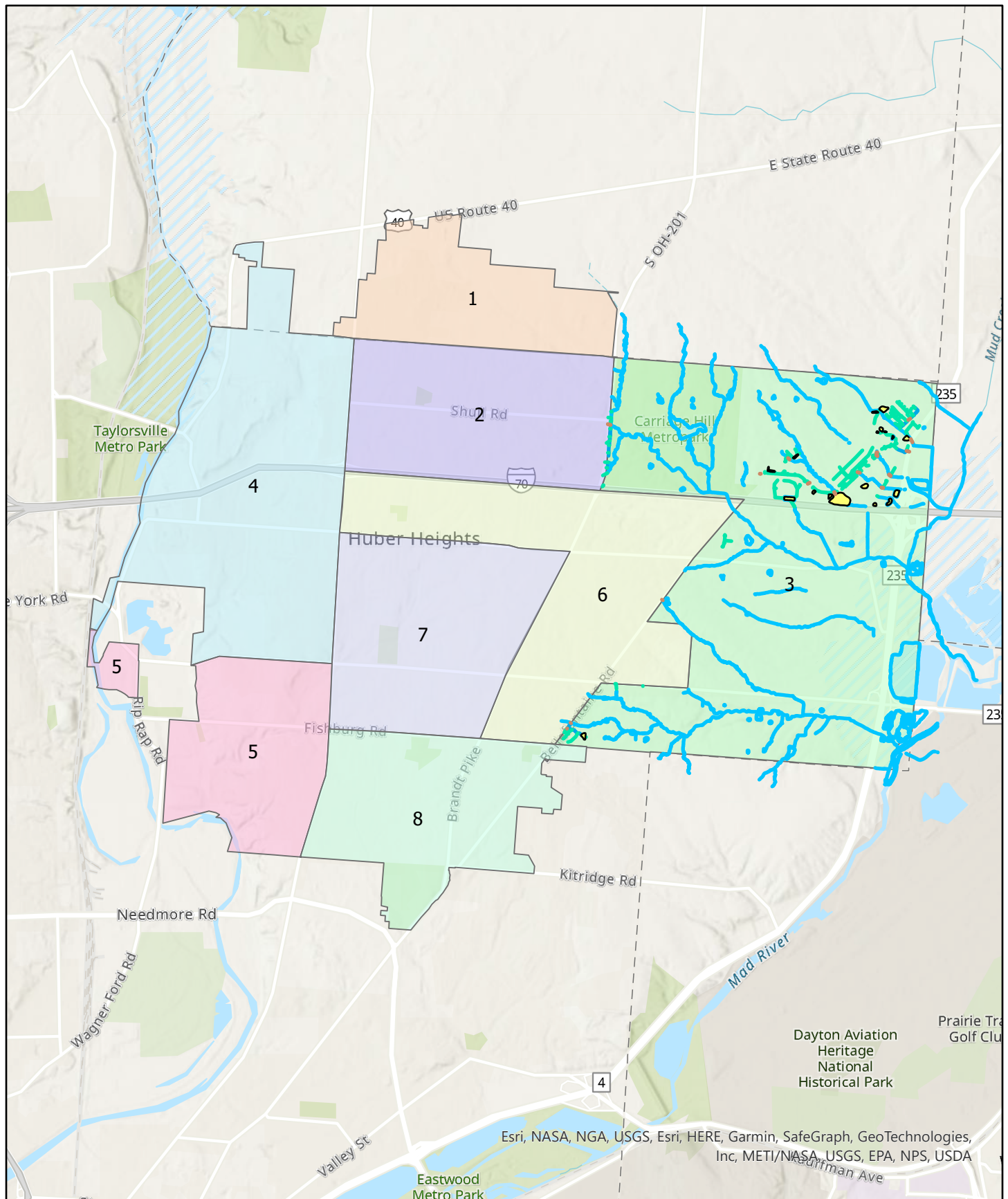
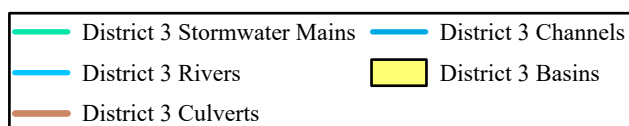
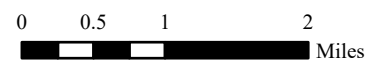
- District 3 Gravity Main
- District 3 Force Main
- bb District 3 Lift Station



1 inch equals 1 miles



Infrastructure District 3 - Stormwater



1 inch equals 1 miles



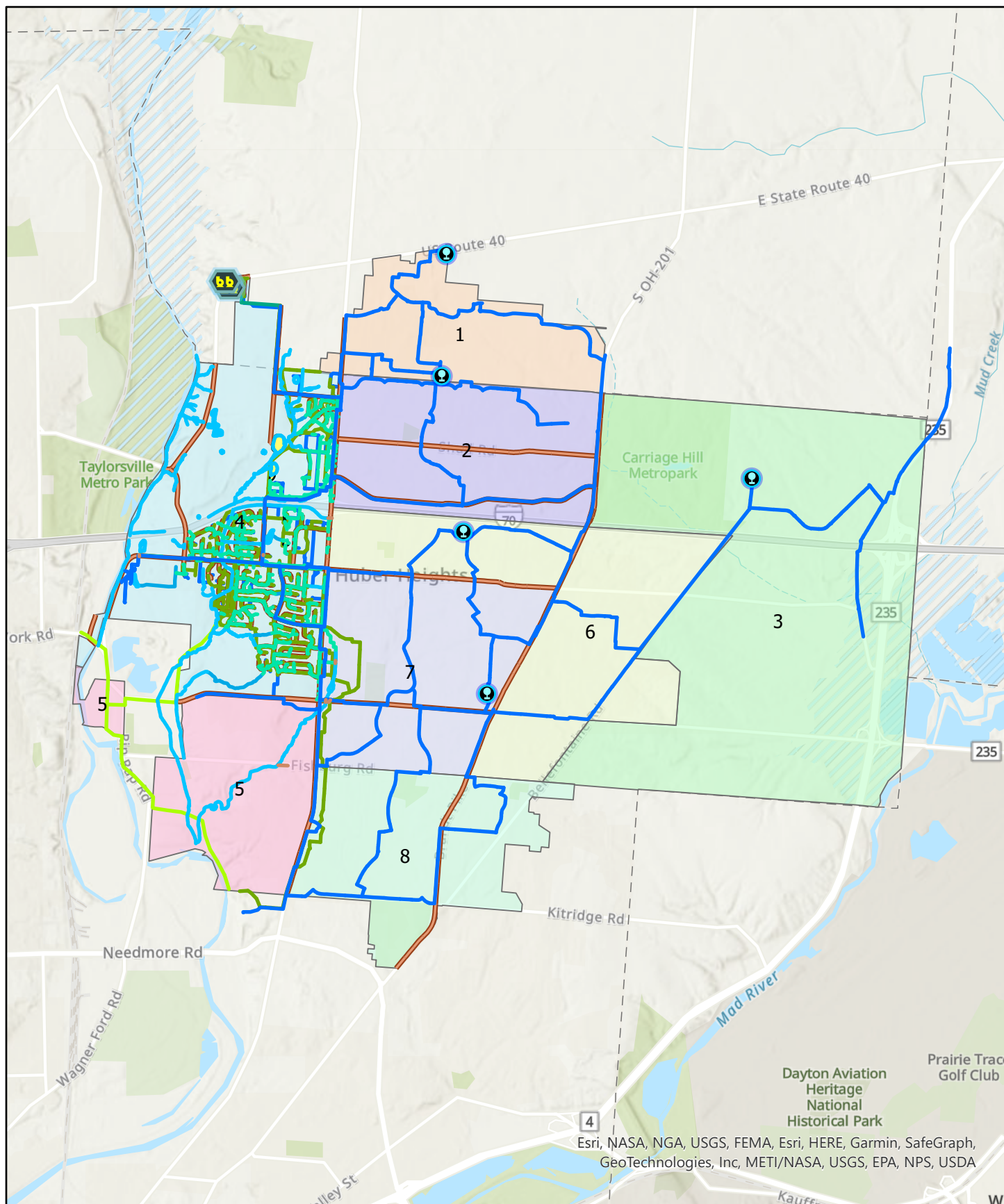
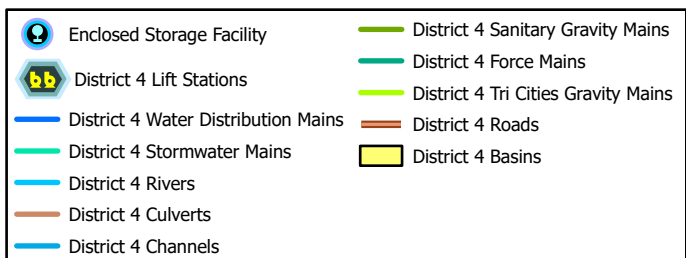
Appendix D

Infrastructure District 4



We think bigger.

Infrastructure District 4 - Overview

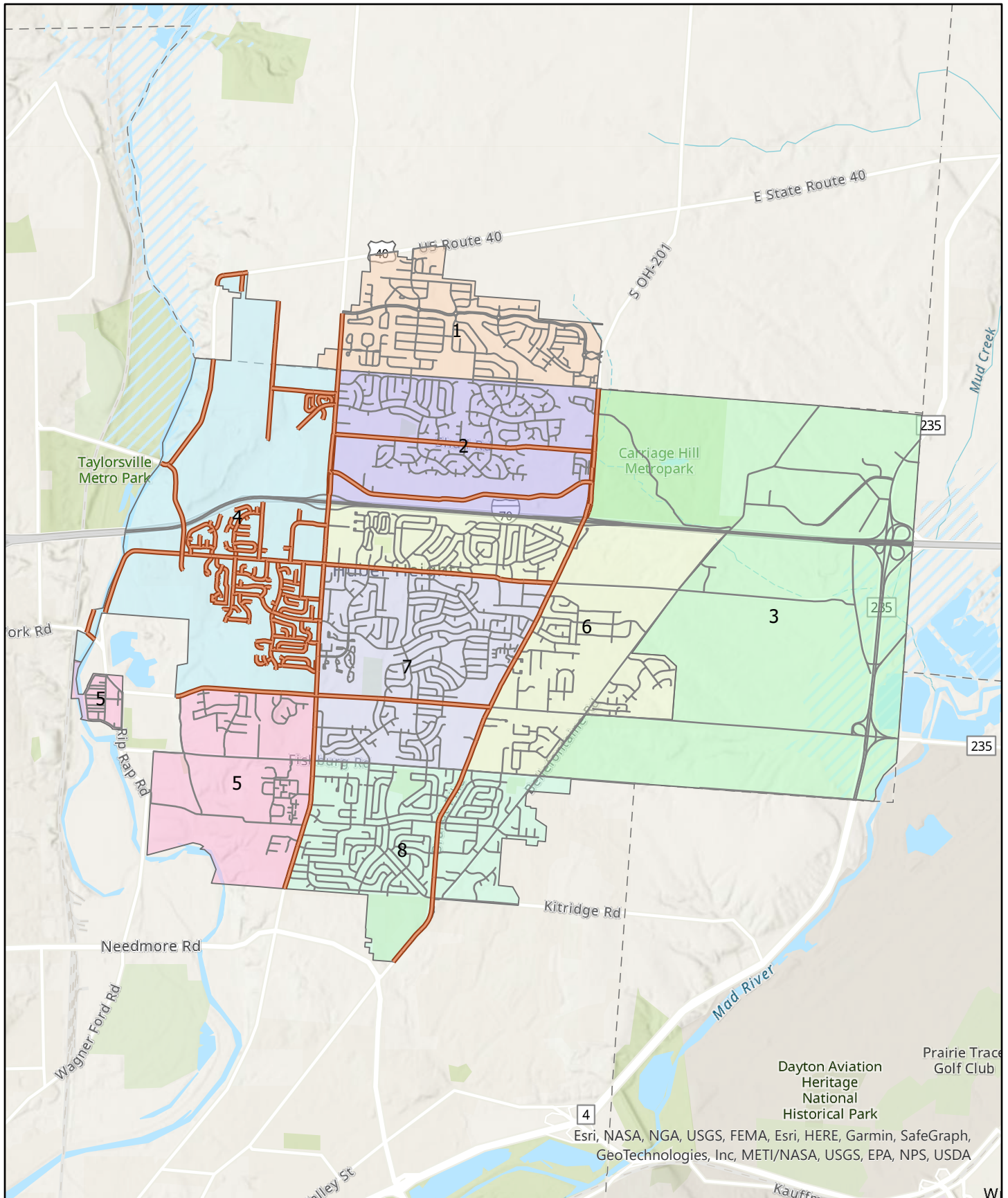
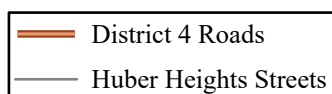
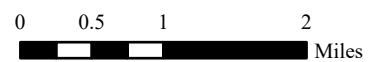


0 0.5 1 2 Miles

1 inch equals 1 miles



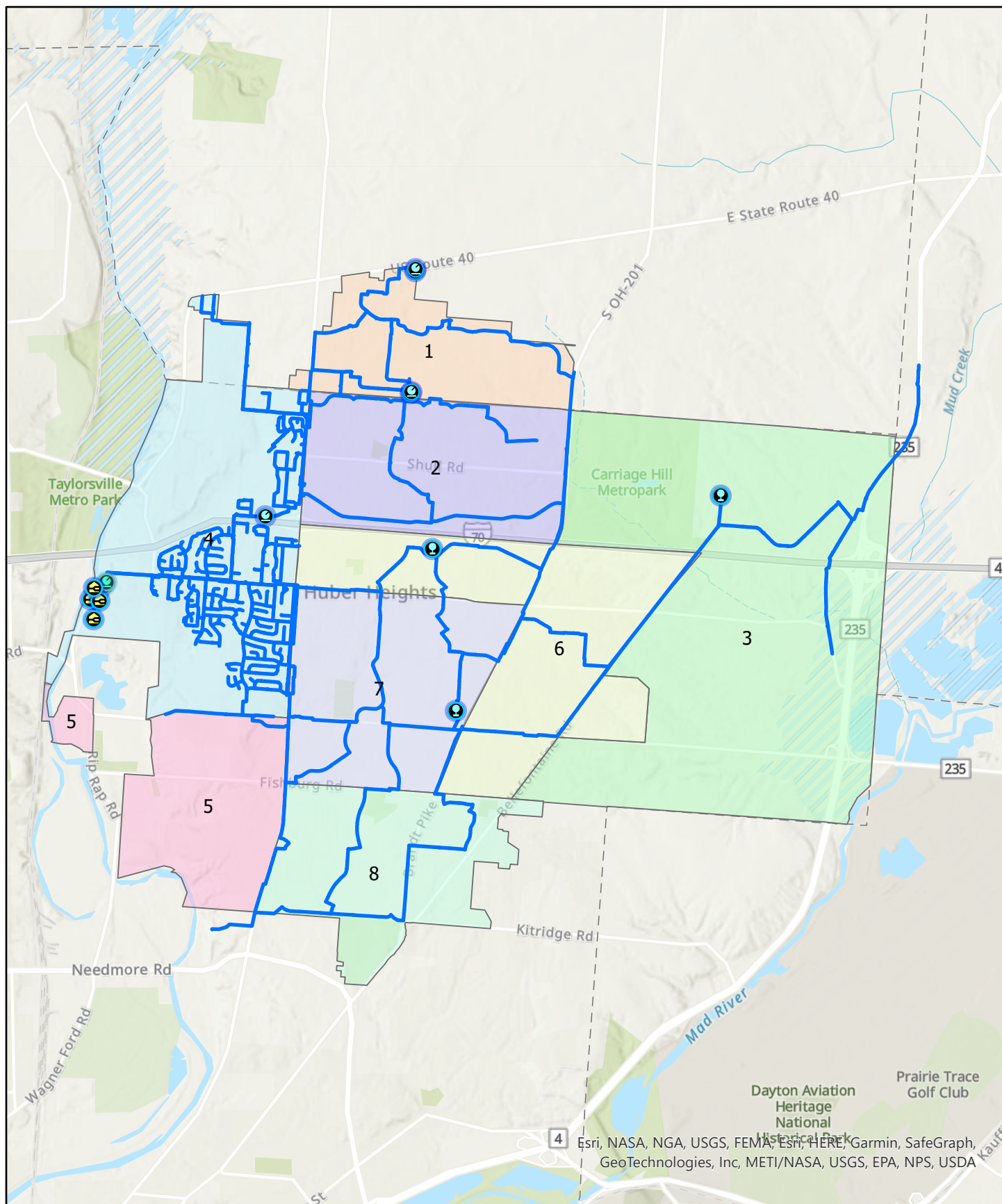
Infrastructure District 4 - Roads



1 inch equals 1 miles



Infrastructure District 4 - Water



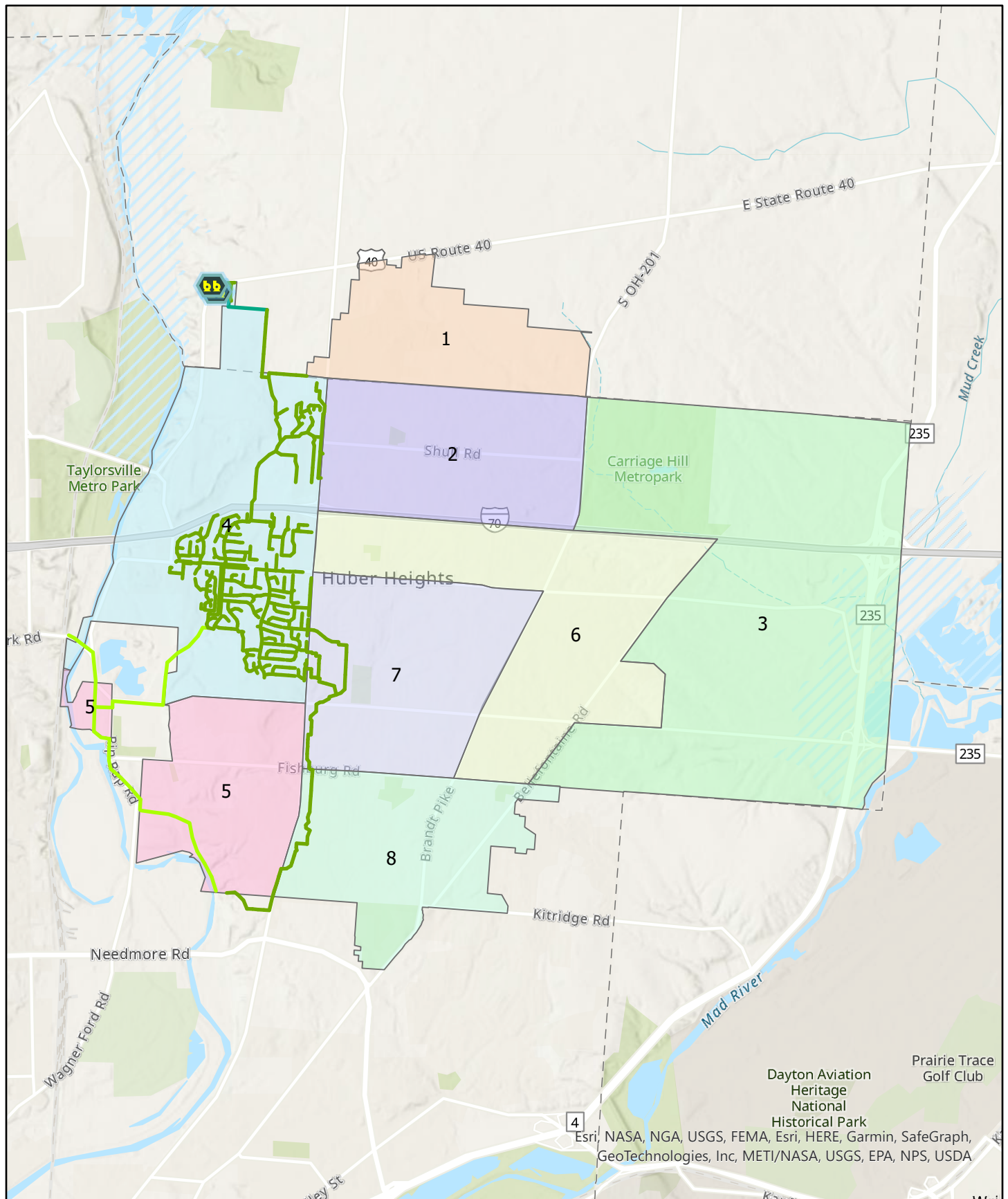
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 4 - Sanitary Sewer



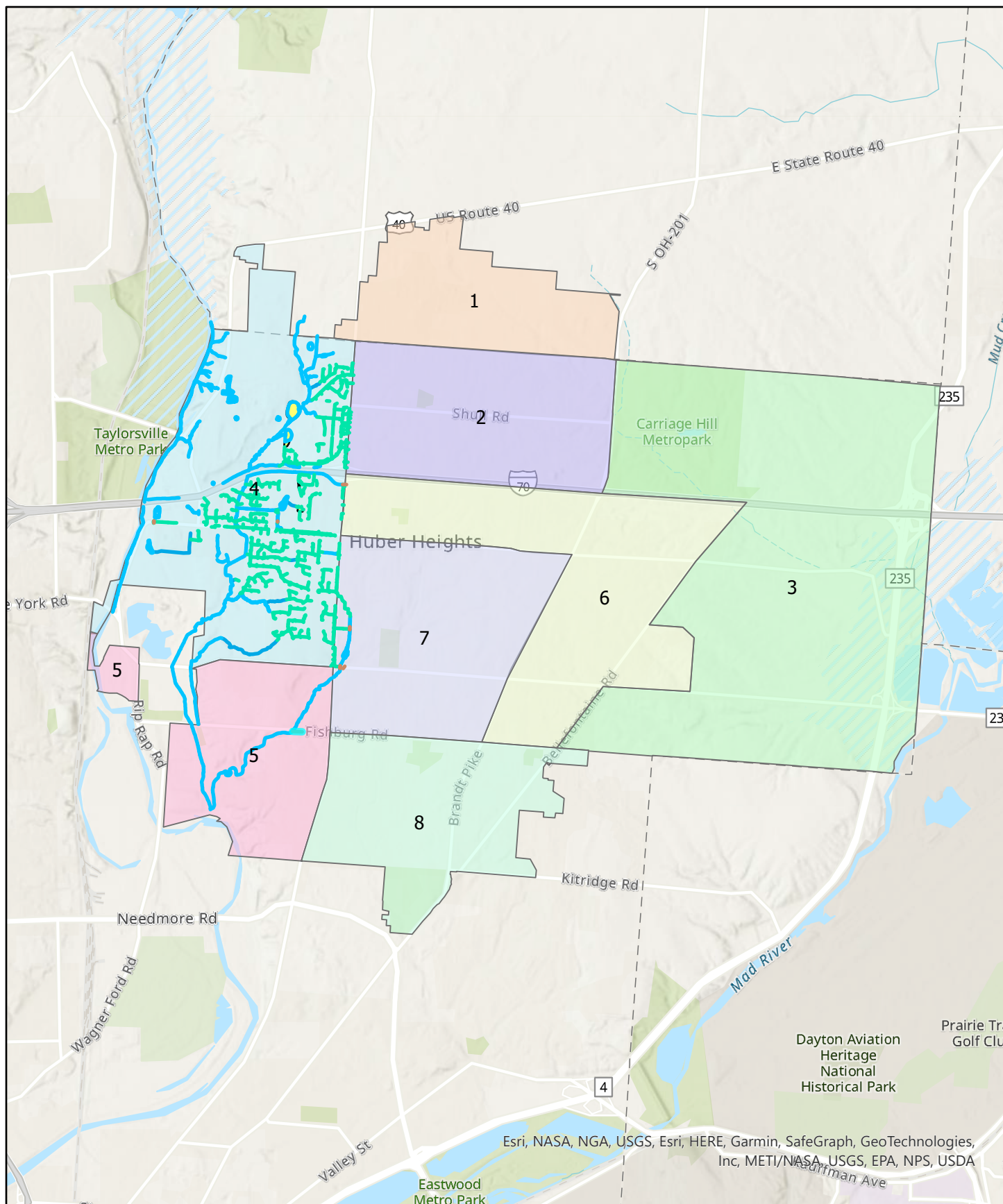
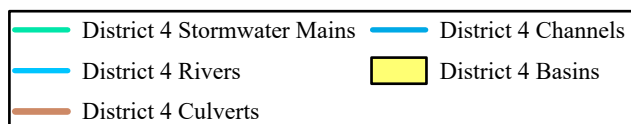
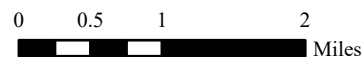
- District 4 Gravity Mains
- District 4 Force Mains
- bb District 4 Lift Stations
- District 4 Tri Cities Gravity Mains

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 4 - Stormwater



1 inch equals 1 miles



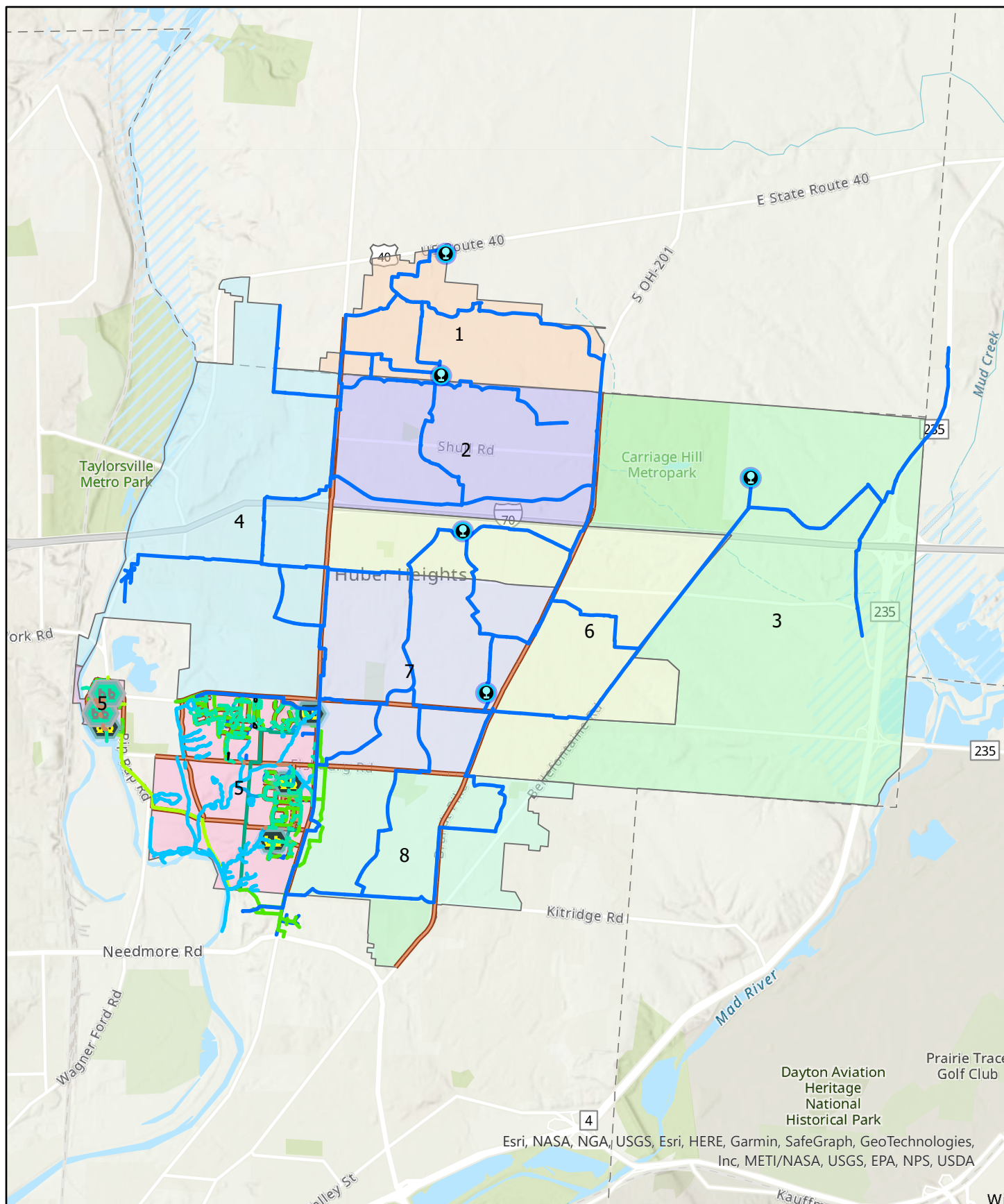
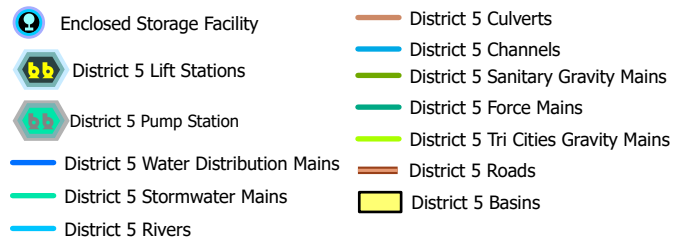
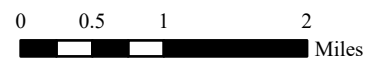
Appendix E

Infrastructure District 5



We think bigger.

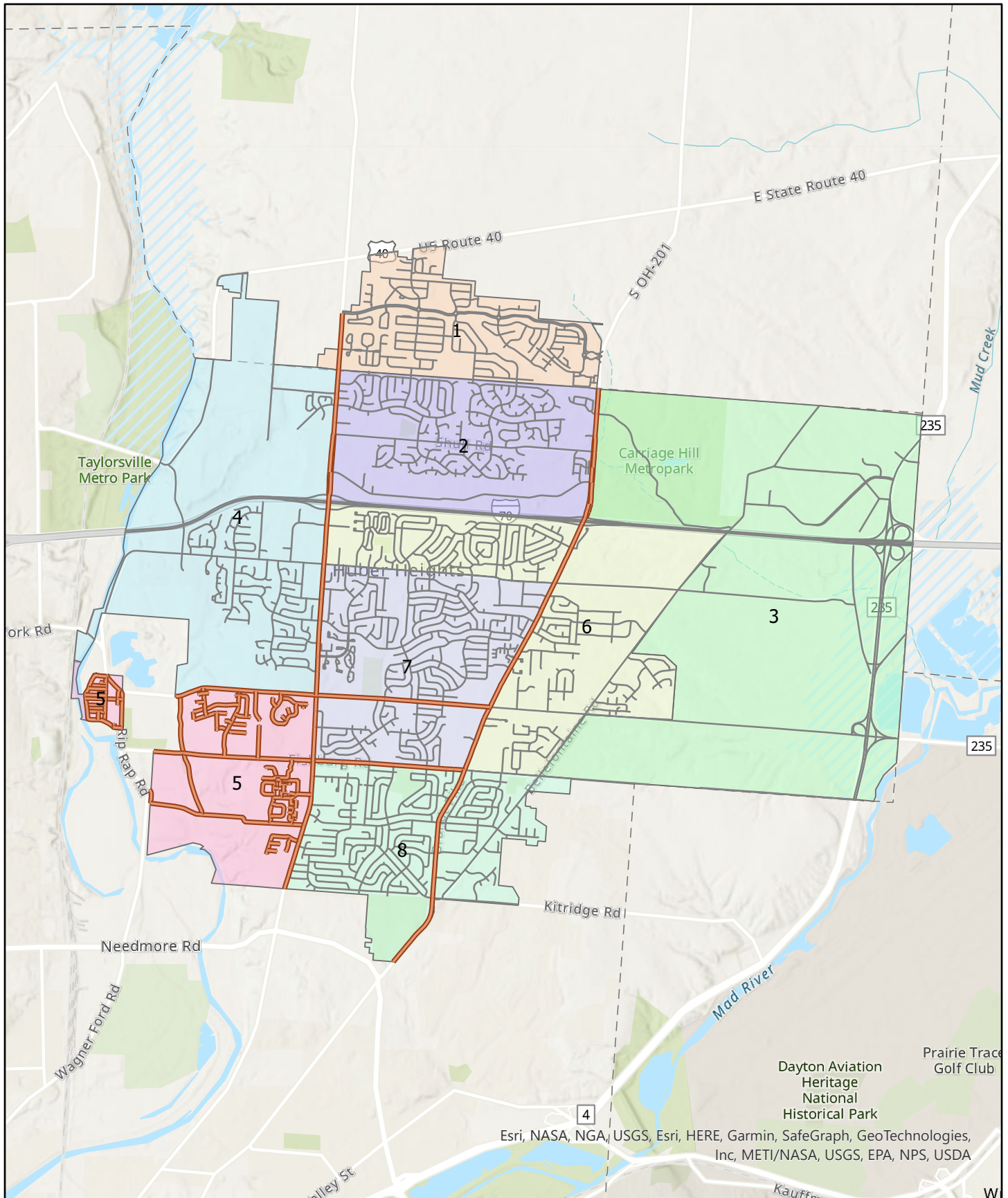
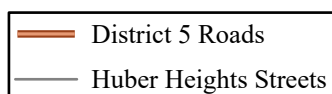
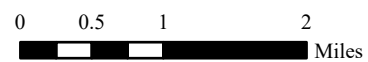
Infrastructure District 5 - Overview



1 inch equals 1 miles



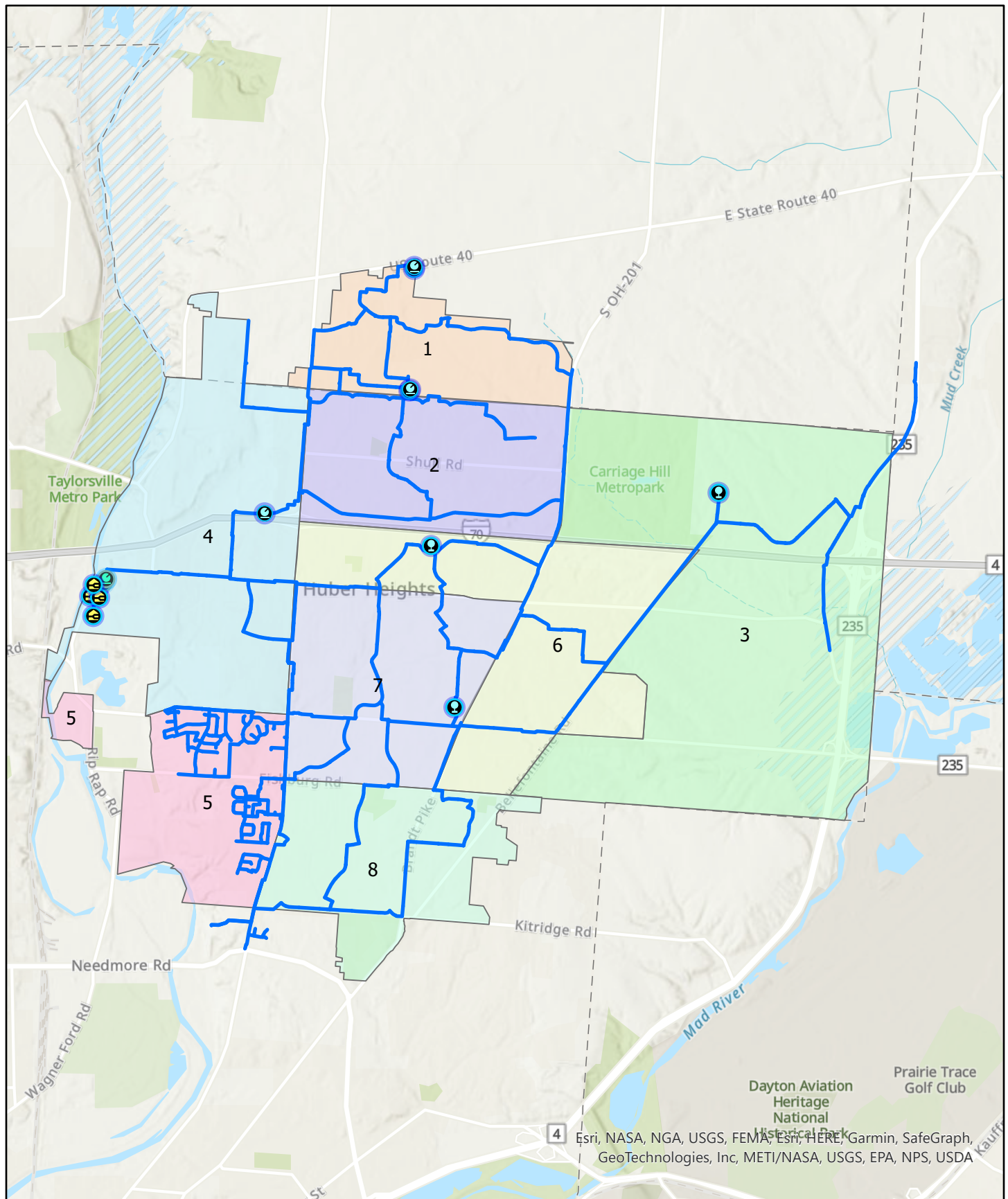
Infrastructure District 5 - Roads



1 inch equals 1 miles



Infrastructure District 5 - Water



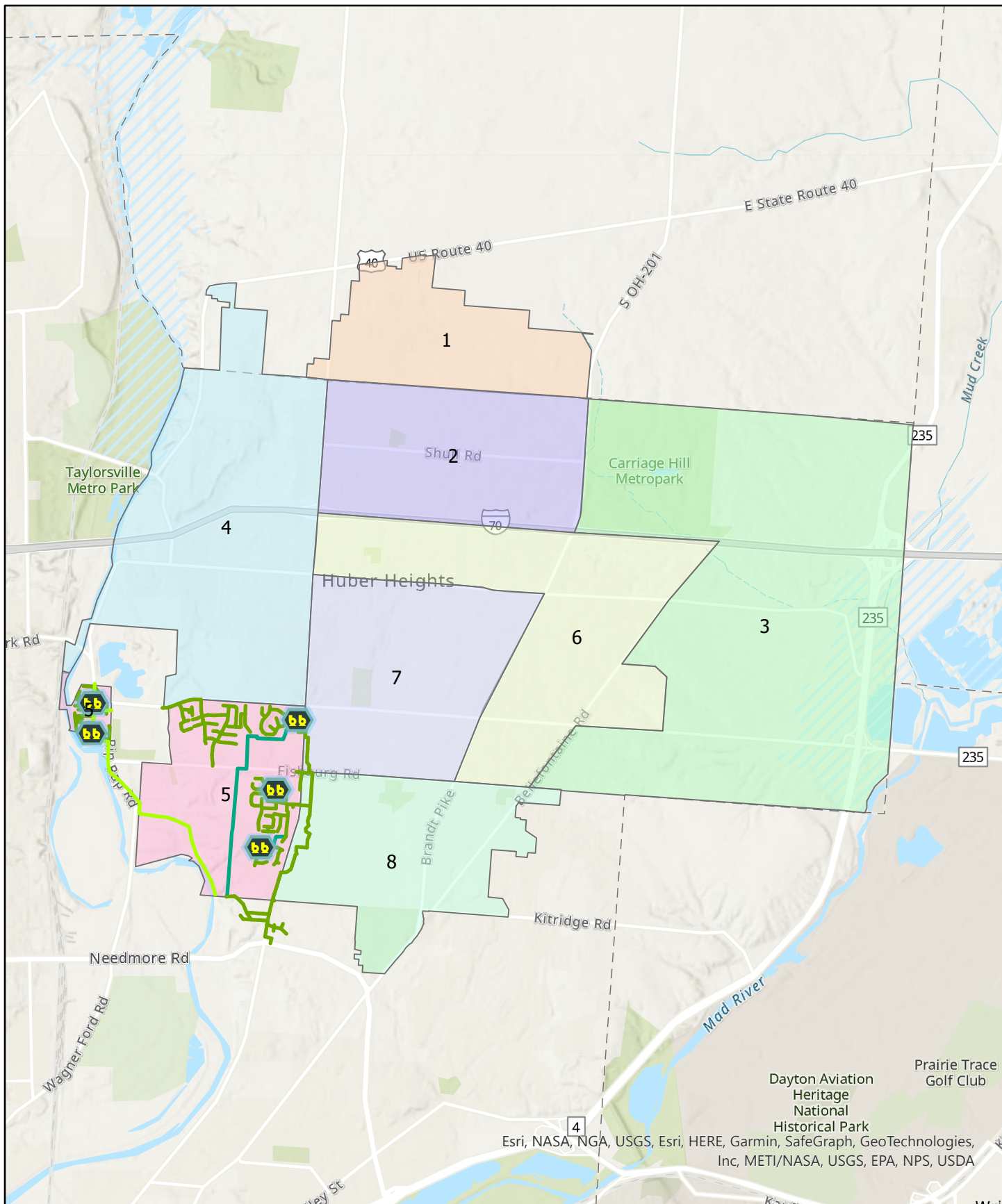
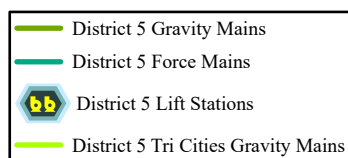
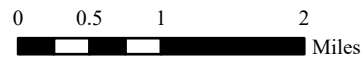
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2
Miles

1 inch equals 1 miles



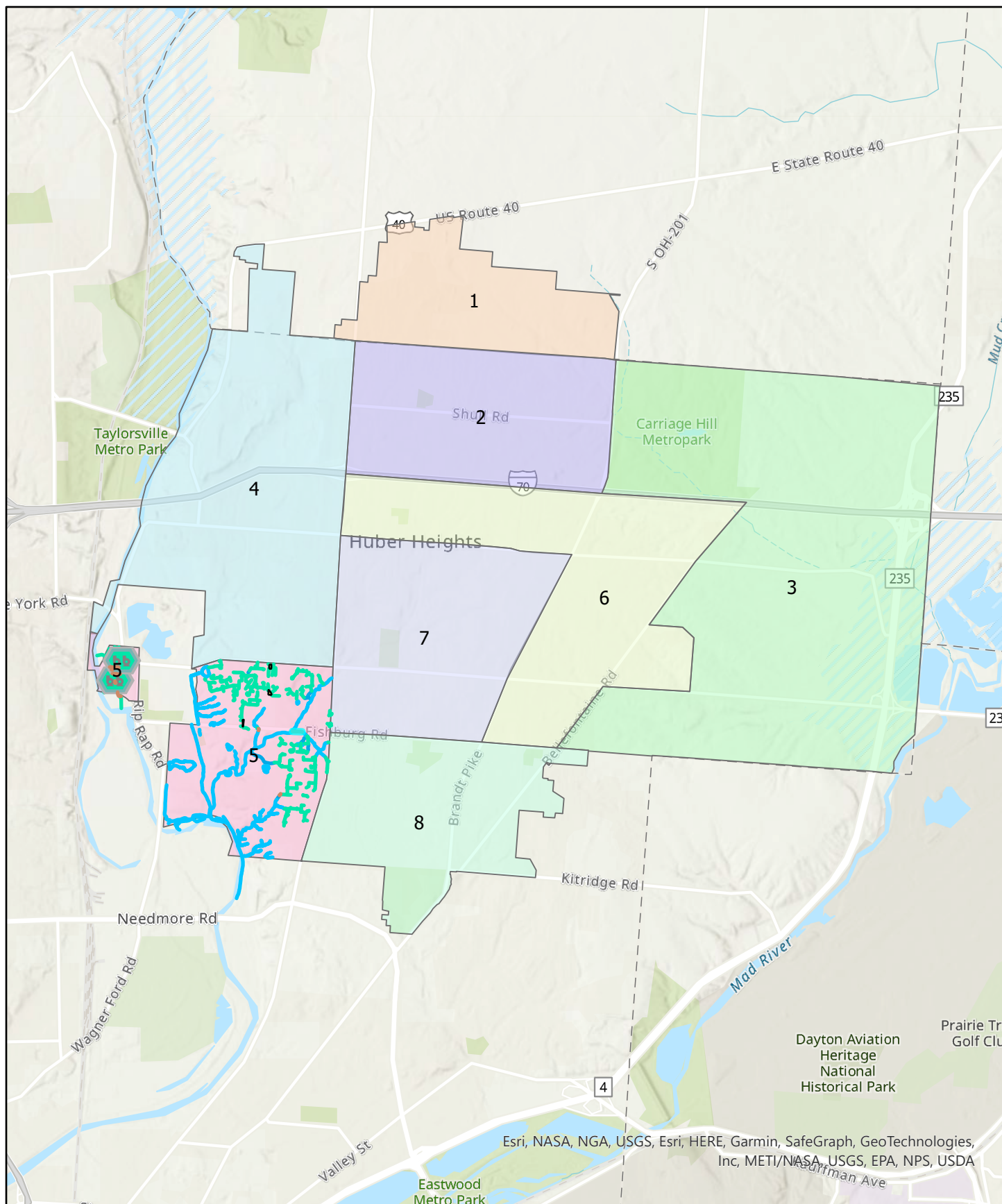
Infrastructure District 5 - Sanitary Sewer



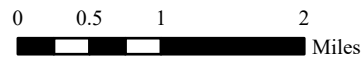
1 inch equals 1 miles



Infrastructure District 5 - Stormwater



— District 5 Stormwater Mains	— District 5 Channels
— District 5 Rivers	 District 5 Basins
— District 5 Culverts	P Pump Station



1 inch equals 1 miles



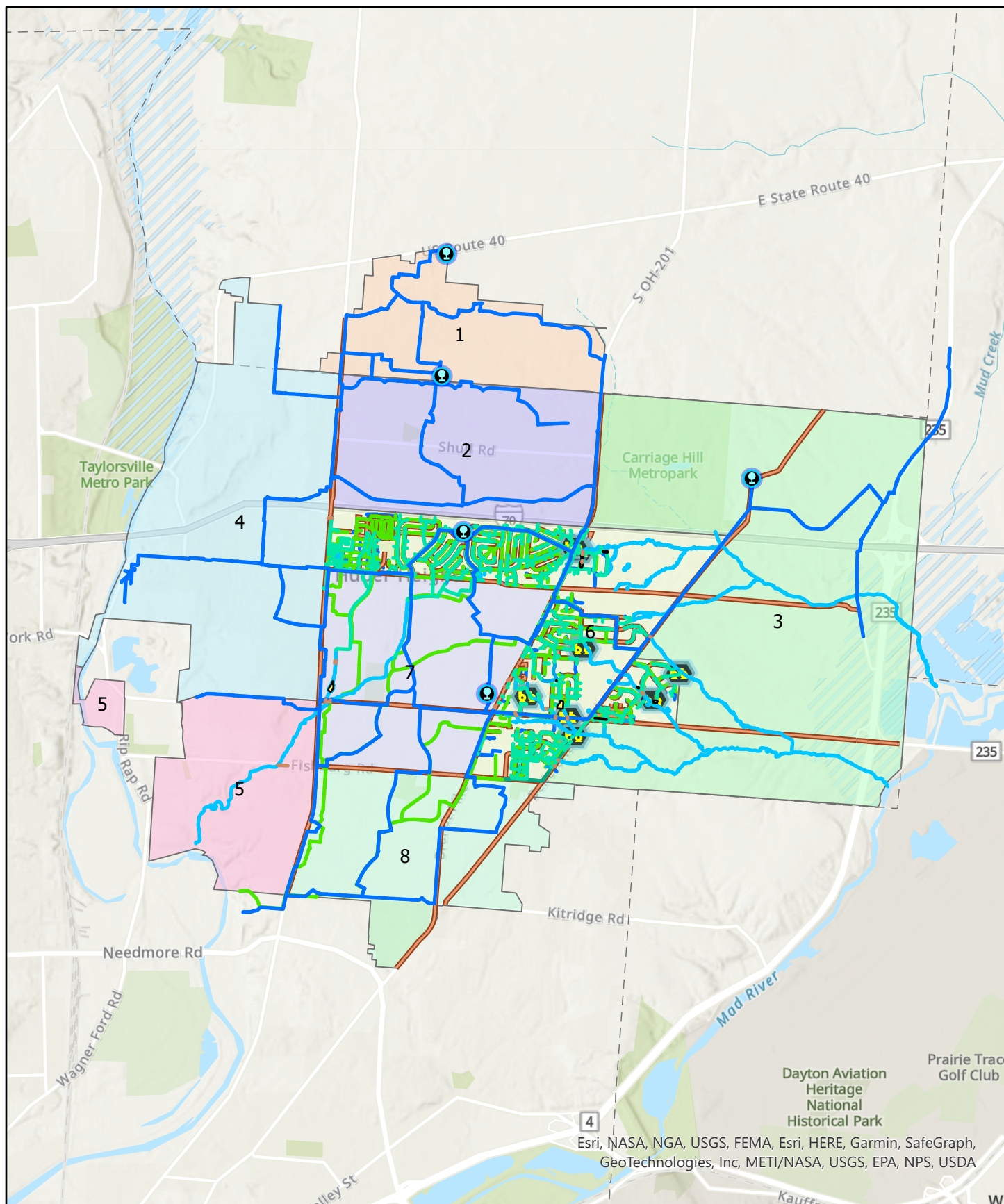
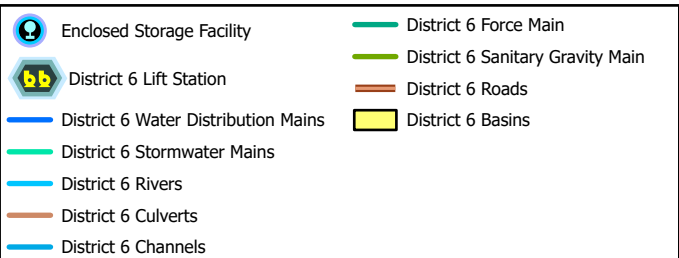
Appendix F

Infrastructure District 6



We think bigger.

Infrastructure District 6 - Overview

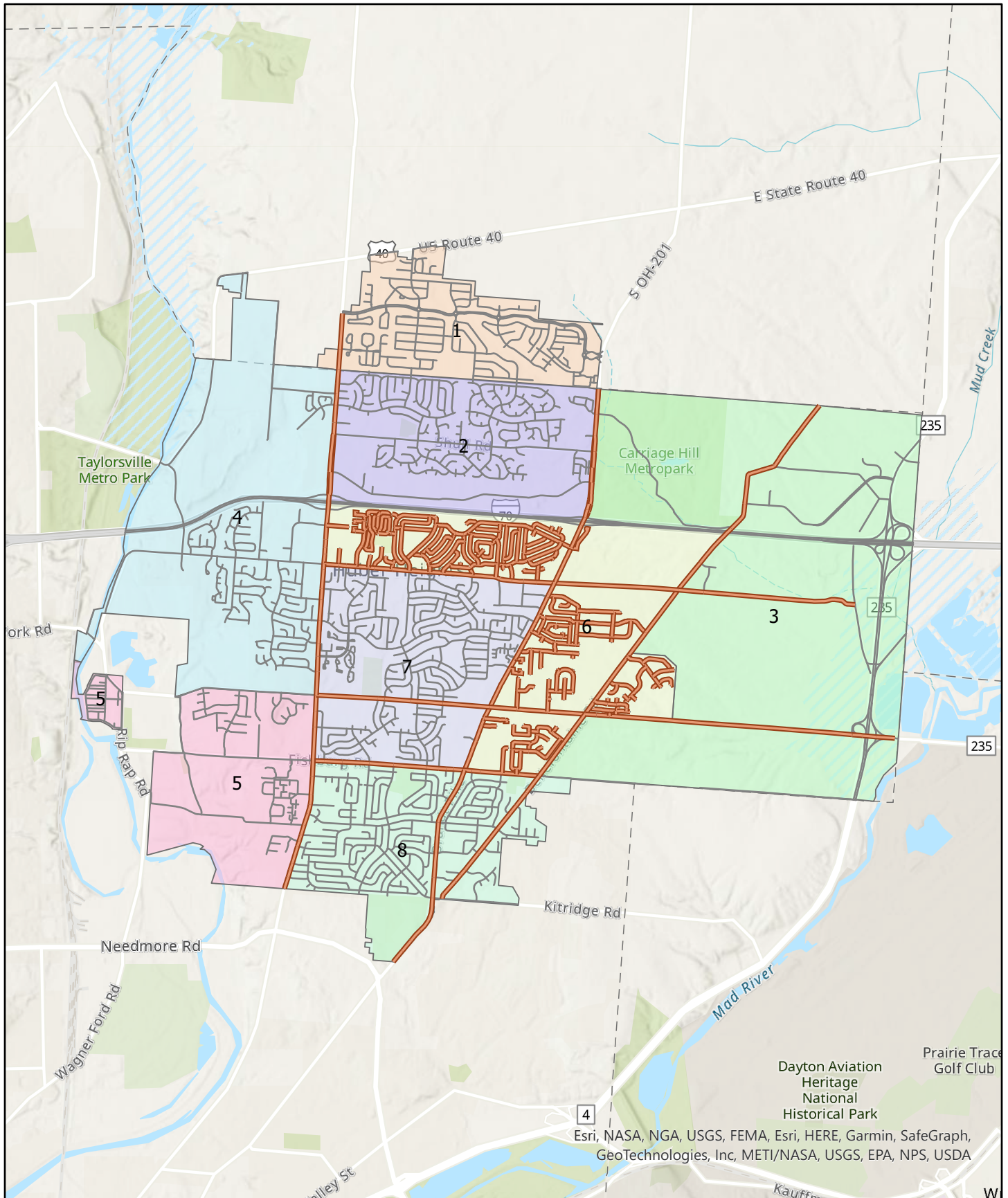
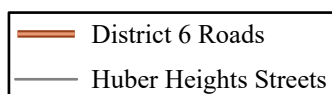
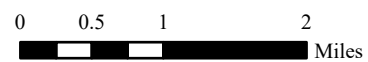


0 0.5 1 2 Miles

1 inch equals 1 miles



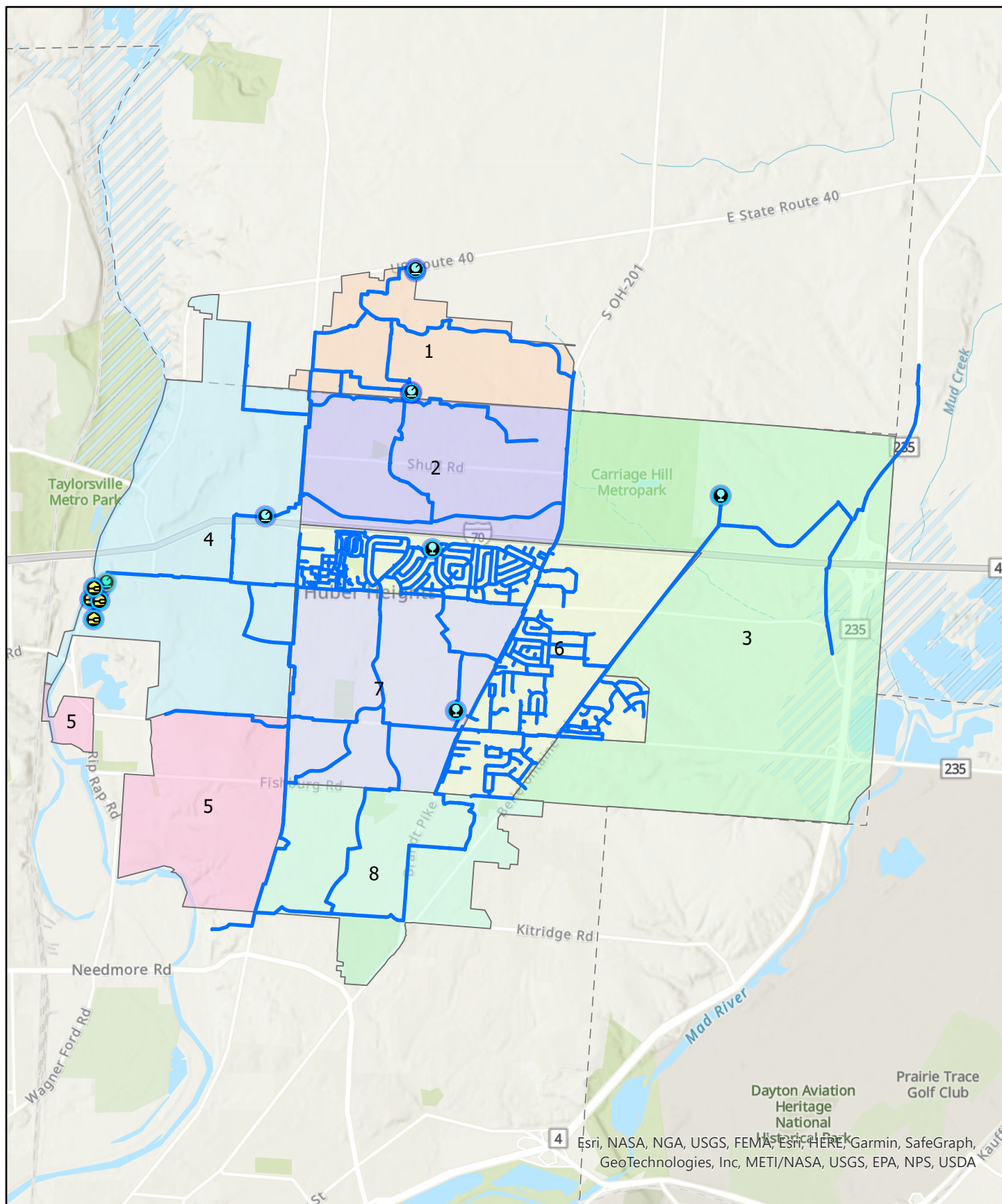
Infrastructure District 6 - Roads



1 inch equals 1 miles



Infrastructure District 6 - Water



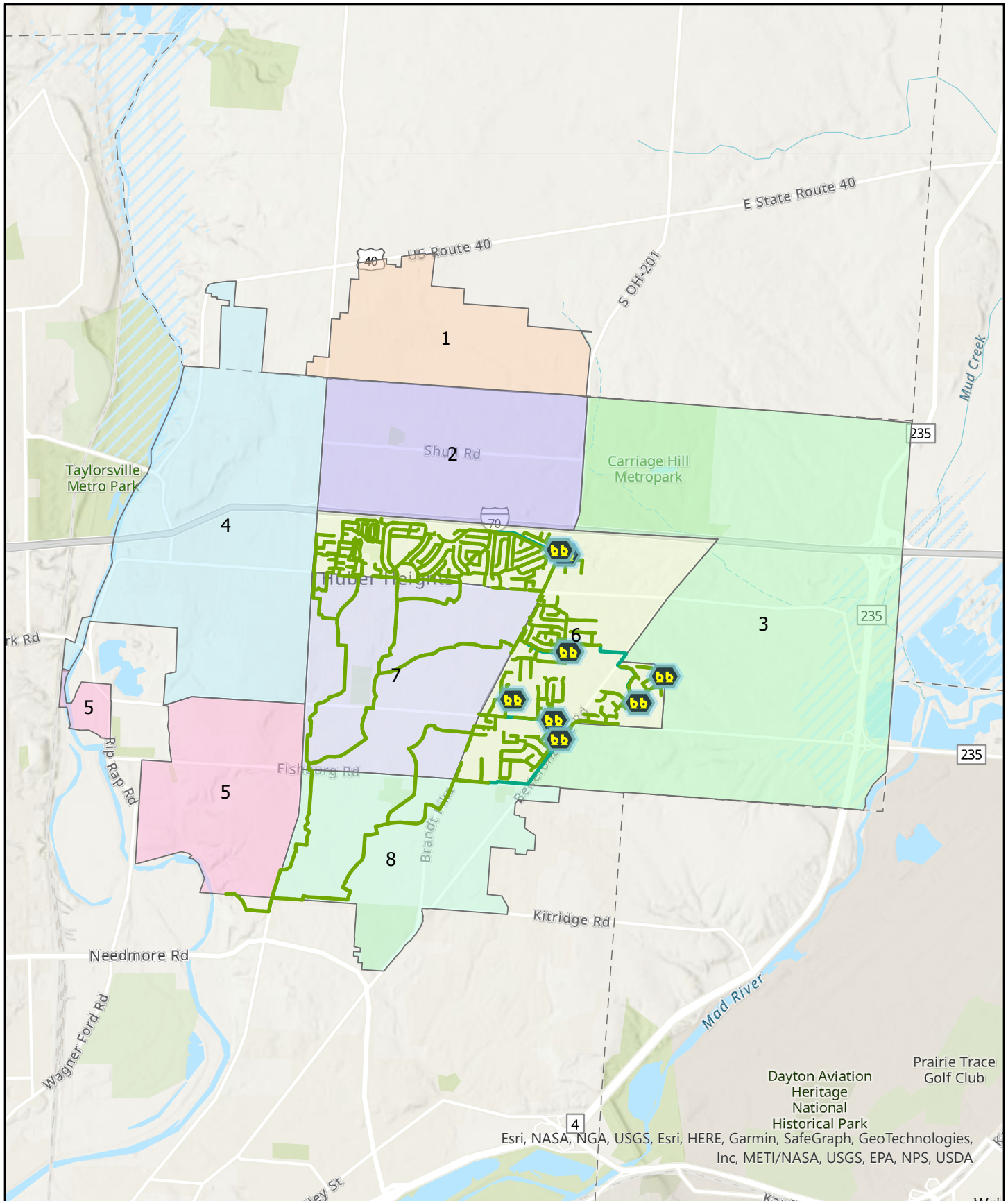
	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

0 0.5 1 2 Miles

1 inch equals 1 miles



Infrastructure District 6 - Sanitary Sewer



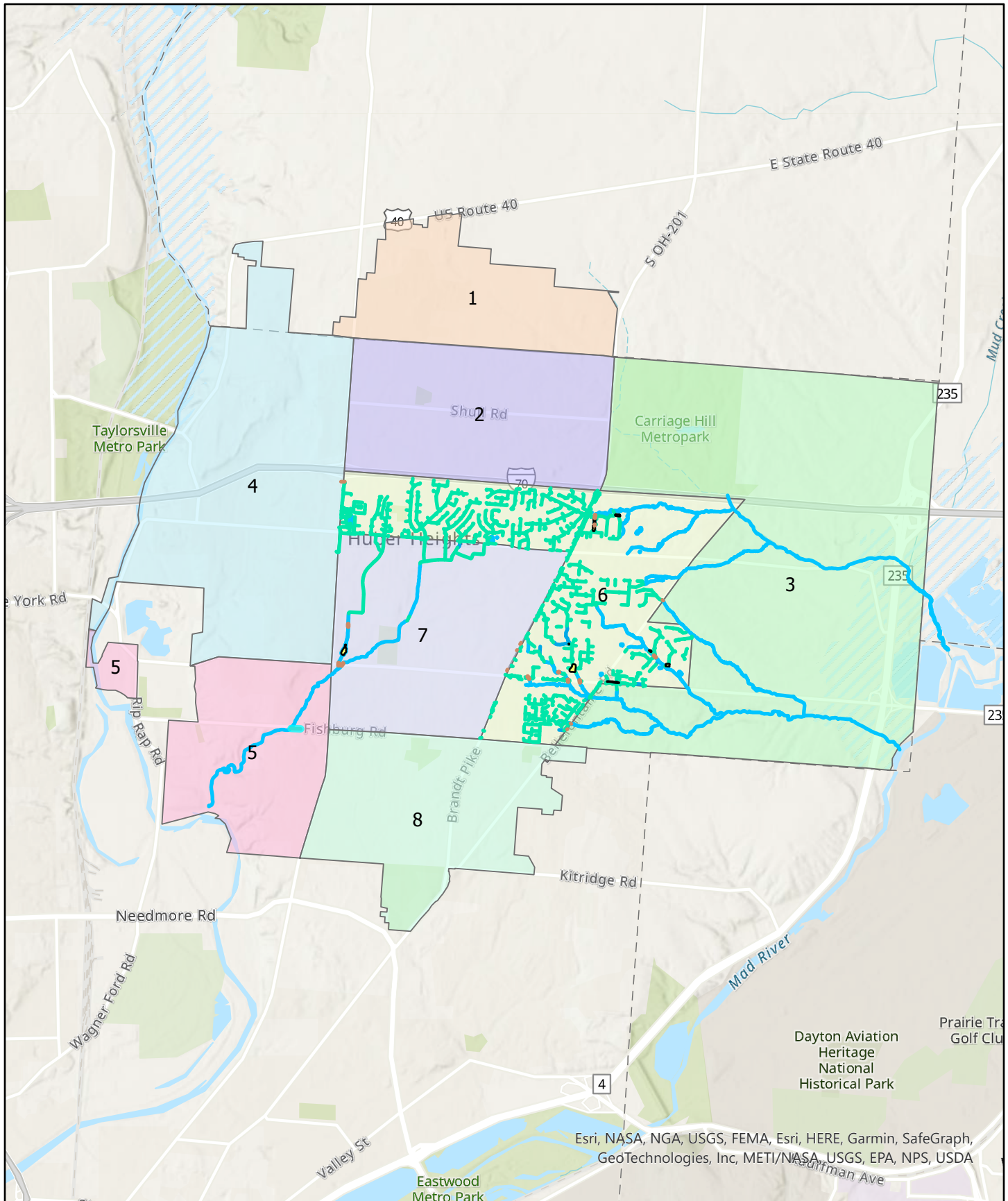
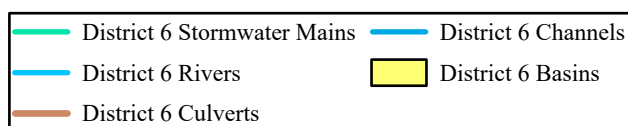
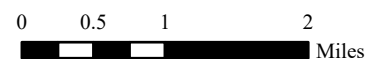
- District 6 Gravity Main
- District 6 Force Main
- bb District 6 Lift Station

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 6 - Stormwater



1 inch equals 1 miles



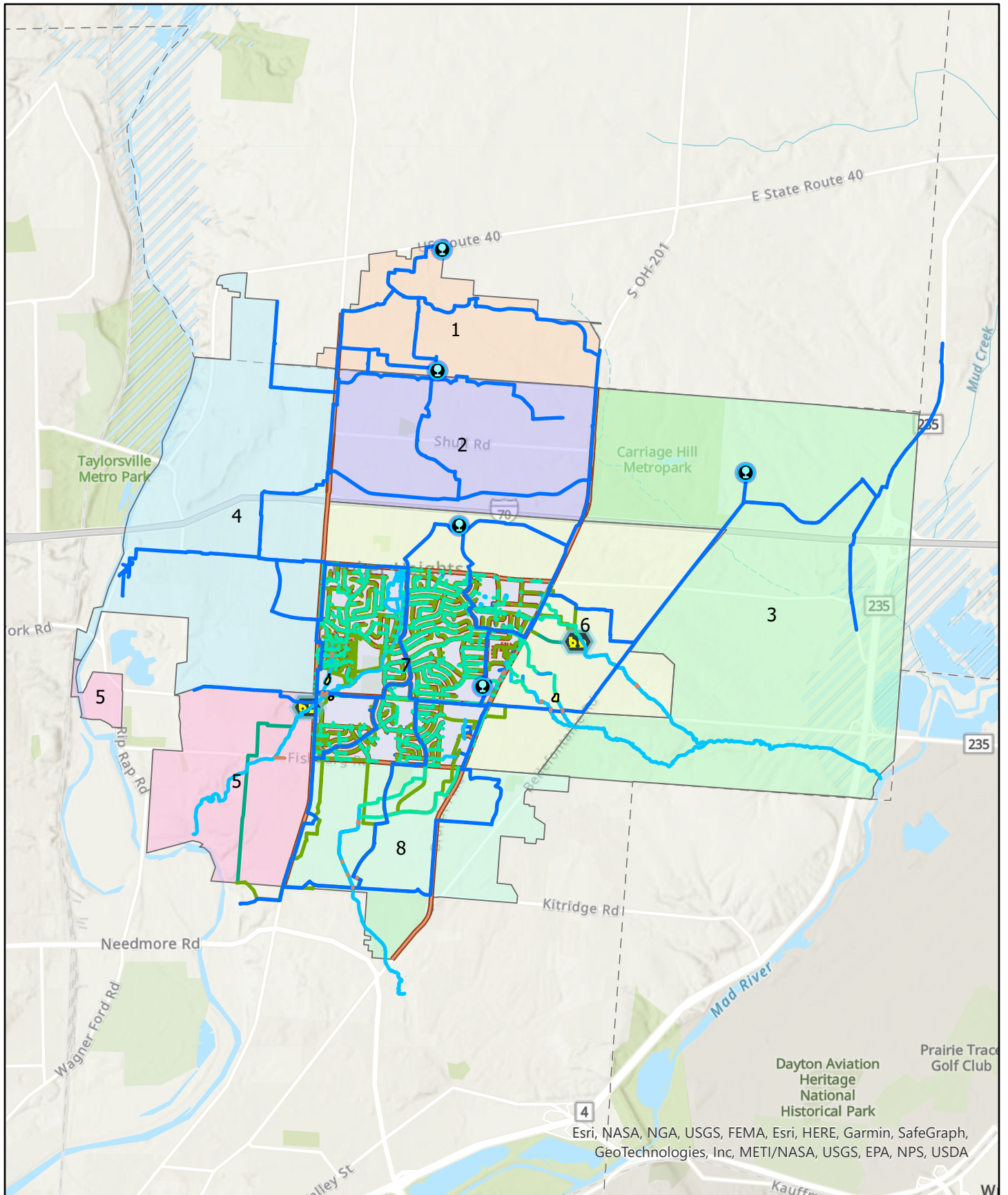
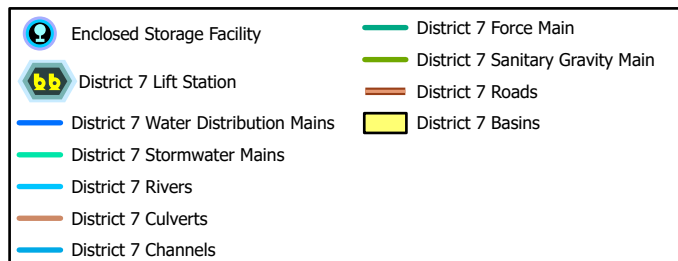
Appendix G

Infrastructure District 7



We think bigger.

Infrastructure District 7 - Overview

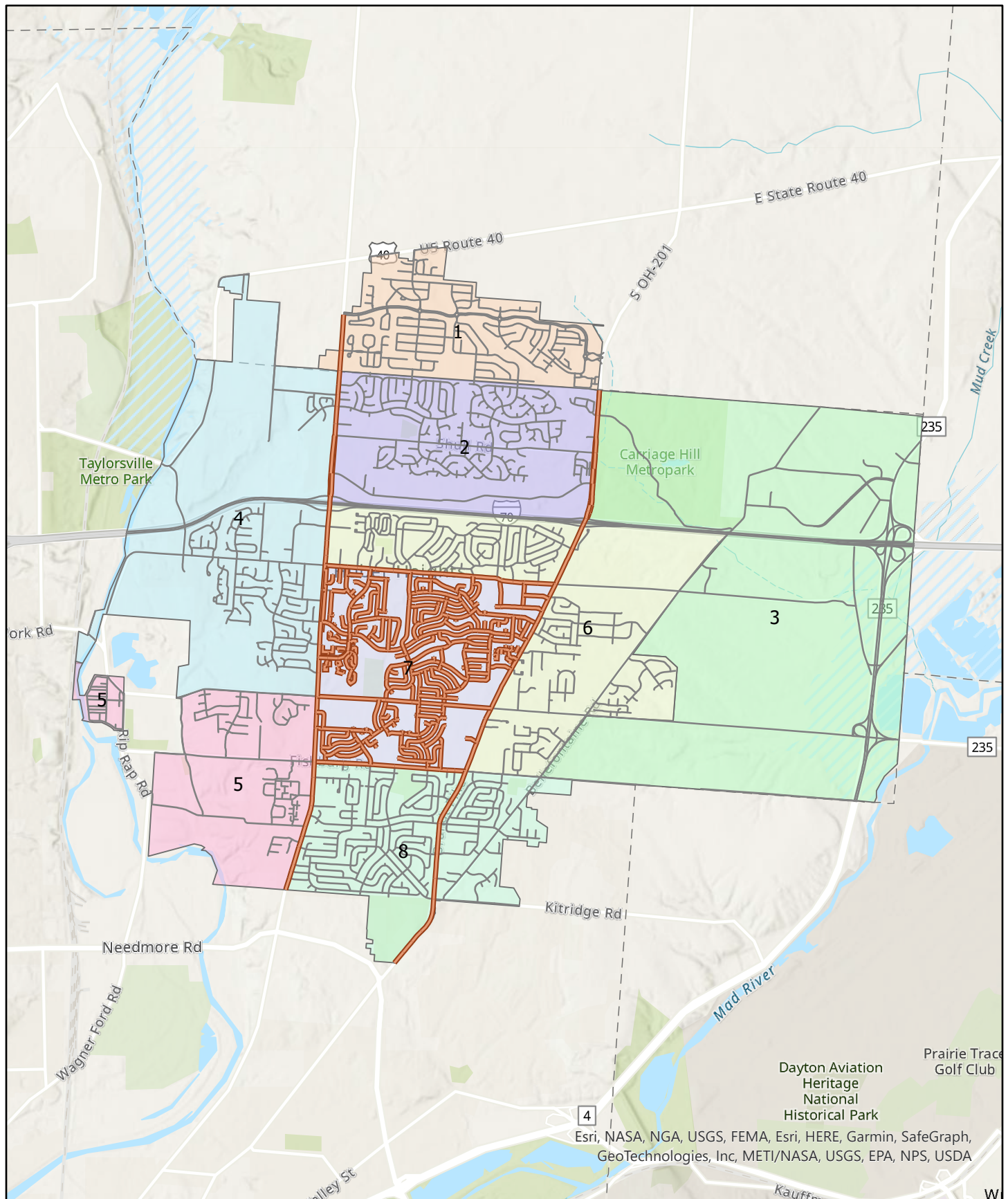
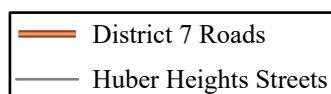
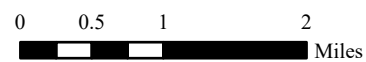


0 0.5 1 2 Miles

1 inch equals 1 miles



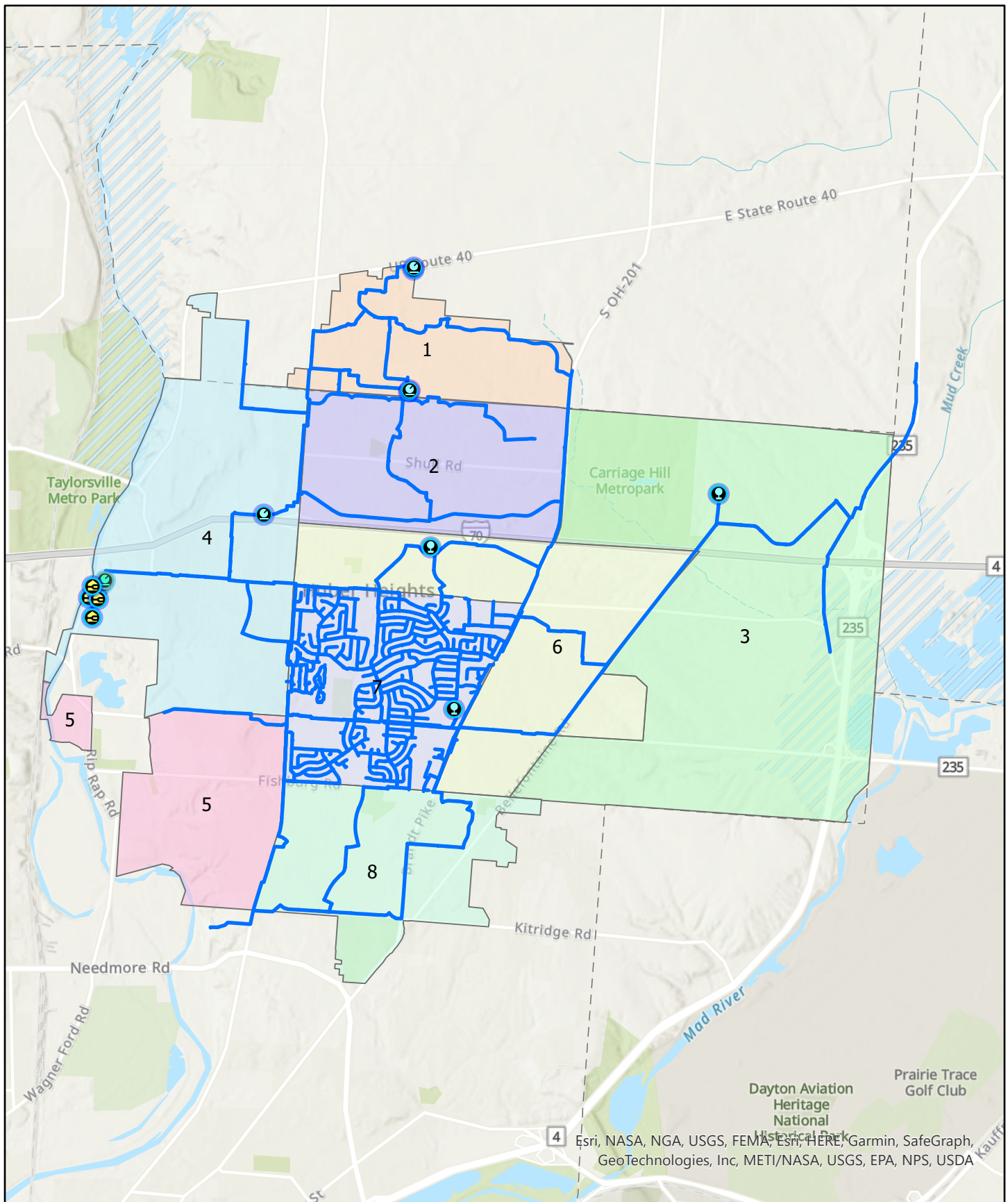
Infrastructure District 7 - Roads



1 inch equals 1 miles



Infrastructure District 7 - Water



	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

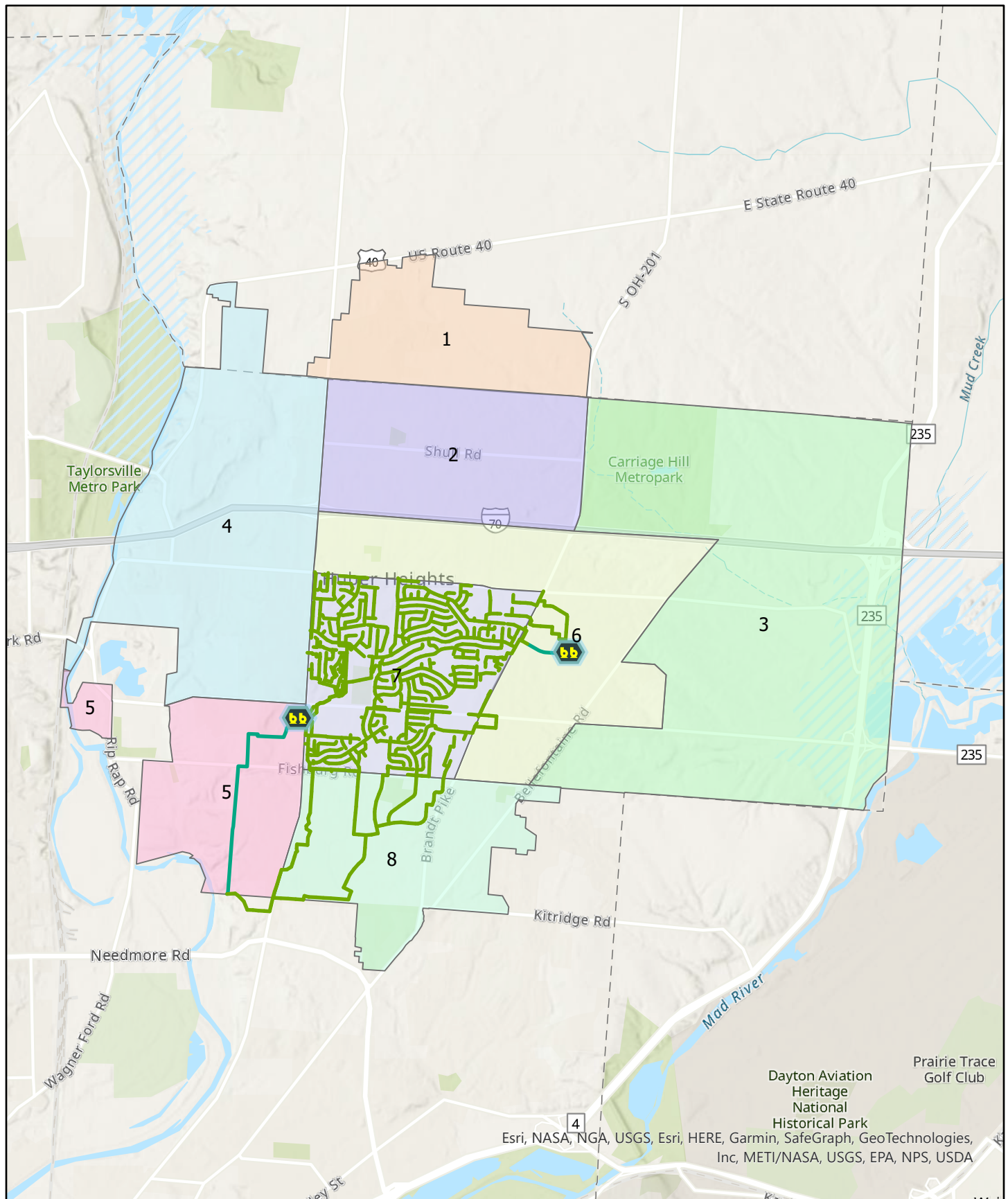
0 0.5 1 2
Miles

1 inch equals 1 miles



Esri, NASA, NGA, USGS, FEMA, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA

Infrastructure District 7 - Sanitary Sewer



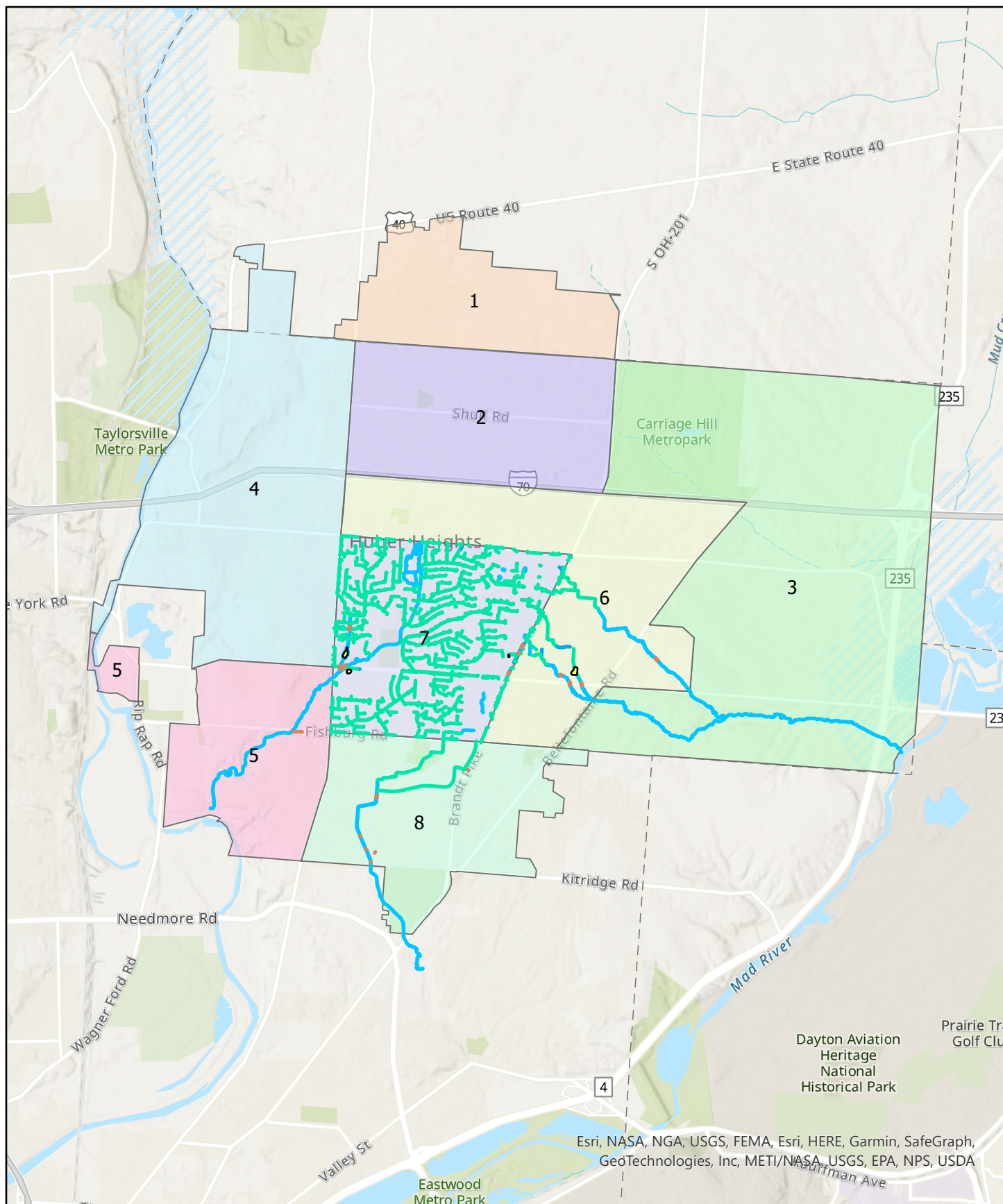
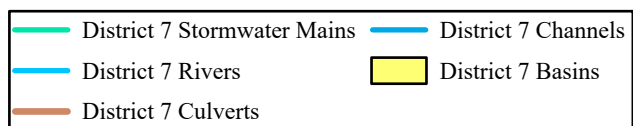
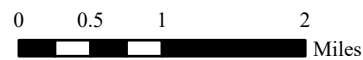
- District 7 Gravity Main
- District 7 Force Main
- District 7 Lift Station

0 0.5 1 2
Miles

1 inch equals 1 miles



Infrastructure District 7 - Stormwater



1 inch equals 1 miles



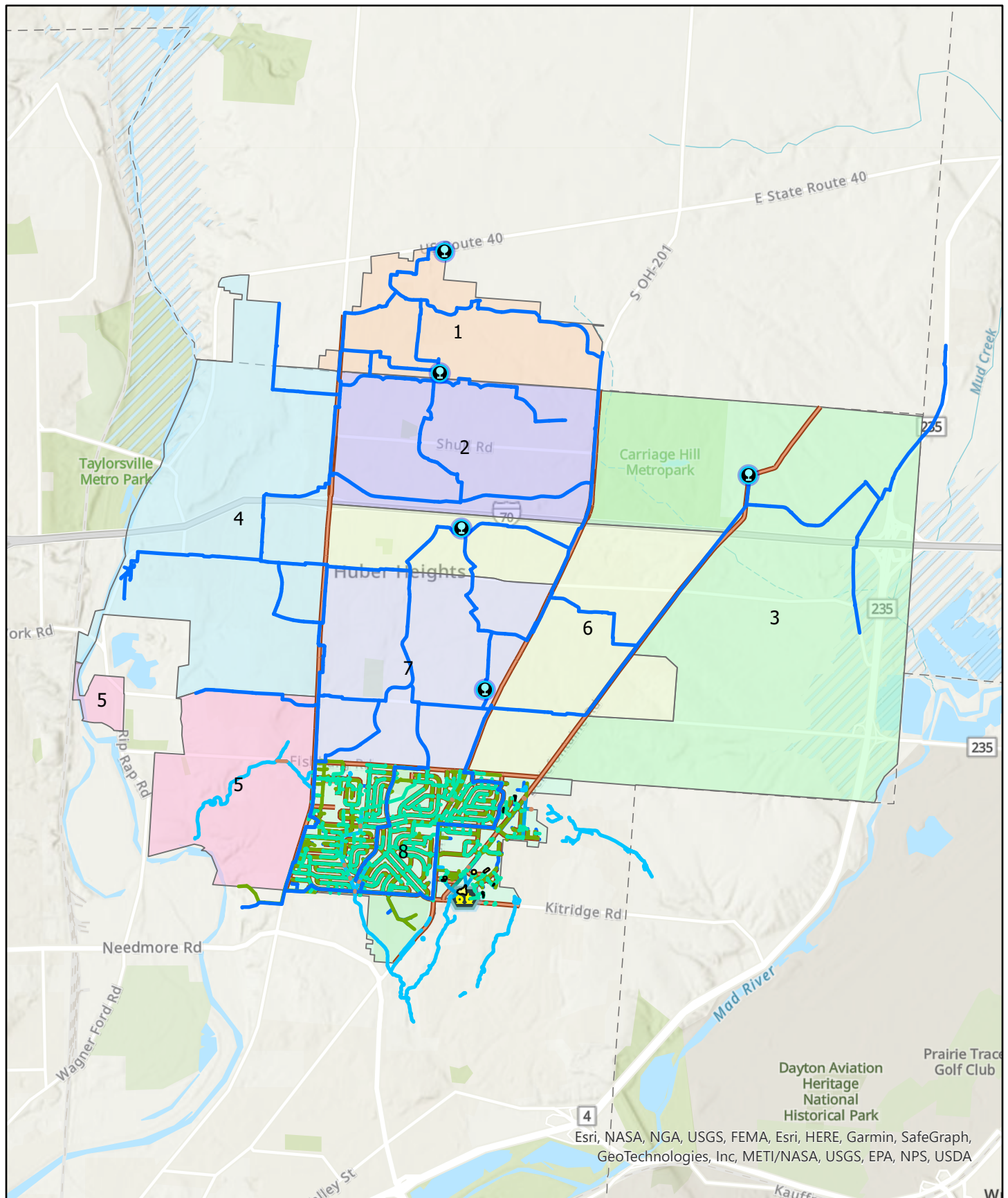
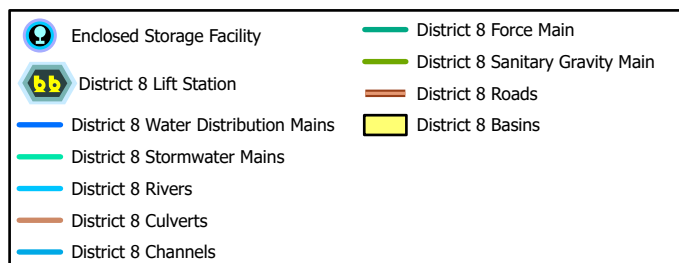
Appendix H

Infrastructure District 8



We think bigger.

Infrastructure District 8 - Overview

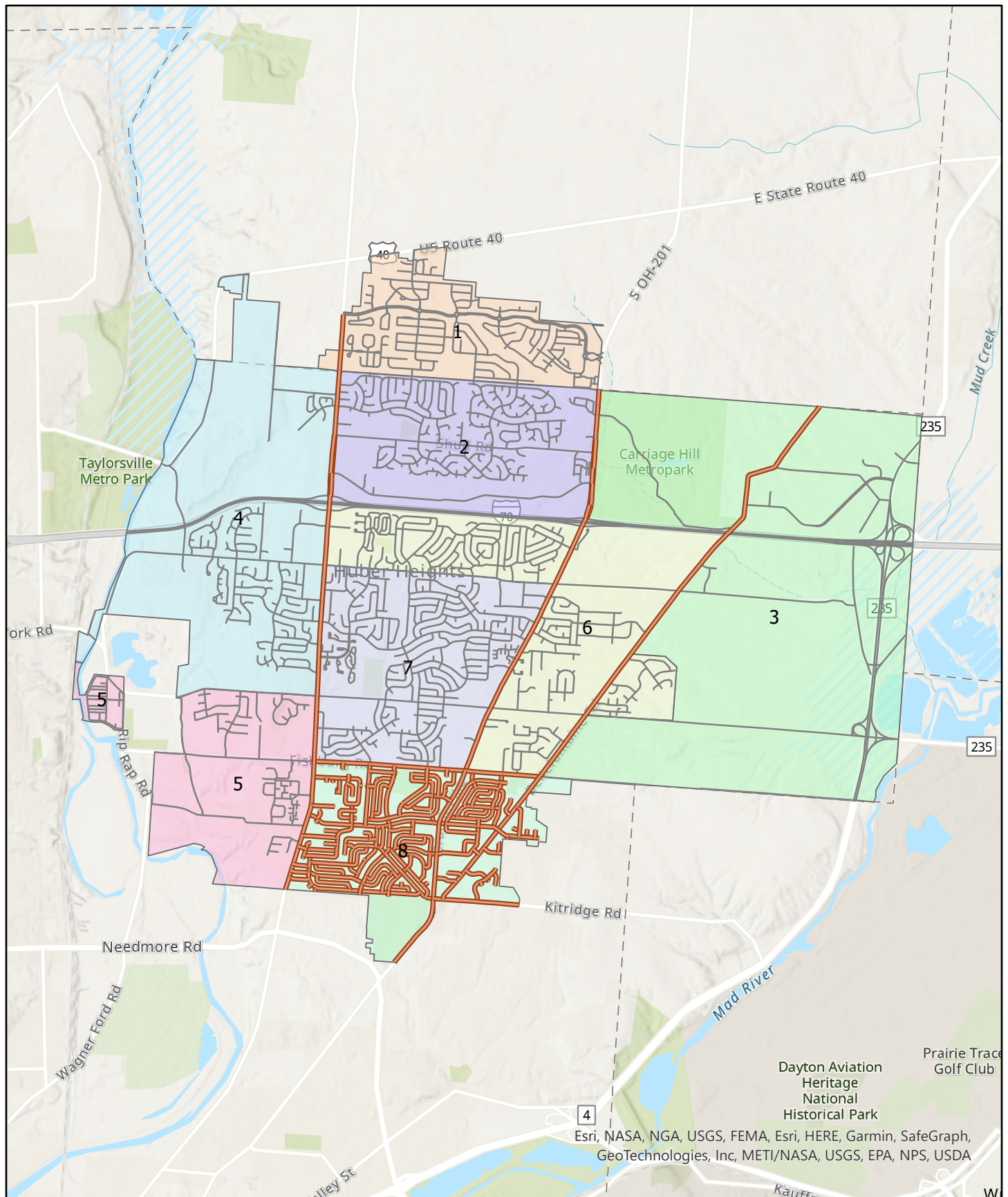
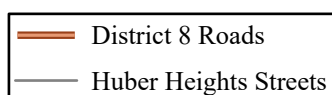
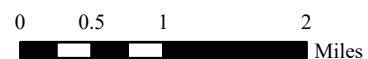


0 0.5 1 2 Miles

1 inch equals 1 miles



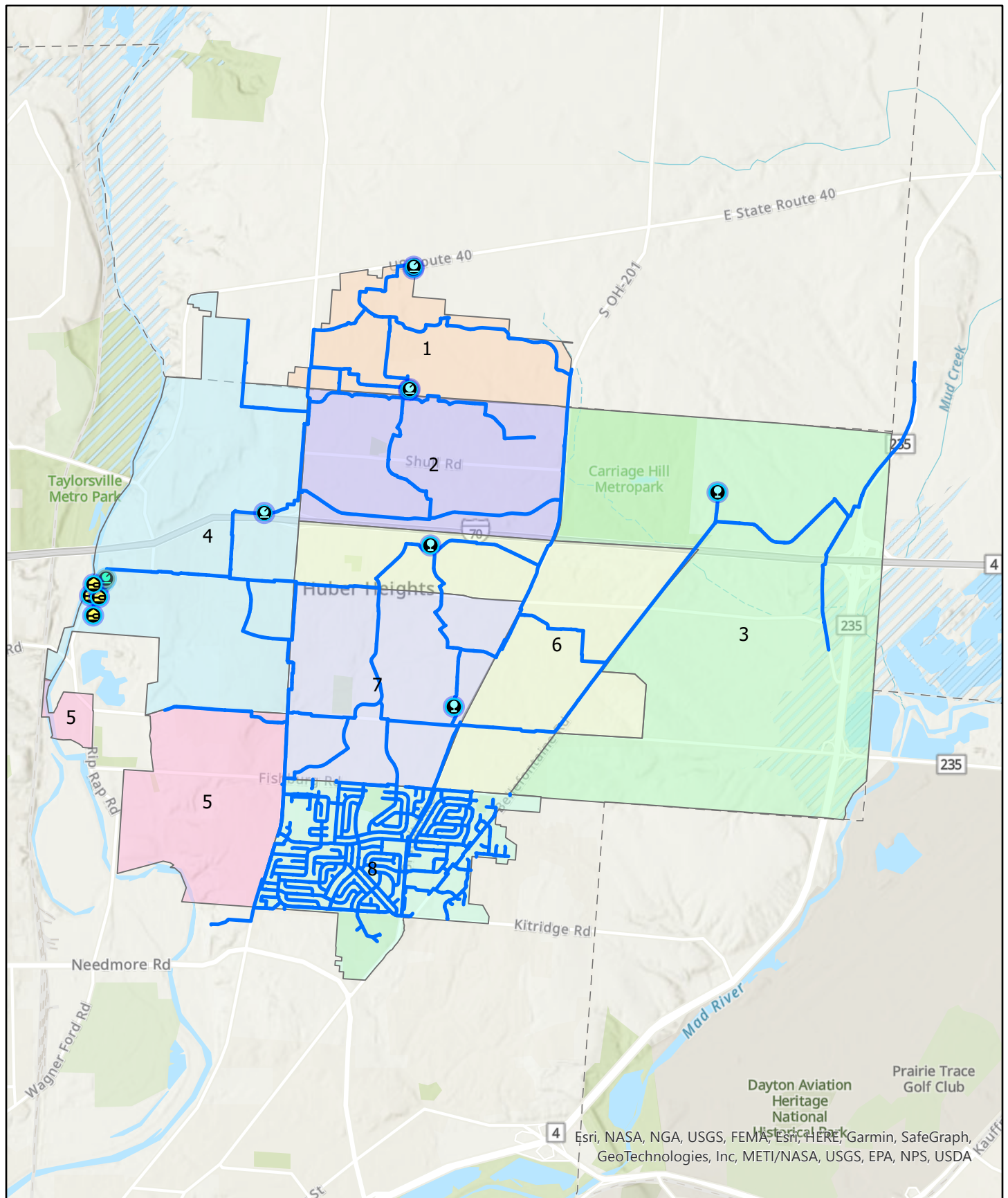
Infrastructure District 8 - Roads



1 inch equals 1 miles



Infrastructure District 8 - Water



	Enclosed Storage Facility		Pump Station
	Intake		Storage Basin
	Meter Station		Treatment Plant
	Production Well		Water Distribution Mains

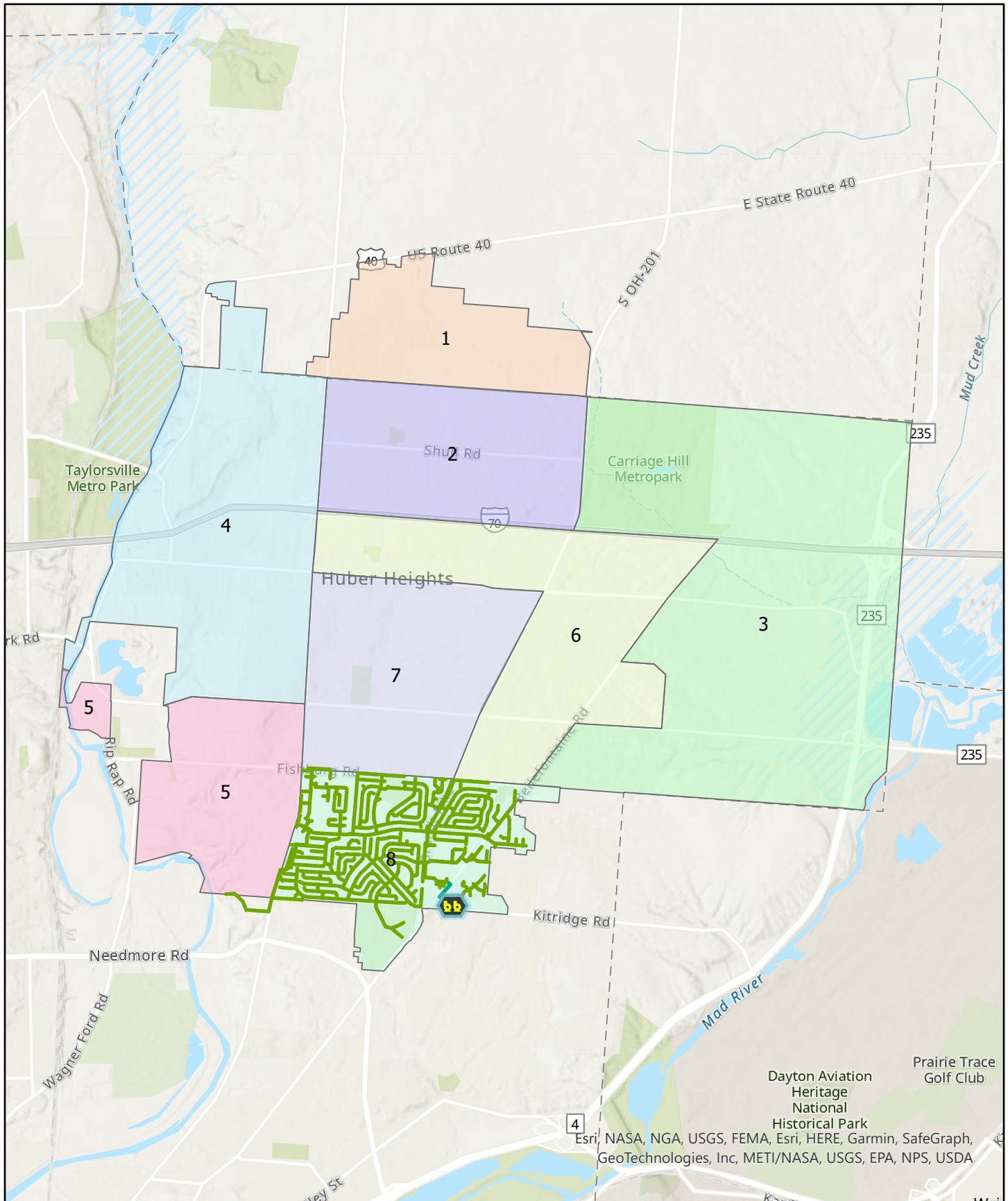
0 0.5 1 2 Miles

1 inch equals 1 miles

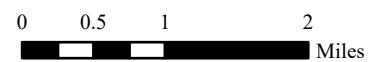


Esri, NASA, NGA, USGS, FEMA, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA

Infrastructure District 8 - Sanitary Sewer



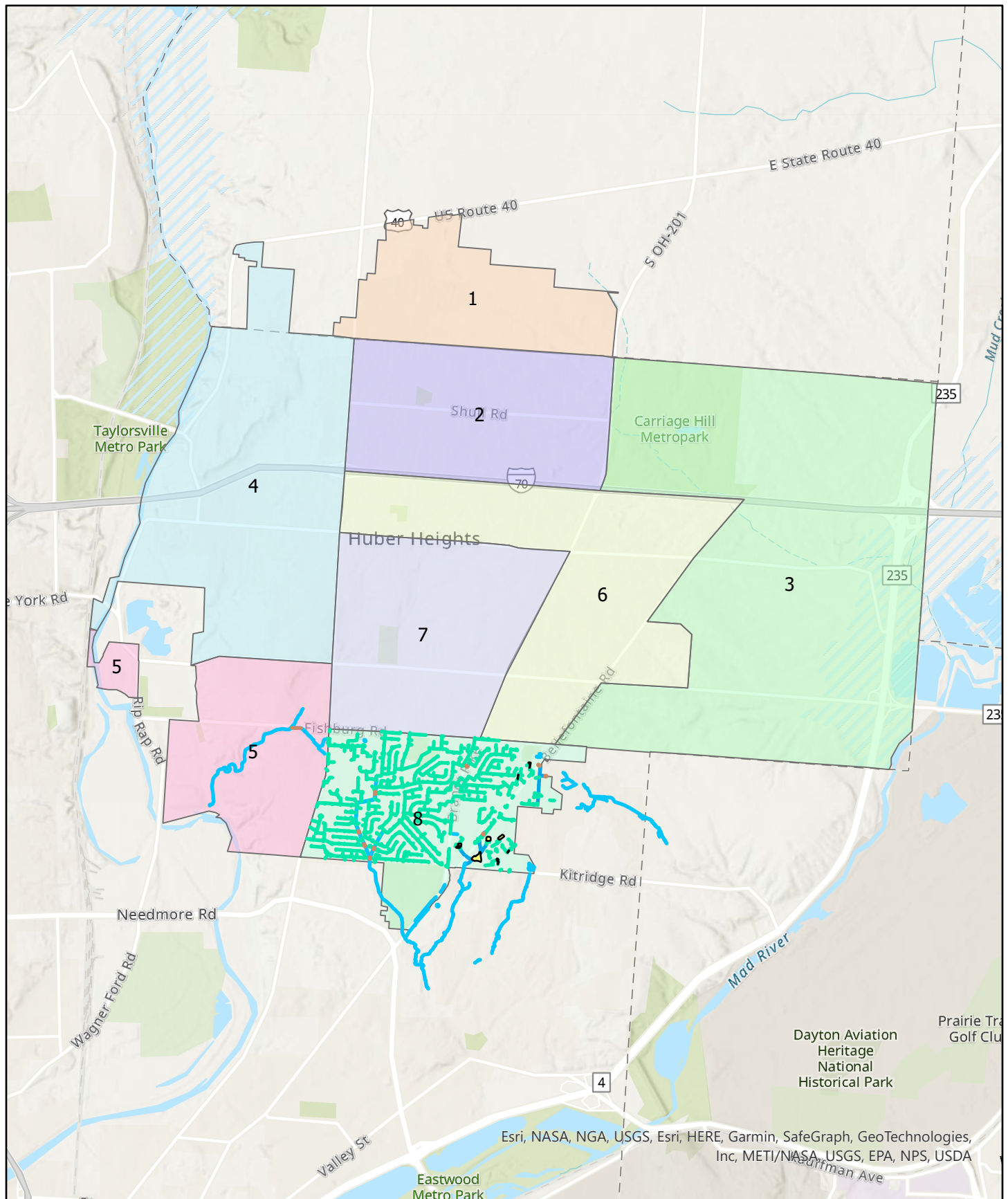
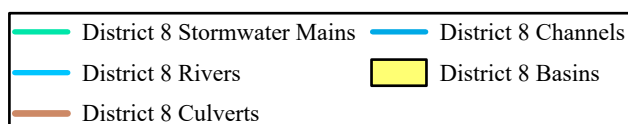
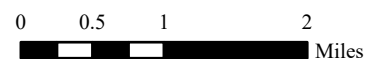
- District 8 Gravity Main
- District 8 Force Main
- bb District 8 Lift Station



1 inch equals 1 miles

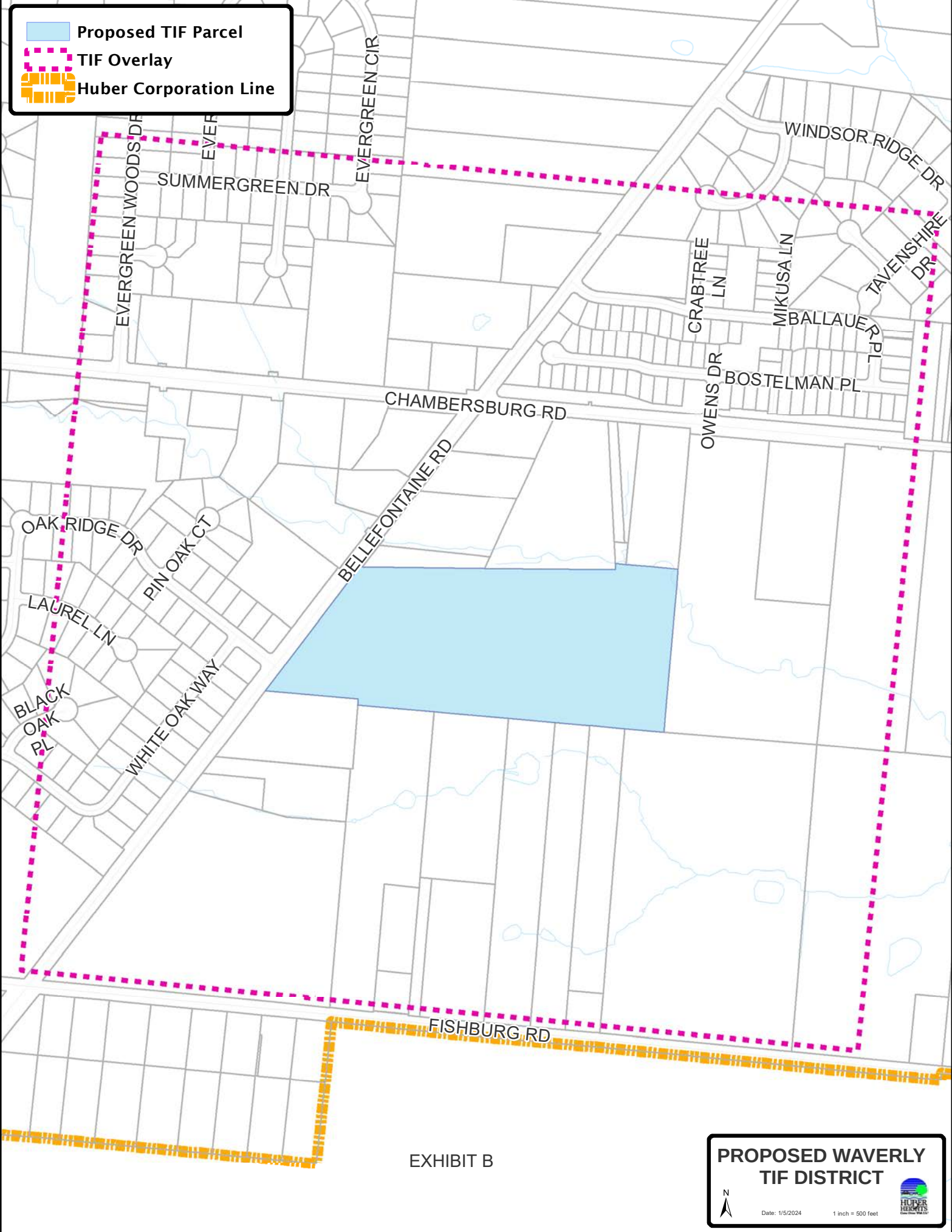


Infrastructure District 8 - Stormwater



1 inch equals 1 miles





Proposed TIF Parcel



TIF Overlay



Huber Corporation Line

EVERGREEN WOODS DR

SUMMERGREEN DR

EVERGREEN CIR

CHAMBERSBURG RD

BELLEFONTAINE RD

CRABTREE LN

MIKUSA LN

WINDSOR RIDGE DR

TAVENSHIRE DR

BOSTELMAN PL

OWENS DR

OAK RIDGE DR

PIN OAK CT

LAUREL LN

BLACK OAK PL

WHITE OAK WAY

FISHBURG RD

EXHIBIT B

**PROPOSED WAVERLY
TIF DISTRICT**

N

Date: 1/5/2024

1 inch = 500 feet

HUBER
HOMES

AI-9762

Topics of Discussion L.

Council Work Session

Meeting Date: 01/16/2024

City Code Amendment - Chapter 171 - Purchasing/Bidding

Submitted By: Richard Dzik

Department: City Manager

Division: Finance/Tax

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

City Code Amendment - Chapter 171 - Purchasing/Bidding

Purpose and Background

The City's purchasing and bidding procedures were last changed in 2011. Given inflation since that time, the Finance Director and City Manager believe it is time to bring the City's purchasing limits in line with the State of Ohio. This change will streamline the purchasing process for less expensive items and services while preserving a formal competitive bid limit that is in line with the State of Ohio.

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:

This amendment simply affects the procurement process, not the amount being paid for any services.

Attachments

State Of Ohio - Ohio Revised Code
Ordinance



Ohio Revised Code

Section 9.17 Competitive bidding threshold amount.

Effective: October 3, 2023

Legislation: House Bill 33 - 135th General Assembly

(A) The amount for purposes of a provision of the Revised Code that references this section shall be as follows:

(1) Beginning on the effective date of this section through calendar year 2024, seventy-five thousand dollars;

(2) For each calendar year thereafter, the amount for the previous calendar year increased by three per cent as determined and published by the director of commerce.

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

AMENDING CERTAIN SECTIONS OF PART ONE, ADMINISTRATIVE CODE, TITLE FIVE ADMINISTRATIVE, CHAPTER 171 BIDDING AND PURCHASING, OF THE HUBER HEIGHTS CODIFIED ORDINANCES.

WHEREAS, the citizens of Huber Heights require effective and efficient delivery of municipal services; and

WHEREAS, the City Charter of Huber Heights and its home rule powers under the Ohio Constitution permit the City to adopt its own purchasing policies, which may differ from those set out in the Ohio Revised Code; and

WHEREAS, the City Council has determined that revisions of certain sections to Chapter 171 concerning certain purchasing policies are necessary to enhance the effective and efficient delivery of municipal services.

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

Section 1. Section 171.02 of the Huber Heights Codified Ordinances is hereby amended to read as follows:

(a) Whenever the estimated cost of a purchase is less than \$10,000, the head of a department/division wanting the supplies, materials, equipment or contractual services to be purchased or secured, shall secure from potential suppliers the cost of purchase, in the form of informal offers to supply the items or services required. In these cases, the department/division heads shall then secure an approved Purchase Order from the Finance Director prior to proceeding with the purchase. No approval by the Purchasing Agent is required for these purchases.

(b) Whenever the estimated cost of a purchase will be at least \$10,000 but less than \$25,000, the head of a department/division wanting the supplies, materials, equipment or contractual services to be purchased or secured shall secure from potential suppliers the cost of purchase, in the form of informal offers to supply the items or services required, and shall present this in writing on a purchase requisition to both the City Manager and the Finance Director for approval prior to proceeding with the purchase. Upon approval by the City Manager and Finance Director, the department/division heads shall then secure an approved Purchase Order from the Finance Director prior to proceeding with the purchase.

(c) Whenever the estimated cost of a purchase will be at least \$25,000 but less than the bid threshold for the State of Ohio, the head of the department/division wanting the supplies, materials, equipment or contractual services to be purchased or secured shall secure at least three written informal bids, or a statement in writing as to why three bids are not available, and shall present this on a purchase requisition to both the City Manager and the Finance Director for approval prior to proceeding with the purchase. Upon approval by the City Manager and Finance Director, the department/division heads shall then secure an approved Purchase Order from the Finance Director prior to proceeding with the purchase.

(d) If the cost of a purchase is estimated to meet or exceed the bid threshold for the State of Ohio, the Purchasing Agent shall resort to a formal competitive bidding procedure, as hereinafter provided. With such exceptions as are described in this chapter, the Purchasing Agent shall present the bid results on a purchase requisition to both the City Manager and the Finance Director for approval prior to proceeding with the purchase. Upon approval by the City Manager and Finance

Director, the department/division heads shall then secure an approved Purchase Order from the Finance Director prior to proceeding with the purchase.

(e) Contract amount thresholds set out in 171.02 (a) to (d) hereof for determining the type of procurement procedure to be followed shall be calculated for each City Division or Department independently during each calendar year.

(1) The estimated costs of proposed purchases shall not be added to each other or to the cost of other contracts with the same vendor by the City Division or Department during the same calendar year, including any which may be authorized by the City Council for the same goods or services, to determine whether the proposed purchase shall be done pursuant to 171.02 (a), (b), (c) or (d) provided the proposed purchase is a reasonably discreet scope of goods and/or services compared to prior purchases from the same vendor. The City Manager shall determine whether a proposed purchase is a reasonably discrete scope of goods and/or services.

(2) If the proposed purchase is for the same scope of goods and/or services purchased from the same vendor previously in the calendar year, the amounts of the prior purchase and the proposed purchase shall be added together to calculate whether the proposed purchase shall be done pursuant to 171.02 (a), (b), (c) or (d) unless the City Manager determines that the City Division or Department could not have reasonably anticipated the additional purchase at the time the earlier contract was procured, based on a written statement by the head of the City Division or Department to the City Manager. On a quarterly basis, the City Manager shall prepare and provide to Council a report of all additional purchases the City Manager determined could not have been reasonably anticipated at the time the earlier contract was procured.

(3) Purchases of related items shall in no event be deliberately split to avoid competitive procurement procedures. The centralized purchase of related items across different City Departments/Divisions shall be encouraged whenever deemed feasible and appropriate by the City Manager.

Section 2. Section 171.03(a) of the Huber Heights Codified Ordinances is hereby amended to read as follows:

(a) Whenever it is determined that formal competitive procurement is necessary because of the dollar amount involved, the Purchasing Agent shall prepare or cause to be prepared specifications for the goods or services required and an estimated cost figure. The Purchasing Agent shall determine the method of obtaining competitive responses which best serves the City, including but not limited to, sealed competitive bids, competitive proposals or two-step competitive proposals.

(1) If the contract cost is estimated to be at least the bid threshold for the State of Ohio but less than \$150,000, Council shall then, by ordinance or resolution, authorize and direct the Purchasing Agent to advertise and receive responses, and to determine the lowest and best response. If the lowest and best response is within the set cost ceiling established in Council legislation, the Purchasing Agent is then authorized to secure an approved Purchase Order from the Finance Director and enter into a contract for such articles and services.

(2) If the contract price is estimated to be \$150,000 or more, Council shall then, by ordinance or resolution, authorize and direct the Purchasing Agent to advertise and receive responses. The Purchasing Agent shall then submit the recommended lowest and best response to Council in an ordinance or resolution for approval. Upon approval by Council, the

Purchasing Agent may then secure an approved Purchase Order from the Finance Director and enter into a contract for such articles or services.

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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-9763

Topics of Discussion M.

Council Work Session

Meeting Date: 01/16/2024

Sanitary Sewer Rates

Submitted By: Jim Bell

Department: City Manager

Council Committee Review?: Council Work Session

Division: Finance/Tax

Date(s) of Committee Review: 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Sanitary Sewer Rates

Purpose and Background

The Board of the Tri-Cities North Regional Wastewater Authority approved an increase in rates charged to the member cities by beginning in January, 2024. The increase in cost to the City of Huber Heights is estimated to be \$226,320. Veolia will be implementing an increase in 2024 for sewer main work that they maintain for the City. The amount of the Veolia increase in cost to the City is estimated to be \$35,724. A sanitary sewer rate increase of 8.0% is necessary to cover these increased fees from the Tri-CitiesNorth Regional Wastewater Authority and Veolia.

An increase in the sanitary sewer rate of 8% will increase the sewer portion of an average monthly utility bill by \$1.62. The proposed sanitary sewer rate increase will go into effect with billings beginning on March 1, 2024. Revenue estimates are based on the new rate beginning on billings as of March 1, 2024. City Staff are requesting this ordinance be passed after waiving the second reading at the January 22, 2024 City Council Meeting, so that Veolia Staff have sufficient time to implement the change in sanitary sewer rates on all accounts by March 1, 2024.

Tri-Cities General Manager Danny Knife will be making a presentation to City Council at the February 20, 2024 Council Work Session concerning the upcoming sewer plant improvements. Tri-Cities must increase user rates to the member cities in preparation for the improvements. The 2023 Piqua Sewer Rate Study is attached showing the City of Huber Heights has the lowest sewer rate in the Dayton region. The last time sewer rates were increased was in 2006. Council approved a decrease in sewer rates of 7.5% in 2022.

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

2023 Sewer Rate Study
Ordinance

2023 ANNUAL RATE SURVEY SEWER COST

Rates are based on 22,500
gallons or 3,000 cubic feet of
water in a three month period.
Rates quoted are those in effect
as of March 1, 2023.

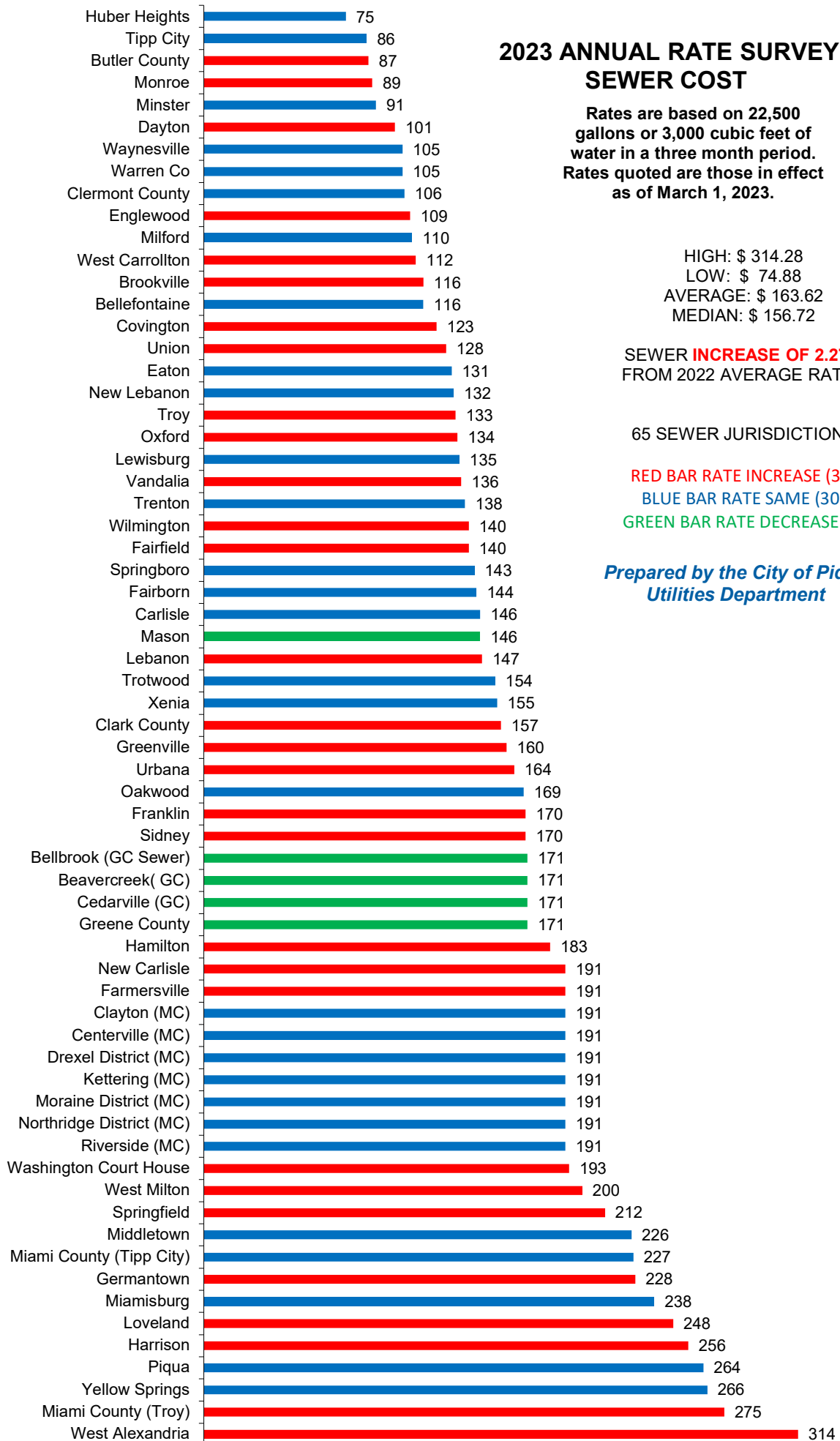
HIGH: \$ 314.28
LOW: \$ 74.88
AVERAGE: \$ 163.62
MEDIAN: \$ 156.72

SEWER **INCREASE OF 2.27%**
FROM 2022 AVERAGE RATES

65 SEWER JURISDICTIONS

RED BAR RATE INCREASE (30)
BLUE BAR RATE SAME (30)
GREEN BAR RATE DECREASE (5)

*Prepared by the City of Piqua
Utilities Department*



CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

INCREASING THE SEWER RATES IN SECTION 934.03 OF THE CODIFIED ORDINANCES OF HUBER HEIGHTS.

WHEREAS, Section 934.03 of the Codified Ordinances of the City of Huber Heights sets forth the sanitary sewer rates for water customers; and

WHEREAS, Council has determined it is necessary to increase the sanitary sewer rates across the board effective in March 2024 by eight percent (8%).

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

Section 1. Effective with the first billing in March 2024, Section 934.03(a) and (b) Sanitary Sewer Rates of Chapter 934 - Rates and Fees for Water Distribution and Sanitary Sewer Services, of Title Three, Public Utilities, of Part Nine Streets and Public Services, of the Codified Ordinances of the City of Huber Heights is hereby amended to read as follows:

934.03 – Sanitary sewer rates.

(a) Except as provided elsewhere in this section, sanitary sewer rates for all customers shall be as provided below.

- (1) The billing period for sanitary sewer rates shall be monthly.
- (2) The sanitary sewer rates to be charged shall be based on the volume of water consumption measured by meters servicing customers of the system, and the size of the water meter(s) servicing a property as follows:

Consumption Volume	Rate per 100 Cubic Foot
Per Cubic Foot	\$1.5338

- (3) Consumption charges shall be used to pay for wastewater treatment service charges billed to the City.
- (4) Residential customers with sanitary sewer service and no water service, and therefore no water meter shall be billed at a rate of \$15.66 per month plus the monthly service charge which, for these customers, shall be at the rate of the five-eighths inches meter.
- (5) Monthly service charges for sanitary sewer services shall be based on the size of the largest meter servicing a property as follows:

Meter Size	Residential User Service Charge	Commercial User Service Charge
5/8"	\$ 9.55	\$ 9.55
1"	23.87	23.87
1 ½"	47.75	49.77
2"	76.39	79.65
3"	143.22	149.34
4"	186.84	192.96

Monthly service charges for water distribution for meter sizes not enumerated above shall be determined by the City Engineer in proportion to the rates for meter sizes listed above. The Citizens Water and Sewer Advisory Board shall hear appeals concerning service charge

determinations by the City Engineer and provide a recommendation of final action to the City Council. The City Council shall make the final decision regarding any appeal concerning service charge determinations by the City Engineer.

(b) Rates for the Miami Villa Sewerage District. For any lot, parcel of land, building or premises situated within the Miami Villa plat limits of the City, having any connection with the City sanitary sewer system or otherwise discharging wastewater, either directly or indirectly, into the City sanitary sewer system, a monthly charge or rental shall be based upon the number of bedrooms or occupants of the facility, or by other means acceptable to the City Manager.

(1) The rates for residential users shall be as follows:

Number of Bedrooms	Number of Residents	Monthly Billing
1-3	1-3	\$17.77
4	4	23.70
5+	5+	29.61

(2) The rates for commercial users shall be as follows:

- A. Restaurants, bars, etc.\$1.57 per seat
- B. Churches and public assembly hall\$0.08 per seat
- C. Manufacturing plant\$1.57 per employee

(3) Vacant property in the Miami Villa Sewerage District shall be billed at one-half the rate stated above for occupied property, provided notification of the vacancy is given to the City.

Section 2. Section 934.03(c) shall 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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-9778

Topics of Discussion N.

Council Work Session

Meeting Date: 01/16/2024

2024 City Budget

Submitted By: Jim Bell

Department: City Manager

Council Committee Review?: Council Work Session

Division: Finance/Tax

Date(s) of Committee Review: 01/02/2024 and 01/16/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

2024 City Budget

Purpose and Background

The final draft of the 2024 City Budget is included (see attached). The 2024 City Budget for the General Fund, Police Fund, Fire Fund, Parks and Recreation Fund, Local Street Operating Fund, Water Fund and Storm Water Management Fund is balanced. The final draft of the 2024 City Budget totals \$117,753,372 for all funds, and estimated 2024 revenues for all funds total \$117,183,434. The 2024 General Fund Budget totals \$21,777,751, and estimated 2024 revenues of \$25,739,194.

The proposed 2024 City Budget ordinance is attached, as well as the 2024 Expenditure Budget summary and history of expenses for each fund. Also attached are the detailed revenue estimates for 2023 and 2024, in addition to actual revenues for previous years for each fund.

Changes to the 2024 Budget from the first reading to the final reading are as follows:

Revenues increased \$3,961,946 (entire amount is returning previous advanced dollars back to the General Fund)
Expenses increased \$4,012,046 (return of advances from various funds back to General Fund, hybrid cloud Finance software, City Hall carpeting and employee recognition)

Fiscal Impact

Source of Funds: All City Funds

Cost: \$117,753,372

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

2024 Expense Budget Summary

2024 Revenue Budget Estimates

Ordinance

CITY OF HUBER HEIGHTS
YTD for Period Ending: July 31, 2023

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2023 REVISED BUDGET 7/31/2023	2023 EXPENDED 7/31/2023	2024 CITY MGR'S REQUEST	%Chg Revised
GENERAL FUND (101)	11,952,959	16,804,881	11,695,148	11,826,219	18,720,488	23,402,433	10,171,106	21,777,751	(6.94)
MOTOR VEHICLE (202)	247,780	253,997	272,403	270,728	324,339	324,339	158,755	356,839	10.02
GASOLINE TAX (203)	3,734,254	3,476,026	2,139,234	2,357,826	1,853,521	1,908,521	1,251,693	2,337,121	22.46
LIGHTING DISTRICT (207)	318,386	317,210	375,931	365,748	374,300	374,300	144,184	375,900	0.43
POLICE (209)	8,191,865	8,232,879	8,247,799	8,880,665	9,955,680	9,993,180	5,314,961	10,641,780	6.49
FIRE (210)	7,642,510	7,658,111	8,056,130	8,768,109	9,724,200	9,724,200	5,107,260	10,618,700	9.20
DRUG ENFORCEMENT (211)	9,232	0	2,001	0	5,349	5,349	0	5,718	6.90
LAW ENFORCEMENT (212)	10,147	19,686	56,257	30,739	30,505	30,505	16,200	32,830	7.62
STATE HIGHWAY MAINTENANCE (214)	329,806	1,195,228	208,336	109,524	279,950	279,950	41,089	279,950	0.00
COUNTY PERMISSIVE TAX (216)	79,000	70,000	72,000	0	0	0	0	0	--
CITY PERMISSIVE TAX (217)	195,000	199,145	130,000	91,000	406,000	406,000	250,000	406,000	0.00
PARKS & RECREATION (218)	1,417,261	1,765,446	3,226,135	2,125,584	4,970,464	5,070,464	1,822,840	3,993,614	(21.24)
NATUREWORKS (219)	0	0	0	0	0	0	0	0	--
COMMUNITY DEVELOPMENT BLOCK GRANT (222)	0	0	0	88,660	0	0	0	150,000	--
LOCAL STREET OPERATING (226)	2,140,456	1,916,077	2,085,631	2,736,642	2,732,386	2,742,386	1,336,407	3,913,717	42.71
BYRNE MEMORIAL GRANT (238)	0	0	0	0	36	36	0	36	0.00
MONTGOMERY COUNTY TIF (240)	1,491,079	1,920,802	2,651,803	2,196,875	5,070,950	5,965,950	4,756,241	2,584,800	(56.67)
FIREFIGHTERS ASSISTANCE GRANT (241)	0	0	0	0	0	0	0	0	--
LAW ENFORCEMENT ASSISTANCE GRANT (242)	6,383	0	1,106	24,490	135	135	0	135	0.00
MIAMI COUNTY TIF (243)	950,235	904,890	668,409	544,548	546,389	546,389	17,433	546,389	0.00
MIAMI COUNTY TIF DEC (244)	928,320	932,354	925,928	924,202	912,975	912,975	0	912,975	0.00
MIAMI COUNTY WEST TIF (245)	71,868	131,978	147,752	139,622	137,250	137,250	348	137,250	0.00
MONTGOMERY COUNTY CENTRAL TIF (246)	0	122	10,000	49,377	29,700	29,700	7,114	29,700	0.00
MONTGOMERY COUNTY SOUTH TIF (247)	496,371	147,036	40,047	117,247	155,000	155,000	31,000	155,000	0.00
MIAMI COUNTY NORTH FIREHOUSE TIF (248)	60,821	60,847	66,522	60,395	45,460	45,460	399	45,460	0.00
MONTGOMERY COUNTY LEXINGTON PLACE TIF (249)	0	0	162,410	493,329	224,000	224,000	201,077	224,000	0.00
ENTERPRISE ZONE (250)	0	0	0	0	0	0	0	0	--
FEMA (251)	17,245	44,911	75,043	29,792	56,500	56,500	26,669	0	(100.00)
ONEOHIO OPIOID SETTLEMENT (280)	0	0	0	0	15,000	15,000	0	15,000	0.00
CORONAVIRUS RELIEF (290)	0	2,234,007	0	0	0	0	0	0	--
AMERICAN RESCUE PLAN ACT (291)	0	0	120,000	0	3,892,628	3,892,628	0	556,608	(85.70)
SHUTTERED VENUE OPERATING GRANT (292)	0	0	5,770,054	0	0	0	0	0	--
ARPA FIRST RESPONDERS GRANT (293)	0	0	0	0	0	417,350	0	450,000	7.82
SPECIAL ASSESSMENT BOND (305)	1,308,564	1,255,814	1,314,662	1,160,936	1,209,000	1,209,000	251,579	1,209,000	0.00
GENERAL OBLIGATION BOND (308)	2,488,615	2,477,227	9,849,994	2,863,770	2,854,000	2,854,000	568,405	2,854,000	0.00

CITY OF HUBER HEIGHTS
YTD for Period Ending: July 31, 2023

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ORIGINAL BUDGET	2023 REVISED BUDGET 7/31/2023	2023 EXPENDED 7/31/2023	2024 CITY MGR'S REQUEST	%Chg Revised
CAPITAL IMPROVEMENTS (406)	2,930,329	3,103,141	9,737,286	2,556,944	4,999,700	5,844,500	2,322,701	7,240,100	23.88
TRANSFORMATIVE ECON. DEV. (410)	3,948,784	14,948,155	12,063,276	12,078,352	11,533,000	14,533,000	3,266,181	17,045,000	17.28
ISSUE 2 (421)	0	900,333	250,000	0	0	700,000	0	0	0.00
CAPITAL EQUIPMENT (424)	0	0	0	0	0	0	0	0	--
ED/GE CAPITAL IMPROVEMENT (427)	228,750	31,250	0	0	20,000	20,000	20,000	62,400	212.00
FIRE CAPITAL/EQUIPMENT (431)	431,006	958,941	1,127,918	2,045,625	3,546,200	3,546,200	1,376,243	4,092,300	15.40
LOCAL STREET CAPITAL IMPROVEMENT (433)	1,671,153	1,581,870	1,568,043	1,734,951	2,037,000	2,037,000	2,021,934	1,827,000	(10.31)
FEDERAL EQUITY SHARING PROGRAM (434)	9,913	18,094	71,251	22,917	66,538	66,538	21,255	78,979	18.70
LOCAL LAW ENFORCEMENT BLOCK GRANT (435)	0	0	0	0	0	0	0	0	--
FIREFIGHTERS ASSISTANCE GRANT (436)	216,846	0	205,543	15,356	0	0	0	374,546	--
ENERGY CONSERVATION GRANT (437)	0	0	0	0	1,809	1,809	0	1,809	0.00
PUBLIC ACCESS EASEMENT ACQUISITION (450)	0	0	0	0	0	0	0	0	--
CARRIAGE TRAILS INFRASTRUCTURE (454)	3,420,144	1,333,851	321,175	173,491	504,484	533,184	304,897	53,500	(89.97)
WATER FUND (501)	12,734,499	10,480,355	8,192,686	9,440,688	8,883,442	8,885,442	5,354,013	9,275,999	4.40
WATER CONSTRUCTION FUND (502)	0	0	0	0	0	0	0	0	--
WATER R & I FUND (503)	18,098	19,809	63,769	534,900	0	0	0	0	--
WATER UTILITY RESERVE (504)	12,507,621	139,984	1,308,941	6,825,941	6,508,600	7,508,600	709,628	4,636,250	(38.25)
WATER BOND SERVICE (505)	1,772,798	1,793,878	14,684,509	1,210,000	1,230,500	1,230,500	5,000	1,230,500	0.00
WATER BOND RESERVE (506)	0	0	0	0	0	0	0	0	--
SEWER FUND (551)	3,877,243	3,761,232	4,610,272	8,360,526	4,602,547	5,054,547	2,573,967	5,403,133	6.90
SEWER ACQUISITION (552)	911,125	688,631	594,068	4,326,828	382,167	832,167	780,353	430,250	(48.30)
STORM WATER MANAGEMENT (571)	749,211	554,015	560,010	544,466	1,326,010	1,345,010	841,549	1,066,794	(20.69)
RECREATION ACTIVITY CENTER (590)	0	0	0	0	0	0	0	0	--
FIRE INSURANCE (723)	0	44,000	16,080	40,693	0	0	0	0	--
UNCLAIMED MONIES (732)	655	0	0	831	33,335	33,335	0	24,539	(26.39)
PRC-DC AGENCY (801)	0	0	0	0	0	0	0	0	--
CASH SURETY (802)	344,000	131,556	140,400	224,522	300,000	300,000	150,000	300,000	0.00
TOTALS:	89,860,330	92,507,767	113,885,964	96,393,059	110,501,537	123,194,832	51,222,479	117,753,372	(4.42)

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
GENERAL FUND									
101.000.4100	CITY INCOME TAX	\$7,178,812	\$7,075,647	\$8,020,578	\$8,916,451	\$8,922,091	\$9,822,363	900,272	10.09%
101.000.4201	REAL PROPERTY TAX	\$834,841	\$830,077	\$956,837	\$970,152	\$1,100,161	\$1,076,516	130,009	13.40%
101.000.4202	TANGIBLE PROPERTY TAX	\$0	\$0	\$7	\$0	\$0	\$0	-	—
101.000.4203	PUBLIC UTILITY PROPERTY TAX	\$23,238	\$24,977	\$25,409	\$26,905	\$25,500	\$25,500	(1,405)	-5.22%
101.000.4204	TRAILER TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4209	PAYMENT IN LIEU OF TAXES	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4211	HOTEL/MOTEL TAX	\$223,628	\$120,009	\$200,111	\$270,229	\$265,000	\$306,440	(5,229)	-1.94%
101.000.4240	CRA SERVICE PAYMENT - WATERSTONE	\$51,617	\$187,666	\$187,666	\$187,666	\$187,666	\$187,666	-	0.00%
101.000.4241	CRA SERVICE PAYMENT - DANBURY	\$0	\$84,036	\$136,220	\$136,220	\$149,476	\$149,476	13,256	9.73%
101.000.4242	CRA SERVICE PAYMENT - PARKVIEW	\$0	\$0	\$0	\$0	\$92,500	\$150,000	92,500	—
101.000.4243	CRA SERVICE PAYMENT - REDWOOD	\$0	\$0	\$0	\$0	\$93,333	\$93,333	93,333	—
	CRA SERVICE PAYMENT - DANBURY II	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4301	LOCAL GOVERNMENT-STATE	\$66,914	\$147,108	\$183,044	\$218,330	\$245,645	\$292,999	27,315	12.51%
101.000.4305	HOMESTEAD (ROLLBACK)	\$125,195	\$124,904	\$141,111	\$140,452	\$139,700	\$139,047	(752)	-0.54%
101.000.4306	10M EXEMPT TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4307	UTILITY DEREG REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4308	LIQUOR PERMITS	\$38,581	\$7,505	\$31,796	\$66,576	\$31,796	\$66,576	(34,780)	-52.24%
101.000.4309	OTHER LICENSE/FEEs	\$0	\$150	\$0	\$0	\$500	\$500	500	—
101.000.4311	LOCAL GOVERNMENT-COUNTY	\$458,360	\$457,956	\$516,163	\$620,737	\$653,504	\$653,504	32,767	5.28%
101.000.4314	CIGARETTE TAX	\$1,304	\$487	\$907	\$1,433	\$950	\$950	(483)	-33.71%
101.000.4315	ESTATE TAX	\$17	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$25,000	-	—
101.000.4325	RZEDB INTEREST REBATE	\$118,879	\$112,598	\$105,566	\$97,062	\$89,351	\$82,153	(7,711)	-7.94%
101.000.4326	LOCAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4327	MONT. COUNTY LAND BANK GRANT	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4401	WEED ASSESSMENTS	\$21,335	\$43,693	\$19,263	\$33,834	\$30,000	\$30,000	(3,834)	-11.33%
101.000.4402	PROPERTY MAINTENANCE ASSESSMENTS	\$0	\$1,594	\$0	\$5,495	\$500	\$500	(4,995)	-90.90%
101.000.4405	ADMINISTRATIVE ASSESSMENT FEE - DEC	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4491	OTHER ASSESSMENTS	\$16,787	\$11,224	\$14,180	\$21,887	\$20,000	\$20,000	(1,887)	-8.62%
101.000.4501	DISPATCH FEES	\$381,192	\$389,665	\$399,406	\$413,308	\$419,627	\$862,333	6,319	1.53%
101.000.4502	EMS FEES	\$1,369,122	\$1,366,027	\$1,561,242	\$1,634,387	\$1,650,000	\$1,850,000	15,613	0.96%
101.000.4503	C & DD TIPPING FEE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4504	FIRE INSPECTION PERMITS	\$25	\$25	\$200	\$300	\$250	\$250	(50)	-16.67%
101.000.4505	FALSE ALARM FEES	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4506	CPR CLASS FEES	\$2,125	\$673	\$1,605	\$2,280	\$2,000	\$2,000	(280)	-12.28%
101.000.4508	NEIGHBORHOOD WATCH SIGN FEE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4509	CIVIL WEDDING FEES	\$1,500	\$900	\$962	\$600	\$800	\$800	200	33.33%
101.000.4513	RENTAL FEES	\$30,166	\$29,106	\$30,652	\$31,874	\$32,000	\$32,000	126	0.40%
101.000.4590	CONTRACT INSPECTION FEES	\$13,957	\$5,586	\$1,859	\$9,425	\$9,000	\$9,000	(425)	-4.51%
101.000.4601	ORDINANCE FINES	\$36,997	\$29,142	\$32,787	\$33,346	\$37,000	\$37,000	3,654	10.96%
101.000.4611	CABLE FRANCHISE FEES	\$468,961	\$479,960	\$476,243	\$456,118	\$480,000	\$480,000	23,882	5.24%
101.000.4612	DOG LICENSES	\$7,660	\$9,233	\$7,101	\$6,806	\$7,500	\$7,500	694	10.20%
101.000.4621	ZONING FEES	\$99,745	\$69,229	\$90,295	\$88,990	\$85,000	\$85,000	(3,990)	-4.48%
101.000.4622	GRADING PERMITS	\$6,837	\$1,646	\$3,005	\$4,990	\$3,500	\$3,500	(1,490)	-29.86%
101.000.4701	INTEREST INCOME	\$711,702	\$533,679	\$296,452	\$491,952	\$712,000	\$1,300,000	220,048	44.73%
101.000.4820	CITY ANNIVERSARY ITEMS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4830	COMMISSIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4880	LAND REUTILIZATION	\$0	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4881	HUMANITARIAN RELIEF FUND	\$7,180	\$0	\$0	\$0	\$0	\$0	-	—
101.000.4882	MILITARY HONOR BANNER PROGRAM	\$1,320	\$1,980	\$2,475	\$990	\$1,000	\$1,000	10	1.01%
101.000.4883	VETERANS MEMORIAL PROJECT	\$8,272	\$0	\$5,000	\$0	\$0	\$0	-	—

**ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS**

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
101.000.4884	MILITARY HONOR PAVER PROGRAM	\$0	\$0	\$0	\$250	\$0	\$0	(250)	-100.00%
101.000.4885	COMMEMORATIVE BENCH AND TREE PROGRAM	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4890	AUCTION PROCEEDS (moved to 4909 and 4910)	\$14,754	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4891	REFUNDS	\$37,788	\$882,232	\$23,575	\$12,211	\$25,000	\$25,000	12,789	104.73%
101.000.4892	REIMBURSEMENTS	\$2,503	\$3,218	\$1,947	\$5,151	\$3,000	\$103,000	(2,151)	-41.76%
101.000.4893	DONATIONS	\$5,000	\$0	\$2,350	\$100	\$5,000	\$5,000	4,900	4900.00%
101.000.4894	COURT REIMBURSEMENTS	\$44,266	\$84,000	\$71,400	\$87,394	\$89,142	\$89,142	1,748	2.00%
101.000.4898	UNCLAIMED MONEY	\$655	\$0	\$0	\$831	\$500	\$500	(331)	-39.83%
101.000.4899	MISCELLANEOUS REVENUE	\$2,112	\$1,397	\$716	\$625	\$2,000	\$2,000	1,375	220.00%
101.000.4906	LEASE PROCEEDS	\$0	\$2,038,012	\$0	\$0	\$0	\$0	-	---
101.000.4909	SALE OF FIXED ASSETS - CAPITAL	\$0	\$8,030	\$13,698	\$65,492	\$20,000	\$20,000	(45,492)	-69.46%
101.000.4910	SALE OF FIXED ASSETS - NON-CAPITAL	\$0	\$376	\$3,362	\$4,751	\$5,000	\$5,000	249	5.24%
101.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$1,706	\$0	\$0	\$0.00	\$0.00	-	---
101.000.4913	OP TRANS FROM DEBT SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$1,400,000	\$1,400,000	1,400,000	---
101.000.4923	ADVANCES FROM DEBT SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$153,750	\$2,633,250	\$0	\$1,000,000	\$82,400	\$6,281,946	(917,600)	-91.76%
101.000.4925	ADVANCES FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4926	ADVANCES FROM INTERNAL SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4927	ADVANCES FROM TRUSTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.000.4928	ADVANCES FROM AGENCY	\$0	\$0	\$0	\$0	\$0	\$0	-	---
101.330.4513	RENTAL FEES	\$1,655	\$0	\$1,900	\$2,600	\$3,000	\$3,000	400	15.38%
101.330.4514	FARMERS MARKET FEES	\$0	\$2,230	\$3,735	\$6,030	\$5,700	\$5,700	(330)	-5.47%
101.330.4893	DONATIONS	\$2,350	\$3,500	\$8,425	\$305	\$6,000	\$6,000	5,695	1867.21%
101.700.4911	OP TRANS FROM GENERAL FUND - TRANS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 101		\$12,571,104	\$17,804,433	\$13,579,250	\$16,074,535	\$17,134,092	\$25,739,194	1,059,557	6.59%
MOTOR VEHICLE									
202.000.4313	VEHICLE LICENSE TAX	\$279,898	\$301,358	\$346,330	\$352,245	\$346,330	\$352,245	(5,915)	-1.68%
202.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
202.000.4701	INTEREST INCOME	\$5,490	\$4,891	\$2,594	\$4,104	\$3,139	\$4,966	(965)	-23.51%
202.000.4891	REFUNDS	\$1,516	\$3,000	\$47	\$414	\$1,000	\$1,000	586	141.55%
202.000.4892	REIMBURSEMENTS	\$738	\$429	\$175	\$802	\$150	\$150	(652)	-81.30%
202.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
202.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
202.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 202		\$287,642	\$309,678	\$349,145	\$357,565	\$350,619	\$358,361	(6,946)	-1.94%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
GASOLINE TAX									
203.000.4302	GASOLINE TAX	\$1,615,490	\$2,011,747	\$2,148,864	\$2,118,645	\$2,155,864	\$2,125,645	37,219	1.76%
203.000.4303	MUNICIPAL CENTS PER GALLON	\$0	\$0	\$0	\$0	\$0	\$0	-	—
203.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
203.000.4322	STATE GRANTS	\$0	\$40,000	\$0	\$0	\$0	\$0	-	—
203.000.4411	SIDEWALK ASSESSMENTS	\$364	\$475	\$353	\$353	\$365	\$365	12	3.28%
203.000.4421	STREET ASSESSMENTS	\$2,398	\$3,025	\$2,335	\$2,335	\$2,400	\$2,400	65	2.78%
203.000.4701	INTEREST INCOME	\$23,506	\$27,247	\$5,475	\$9,150	\$8,400	\$8,400	(750)	-8.20%
203.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
203.000.4891	REFUNDS	\$4,215	\$8,480	\$126	\$1,120	\$3,500	\$3,500	2,380	212.50%
203.000.4892	REIMBURSEMENTS	\$2,169	\$599	\$485	\$508	\$500	\$500	(8)	-1.57%
203.000.4899	MISCELLANEOUS REVENUE	\$1,329	\$1,442	\$2,943	\$2,181	\$2,000	\$2,000	(181)	-8.30%
203.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
203.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
203.000.4912	OP TRANS FROM SPECIAL REVENUE - TR	\$0	\$317	\$0	\$0	\$0	\$70,000	-	—
203.000.4922	ADVANCES FROM SPECIAL REVENUE				\$0	\$1,440,725	\$0	1,440,725	—
203.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$1,039,144	\$848,851	\$487,175	\$173,491	\$504,484	\$504,484	330,993	190.78%
TOTAL FUND 203		\$2,688,614	\$2,942,182	\$2,647,757	\$2,307,783	\$4,118,238	\$2,717,294	1,810,455	78.45%
LIGHTING DISTRICT									
207.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
207.000.4431	LIGHTING ASSESSMENTS	\$330,039	\$329,447	\$327,617	\$331,509	\$335,000	\$335,000	3,491	1.05%
207.000.4891	REFUNDS	\$123	\$315	\$4	\$58	\$100	\$100	42	72.41%
207.000.4892	REIMBURSEMENTS	\$24	\$11	\$25	\$21	\$25	\$25	4	19.05%
TOTAL FUND 207		\$330,187	\$329,772	\$327,646	\$331,588	\$335,125	\$335,125	3,537	1.07%
POLICE									
209.000.4100	CITY INCOME TAX	\$6,084,083	\$6,000,671	\$6,805,879	\$7,570,916	\$7,570,860	\$8,340,121	(56)	0.00%
209.000.4201	REAL PROPERTY TAX	\$979,061	\$963,422	\$968,144	\$989,530	\$1,132,291	\$1,124,917	142,761	14.43%
209.000.4202	TANGIBLE PROPERTY TAX	\$0	\$0	\$26	\$0	\$0	\$0	-	—
209.000.4203	PUBLIC UTILITY PROPERTY TAX	\$85,441	\$91,852	\$93,461	\$98,976	\$102,000	\$102,000	3,024	3.06%
209.000.4204	TRAILER TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4305	HOMESTEAD (ROLLBACK)	\$140,516	\$139,516	\$133,654	\$132,769	\$134,000	\$134,000	1,231	0.93%
209.000.4306	10M EXEMPT TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4307	UTILITY DEREG REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4321	FEDERAL GRANTS	\$2,833	\$6,722	\$4,433	\$5,600	\$3,000	\$3,000	(2,600)	-46.43%
209.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4324	PRIVATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4512	ACTIVITY FEES	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4599	OTHER CHARGES FOR SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4701	INTEREST INCOME	\$141	\$98	\$121	\$253	\$150	\$150	(103)	-40.71%
209.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4891	REFUNDS	\$88,391	\$147,983	\$17,077	\$17,679	\$50,000	\$50,000	32,321	182.82%
209.000.4892	REIMBURSEMENTS	\$123,483	\$153,066	\$117,067	\$141,927	\$150,000	\$150,000	8,073	5.69%
209.000.4893	DONATIONS	\$0	\$0	\$0	\$8,500	\$0	\$0	(8,500)	-100.00%
209.000.4895	SECURITY REIMBURSEMENTS	\$3,747	\$6,884	\$742	\$8,551	\$6,000	\$6,000	(2,551)	-29.83%
209.000.4899	MISCELLANEOUS REVENUE	\$378	\$256	\$351	\$299	\$400	\$400	101	33.78%
209.000.4906	LEASE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
209.000.4911	OP TRANS FROM GENERAL FUND	\$500,000	\$700,000	\$0	\$0	\$0	\$750,000	-	—
209.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$627,605	\$0	\$24,326	\$10,000	\$10,000	(14,326)	-58.89%
209.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 209		\$8,008,073	\$8,838,074	\$8,140,956	\$8,999,326	\$9,158,701	\$10,670,588	159,375	1.77%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
FIRE									
210.000.4100	CITY INCOME TAX	\$2,301,837	\$2,272,802	\$2,581,429	\$2,873,611	\$2,871,581	\$3,165,570	(2,030)	-0.07%
210.000.4201	REAL PROPERTY TAX	\$834,433	\$821,414	\$825,465	\$843,618	\$958,657	\$952,826	115,039	13.64%
210.000.4202	TANGIBLE PROPERTY TAX	\$0	\$0	\$20	\$0	\$0	\$0	-	---
210.000.4203	PUBLIC UTILITY PROPERTY TAX	\$66,644	\$71,644	\$72,900	\$77,202	\$77,000	\$77,000	(202)	-0.26%
210.000.4204	TRAILER TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4305	HOMESTEAD (ROLLBACK)	\$120,597	\$119,738	\$114,707	\$113,960	\$119,500	\$119,500	5,540	4.86%
210.000.4306	10M EXEMPT TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4307	UTILITY DEREG REIMBURSEMENT	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$273,547	\$273,547	273,547	---
210.000.4322	STATE GRANTS	\$0	\$0	\$2,747	\$2,500	\$2,500	\$2,500	-	0.00%
210.000.4324	PRIVATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4330	COVID-19	\$0	\$34,322	\$0	\$0	\$0	\$0	-	---
210.000.4513	RENTAL FEES	\$1,644	\$1,644	\$1,644	\$0	\$1,644	\$1,644	1,644	---
210.000.4701	INTEREST INCOME	\$54	\$37	\$46	\$96	\$37	\$37	(59)	-61.46%
210.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4891	REFUNDS	\$69,496	\$138,496	\$10,459	\$16,116	\$20,000	\$20,000	3,884	24.10%
210.000.4892	REIMBURSEMENTS	\$3,404	\$6,567	\$3,893	\$3,816	\$5,000	\$5,000	1,184	31.03%
210.000.4893	DONATIONS	\$1,750	\$3,850	\$100	\$0	\$5,000	\$5,000	5,000	---
210.000.4895	SECURITY REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$66	\$0	\$0	\$0	-	---
210.000.4906	LEASE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4911	OP TRANS FROM GENERAL FUND	\$3,800,000	\$4,550,000	\$3,500,000	\$4,950,000	\$4,675,000	\$5,990,000	(275,000)	-5.56%
210.000.4912	OP TRANS FROM SPECIAL REVENUE	\$17,245	\$1,458,404	\$75,043	\$29,792	\$473,850	\$56,500	444,058	1490.53%
210.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
210.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 210		\$7,217,103	\$9,478,918	\$7,188,520	\$8,910,711	\$9,483,316	\$10,669,124	572,605	6.43%
DRUG ENFORCEMENT									
211.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
211.000.4601	ORDINANCE FINES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
211.000.4602	FEDERAL FORFEITURES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
211.000.4603	STATE FORFEITURES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
211.000.4604	DRUG FINES	\$1,109	\$2,033	\$1,366	\$720	\$1,500	\$1,500	780	108.33%
211.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
211.000.4892	REIMBURSEMENTS	\$0	\$0	\$2,001	\$0	\$0	\$0	-	---
211.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 211		\$1,109	\$2,033	\$3,367	\$720	\$1,500	\$1,500	780	108.33%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
LAW ENFORCEMENT									
212.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4601	ORDINANCE FINES	\$1,138	\$3,235	\$3,444	\$1,695	\$3,000	\$3,000	1,305	76.99%
212.000.4602	FEDERAL FORFEITURES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4603	STATE FORFEITURES	\$14,438	\$67,020	\$15,335	\$1,231	\$15,000	\$15,000	13,769	1118.52%
212.000.4605	PARKING FINES	\$2,815	\$1,140	\$1,190	\$950	\$1,100	\$1,100	150	15.79%
212.000.4890	AUCTION PROCEEDS	\$1,182	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4892	REIMBURSEMENTS	\$245	\$39	\$31	\$1,122	\$1,000	\$1,000	(122)	-10.87%
212.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4899	MISCELLANEOUS REVENUE	\$140	\$0	\$105	\$70	\$100	\$100	30	42.86%
212.000.4909	SALE OF FIXED ASSETS - CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	---
212.000.4910	SALE OF FIXED ASSETS - NON-CAPITAL	\$0	\$220	\$450	\$350	\$500	\$500	150	42.86%
TOTAL FUND 212		\$19,958	\$71,653	\$20,555	\$5,418	\$20,700	\$20,700	15,282	282.06%
STATE HIGHWAY MAINTENANCE									
214.000.4302	GASOLINE TAX	\$130,986	\$163,115	\$174,232	\$171,782	\$174,232	\$171,782	2,450	1.43%
214.000.4303	MUNICIPAL CENTS PER GALLON	\$0	\$0	\$0	\$0	\$0	\$0	-	---
214.000.4313	VEHICLE LICENSE TAX	\$22,694	\$24,434	\$28,081	\$28,560	\$28,081	\$28,560	(479)	-1.68%
214.000.4411	SIDEWALK ASSESSMENTS	\$484	\$479	\$486	\$479	\$485	\$485	6	1.25%
214.000.4421	STREET ASSESSMENTS	\$3,063	\$3,060	\$3,127	\$3,060	\$3,060	\$3,127	-	0.00%
214.000.4701	INTEREST INCOME	\$2,797	\$2,412	\$500	\$796	\$780	\$780	(16)	-2.01%
214.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
214.000.4892	REIMBURSEMENTS	\$0	\$0	\$6	\$0	\$0	\$0	-	---
214.000.4906	LEASE PROCEEDS	\$0	\$961,988	\$0	\$0	\$0	\$0	-	---
214.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 214		\$160,023	\$1,155,488	\$206,432	\$204,677	\$206,638	\$204,734	1,961	0.96%
COUNTY PERMISSIVE TAX									
216.000.4313	VEHICLE LICENSE TAX	\$92,573	\$91,285	\$97,698	\$95,224	\$97,698	\$95,224	2,474	2.60%
216.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
216.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 216		\$92,573	\$91,285	\$97,698	\$95,224	\$97,698	\$95,224	2,474	2.60%
CITY PERMISSIVE TAX									
217.000.4313	VEHICLE LICENSE TAX	\$255,091	\$262,720	\$287,565	\$299,828	\$305,049	\$311,941	5,221	1.74%
TOTAL FUND 217		\$255,091	\$262,720	\$287,565	\$299,828	\$305,049	\$311,941	5,221	1.74%

CITY OF HUBER HEIGHTS		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
COMMUNITY DEVELOPMENT BLOCK GR									
222.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
222.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
222.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$88,660	\$124,000	\$150,000	35,340	39.86%
222.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
222.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
222.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 222		\$0	\$0	\$0	\$88,660	\$124,000	\$150,000	35,340	39.86%
LOCAL STREET OPERATING									
226.000.4100	CITY INCOME TAX	\$2,223,323	\$2,191,596	\$2,483,880	\$2,762,099	\$2,763,068	\$3,042,728	969	0.04%
226.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4503	C & DD TIPPING FEE	\$636	\$805	\$611	\$621	\$800	\$800	179	28.82%
226.000.4701	INTEREST INCOME	\$51	\$36	\$44	\$92	\$75	\$75	(17)	-18.48%
226.000.4890	AUCTION PROCEEDS	\$10,250	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4891	REFUNDS	\$18,157	\$34,503	\$700	\$3,894	\$11,500	\$11,500	7,606	195.33%
226.000.4892	REIMBURSEMENTS	\$11,588	\$3,153	\$20,477	\$2,541	\$3,000	\$3,000	459	18.06%
226.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4899	MISCELLANEOUS REVENUE	\$0	\$660	\$0	\$0	\$0	\$0	-	---
226.000.4906	LEASE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$850,000	-	---
226.000.4909	SALE OF FIXED ASSETS - CAPITAL	\$0	\$7,606	\$14,300	\$7,660	\$15,000	\$15,000	7,340	95.82%
226.000.4910	SALE OF FIXED ASSETS - NON-CAPITAL	\$0	\$0	\$1,938	\$0	\$0	\$0	-	---
226.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
226.000.4924	ADVANCES FROM CAPITAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 226		\$2,264,006	\$2,238,359	\$2,521,949	\$2,776,907	\$2,793,443	\$3,923,103	16,536	0.60%
228.000.4321		\$0	\$0	\$0	\$0	\$0	\$0	-	---
228.000.4322		\$0	\$0	\$0	\$0	\$0	\$0	-	---
228.000.4323		\$0	\$0	\$0	\$0	\$0	\$0	-	---
228.000.4911		\$0	\$0	\$0	\$0	\$0	\$0	-	---
228.000.4921		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 228		\$0	\$0	\$0	\$0	\$0	\$0	-	---
236.000.4323		\$0	\$0	\$0	\$0	\$0	\$0	-	---
236.000.4912		\$0	\$0	\$0	\$0	\$0	\$0	-	---
236.000.4921		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 236		\$0	\$0	\$0	\$0	\$0	\$0	-	---
237.000.4323		\$0	\$0	\$0	\$0	\$0	\$0	-	---
237.000.4892		\$0	\$0	\$0	\$0	\$0	\$0	-	---
237.000.4921		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 237		\$0	\$0	\$0	\$0	\$0	\$0	-	---

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
BYRNE MEMORIAL GRANT									
238.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
238.000.4701	INTEREST INCOME	\$1	\$0	\$0	\$0	\$0	\$0	-	---
238.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
238.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 238		\$1	\$0	\$0	\$0	\$0	\$0	-	---
Highway Safety Grant (Not-used)									
239.000.4321		\$0	\$0	\$0	\$0	\$0	\$0	-	---
239.000.4921		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 239		\$0	\$0	\$0	\$0	\$0	\$0	-	---
Mont Co TIF MPITIE Fund									
240.000.4201	REAL PROPERTY TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
240.000.4220	PILT MONT CTY TIF	\$1,845,413	\$1,872,542	\$1,965,850	\$2,479,017	\$2,528,597	\$2,528,597	49,580	2.00%
240.000.4305	HOMESTEAD (ROLLBACK)	\$151	\$151	\$133	\$133	\$135	\$135	2	1.50%
240.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$2,305,892	\$0	\$0	\$0	-	---
240.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
240.000.4922	ADVANCES FROM SPECIAL REVENUE	\$145,450	\$145,425	\$145,425	\$145,425	\$0	\$0	(145,425)	-100.00%
240.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 240		\$1,991,015	\$2,018,117	\$4,417,299	\$2,624,575	\$2,528,732	\$2,528,732	(95,843)	-3.65%
FIREFIGHTERS ASSISTANCE GRANT									
241.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
241.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
241.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
241.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
241.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
241.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
241.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 241		\$0	\$0	\$0	\$0	\$0	\$0	-	---
LAW ENFORCEMENT ASSISTANCE									
242.000.4322	STATE GRANTS	\$0	\$0	\$0	\$24,326	\$0	\$0	(24,326)	-100.00%
242.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 242		\$0	\$0	\$0	\$24,326	\$0	\$0	(24,326)	-100.00%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
MIAMI CO. TIF - Non-DEC									
243.000.4225	MIAMI CO. TIF, SECT 1, A29	\$0	\$0	\$8,803	\$25,681	\$28,249	\$28,249	2,568	10.00%
243.000.4226	MIAMI CO. TIF, SECT 2, P48	\$141,024	\$495,258	\$641,334	\$780,022	\$846,561	\$846,561	66,539	8.53%
243.000.4227	MIAMI CO. TIF, SECT 3,	\$0	\$0	\$0	\$0	\$0	\$0	-	—
243.000.4305	HOMESTEAD (ROLLBACK)	\$120,188	\$155,272	\$169,917	\$191,078	\$195,000	\$195,000	3,922	2.05%
243.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
243.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$141,500	\$135,149	\$139,814	\$142,014	\$142,014	2,200	1.57%
243.000.4925	ADVANCES FROM ENTERPRISE	\$0	\$141,500	\$135,149	\$0	\$0	\$0	-	—
TOTAL FUND 243		\$261,212	\$933,529	\$1,090,352	\$1,136,595	\$1,211,824	\$1,211,824	75,229	6.62%
MIAMI CO. TIF - DEC Only									
244.000.4225	MIAMI CO. TIF, SECT 1, A29	\$0	\$0	\$0	\$0	\$0	\$0	-	—
244.000.4226	MIAMI CO. TIF, SECT 2, P48	\$928,320	\$932,354	\$925,928	\$924,202	\$925,928	\$925,928	1,726	0.19%
244.000.4227	MIAMI CO. TIF, SECT 3,	\$0	\$0	\$0	\$0	\$0	\$0	-	—
244.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$0	\$0	\$0	\$0	-	—
244.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
244.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
244.000.4925	ADVANCES FROM ENTERPRISE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 244		\$928,320	\$932,354	\$925,928	\$924,202	\$925,928	\$925,928	1,726	0.19%
MIAMI CO. WEST TIF (TRIMBLE)									
245.000.4228	PILT MIAMI COUNTY WEST TIF	\$139,210	\$140,460	\$139,020	\$151,468	\$159,041	\$159,041	7,573	5.00%
245.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$0	\$0	\$0	\$0	-	—
245.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$276,300	\$0	\$0	\$0	-	—
245.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
245.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
245.000.4925	ADVANCES FROM ENTERPRISE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 245		\$139,210	\$140,460	\$415,320	\$151,468	\$159,041	\$159,041	7,573	5.00%
MONT. CO. CENTRAL TIF (FAMILY DOLLAR)									
246.000.4221	PILT MONT. COUNTY CENTRAL TIF	\$0	\$10,953	\$52,288	\$25,177	\$25,200	\$25,200	23	0.09%
246.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$0	\$0	\$0	\$0	-	—
246.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
246.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
246.000.4925	ADVANCES FROM ENTERPRISE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 246		\$0	\$10,953	\$52,288	\$25,177	\$25,200	\$25,200	23	0.09%
MONT. CO. SOUTH TIF (ALCORE)									
247.000.4222	PILT MONT. COUNTY SOUTH TIF	\$155,895	\$153,598	\$147,831	\$150,541	\$150,541	\$150,541	-	0.00%
247.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$0	\$0	\$0	\$0	-	—
247.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$123,000	\$0	\$0	\$0	-	—
247.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
247.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
247.000.4925	ADVANCES FROM ENTERPRISE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 247		\$155,895	\$153,598	\$270,831	\$150,541	\$150,541	\$150,541	-	0.00%
MIAMI CO. NORTH FIREHOUSE TIF									
248.000.4229	PILT MIAMI COUNTY NORTH FIRE TIF	\$61,156	\$60,130	\$59,551	\$60,327	\$60,600	\$60,600	273	0.45%
248.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$0	\$0	\$0	\$0	-	—
248.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
248.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
248.000.4925	ADVANCES FROM ENTERPRISE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 248		\$61,156	\$60,130	\$59,551	\$60,327	\$60,600	\$60,600	273	0.45%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
MONT. CO. LEXINGTON PLACE TIF									
249.000.4223	PILT MONT. CO. LEXINGTON PLACE TIF	\$0	\$0	\$215,991	\$219,376	\$223,615	\$223,615	4,239	1.93%
249.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$21,837	\$23,387	\$24,000	\$24,000	613	2.62%
249.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$290,000	\$0	\$0	(290,000)	-100.00%
TOTAL FUND 249		\$0	\$0	\$237,829	\$532,763	\$247,615	\$247,615	(285,148)	-53.52%
ENTERPRISE ZONE ADMIN									
250.000.4629	ADMINISTRATIVE FEES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 250		\$0	\$0	\$0	\$0	\$0	\$0	-	---
FEDERAL GRANTS FEMA									
251.000.4321	FEDERAL GRANTS FEMA	\$17,245	\$44,911	\$75,043	\$29,792	\$56,500	\$0	26,708	89.65%
TOTAL FUND 251		\$17,245	\$44,911	\$75,043	\$29,792	\$56,500	\$0	26,708	89.65%
ONEOHIO OPIOID SETTLEMENT									
280.000.4322	STATE GRANTS	\$0	\$0	\$0	\$10,825	\$10,825	\$10,825	-	0.00%
280.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 280		\$0	\$0	\$0	\$10,825	\$10,825	\$10,825	-	0.00%
CORONAVIRUS RELIEF									
290.000.4321	FEDERAL GRANTS	\$0	\$2,233,905	\$0	\$0	\$0	\$0	-	---
290.000.4701	INTEREST INCOME	\$0	\$102	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 290		\$0	\$2,234,007	\$0	\$0	\$0	\$0	-	---
AMERICAN RESCUE PLAN ACT									
291.000.4321	FEDERAL GRANTS	\$0	\$0	\$1,998,336	\$2,014,292	\$0	\$0	(2,014,292)	-100.00%
		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 291		\$0	\$0	\$1,998,336	\$2,014,292	\$0	\$0	(2,014,292)	-100.00%
SHUTTERED VENUE OPERATORS GRANT									
292.000.4321	FEDERAL GRANTS	\$0	\$0	\$5,770,054	\$0	\$0	\$0	-	---
		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 292		\$0	\$0	\$5,770,054	\$0	\$0	\$0	-	---
ARPA FIRST RESPONDERS GRANT									
293.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$417,350	\$0	417,350	---
		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 292		\$0	\$0	\$0	\$0	\$417,350	\$0	417,350	---

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

	2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
SPECIAL ASSESSMENT BOND RETIRE								
305.000.4411		\$568	\$568	\$545	\$4	\$0	\$0	(4) -100.00%
305.000.4421		\$736,712	\$789,075	\$940,762	\$969,280	\$990,000	\$990,000	20,720 2.14%
305.000.4441		\$20,157	\$18,867	\$18,064	\$7,255	\$18,000	\$18,000	10,745 148.10%
305.000.4522		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4701		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4891		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4892		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4899		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4901		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4902		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4903		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4904		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4905		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4907		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4908		\$0	\$0	\$71,790	-\$7,440	\$0	\$0	7,440 -100.00%
305.000.4911		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4912		\$292,000	\$252,540	\$202,000	\$91,000	\$81,000	\$81,000	(10,000) -10.99%
305.000.4913		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4914		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4915		\$26,000	\$10,000	\$18,800	\$0	\$0	\$0	- ---
305.000.4916		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4917		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4918		\$0	\$0	\$0	\$0	\$0	\$0	- ---
305.000.4922		\$147,600	\$141,805	\$244,930	\$186,460	\$142,030	\$142,030	(44,430) -23.83%
305.000.4925		\$147,600	\$145,800	\$148,350	\$109,470	\$134,530	\$134,530	25,060 22.89%
TOTAL FUND 305		\$1,370,637	\$1,358,655	\$1,645,241	\$1,356,029	\$1,365,560	\$1,365,560	9,531 0.70%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
GENERAL OBLIGATION BOND RETIRE									
308.000.4201	REAL PROPERTY TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4202	TANGIBLE PROPERTY TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4203	PUBLIC UTILITY PROPERTY TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4204	TRAILER TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4305	HOMESTEAD (ROLLBACK)	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4306	10M EXEMPT TAX	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4421	STREET ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4513	RENTAL FEES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4891	REFUNDS	\$0	\$0	\$1,500	\$0	\$0	\$0	-	---
308.000.4892	REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4901	GO BOND PROCEEDS	\$0	\$0	\$6,075,000	\$0	\$0	\$0	-	---
308.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4904	ACCRUED INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4905	PREMIUM OF BOND SALES	\$0	\$1,891	\$1,000,378	\$0	\$0	\$0	-	---
308.000.4907	CAPITALIZED INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$51,000	\$271,702	\$323,886	\$323,886	\$323,886	-	0.00%
308.000.4912	OP TRANS FROM SPECIAL REVENUE	\$2,237,195	\$2,329,500	\$2,605,328	\$2,469,264	\$2,452,864	\$2,452,864	(16,400)	-0.66%
308.000.4913	OP TRANS FROM DEBT SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
308.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$67,000	\$78,000	\$74,000	\$73,000	\$75,400	\$75,400	2,400	3.29%
TOTAL FUND 308		\$2,304,195	\$2,460,391	\$10,027,908	\$2,866,150	\$2,852,150	\$2,852,150	(14,000)	-0.49%

CITY OF HUBER HEIGHTS		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
CAPITAL IMPROVEMENTS									
406.000.4213	9-1-1 WIRELESS FEES	\$204,226	\$204,502	\$199,759	\$196,551	\$200,000	\$200,000	3,449	1.75%
406.000.4312	PERMISSIVE TAX-COUNTY	\$100,000	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$51,144	\$0	\$0	(51,144)	-100.00%
406.000.4322	STATE GRANTS	\$547,846	\$53,138	\$0	\$0	\$0	\$0	-	---
406.000.4323	COUNTY GRANTS	\$0	\$0	\$107,508	\$0	\$78,800	\$0	78,800	---
406.000.4411	SIDEWALK ASSESSMENTS	\$119,166	\$121,327	\$131,322	\$116,391	\$130,000	\$130,000	13,609	11.69%
406.000.4421	STREET ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4441	WATER & SEWER ASSESSMENTS	\$10,162	\$10,204	\$10,231	\$9,777	\$10,231	\$9,777	454	4.64%
406.000.4513	RENTAL FEES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4891	REFUNDS	\$448	\$2,535	\$63	\$547	\$0	\$0	(547)	-100.00%
406.000.4892	REIMBURSEMENTS	\$0	\$78	\$86	\$27,335	\$0	\$0	(27,335)	-100.00%
406.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4899	MISCELLANEOUS REVENUE	\$75,091	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4901	GO BOND PROCEEDS	\$0	\$0	\$8,110,000	\$0	\$0	\$0	-	---
406.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$1,600,000	-	---
406.000.4905	PREMIUM OF BOND SALES	\$0	\$0	\$920,093	\$0	\$0	\$0	-	---
406.000.4906	LEASE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4907	CAPITALIZED INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4908	SIB LOAN PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4911	OP TRANS FROM GENERAL FUND	\$45,590	\$45,590	\$45,590	\$45,590	\$95,590	\$95,590	50,000	109.67%
406.000.4912	OP TRANS FROM SPECIAL REVENUE	\$1,203,483	\$1,314,910	\$1,197,133	\$891,785	\$3,166,485	\$2,271,485	2,274,700	255.07%
406.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$361,655	\$0	\$0	\$0	\$0	\$0	-	---
406.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$1,000,000	\$0	\$0	\$2,075,000	\$0	2,075,000	---
406.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$116,000	\$0	\$0	\$0	\$0	-	---
406.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 406		\$2,667,667	\$2,868,284	\$10,721,785	\$1,339,120	\$5,756,106	\$4,306,852	4,416,986	329.84%
TED - TRANSFORMATIVE ECONOMIC DEVELOPMENT									
410.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
410.000.4513	RENTAL FEES	\$0	\$67,242	\$233,992	\$173,985	\$200,000	\$200,000	26,015	14.95%
410.000.4891	REFUNDS	\$0	\$0	\$0	\$71	\$0	\$0	(71)	-100.00%
410.000.4892	REIMBURSEMENTS	\$0	\$128,656	\$285	\$16,962	\$0	\$0	(16,962)	-100.00%
410.000.4903	NOTE PROCEEDS	\$3,750,000	\$11,555,000	\$11,555,000	\$10,697,000	\$8,224,500	\$10,324,500	(2,472,500)	-23.11%
410.000.4905	PREMIUM OF BOND SALES	\$0	\$31,172	\$109,145	\$25,722	\$0	\$0	(25,722)	-100.00%
410.000.4909	SALE OF FIXED ASSETS	\$189,383	\$300,000	\$600,000	\$1,000,001	\$3,753,000	\$3,962,000	2,752,999	275.30%
410.000.4911	OP TRANS FROM GENERAL FUND	\$1,265,943	\$0	\$0	\$0	\$0	\$0	-	---
410.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$88,660	\$0	\$0	(88,660)	-100.00%
410.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$2,602,000	\$0	\$0	\$3,000,000	\$2,300,000	3,000,000	---
TOTAL FUND 410		\$5,205,326	\$14,684,069	\$12,498,422	\$12,002,401	\$15,177,500	\$16,786,500	3,175,099	26.45%
419.000.4312		\$0	\$0	\$0	\$0	\$0	\$0	-	---
419.000.4911		\$0	\$0	\$0	\$0	\$0	\$0	-	---
419.000.4914		\$0	\$0	\$0	\$0	\$0	\$0	-	---
419.000.4921		\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 419		\$0	\$0	\$0	\$0	\$0	\$0	-	---

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
ISSUE 2									
421.000.4312	PERMISSIVE TAX-COUNTY	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4322	STATE GRANTS	\$0	\$0	\$250,000	\$0	\$200,000	\$0	200,000	---
421.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4411	SIDEWALK ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4421	STREET ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4892	REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4908	LOAN PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$400,000	\$0	\$0	\$0	\$0	-	---
421.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$500,000	\$0	500,000	---
421.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
421.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$500,000	\$0	\$0	\$0	\$0	-	---
421.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 421		\$0	\$900,000	\$250,000	\$0	\$700,000	\$0	700,000	---
ED/GE CAPITAL IMPROVEMENT									
427.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4323	COUNTY GRANTS	\$153,750	\$31,250	\$0	\$0	\$82,400	\$0	82,400	---
427.000.4421	STREET ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4892	REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4905	PREMIUM OF BOND SALES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
427.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$62,400	\$0	62,400	---
TOTAL FUND 427		\$153,750	\$31,250	\$0	\$0	\$144,800	\$0	144,800	---

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CITY OF HUBER HEIGHTS		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
FIRE CAPITAL/EQUIPMENT									
431.000.4100	CITY INCOME TAX	\$402,740	\$396,589	\$448,891	\$498,844	\$499,346	\$549,527	502	0.10%
431.000.4101	CITY INCOME TAX - FIRE STATION	\$0	\$0	\$0	\$0	\$0	\$0	-	---
431.000.4322	STATE GRANTS	\$0	\$3,448	\$0	\$0	\$0	\$0	-	---
431.000.4701	INTEREST INCOME	\$9	\$6	\$10	\$30	\$6	\$6	(24)	-80.00%
431.000.4891	REFUNDS	\$0	\$0	\$46	\$0	\$46	\$46	46	---
431.000.4892	REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
431.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
431.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$2,054,500	\$0	2,054,500	---
431.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$3,335,000	-	---
431.000.4905	PREMIUM OF BOND SALES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
431.000.4906	LEASE PROCEEDS	\$0	\$0	\$615,864	\$0	\$1,765,000	\$0	1,765,000	---
431.000.4909	SALE OF FIXED ASSETS	\$4,500	\$0	\$0	\$0	\$0	\$0	-	---
431.000.4912	OP TRANS FROM SPECIAL REVENUE	\$60,000	\$60,000	\$65,900	\$59,550	\$44,460	\$44,460	(15,090)	-25.34%
431.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$205,543	\$15,356	\$0	\$0	(15,356)	-100.00%
431.000.4922	ADVANCES FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
431.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$216,846	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 431		\$684,095	\$460,043	\$1,336,254	\$573,780	\$4,363,358	\$3,929,039	3,789,578	660.46%
LOCAL STREET CAPITAL IMPROVEME									
433.000.4100	CITY INCOME TAX	\$1,778,698	\$1,753,316	\$1,987,148	\$2,209,729	\$2,210,504	\$2,434,237	775	0.04%
433.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4323	COUNTY GRANTS	\$70,000	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4701	INTEREST INCOME	\$41	\$29	\$35	\$73	\$70	\$70	(3)	-4.11%
433.000.4892	REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4891	REFUNDS	\$4,507	\$0	\$207	\$0	\$207	\$207	207	---
433.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$250,000	\$0	250,000	---
433.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
433.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 433		\$1,853,246	\$1,753,344	\$1,987,390	\$2,209,802	\$2,460,781	\$2,434,514	250,979	11.36%
FEDERAL EQUITY SHARING									
434.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
434.000.4602	FEDERAL FORFEITURES	\$73,588	\$25,059	\$16,798	\$49,496	\$30,000	\$30,000	(19,496)	-39.39%
434.000.4701	INTEREST INCOME	\$1,485	\$1,537	\$755	\$1,243	\$1,200	\$1,200	(43)	-3.46%
434.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 434		\$75,073	\$26,596	\$17,554	\$50,739	\$31,200	\$31,200	(19,539)	-38.51%
LOCAL LAW ENF BLK GRANT									
435.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
435.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
435.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
435.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
435.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 435		\$0	\$0	\$0	\$0	\$0	\$0	-	---

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
ASSISTANCE TO FF GRANT									
436.000.4321	FEDERAL GRANTS	\$216,846	\$0	\$205,543	\$15,356	\$0	\$0	(15,356)	-100.00%
436.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
436.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
436.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
436.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 436		\$216,846	\$0	\$205,543	\$15,356	\$0	\$0	(15,356)	-100.00%
ENERGY CONSERV GRANT									
437.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
437.000.4701	INTEREST INCOME	\$36	\$26	\$1	\$0	\$0	\$0	-	---
437.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 437		\$36	\$26	\$1	\$0	\$0	\$0	-	---
PAE ACQUISITION									
450.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
450.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
450.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 450		\$0	\$0	\$0	\$0	\$0	\$0	-	---
CARRIAGE TRAILS INFRASTRUCTURE									
454.000.4421	STREET ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4422	STREET ASSESSMENTS - DEC	\$0	\$0	\$0	\$0	\$37,215	\$53,500	37,215	---
454.000.4701	INTEREST INCOME	\$21	\$7	\$0	\$0	\$0	\$0	-	---
454.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4905	PREMIUM OF BOND SALES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4908	SIB LOAN PROCEEDS	\$1,039,144	\$693,851	\$121,175	\$173,491	\$500,000	\$0	326,509	188.20%
454.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4912	OP TRANSFER FROM SPECIAL REVENUE	\$0	\$0	\$200,000	\$0	\$0	\$0	-	---
454.000.4913	OP TRANSFER FROM DEBT SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
454.000.4922	ADVANCES FROM SPECIAL REVENUE	\$2,381,000	\$640,000	\$0	\$0	\$0	\$0	-	---
454.000.4925	ADVANCES FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 454		\$3,420,165	\$1,333,858	\$321,175	\$173,491	\$537,215	\$53,500	363,724	209.65%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
WATER FUND									
501.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4441	WATER & SEWER ASSESSMENTS	\$2,009	\$7,475	\$2,988	\$7,820	\$7,820	\$7,820	-	0.00%
501.000.4513	RENTAL FEES	\$5,265	\$3,721	\$4,940	\$5,220	\$5,915	\$5,915	695	13.31%
501.000.4520	WATER CHARGES	\$5,244,777	\$6,027,331	\$6,161,560	\$6,544,322	\$7,354,119	\$7,574,743	809,797	12.37%
501.000.4522	TAP-IN FEES	\$166,500	\$183,400	\$217,150	\$158,100	\$150,000	\$150,000	(8,100)	-5.12%
501.000.4523	CONTRIBUTIONS IN CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4590	CONTRACT INSPECTION FEES	\$74,892	\$37,610	\$9,874	\$85,213	\$50,000	\$50,000	(35,213)	-41.32%
501.000.4599	OTHER CHARGES FOR SERVICES	\$103,904	\$77,964	\$71,624	\$74,462	\$75,000	\$75,000	538	0.72%
501.000.4701	INTEREST INCOME	\$71,472	\$60,341	\$34,850	\$61,164	\$43,562	\$76,455	(17,602)	-28.78%
501.000.4890	AUCTION PROCEEDS	\$77	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4891	REFUNDS	-\$2,991	\$35,618	\$14,540	\$32,145	\$15,000	\$15,000	(17,145)	-53.34%
501.000.4892	REIMBURSEMENTS	\$26,802	\$3,128	\$4,606	\$1,102	\$4,000	\$4,000	2,898	262.98%
501.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4899	MISCELLANEOUS REVENUE	\$261	\$0	\$0	\$2,692	\$0	\$0	(2,692)	-100.00%
501.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$1,600,000	-	---
501.000.4908	LOAN PROCEEDS	\$7,442,653	\$5,242,291	\$0	\$0	\$2,000,000	\$0	2,000,000	---
501.000.4909	SALE OF FIXED ASSETS - CAPITAL	\$122,460	\$82,609	\$172,875	\$0	\$0	\$0	-	---
501.000.4910	SALE OF FIXED ASSETS - NON-CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
501.000.4925	ADVANCES FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 501		\$13,258,080	\$11,761,487	\$6,695,007	\$6,972,240	\$9,705,416	\$9,558,933	2,733,176	39.20%
WATER CONSTRUCTION FUND									
502.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4902	REVENUE BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4905	PREMIUM OF BOND SALES	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4907	CAPITALIZED INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
502.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 502		\$0	\$0	\$0	\$0	\$0	\$0	-	---
WATER R & I FUND									
503.000.4322	STATE GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
503.000.4701	INTEREST INCOME	\$9,077	\$6,711	\$3,410	\$234	\$0	\$0	(234)	-100.00%
503.000.4892	REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
503.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
503.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$72,000	\$72,000	\$62,000	\$0	\$0	\$0	-	---
TOTAL FUND 503		\$81,077	\$78,711	\$65,410	\$234	\$0	\$0	(234)	-100.00%

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
WATER UTILITY RESERVE									
504.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
504.000.4322	STATE GRANTS	\$0	\$250,000	\$0	\$0	\$500,000	\$400,000	500,000	—
504.000.4441	WATER & SEWER ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
504.000.4701	INTEREST INCOME	\$51,110	\$27,338	\$9,549	\$651	\$0	\$0	(651)	-100.00%
504.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
504.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
501.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
504.000.4909	SALE OF FIXED ASSETS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
504.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$295,000	\$0	\$0	(295,000)	-100.00%
504.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$120,000	\$0	\$3,892,628	\$569,000	3,892,628	—
504.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$7,614,189	\$5,103,733	\$930,310	\$2,845,400	\$1,708,600	\$2,036,250	(1,136,800)	-39.95%
504.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$3,700,000	\$0	3,700,000	—
504.000.4925	ADVANCES FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 504		\$7,665,300	\$5,381,071	\$1,059,860	\$3,141,051	\$9,801,228	\$3,005,250	6,660,177	212.04%
WATER BOND SERVICE									
505.000.4701	INTEREST INCOME	\$2,816	\$429	\$81	\$4,529	\$750	\$750	(3,779)	-83.44%
505.000.4891	REFUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
505.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
505.000.4902	REVENUE BOND PROCEEDS	\$0	\$0	\$12,875,101	\$0	\$0	\$0	-	—
505.000.4904	ACCRUED INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	-	—
505.000.4905	PREMIUM OF BOND SALES	\$0	\$0	\$0	\$0	\$0	\$0	-	—
505.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	—
505.000.4913	OP TRANS FROM DEBT SERVICE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
505.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$1,750,598	\$1,782,953	\$1,753,481	\$1,163,894	\$1,225,000	\$1,225,000	61,106	5.25%
TOTAL FUND 505		\$1,753,414	\$1,783,382	\$14,628,662	\$1,168,423	\$1,225,750	\$1,225,750	57,327	4.91%
WATER BOND RESERVE									
506.000.4701	INTEREST INCOME	\$4,743	\$945	\$129	\$5,687	\$1,125	\$1,406	(4,562)	-80.22%
506.000.4901	GO BOND PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 506		\$4,743	\$945	\$129	\$5,687	\$1,125	\$1,406	(4,562)	-80.22%
SEWER FUND									
551.000.4441	WATER & SEWER ASSESSMENTS	\$33,310	\$33,376	\$36,815	\$34,311	\$35,000	\$35,000	689	2.01%
551.000.4521	SEWER CHARGES	\$4,083,975	\$4,074,076	\$4,092,671	\$3,870,305	\$4,119,079	\$4,366,224	248,774	6.43%
551.000.4522	TAP-IN FEES	\$100,350	\$109,750	\$124,113	\$92,200	\$90,000	\$90,000	(2,200)	-2.39%
551.000.4523	CONTRIBUTIONS IN CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	—
551.000.4590	CONTRACT INSPECTION FEES	\$72,354	\$45,022	\$10,969	\$80,264	\$50,000	\$50,000	(30,264)	-37.71%
551.000.4599	OTHER CHARGES FOR SERVICES	(\$14,444)	(\$13,029)	(\$10,252)	(\$7,895)	\$0	\$0	7,895	-100.00%
551.000.4701	INTEREST INCOME	\$161,808	\$176,238	\$79,318	\$133,084	\$118,977	\$146,392	(14,107)	-10.60%
551.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
551.000.4891	REFUNDS	\$6,179	\$10,256	\$146	\$1,342	\$5,000	\$5,000	3,658	272.58%
551.000.4892	REIMBURSEMENTS/ I & I FUNDS FROM TCA	\$9,472	\$5,814	\$4,225	\$1,093	\$0	\$0	(1,093)	-100.00%
551.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
551.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$890	\$0	\$0	\$0	-	—
551.000.4908	LEASE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$550,000	-	—
551.000.4909	SALE OF FIXED ASSETS - CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	—
551.000.4910	SALE OF FIXED ASSETS - NON-CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	—
551.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	—
551.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	—
TOTAL FUND 551		\$4,453,004	\$4,441,502	\$4,338,896	\$4,204,704	\$4,418,056	\$5,242,616	213,352	5.07%

CITY OF HUBER HEIGHTS		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
SEWER ACQ/CAPITAL									
552.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
552.000.4701	INTEREST INCOME	\$17,203	\$5,771	\$5,144	\$525	\$7,717	\$788	7,192	1369.90%
552.000.4892	REIMBURSEMENTS/ I & I FUNDS FROM TCA	\$0	\$0	\$0	\$0	\$0	\$0	-	---
552.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
552.000.4903	NOTE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
552.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
552.000.4915	OP TRANS FROM ENTERPRISE FUNDS	\$959,000	\$644,834	\$530,834	\$4,326,828	\$832,167	\$430,250	(3,494,661)	-80.77%
552.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
552.000.4925	ADVANCES FROM ENTERPRISE FUNDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 552		\$976,203	\$650,605	\$535,978	\$4,327,353	\$839,884	\$431,038	(3,487,469)	-80.59%
STORM WATER MANAGEMENT									
571.000.4323	COUNTY GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4442	COUNTY STORM WATER ASSESSMENTS	\$2,094	\$3,643	\$5,017	\$5,055	\$5,117	\$5,156	62	1.23%
571.000.4491	OTHER ASSESSMENTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4530	STORMWATER CHARGES	\$600,610	\$599,201	\$612,491	\$608,329	\$1,076,250	\$1,103,076	467,921	76.92%
571.000.4590	CONTRACT INSPECTION FEES	\$48,124	\$48,729	\$10,716	\$64,126	\$35,000	\$35,000	(29,126)	-45.42%
571.000.4701	INTEREST INCOME	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4890	AUCTION PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4891	REFUNDS	\$3,198	\$5,955	\$90	\$827	\$2,500	\$2,500	1,673	202.30%
571.000.4892	REIMBURSEMENTS	\$4,552	\$2,476	\$251	\$248	\$2,000	\$2,000	1,752	706.45%
571.000.4906	LEASE PROCEEDS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4909	SALE OF CAPITAL ASSETS - CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4910	SALE OF CAPITAL ASSETS - NON-CAPITAL	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4912	OP TRANS FROM SPECIAL REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4914	OP TRANS FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
571.000.4924	ADVANCES FROM CAPITAL PROJECTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 571		\$658,578	\$660,005	\$628,564	\$678,585	\$1,120,867	\$1,147,732	442,282	65.18%
RECREATION ACTIVITY CENTER									
590.000.4830	COMMISSIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
590.000.4840	MARKETING REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
590.000.4893	DONATIONS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
590.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
590.000.4911	OP TRANS FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
590.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 590		\$0	\$0	\$0	\$0	\$0	\$0	-	---
FIRE INSURANCE									
723.000.4896	ESCROW/DEPOSITS	\$44,000	\$0	\$16,080	\$37,543	\$0	\$0	(37,543)	-100.00%
TOTAL FUND 723		\$44,000	\$0	\$16,080	\$37,543	\$0	\$0	(37,543)	-100.00%
UNCLAIMED MONEY									
732.000.4898	UNCLAIMED MONEY	\$2,378	\$0	\$0	\$6,988	\$0	\$0	(6,988)	-100.00%
732.000.4917	OP TRANS FROM TRUSTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 732		\$2,378.40	\$0.00	\$0.00	\$6,988.00	\$0.00	\$0.00	(6,988)	-100.00%
PRC-DC AGENCY									
801.000.4321	FEDERAL GRANTS	\$0	\$0	\$0	\$0	\$0	\$0	-	---
801.000.4899	MISCELLANEOUS REVENUE	\$0	\$0	\$0	\$0	\$0	\$0	-	---
801.000.4921	ADVANCES FROM GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0	-	---
TOTAL FUND 801		\$0	\$0	\$0	\$0	\$0	\$0	-	---
CASH SURETY									

ESTIMATED REVENUE BUDGET WORKSHEET
CITY OF HUBER HEIGHTS

		2019 Actual Revenue	2020 Actual Revenue	2021 Actual Revenue	2022 Actual Revenue	2023 Estimated Revenue	2024 Estimated Revenue	\$ incr / (decr) 2024-2023	% incr / (decr) 2024-2023
802.000.4896	ESCROW/DEPOSITS	\$306,500	\$130,500	\$267,776	\$373,542	\$300,000	\$300,000	(73,542)	-19.69%
TOTAL FUND 802		\$306,500	\$130,500	\$267,776	\$373,542	\$300,000	\$300,000	(73,542)	-19.69%
TOTAL ALL FUNDS		\$86,562,290	\$101,661,713	\$124,391,422	\$91,194,967	\$113,473,471	\$117,183,434	22,278,504	24.43%

CITY OF HUBER HEIGHTS

STATE OF OHIO

ORDINANCE NO. 2024 - O -

FOR MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.

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

To provide for the current expenses and other expenditures of the City of Huber Heights for the fiscal year ending December 31, 2024, the following sums be and are hereby appropriated from the monies in the Treasury of the City of Huber Heights and from the sum certified by the County Auditor to be received from taxation and from other sources.

Section 1. That there be appropriated from the 101 - General Fund:

a)	Dispatch:	
	Personnel	1,890,800
	Operations and Capital	93,250
	TOTAL	1,984,050
b)	Lighting:	
	Operations and Capital	43,000
	TOTAL	43,000
c)	Economic Development:	
	Personnel	241,400
	Operations and Capital	481,850
	TOTAL	723,250
d)	Planning & Development:	
	Personnel	695,300
	Operations and Capital	241,550
	TOTAL	936,850
e)	Engineering:	
	Personnel	0
	Operations and Capital	0
	TOTAL	0

f)	Community Services:		
	Personnel		0
	Operations and Capital		82,000
	TOTAL		<u>82,000</u>
g)	Central Services:		
	Personnel		0
	Operations and Capital		800,873
	TOTAL		<u>800,873</u>
h)	Mayor:		
	Personnel		14,200
	Operations and Capital		22,700
	TOTAL		<u>36,900</u>
i)	Council:		
	Personnel		269,900
	Operations and Capital		105,000
	TOTAL		<u>374,900</u>
j)	Management:		
	Personnel		315,700
	Operations and Capital		26,070
	TOTAL		<u>341,770</u>
k)	Accounting:		
	Personnel		418,900
	Operations and Capital		306,636
	TOTAL		<u>725,536</u>
l)	Taxation:		
	Personnel		764,300
	Operations and Capital		235,425
	TOTAL		<u>999,725</u>
m)	Legal:		
	Operations and Capital		385,000
	TOTAL		<u>385,000</u>
n)	Information Technology:		
	Personnel		213,700
	Operations and Capital		984,974
	TOTAL		<u>1,198,674</u>
o)	Human Resources:		
	Personnel		381,300
	Operations and Capital		537,200
	TOTAL		<u>918,500</u>

p)	Buildings and Grounds	
	Personnel	0
	Operations and Capital	142,000
	TOTAL	<u>142,000</u>
q)	Court:	
	Personnel	57,200
	Operations and Capital	21,547
	TOTAL	<u>78,747</u>
r)	Non-Departmental	
	Debt Service	201,500
	Transfers	9,504,476
	Advances	2,300,000
	TOTAL	<u>12,005,976</u>
	GENERAL FUND TOTAL	<u><u>21,777,751</u></u>

Section 2. That there be appropriated from the 202 - Motor Vehicle Fund:

a)	Streets	
	Personnel	251,400
	Operations and Capital	65,079
	TOTAL	<u>316,479</u>
b)	Non-Departmental	
	Debt Service	0
	Transfers	0
	Advances	40,360
	TOTAL	<u>40,360</u>
	MOTOR VEHICLE FUND TOTAL	<u><u>356,839</u></u>

Section 3. That there be appropriated from the 203 - Gasoline Tax Fund:

a)	Engineering	
	Operations and Capital	360,000
	TOTAL	360,000
b)	Streets	
	Personnel	699,700
	Operations and Capital	1,052,907
	TOTAL	1,752,607
c)	Non-Departmental	
	Debt	0
	Transfers	75,000
	Advances	149,514
	TOTAL	224,514
GASOLINE TAX FUND TOTAL		2,337,121

Section 4. That there be appropriated from the 207 - Lighting District Fund:

	Personnel	27,900
	Operations and Capital	348,000
LIGHTING DISTRICT FUND TOTAL		375,900

Section 5. That there be appropriated from the 209 -Police Fund:

a)	Police	
	Personnel	9,421,800
	Operations and Capital	891,860
	TOTAL	10,313,660
b)	Management	
	Personnel	24,200
	Operations and Capital	0
	TOTAL	24,200
c)	Non-Departmental	
	Debt Service	269,000
	Transfers	34,920
	Advances	0
	TOTAL	303,920
POLICE FUND TOTAL		10,641,780

Section 6. That there be appropriated from the 210 - Fire Fund:

a)	Fire	
	Personnel	9,606,600
	Operations and Capital	980,140
	TOTAL	<u>10,586,740</u>
b)	Management	
	Personnel	24,200
	Operations and Capital	0
	TOTAL	<u>24,200</u>
c)	Non-Departmental	
	Debt Service	0
	Transfers	7,760
	Advances	0
	TOTAL	<u>7,760</u>
	FIRE FUND TOTAL	<u><u>10,618,700</u></u>

Section 7. That there be appropriated from the 211 - Drug Enforcement Fund:

	Operations and Capital	5,718
	DRUG ENFORCEMENT FUND TOTAL	<u><u>5,718</u></u>

Section 8. That there be appropriated from the 212 - Law Enforcement Fund:

	Operations and Capital	32,830
	LAW ENFORCEMENT FUND TOTAL	<u><u>32,830</u></u>

Section 9. That there be appropriated from the 214 - State Highway Maintenance Fund:

a)	Operations and Capital	49,750
	TOTAL	<u>49,750</u>
b)	Non-Departmental	
	Debt Service	75,500
	Transfers	154,700
	Advance	0
	TOTAL	<u>230,200</u>
	STATE HIGHWAY MNT FUND TOTAL	<u><u>279,950</u></u>

Section 10. That there be appropriated from the 216 - County Permissive Fund:

Transfers	0
Advances	0
COUNTY PERMISSIVE FUND TOTAL	0

Section 11. That there be appropriated from the 217 - City Permissive Fund:

Transfers	406,000
Advances	0
CITY PERMISSIVE FUND TOTAL	406,000

Section 12. That there be appropriated from the 218 - Parks & Recreation Fund:

a)	Senior Center:	
	Personnel	38,200
	Operations and Capital	135,010
	TOTAL	173,210
b)	Park & Recreation:	
	Personnel	338,400
	Operations and Capital	1,010,809
	TOTAL	1,349,209
c)	Aquatic Center:	
	Operations and Capital	546,345
	TOTAL	546,345
d)	Music Center:	
	Personnel	34,000
	Operations and Capital	490,850
	TOTAL	524,850
e)	Non-Departmental	
	Debt Service	0
	Transfers	0
	Advances	1,400,000
	TOTAL	1,400,000
	PARKS & RECREATION FUND TOTAL	3,993,614

Section 13. That there be appropriated from the 222 – CDBG Fund:

a)	Capital	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers	150,000
	Advances	0
	TOTAL	150,000
	CDBG FUND TOTAL	150,000

Section 14. That there be appropriated from the 226 - Local Street Operating Fund:

a)	Streets	
	Personnel	1,844,200
	Operations and Capital	1,271,417
	TOTAL	3,115,617
b)	Police	
	Personnel	0
	TOTAL	0
c)	Engineering:	
	Personnel	160,900
	TOTAL	160,900
d)	Management:	
	Personnel	51,400
	TOTAL	51,400
e)	Finance:	
	Personnel	61,200
	Operations and Capital	20,300
	TOTAL	81,500
f)	Tax:	
	Personnel	222,300
	TOTAL	222,300
g)	Information Technology:	
	Personnel	43,100
	TOTAL	43,100

h)	Non-Departmental	
	Debt Service	136,000
	Transfers	8,730
	Advances	94,170
	TOTAL	<u>238,900</u>

LOCAL STREET OPER. FUND TOTAL	<u>3,913,717</u>
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Section 15. That there be appropriated from the 238 - Byrne Memorial Grant Fund:

	Operations and Capital	36
BYRNE MEM. GRANT FUND TOTAL		<u>36</u>

Section 16. That there be appropriated from the 240 - Montgomery County TIF Fund:

a)	Finance:	
	Operations and Capital	1,060,000
	TOTAL	<u>1,060,000</u>
b)	Non-Departmental	
	Debt Service:	0
	Transfers:	1,524,800
	Advances:	0
	TOTAL	<u>1,524,800</u>
	MONTGOMERY CO. TIF FUND TOTAL	<u>2,584,800</u>

Section 17. That there be appropriated from the 242 - Law Enforcement Assistance Grant Fund:

	Operations and Capital	135
	Transfers	0
LAW ENF. ASST. GRANT FUND TOTAL		<u>135</u>

Section 18. That there be appropriated from the 243 – Miami County TIF Fund:

a)	Finance:	
	Operations and Capital	31,300
	TOTAL	31,300
b)	Non-Departmental	
	Transfers:	515,089
	Advances:	0
	TOTAL	515,089
	MIAMI CO. TIF FUND TOTAL	546,389

Section 19. That there be appropriated from the 244 – Miami County TIF (DEC) Fund:

a)	Finance:	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers:	912,975
	Advances:	0
	TOTAL	912,975
	MIAMI CO. TIF (DEC) FUND TOTAL	912,975

Section 20. That there be appropriated from the 245 – Miami County West TIF Fund:

a)	Finance:	
	Operations and Capital	2,300
	TOTAL	2,300
b)	Non-Departmental	
	Transfers:	134,950
	Advances:	0
	TOTAL	134,950
	MIAMI CO. WEST TIF FUND TOTAL	137,250

Section 21. That there be appropriated from the 246 – Montgomery County Central TIF Fund:

a)	Finance:	
	Operations and Capital	9,700
	TOTAL	9,700
b)	Non-Departmental	
	Transfers:	20,000
	Advances:	0
	TOTAL	20,000
	MONT CO. CENTRAL TIF FUND TOTAL	29,700

Section 22. That there be appropriated from the 247 – Montgomery County South TIF Fund:

a)	Finance:	
	Operations and Capital	35,000
	TOTAL	35,000
b)	Non-Departmental	
	Transfers:	120,000
	Advances:	0
	TOTAL	120,000
	MONT CO. SOUTH TIF FUND TOTAL	155,000

Section 23. That there be appropriated from the 248 – Miami County North Firehouse TIF Fund:

a)	Finance:	
	Operations and Capital	1,000
	TOTAL	1,000
b)	Non-Departmental	
	Transfers:	44,460
	Advances:	0
	TOTAL	44,460
	MIAMI CO. NORTH TIF FUND TOTAL	45,460

Section 24. That there be appropriated from the 249 – Montgomery County Lexington Place TIF Fund:

a)	Finance:	
	Operations and Capital	204,000
	TOTAL	204,000
b)	Non-Departmental	
	Transfers:	20,000
	Advances:	0
	TOTAL	20,000
	MONT CO. LEX. PL TIF FUND TOTAL	224,000

Section 25. That there be appropriated from the 251 – FEMA Fund:

a)	Finance:	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers:	0
	Advances:	0
	TOTAL	0
	FEMA FUND TOTAL	0

Section 26. That there be appropriated from the 280 – OneOhio Opioid Settlement Fund:

a)	Finance:	
	Operations and Capital	5,000
	TOTAL	5,000
b)	Non-Departmental	
	Transfers:	10,000
	Advances:	0
	TOTAL	10,000
	ONEOHIO OPIOID FUND TOTAL	15,000

Section 27. That there be appropriated from the 291 – American Rescue Plan Act Fund:

a)	Finance:		
	Operations and Capital		0
	TOTAL		0
b)	Non-Departmental		
	Transfers:	556,608	
	Advances:		0
	TOTAL	556,608	
	ARPA FUND TOTAL	556,608	

Section 28. That there be appropriated from the 293 – ARPA First Responders Grant Fund:

a)	Finance:		
	Operations and Capital		0
	TOTAL		0
b)	Non-Departmental		
	Transfers:	450,000	
	Advances:		0
	TOTAL	450,000	
	ARPA 1ST RESPONDERS FUND TOTAL	450,000	

Section 29. That there be appropriated from the 305 - Special Assessment Bond Retirement Fund:

a)	Finance:		
	Operations and Capital	70,000	
	TOTAL	70,000	
b)	Non-Departmental		
	Debt Service	1,139,000	
	TOTAL	1,139,000	
	S.A. BOND RETIREMT FUND TOTAL	1,209,000	

Section 30. That there be appropriated from the 308 - Bond Retirement Fund:

a)	Finance:		
	Operations and Capital	1,000	
	TOTAL	1,000	

b)	Non-Departmental	
	Debt Service	<u>2,853,000</u>
	TOTAL	<u>2,853,000</u>
	G.O. BOND RETIREMT FUND TOTAL	<u><u>2,854,000</u></u>

Section 31. That there be appropriated from the 406 - Capital Improvement Fund:

a)	Dispatch	
	Personnel	0
	TOTAL	0
b)	Finance:	
	Personnel	22,300
	TOTAL	22,300
c)	Capital	
	Operations and Capital	6,174,500
	TOTAL	6,174,500
d)	Non-Departmental	
	Debt Service	518,300
	Transfers	0
	Advances	525,000
	TOTAL	1,043,300
	CAPITAL IMPROVEMENT FUND TOTAL	7,240,100

Section 32. That there be appropriated from the 410 - Transformative Economic Development Fund:

a)	Economic Development:	
	Operations and Capital	2,591,000
	TOTAL	2,591,000
b)	Non-Departmental	
	Debt	9,154,000
	Transfers	0
	Advances	5,300,000
	TOTAL	14,454,000
	T.E.D. FUND TOTAL	17,045,000

Section 33. That there be appropriated from the 421 - Issue 2 Fund:

a)	Capital	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers	0
	Advances	0
	TOTAL	0
	ISSUE 2 FUND TOTAL	0

Section 34. That there be appropriated from the 427 - ED/GE Capital Improvement Fund:

a)	Capital	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers	0
	Advances	62,400
	TOTAL	62,400
	ED/GE CAPITAL IMPR. FUND TOTAL	62,400

Section 35. That there be appropriated from the 431 - Fire Capital/Equipment Fund:

a)	Fire:	
	Operations and Capital	3,536,000
	TOTAL	3,536,000
b)	Finance:	
	Operations and Capital	3,700
	TOTAL	3,700
c)	Non-Departmental	
	Debt Service	552,600
	Transfers	0
	TOTAL	552,600
	FIRE CAPITAL/EQUIP. FUND TOTAL	4,092,300

Section 36. That there be appropriated from the 433 - Local Street Capital Fund:

a)	Street Capital:	
	Operations and Capital	<u>1,810,000</u>
	TOTAL	<u>1,810,000</u>
b)	Finance:	
	Operations and Capital	<u>17,000</u>
	TOTAL	<u>17,000</u>
c)	Non-Departmental	
	Advances	<u>0</u>
	TOTAL	<u>0</u>
	LOCAL STREET CAPITAL FUND TOTAL	<u>1,827,000</u>

Section 37. That there be appropriated from the 434 - Federal Equity Sharing Program Fund:

	Operations and Capital	<u>78,979</u>
	FEDERAL EQUITY FUND TOTAL	<u>78,979</u>

Section 38. That there be appropriated from the 436 - Firefighter's Assistance Grant Fund:

a)	Fire:	
	Operations and Capital	<u>0</u>
	TOTAL	<u>0</u>
b)	Non-Departmental	
	Transfers	<u>0</u>
	Advances	<u>374,546</u>
	TOTAL	<u>374,546</u>
	FF ASST. GRANT FUND TOTAL	<u>374,546</u>

Section 39. That there be appropriated from the 437 - Energy Conservation Grant Fund:

	Operations and Capital	<u>1,809</u>
	ENERGY CONS. GRANT FUND TOTAL	<u>1,809</u>

Section 40. That there be appropriated from the 454 - Carriage Trails Infrastructure Fund:

a)	Capital	
	Operations and Capital	53,500
	TOTAL	53,500
b)	Non-Departmental	
	Debt Service	0
	Advances	0
	TOTAL	0
	CARRIAGE TRAILS INFR. FUND TOTAL	53,500

Section 41. That there be appropriated from the 501 - Water Fund:

a)	Engineering:	
	Personnel	226,300
	Operations and Capital	5,013,068
	TOTAL	5,239,368
b)	Fire:	
	Personnel	35,600
	TOTAL	35,600
c)	Management:	
	Personnel	77,000
	TOTAL	77,000
d)	Finance:	
	Personnel	186,200
	Operations and Capital	27,471
	TOTAL	213,671
e)	Information Technology:	
	Personnel	85,700
	TOTAL	85,700
f)	Non-Departmental	
	Debt Service	1,305,500
	Transfers	2,292,250
	Advances	26,910
	TOTAL	3,624,660
	WATER FUND TOTAL	9,275,999

Section 42. That there be appropriated from the 503 - Renewal & Improvement Fund:

a)	Capital	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers	0
	TOTAL	0
	WATER R&I FUND TOTAL	0

Section 43. That there be appropriated from the 504 - Water Utility Reserve Fund:

a)	Capital	
	Operations and Capital	4,636,250
	TOTAL	4,636,250
b)	Non-Departmental	
	Debt Service	0
	Advances	0
	TOTAL	0
	WATER UTILITY RES. FUND TOTAL	4,636,250

Section 44. That there be appropriated from the 505 - Water Bond Service Fund:

a)	Capital	
	Operations and Capital	5,000
	TOTAL	5,000
b)	Non-Departmental	
	Debt Service	1,225,500
	Transfers	0
	TOTAL	1,225,500
	WATER BOND SERVICE FUND TOTAL	1,230,500

Section 45. That there be appropriated from the 551 - Sewer Fund:

a)	Engineering:	
	Personnel	226,300
	Operations and Capital	4,209,023
	TOTAL	4,435,323
b)	Management:	
	Personnel	77,000
	TOTAL	77,000
c)	Finance:	
	Personnel	186,200
	Operations and Capital	23,000
	TOTAL	209,200
d)	Information Technology:	
	Personnel	85,700
	TOTAL	85,700
e)	Non-Departmental	
	Debt Service	23,000
	Transfers	505,650
	Advances	67,260
	TOTAL	595,910
	SEWER FUND TOTAL	5,403,133

Section 46. That there be appropriated from the 552 - Sewer Acquisition/Capital Fund:

	Operations and Capital	430,250
	SEWER ACQ./CAPITAL FUND TOTAL	430,250

Section 47. That there be appropriated from the 571 - Storm Water Management Fund:

a)	Engineering:	
	Personnel	69,400
	Operations and Capital	10,000
	TOTAL	79,400
b)	Streets:	
	Personnel	355,100
	Operations and Capital	149,884
	TOTAL	504,984
c)	Management:	

	Personnel	37,800
	TOTAL	37,800
d)	Finance:	
	Operations and Capital	0
	TOTAL	0
e)	Capital:	
	Operations and Capital	380,250
	TOTAL	380,250
f)	Non-Departmental:	
	Debt	24,000
	Transfers	0
	Advances	40,360
	TOTAL	64,360
	STORM WATER FUND TOTAL	1,066,794

Section 48. That there be appropriated from the 723 - Fire Insurance Fund:

a)	Capital	
	Operations and Capital	0
	TOTAL	0
b)	Non-Departmental	
	Transfers	0
	Advances	0
	TOTAL	0
	FIRE INSURANCE FUND TOTAL	0

Section 49. That there be appropriated from the 732 - Unclaimed Money Fund:

	Operations and Capital	24,539
	UNCLAIMED MONEY FUND TOTAL	24,539

Section 50. That there be appropriated from the 802 - Cash Surety Fund:

	Operations and Capital	300,000
	CASH SURETY FUND TOTAL	300,000

The Total of All Appropriations Shall Be:	117,753,372
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Section 51. The Director of Finance shall have authority to move money from one account number to another within any fund/department/expense classification (such as personnel, operations and capital, debt, transfers, or advances) without need of additional legislation.

Section 52. The Director of Finance is hereby authorized to draw checks on the City Treasury for payment from any of the foregoing appropriations upon receiving certificates and invoices therefore, approved by authorized officers of the City; provided that no checks shall be drawn or paid for salaries, wages, or other payments except as shall be authorized in accordance with law or ordinance.

Section 53. 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 54. 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 _____, 2024;
_____Yeas; _____Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

AI-9776

Topics of Discussion 0.

Council Work Session

Meeting Date: 01/16/2024

2024 Rules Of Council

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 01/16/2024

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

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

Agenda Item Description or Legislation Title

2024 Rules Of Council

Purpose and Background

At least annually, City Council reviews, updates and approves the Rules of Council by a motion of the City Council at a City Council Meeting. A draft version of the proposed 2024 Rules of Council has been attached for consideration and review. This agenda item is for a discussion on the 2024 Rules of Council.

There is also draft language regarding abstentions from voting for the 2024 Rules Of Council that is currently under review by the Law Director.

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

2024 Rules Of Council - Draft

I. POWERS, JURISDICTION, FUNCTIONS AND LIMITATIONS

Except as otherwise provided under the City Charter, all legislation and other powers of the City are vested in the Council. The Council has the power to enact ordinances, resolutions, and other measures to carry out municipal functions involving the City's departments, divisions, offices, boards, commissions, officers, and employees (Section 4.01, City Charter).

Councilmembers have power and may exercise that power only when Council is in session. Councilmembers and the Council itself are not bound by any statement or action taken by individual members, City officials, or employees unless in accord with Council action. Individual Councilmembers shall not direct any City official or employee to perform services or take action related to City operations (Section 4.06 (C), City Charter). Only as a body does Council have power to direct City operations and that direction is executed through the City Manager.

Some specific Council functions include:

1. Making policy necessary for the operation of the City.
2. Appointing a City Manager and establishing a salary for the City Manager (Section 6.01, City Charter).
3. Appointing a Clerk of Council (and Deputy Clerk of Council) and establishing a salary for the Clerk(s) (Section 4.08, City Charter).
4. Appointing a Law Director and establishing a salary for the Law Director (Section 7.05, City Charter).
5. Obtaining reports from the City Manager concerning conditions, efficiencies, needs, and other affairs and related City matters.
6. Evaluating and approving the City budget and appropriations and their modifications.
7. Evaluating the effectiveness of City programs and the performance of the City Manager, the Clerk of Council, and the Law Director.
8. Informing the public of City activities and needs.
9. Regulating its own organization and membership (Sections 4.02, 4.03, 4.05, 4.06, 4.07, 4.10 and 4.13, City Charter).

Council shall adopt, by a simple majority vote of its members currently holding office, its own Rules of Council which shall not conflict with the City Charter and which shall remain in effect until amended, changed or repealed by a majority vote of the members of Council then holding office. The Rules of Council shall go into immediate effect unless a later date is specified, and shall not be subject to initiative or referendum. The Rules of Council shall provide for the number, composition and manner of appointment of committees of Council, and such other matters as the Council shall determine to be necessary for the proper functioning and government of Council (Section 4.14, City Charter).

II. MEETINGS

- A. Regular City Council Meetings:** Regular City Council Meetings ~~will be~~ are generally held on the second and fourth Mondays of each month (except for December) unless the ~~day meeting date~~ falls on a City holiday. If such a conflict

occurs, the meeting schedule will be adjusted to address the holiday by either removing the meeting date from the meeting schedule or rescheduling the meeting date to another date. The annual meeting schedule for Regular City Council Meetings will be approved by the City Council by a simple majority vote. The approved annual meeting schedule for Regular City Council Meetings may be altered or adjusted for scheduling conflicts or extenuating circumstances by the Presiding Officer or by the City Council by a simple majority vote. Regular City Council Meetings will generally begin at 6:00 P.M. and will be held in the Council Chambers at the City Hall Building.

- B. Special City Council Meetings / Emergency City Council Meetings:** Special City Council Meetings may be called for any special purpose by the Mayor or any five (5) Councilmembers upon at least twenty-four (24) hours' notice to the Mayor and each Councilmember. Councilmembers and the Mayor may waive receipt of notice of a special meeting either prior or subsequent to the meeting (Section 4.13, City Charter). The member or members calling the meeting will, through the Clerk of Council, notify the media and other individuals that have requested notification of the time, place and purpose of any special meeting.

Emergency City Council Meetings may be called for any emergency purpose by the Mayor or any five (5) Councilmembers with less than twenty-four (24) hours' notice to the Mayor and each Councilmember. Councilmembers and the Mayor may waive receipt of notice of an emergency meeting either prior or subsequent to the meeting (Section 4.13, City Charter). The member or members calling the meeting will, through the Clerk of Council, notify the media and other individuals that have requested notification of the time, place and purpose of any emergency meeting as practical to the circumstances.

- C. Council Work Sessions:** Council Work Sessions are working committee meetings of Council and are not utilized for legislative action or other formal Council actions appropriate to Regular City Council Meetings or Special City Council Meetings. Council Work Sessions ~~will be~~ are generally held on the Tuesday of the week prior to the Regular Council City Meetings unless the day falls on a City holiday. If such a conflict occurs, the meeting schedule will be adjusted to address the holiday by either removing the meeting date from the meeting schedule or rescheduling the meeting date to another date. The annual meeting schedule for Council Work Sessions will be approved by the City Council by a simple majority vote. The approved annual meeting schedule for Council Work Sessions may be altered or adjusted for scheduling conflicts or extenuating circumstances by the Presiding Officer or by the City Council by a simple majority vote. Council Work Sessions will generally begin at 6:00 P.M. and will be held in the Council Chambers at the City Hall Building. Council Work Sessions may also be called for any purpose at other dates and times by the Mayor or any five (5) Councilmembers upon at least twenty-four (24) hours' notice to the Mayor and each Councilmember. Councilmembers and the Mayor may waive receipt of notice of a special meeting either prior or subsequent to the meeting (Section 4.13, City Charter). The member or members calling the meeting will, through the Clerk of Council, notify the media and other individuals that have requested notification of the time, place and purpose of any special meeting.

D. **Committee of the Whole:** Council may schedule committee meetings of the entire Council as a Committee of the Whole meeting. Committee of the Whole meetings may be called for any purpose by the Mayor or any five (5) Councilmembers upon at least twenty-four (24) hours' notice to the Mayor and each Councilmember. Councilmembers and the Mayor may waive receipt of notice of a special meeting either prior or subsequent to the meeting. The member or members calling the meeting will, through the Clerk of Council, notify the media and other individuals that have requested notification of the time, place and purpose of any special meeting.

E. **Between Regularly Scheduled City Council Meetings:** Councilmembers are to be informed of incidents, issues or events involving the City that, in the judgment of the City Manager, the Law Director, or the Clerk of Council; may require immediate consideration by the Council. Any Council meeting of the City Council or any other form of written, electronic, or verbal communication may be the means ~~required~~ for conveying information regarding these incidents, issues, or events. In addition, Councilmembers are to be informed at the onset of incidents, issues, or events which may eventually require budgetary or policy decisions by Council.

F. **Public Notification of Meetings:** The Clerk of Council will make public notice of all Regular City Council Meetings or Special City Council Meetings, Council Work Sessions, and other meetings of Council at least twenty-four (24) hours in advance of such meetings or sessions. This public notice will include the date, time, place, and purpose for the meeting or session. This public notice will be done in the following manner:

1. Posting of the public notice at the City Hall building.
2. Posting of the public notice on the City of Huber Heights official website.
3. Posting of the public notice on the City of Huber Heights official ~~Facebook and Twitter~~ social media accounts.
4. Distribution of the public notice by email ~~via the Internet~~ through an electronic distribution list maintained by the Clerk of Council that includes media outlets and individual members of the public who have requested notification in advance (see below).

The public may also obtain notice of the date, time, place, and purpose of all Regular City Council Meetings or Special City Council Meetings, Council Work Sessions, and other meetings of Council by contacting the ~~Office of the~~ Clerk of Council's Office.

Any person may obtain advance notification of all Council meetings by email ~~via the Internet~~ through an electronic distribution list maintained by the Clerk of Council at no charge. This request should be made in writing to the Clerk of Council. Any such request shall be effective indefinitely from the date of filing with the Clerk of Council or until the Clerk of Council receives written notice from an individual canceling or modifying such request. Notification of any special meeting ~~shall~~ will

~~also~~ be sent to those who have requested such notification. A reasonable attempt at notification shall constitute notification in compliance with these Rules of Council.

- G. Executive Session Meetings:** Meetings in Executive Session shall be closed, private, and confidential; and shall be held in accordance with Ohio Revised Code 121.22, the Ohio Sunshine Law. These meetings are to be noted on the agenda of regular meetings, when practical~~ble~~. Any individual Councilmember may motion that Council recess to Executive Session when circumstances are such that satisfactory answers or useful discussion may be provided only in Executive Session. A motion, to include the general purpose of the Executive Session as specified in Ohio Revised Code 121.22 and passed by a majority or unanimous vote (depending on the purpose of the Executive Session), is required for Council to recess to Executive Session.

All other Council meetings must also comply with the requirements of Ohio Revised Code Section 121.22 as described above.

Minutes of the Executive Session discussions shall not be kept. Neither shall any participant record the proceedings of the any Executive Session ~~by any electrical or mechanical device.~~

The minutes of the Regular City Council Meetings or Special City Council Meetings, as well as Council Work Sessions and other Council meetings, should reflect the general subject matter of discussion held in Executive Session authorized under Division G of the Section 121.22 of the Ohio Revised Code. In addition, the aforementioned minutes should reflect the vote on the motion to go into Executive Session and the commencement and termination times of the Executive Session meeting.

Discussion in Executive Session is confidential. No participant shall compromise the confidentiality of an Executive Session.

- H. Pre-Meeting Information:** Two (2) business days prior to scheduled City Council Meetings, Council Work Sessions, or other Council meetings, Councilmembers are to be furnished a meeting packet with information germane to the meeting agenda items. This meeting packet will include background information on the agenda items and/or copies of proposed ordinances and resolutions, historical information, and any additional relevant information on the agenda items. The agenda will normally be finalized on the Thursday immediately preceding each meeting; however, proposed agenda items must be submitted to the Office of the Clerk of Council ~~by written notice (City Council) or through the AgendaQuick system (City Staff) and approved by the City Manager~~ on the Wednesday immediately preceding each meeting by 5:00 P.M. The Law Director will also be provided all of ~~the~~ meeting information to allow for proper legal review.

- I. Recesses and Adjournments:** City Council Meetings, Council Work Sessions, or other Council meetings may be adjourned or recessed to another time, date, or place without giving the notice required in paragraph B, Special Meetings, above (Section

4.13 (C), City Charter). Short recesses (5-15 minutes) may be designated by the Presiding Officer during regular or special meetings without a vote of Council. Other recesses require a simple majority vote of Council. The Presiding Officer will adjourn any meeting as appropriate.

J. Presiding Officer: The Mayor presides over Regular City Council Meetings, Special City Council Meetings, Council Work Sessions, Committee of the Whole meetings, or other Council meetings; however, in the absence of the Mayor, the Vice Mayor presides (Section 4.04, City Charter). In the absence of the Mayor and the Vice Mayor or at the discretion of the Mayor or Vice Mayor, the Council may elect a Councilmember to serve as Presiding Officer for that meeting provided a Council quorum is present. The Mayor is a member of Council, but does not have voting rights on issues in Regular City Council Meetings or Special City Council Meetings except in cases of tie votes (Section 4.04, City Charter). The Mayor is a non-voting member of all Council appointed committees (Section 4.04, City Charter). The Vice Mayor serves as a Councilmember with all voting and other rights accorded that position (Section 4.04, City Charter).

K. Clerk of Council: The Clerk of Council (with the assistance of the Deputy Clerk of Council) serves as Council administrator. The Clerk of Council attends Council meetings, records proceedings, maintains City records, handles public records requests, authenticates legislation and signatures, prepares correspondence and minutes, and performs other duties as directed by Council and required by law (Section 4.08, City Charter). The job duties and functions of the Clerk of Council and the Deputy Clerk of Council are also defined in the applicable position descriptions. These job duties and functions are further defined through the day to day general supervision and assignment of duties, tasks, and responsibilities by the Clerk of Council to the Deputy Clerk of Council.

L. Quorum and Majority Votes:

1. Quorum: Five (5) members of Council, other than the Mayor, shall constitute a quorum for all Council meetings. Confronted with a lack of a quorum, a smaller number of Councilmembers may convene and may compel the attendance of absent members and may adjourn meetings to a subsequent date (Section 4.12, City Charter).
2. Majorities: In determining a simple, a two-thirds (2/3), or a three-fourths (3/4) majority vote of Council, the Mayor is counted. Majorities are based on the total number of Councilmembers holding office (not simply those present). Therefore, majorities are calculated, in normal situations, using the number nine (9) as denominator. Thus, five (5) constitutes a simple majority, six (6) a two-thirds (2/3) majority, and seven (7) a three-fourths (3/4) majority.

M. Attendance, Absences, and Removals: Councilmembers are required and expected to attend all Regular City Council Meetings and Special City Council Meetings. Absences from Regular City Council ~~m~~Meetings may be excused for

reasonable cause. All absences from meetings will be communicated through the Clerk of Council's Office. For the official record purposes, a motion of Council to excuse a member's absence must be passed by a simple majority vote.

Unexcused absences from three (3) consecutive Regular City Council Meetings may result in the removal of a Councilmember. A two-thirds (2/3) majority of the Councilmembers then holding office, exclusive of the Councilmember being considered for removal, is required (Section 13.08, City Charter).

A Councilmember or the Mayor may be expelled from a Council meeting for disorderly conduct or violation of the Rules of Council by a vote of a two-thirds (2/3) majority of Councilmembers. Expulsions are considered unexcused absences.

N. Agendas:

1. Preparation: The Clerk of Council shall be responsible for preparing the agendas for all Council meetings in consultation with the City Manager and the Presiding Officer. The Presiding Officer may also solicit input from Councilmembers and the Mayor for the agendas for all Council meetings. Any three (3) Councilmembers may also compel an item(s) to be placed on the agenda for a Council Work Sessions as described under Section II, C. of this document. Any item compelled to a Council Work Session is only placed on the agenda for a single specified meeting and is not a recurring agenda item.
2. Review: Council will be previously apprised and informed of all proposed legislation/motions and/or other matters of significance on the agendas through Council Work Sessions, other Council meetings, or written or other communications from the City Manager or the Clerk of Council (except for emergency situations) or as otherwise determined by Council.
3. Format:
 - A. Regular City Council Meetings of Council will follow this format unless changed by any five (5) Councilmembers:
 1. Call the Meeting ~~†~~To Order
 2. Invocation
 3. Flag Ceremony
 4. Pledge ~~o~~Qf Allegiance
 5. Roll Call
 6. Approval ~~o~~Qf Minutes
 7. Special Presentations/Announcements~~*~~
 - ~~8. Citizens Comments**~~
 - ~~9.8. Citizens Comments - Registered to Speak on~~ Agenda Items
~~**~~
 - ~~10.9.~~ City Manager Report
 - ~~11.10.~~ Pending Business

11. New Business
12. Citizens Comments
13. City Official Reports ~~and~~ Comments
14. Executive Session
15. Adjournment

~~* Usually reserved to accommodate non-profit or citizen groups whose purpose is to make a short, formal presentation.~~

~~** Citizens wishing to reserve time to speak must complete a Citizens Comments Request.~~

B. Council Work Sessions will normally follow this format:

1. Call the Meeting to Order/Roll Call
2. Approval of Minutes
3. City Manager Report
4. ~~Work Session~~ Topics of Discussion
5. Executive Session
6. Adjournment

O. **Public Participation at Meetings:** The Presiding Officer of Regular City Council Meetings, ~~or~~ Special City Council Meetings, Council Work Sessions, or other Council meetings will recognize persons requesting to be heard as outlined. Members of the public desiring to speak at Regular City Council Meetings and Special City Council Meetings must request time using the Citizens Comments Form Request. If the topic to be discussed is not on the agenda, it may be discussed under Citizens Comments. If the topic to be discussed is on the agenda, it may be discussed under Citizens ~~Comments - Registered To Speak On~~ Agenda Items. Regarding Citizens Comments ~~- on a~~ Agenda ~~Items~~, Citizen Comments will be heard only after the reading of the legislation and explanation by City Staff and discussion by Council. Members of the public desiring to speak at Council Work Sessions or other Council meetings may be granted time to speak on agenda items at the discretion of the Presiding Officer. Citizens granted time to speak may do so following recognition by the Presiding Officer. Individuals wishing to speak at any meetings are asked to abide by the following procedures:

1. Wait to speak until recognized by the Presiding Officer.
2. Approach the microphone and state your name.
3. Address remarks to the Presiding Officer.
4. Respond to questions from Councilmembers through the Presiding Officer.
5. Limit comments to subject under discussion (if speaking on an agenda item).
6. Limit comments to five (5) minutes.
7. Avoid complaints and/or remarks directed against individual employees or Councilmembers. (These types of complaints and/or remarks will be ruled out of order by the Presiding Officer and should be handled instead through the proper procedures for filing complaints).

Public statements on agenda items by other than properly registered or properly recognized citizens will generally not be allowed during the discussion and/or decision-making of agenda items. Public participation at meetings is important and valued by the City Council. Opportunities for public participation in meetings include:

1. Attendance at meetings in person.
2. Viewing meetings by live stream or on demand video.
3. Participation and Citizens Comments in public hearings.
4. Citizens Comments at Regular City Council Meetings and Special City Council Meetings.
5. Citizens ~~Comments - Registered To Speak On~~ Agenda Items at Regular City Council Meetings and Special City Council Meetings.
6. Citizens Comments at Council Work Sessions or other Council meetings at the discretion of the Presiding Officer.
7. Written or electronic communications from citizens to the members of the City Council, individually or to the Mayor and City Council as a group.
8. Written or electronic communications from citizens to the Clerk of Council for distribution to the City Council, individually or to the Mayor and City Council as a group.
9. Use of the City's social media sites and the City's website.
10. Use of the City's public records request process.

P. Minutes: The minutes shall record actions taken at the meeting and shall not be a verbatim transcript of what is said at the meeting. Council may, by a simple majority vote, direct that more detailed minutes be kept for all or part of a meeting.

Q. Councilmember Decorum: During all official meetings of the Council, whether Committee Meetings, Council Work Sessions, Regular City Council Meetings, or Special City Council Meetings, the members of Council in attendance will represent the City in a professional manner by directing their comments to the business of the Council and the policy implications of such business.

Disparaging comments about a specific member of Council's personhood, political affiliations, or matters of a personal nature will be ruled out of order by the Presiding Officer. For repeated offenses, the Presiding Officer shall put the question of whether the offender shall be removed from the meeting which shall be determined by a vote of three-fourths (3/4) of Councilmembers then present (excluding the offender) without debate.

In no way is this section designed to eliminate the natural and appropriate disagreement or communication of such disagreements between Councilmembers on particular views, positions, directions, or political and/or philosophical positions of individual Councilmembers. Additionally, this section is not designed to limit any First Amendment rights of individual Councilmembers in their private or political capacities outside of official City meetings.

III. LEGISLATION

- A. **The Legislative Process:** Actions of the Council are by ordinance, resolution, or motion. A motion is used to make or approve appointments of personnel, to conduct the business of Council in procedural matters, to conduct elections required by Council, and for other similar matters provided by the ~~City~~ Charter (Section 5.01, City Charter). All motions of Council require seconds. Voting records by individual Councilmembers on each item voted on are to be kept by the Clerk of Council.

Article V of the City Charter prescribes procedures that must be adhered to in regard to legislation. The Law Director assures that any proposed legislation fulfills all legal requirements.

Step 1. If determined appropriate, the Presiding Officer will refer proposed legislation to a Council Work Session for Council to review the proposed legislation and to make any recommendations regarding the proposed legislation. Council may also refer the matter to additional Council Work Session(s) to review the proposed legislation in between the ongoing reading(s) of the legislation. In most cases, the proposed legislation will have already been reviewed by a Council Work Session prior to being placed on the meeting agenda for a Regular City Council Meeting or Special City Council Meeting. After discussion on proposed legislation, the Presiding Officer will inquire if there any objections from Councilmembers to placing the proposed legislation on the agenda of a Regular City Council Meeting or Special City Council Meeting for a first reading. If there are any objections to placing the proposed legislation on the agenda of a Regular City Council Meeting or Special City Council Meeting for a first reading, the Presiding Officer may continue the discussion on the proposed legislation to determine an appropriate course of action.

Step 2. The proposed legislation is placed on the agenda of a Regular City Council Meeting or Special City Council Meeting for a first reading. A copy of all proposed legislation, ~~except personnel-related actions~~, will be posted on the ~~bulletin~~Public Notice bBoard ~~in at~~ City Hall. The Clerk of Council will endeavor to have legislation posted as soon as available prior to the meeting. All readings of legislation are made by title only unless a majority of Council approves by an adopted motion a full text reading. No discussion by Councilmembers will occur until after a motion is on the floor and the motion is seconded. Each resolution must be read on one separate Council meeting day. Each ordinance must be read on two separate Council meeting days, unless this requirement is waived by a vote of two-thirds (2/3) of the Councilmembers then holding office (Section 5.04, City Charter). Approval or rejection of a proposed resolution usually takes place immediately after this first reading, but the resolution can be read at additional readings at the discretion of Council.

Step 3. A second reading is held for a proposed ordinance, unless this requirement is waived by a vote of two-thirds (2/3) of the Councilmembers then holding office (Section 5.04, City Charter). Approval or rejection of the

proposed ordinance usually takes place immediately after this second reading but the ordinance can be read at additional readings at the discretion of Council.

Step 4. When approved by Council, the legislation is assigned an index number from the legislation journal and typed in final form by the Clerk of Council. An annual indexing system is used. Ordinances are coded “O” and Resolutions “R”; for example, 20~~17~~24-O-1000 and 20~~17~~24-R-1000. The legislation is then authenticated by the signatures of the Clerk of Council and the Presiding Officer (Section 5.08(A), City Charter) after the City Council Meeting when available or in a forthwith manner. Amended legislation or legislation not available for authentication by the Clerk of Council and the Presiding Officer during or immediately following the City Council Meeting will also be authenticated forthwith. Motions by Council (beginning in 2009) are also assigned an index number and typed in final form by the Clerk of Council using an annual indexing system. Motions are coded “M”; for example, 20~~17~~24-M-1000.

Step 5. Any legislation which is enacted by less than a two-thirds (2/3) majority vote must be presented to the Mayor for approval except those enacted by the Mayor having cast the deciding vote. If the Mayor does not approve (i.e., vetoes) the legislation, the Mayor shall return it after its passage or adoption, with any objections in writing, to the Council at the next Regular City Council Meeting. The Mayor's written objections shall be entered upon the journal of the Council. The Mayor may approve or disapprove the whole or any item of an ordinance or resolution appropriating money. If the Mayor does not return such ordinance or resolution with written objections within the time limited in this Section, it shall take effect in the same manner as if the Mayor had signed it, unless the Council, by adjournment, prevents its return. When the Mayor disapproves an ordinance or resolution, or any part thereof, and returns it as herein provided with any written objections, the Council may reconsider it no later than the Regular City Council Meeting, and if such ordinance or resolution upon such reconsideration is approved by a two-thirds (2/3) vote of the members of Council then holding office, it shall take effect as if signed by the Mayor. If Council does not reconsider the Mayor's veto as herein provided, the content of the legislation in question may be considered thereafter in the same way all new legislation is considered (Section 5.12, City Charter).

Step 6. Legislation is published by posting the full text of the ordinance or resolution for a period of not less than ten (10) days after its passage in public places within the City or places of public access as determined by Council. The designated public places are:

1. ~~Legislative Bulletin~~Public Notice Board - City Hall Building
2. Legislative ~~Public~~ Binder - City Hall Building
3. Clerk of Council's Office
4. Huber Heights Public Library

5. Huber Heights Police Station
6. City of Huber Heights Official Website

Step 7. The Clerk of Council certifies in the legislative journal the dates that publication occurred.

- B. Effective Date of Legislation:** Any resolutions take effect immediately upon adoption by Council, unless a later date is specified. Ordinances dealing with appropriations of money; annual tax levies for current expenses of the City; certain improvements petitioned for by owners; questions to be submitted to the electorate or determinations to proceed with elections; approval of revisions, codifications, recodifications, or rearrangements of the City Code; and, any emergency ordinances take effect immediately upon adoption by Council, unless a later date is specified. All other ordinances take effect thirty (30) days after adoption by Council, unless a later date is specified. The thirty (30) day effective date of legislation is calculated by counting from the date after adoption by Council of the ordinance with the effective date being the thirty-first (31st) day after date of adoption by Council of the ordinance.
- C. Emergency Legislation:** Emergency ordinances are those necessary for the immediate preservation of the public peace, health, safety or welfare, or an emergency in the operation of the City. Emergency ordinances must contain a statement, “the emergency clause”, describing the necessity for the emergency. A vote of two-thirds (2/3) of Councilmembers holding office is required to approve emergency ordinances (Section 5.06, City Charter). Any emergency ordinances take effect immediately upon adoption by Council, unless a later date is specified.
- D. Copies of Ordinances and Resolutions:** The Clerk of Council shall provide copies of ordinances and resolutions adopted by Council to persons requesting such copies. ~~Copies of proposed ordinances and resolutions shall also be provided to persons requesting such copies.~~ The Clerk of Council shall charge the established rate in the Huber Heights Public Records Policy for such copies.

IV. MOTIONS

Unless there is a conflict with these Rules of Council or the City Charter, Roberts Rules of Order will be used as guidance during Council meetings. The following specific procedures shall be followed during Council meetings:

1. **Main Motions:** A motion to introduce a subject (**requires majority vote**).
2. **Motions When Question Is Before Council:** When a question or proposition is before or under debate by Council or when a motion has been made, only the following motions can be accepted:
 - a. To adjourn (**requires majority vote**).
 - b. To recess (**requires majority vote**).

- c. To raise a question of privilege. Questions of privilege have precedence over all other questions except adjournment. Questions of privilege are those affecting the rights of the Council collectively, its safety, dignity, comfort, and the integrity of its proceedings and those rights, reputations, and conduct of Councilmembers in the capacity as members of Council **(decision of Presiding Officer)**.
- d. To call for orders of the day to require the Council to conform to its agenda, program, or order of business, or to take up a general or special order **(decision of Presiding Officer)**.
- e. To lay on the table to set aside the pending question when something else of immediate urgency has arisen or when something else needs to be adopted before consideration of the pending question is resumed **(requires majority vote)**.
- f. To call the previous question and request that discussion end and that the motion being considered be voted on **(requires two thirds vote)**.
- g. To limit or extend limits of debate **(requires two thirds vote)**.
- h. To postpone any action to a certain time (or definitely) **(requires majority vote)**.
- i. To commit or refer the proposal to a committee or special meeting of Council for further investigation or to put into better condition for consideration **(requires majority vote)**.
- j. To amend. A motion to amend is to modify the main motion by inserting or adding; striking out; or striking out and inserting. No motions can be made to amend an amendment. A rejected amendment may not be moved again in the same form **(requires majority vote)**.
- k. To postpone indefinitely. When motions to postpone indefinitely are passed, the principle question is declared lost. The motion rejects or “kills” the main motion for the duration of the session **(requires majority vote)**.
- l. To postpone any action indefinitely **(requires majority vote)**.

Note: These motions have precedence in the order given. Motions listed above in “a”, “b”, “c” and “f” are decided without debate.

- 3. **Motion to Take Matter From Committee:** When ordinances, resolution, or other matters have been referred to a committee and said committee fails within a reasonable or specified time to report or offer a valid reason for failure to report, any member of Council has a right to move that ordinance, resolution, or matter of concern be taken from that committee and placed before Council for action **(requires majority vote)**.

4. **Motion to Reconsider:** Motions to reconsider ~~an~~ approved ~~legislation-item~~ must be made before adjournment of that ~~meeting~~session of Council for ~~those items of~~ legislation that ~~is~~are effective immediately; motions to reconsider other legislation must be made prior to the close of the next following ~~Regular City Council m~~Meeting-of-Council. A motion to reconsider may be made only by a Councilmember who voted with the prevailing side or by a Councilmember who was absent from the meeting at which the legislation was voted on. A motion to reconsider, being laid on the table, may be taken up and acted upon at any time when the Council is engaged in the transaction of other business. No motion to reconsider may be made more than once on any ~~legislation-matter~~ and the same number of votes is required to reconsider the ~~legislation-action of Council~~ as was required to pass or adopt the ~~legislation-matter~~ (requires majority vote).

V. COUNCIL WORK SESSIONS/COMMITTEES

- A. **Council Work Sessions:** Council Work Sessions are working committee meetings of Council and are not utilized for legislative action or other formal Council actions appropriate to Regular City Council Meetings or Special City Council Meetings. The Council Work Sessions shall consist of the Mayor and all of the Councilmembers. Council Work Sessions shall be supported by the Clerk of Council, the City Manager, the Law Director, and City Staff as directed by the City Manager.

Proposed legislation/motions and/or other matters of significance will generally be reviewed initially through assignment to a Council Work Session. Exceptions to the review of proposed legislation/motions and/or other matters of significance through assignment to a Council Work Session can be made by the Presiding Officer or by Council for emergency situations, time sensitive matters, routine matters, and recurring items,~~including approval of expenses legislation and end of the year legislation.~~ Council may also opt to review proposed legislation/motions and/or other matters of significance that arise in emergency situations at Regular City Council Meetings or Special City Council Meetings without assignment to a Council Work Session.

All Council Work Sessions shall comply with the requirements of Ohio Revised Code Section 121.22 under Ohio's Open Meetings Act. It shall be the responsibility of the Presiding Officer to advise the Office of the Clerk of Council of all scheduled meetings so that public notice can be given. It shall also be the responsibility of the Office of the Clerk of Council to ensure and/or prepare written minutes of all such meetings and to maintain a copy of all meeting notices, information, and minutes in the ~~Office of the~~ Clerk of Council's Office records.

- B. **Committee of the Whole:** The working business of the Council may also be conducted through Committee of the Whole meetings. The Committee of the Whole shall consist of the Mayor and all of the Councilmembers. The Committee of the Whole meetings shall be supported by the Clerk of Council, the City Manager, the Law Director, and City Staff as directed by the City Manager.

- C. **Special Committees:** The Mayor may appoint temporary special committees, unless objected to by Council by a simple majority vote, as may be appropriate to gather information, conduct surveys, make findings and recommendations on proposed legislation, or perform other specified tasks. The work of the special committees shall be confined to specific assignments ~~and these committees shall have only and~~ the authority granted to the special committee by Council. These special committees shall be temporary and terminate upon presentation of ~~their~~ final reports to the Mayor and the Council. All special committees appointed by the Mayor shall be advisory only. The Mayor shall be a non-voting ex-officio member of all special committees. A Special Committee Chair will be elected by the members of the special committee to act as the Presiding Officer of meetings of the special committee. The Special Committee Chair shall advise the Mayor of all committee meetings at the same time that members are notified of such meetings.

All special committee/subcommittee meetings shall comply with the requirements of Ohio Revised Code Section 121.22 under the Ohio's Open Meetings Act. It shall be the responsibility of each such Chair to advise ~~the Office of~~ the Clerk of Council's Office of all scheduled meetings so that public notice can be given. It shall also be the responsibility of ~~the Office of~~ the Clerk of Council's Office to ensure and/or prepare written minutes of all such meetings and to maintain a copy all meeting notices, information, and minutes in ~~the Office of~~ the Clerk of Council's Office records.

- D. **Outside Committees:** For those Councilmembers selected or appointed to serve as individual representatives of City Council on outside committees or organizations, those Councilmembers shall provide ongoing reports ~~shall be provided~~ to City Council in a timely manner. Representation of City Council on outside committees or organizations should be made by a motion of Council and approval by a simple majority vote of Council.

VI. COMPENSATION AND EXPENSES

Council may increase or decrease the compensation of its members by ordinance or resolution. However, no Councilmember shall benefit from any increase in compensation enacted during such Councilmember's current term of office (with the exception of increases or decreases in fringe benefits). Any ordinance or resolution changing the compensation of Council shall be adopted no later than June 1 of any odd numbered year (Section 4.10, City Charter).

Councilmembers shall be reimbursed ~~their~~for actual expenses incurred in the performance of authorized travel on official business of the City for approved training seminars, conferences, etc. The mode of travel and types of expenses covered (meals, tips, lodgings, fees, materials, etc.) for Council must first be approved by the Mayor before such expenses are reimbursable. The Mayor's mode of travel and types of expenses covered (meals, tips, lodgings, fees, materials, etc.) must first be approved by the Vice Mayor before such expenses are reimbursable. Those who use a personal vehicle during authorized travel will be reimbursed at the same rate as that authorized for City employees. ~~Travel vouchers~~ *Requestsing for reimbursement for approved travel expenses shall be submitted to ~~the~~

~~Office of~~ the Clerk of Council's ~~Office~~ after approval by the Mayor (or Vice Mayor for the Mayor's travel expenses) for processing by the Finance Department.

VII. IN-SERVICE TRAINING

The Mayor and Councilmembers may avail themselves of educational opportunities by attendance at professional meetings, conferences, educational institutions, and purchases of information that enhance a Councilmember's ability to perform Council duties. Councilmembers shall be reimbursed for these expenses.

VIII. LAW DIRECTOR AND OTHER LEGAL COUNSEL

No legal services shall be performed by the Law Director except as authorized by the City Charter and City Council, or as requested by the City Manager, the Clerk of Council, and Senior City Staff. City Council, through the Council Work Sessions or any other Council meetings including the Committee of the Whole as determined by City Council, shall be responsible for administration and management of the Law Director and the Law Department. All administrative matters involving the Law Director shall be brought before the appropriate Council meeting including the Council Work Session or the Committee of the Whole. Conflicts of interest shall be resolved between Law Director and City Council through the appropriate Council meeting including the Council Work Session or Committee of the Whole.

The Law Director shall attend all Council meetings, including Executive Sessions, unless unable to do so because of a conflict in court scheduling or other business related to the conduct of official business. The Law Director shall attend meetings of other City bodies when, in the Law Director's judgment, the subject matter at those meetings is such that a presence is required or appropriate. The chairs of City boards, committees, and commissions generally should request, through the City Manager, the attendance of the Law Director at any meetings, if necessary. Communication will also be forwarded to City Council by the City Manager regarding the attendance of the Law Director regarding such meetings.

Preliminary drafts of legislation should be submitted to the Law Director for review as part of the legislative process established in Section III of the Rules of Council. In addition, the Law Director will draft legislation at the specific direction of the City Manager, the Clerk of Council, or from Council meetings and shall review all legislation for legal form and propriety.

The Law Director will provide Council, the City Manager, and the Clerk of Council with copies of each significant legal document issued; however, entire briefs, etc. too bulky for reproduction will not be reproduced in their entirety except upon request or will be provided in electronic format.

The Law Director will provide Council with a quarterly activity report, including a verbal and written update on all significant active legal actions (such as civil suits, etc.). Between these reports, the Law Director will advise Council and the City Manager of any matters warranting immediate attention. Additionally, to ensure the City's best interest are always

protected, the Law Director will attend other City meetings, as requested, and coordinate day-to-day activities with the City Manager.

The Council may employ additional legal counsel to provide supplemental legal services and to represent the City. These services are to be paid for from the City's legal budget.

IX. COUNCIL/ADMINISTRATION COMMUNICATIONS

Official communications between Council or its individual members and City officers and employees are to be conducted solely through the City Manager (Section 4.06(C), City Charter).

Requests to the City Manager for routine information, which involve minimal extra work by City Staff, can be handled without approval of Council as a whole (for example; a copy of existing information, brief project status reports, opinions, etc.).

The City Manager may determine that a request for information is not routine or will require more than minimal effort, in which case the requesting Councilmember will be informed and has the option of taking the matter before the entire Council for consideration. Similarly, routine complaints or requests received by the City Manager from elected officials will be handled promptly without Council approval.

On matters pending before Council, any new information that is developed by the City Staff will be shared by the City Manager with all Councilmembers prior to the discussion of the matter. Additionally, all Councilmembers inquiries to the Law Director for non-routine requests (greater than one hour of work) shall be approved by a majority of Council before the work begins and will be detailed on the Law Director's billing statements.

If a request for new information on matters not presently before Council is received that would suggest the issue would be a policy matter for the entire Council to consider, the City Manager shall inform all members of Council and seek approval for the City Staff work necessary to respond to the request (with majority approval of Council necessary). Requests for information or reports which will interrupt the established day-to-day utilization of City Staff time must be approved and authorized by Council. If the request is approved, all information compiled will be shared with all Councilmembers.

~~In order to assure that the City Manager's time is directed to implementing a common agenda reflecting the wishes of Council, a goal setting session shall be held every six (6) months.~~

X. INVESTIGATIONS

Council may make investigations in coordination with the City Manager into the affairs of the City and the conduct of any City office, department, division, board, commission, or committee. Such investigations must be authorized by a majority of the Councilmembers. Councilmembers who request such investigations shall bring the request and the reasons for the request to Council in Executive Session. Such investigations shall be carried out within

parameters established by the City Charter, federal and state law, and in consultation with the Law Director.

XI. BOARDS AND COMMISSIONS

Council is empowered to create City boards and commissions, in addition to those established by the City Charter. Council also appoints members to City boards and commissions. A simple majority vote of Councilmembers currently holding office at the time of appointment is required to appoint. Appointments will be made in accordance with the process set forth in the City of Huber Heights Board and Commission Handbook.

XII. CONFLICTS OF INTEREST AND ETHICS

Councilmembers are subject to all Ohio and local statutes and federal and state law regarding conflicts of interest, criminal misbehavior, ethics, and financial disclosure by municipal officials (Section 13.09, City Charter). Members of Council shall abstain from voting on and the formal discussion of any motion or issue wherein the member might have a conflict of interest. Members having conflicts are expected to notify other members of the conflict as soon as such conflict becomes evident.

XIII. COMPLAINTS

Complaints against employees are to be made to the City Manager and handled in accordance with the City Personnel Policy Manual. Complaints against Councilmembers, the City Manager, the Law Director, the Clerk of Council, or members of City boards or commissions appointed by Council are to be made to the Mayor. Complaints against the Mayor are to be made to the Vice Mayor. Complaints are required to be in writing.

Only complaints against Councilmembers or the Mayor that are limited to the following grounds will be investigated:

1. Alleged ethical violations/conflicts of interest.
 2. Alleged failure of a Councilmember or Mayor to ~~posses~~possess or maintain the qualifications of the office as prescribed by the City Charter.
 3. Alleged intentional violation of the prohibitions set forth in Section 4.06 of the City Charter.
 4. Alleged violation of any other expressed provision of the City Charter.
- * Alleged violations of State or Federal law are not considered complaints under this rule and should be filed by the complainant with the City Prosecutor or law enforcement.

Upon receipt of a complaint, that is to be investigated under this rule, the Mayor or Vice Mayor shall distribute a copy of the complaint to all members of the City Council for review. All actions taken to investigate and resolve the complaint shall be documented as a matter of record. The Mayor or Vice Mayor will complete a written response as soon as possible advising the initiator and the City Council of the disposition of the complaint. In those cases where resolution requires longer than ten (10) business days, an interim written response and target date for completion will be provided to the initiator of the complaint and the City Council.

If the Mayor or Vice Mayor as the case may be, believes the complaint is unfounded, the Mayor or Vice Mayor shall advise the complainant and City Council in a written response. If the same individual complainant has three or more determinations of an unfounded complaint within a twelve (12) month period, City Council may advise the Mayor or Vice Mayor to disregard any future complaints from that individual for one (1) year. Oral complaints against individual employees by the public or Councilmembers at City Council Meetings are out of order. The Presiding Officer shall rule the complaint out of order and explain the proper procedure for filing complaints.

The above are not to be construed to deny the rights of the public to criticize, state dissatisfaction, or complain about the City Council or City services, but to protect individuals from public censure without the chance to answer specific complaints.

XIV. EVALUATION OF CITY OFFICIALS

It shall be the responsibility of Council to provide a written evaluation of the performance of the City Manager, the Law Director, and the Clerk of Council annually. There shall be a formal Executive Session discussion of these evaluations by Council prior to the finalization of these evaluations. The Mayor and/or the Vice Mayor shall consolidate and present the final evaluations to the City Manager, the Law Director, and the Clerk of Council~~all City Officials~~.

XV. SUSPENSION OR WAIVER OF THE RULES OF COUNCIL

Council may suspend or waive the adopted Rules of Council, in full or in part, for a specified time by a motion. The motion to suspend or waive the Rules of Council must be properly seconded and approved by a simple majority vote of Councilmembers currently holding office.

XVI. SOCIAL MEDIA GUIDELINES AND STANDARDS FOR COUNCIL

These Guidelines and Standards apply to City Councilmembers (“Elected Officials”) that may maintain and use personal web pages, websites, blogs, and social networking sites (collectively “Internet Platform”).

Elected Official’s Internet Platforms are not controlled by the City of Huber Heights. The City does not require or promote such sites, nor provides web space or access (links) for such sites through any official City channels. Communications on Elected Official’s Internet Platforms are not created, received, maintained or used by the City. Nor are they meant to document the organization, functions, policies, decisions, procedures, operations, or other activities of the City or its Council as a whole.

Social Media Guidelines

1. The site should NOT be designated as a “governmental” page.
2. The site should NOT appear to be an official City internet platform.

3. The site should have a disclaimer predominantly featured on the site, such as:

This is a private page under the sole control of _____. The comments expressed by me are my own and do not reflect the opinions and/or position of the City of Huber Heights or its officers and employees. This page is not sanctioned or monitored by the City. This Page cannot be used for service of any legal notice, administrative notice or any other legal process directed to the City. As this site is not monitored by the City, do not use this site to request City records.

4. Elected Officials should NOT promote their private Internet Platforms at official City meetings or in official City correspondence.
5. If the Internet Platform is interactive (allows third parties to post) the site should expressly provide that it is not intended to be a public forum and that posts that are vulgar, off topic, hate speech etc. will be deleted according to a posted policy advising of such. A sample provision is:

I reserve the right to remove or edit any posts that are unlawful, threatening, libelous, defamatory, obscene, pornographic, invasive of privacy, infringing of intellectual property rights, or otherwise violate any law. This includes comments or content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, genetics, status with regard to public assistance, national origin, physical or intellectual disability, or sexual orientation. Spam, links to other sites, information that is clearly off topic, and/or apparent spamming or trolling will be removed.

Social Media Standards

1. Elected Officials should not disclose information that is considered privileged or confidential. By way of example, such information may include but is not limited to certain personnel information, non-public information from criminal investigations and business trade secrets.
2. Elected Officials should be honest and accurate when posting information or news, and should quickly correct any mistakes, misstatements and/or factual errors in content upon discovery.
3. Elected Officials should never represent themselves as a spokesperson for the City Council, board, committee, or commission.
4. Elected Officials should consider the potential impact of social media statements prior to posting.
5. Elected Officials should not post information about matters involving pending or threatened litigation, items that are or may be appealed to them in their official capacity or to City boards or commissions.

6. Elected Officials should not use internet platforms to communicate with city employees about City-related matters.
7. Elected Officials should not “tag” a matter to a City employee’s personal internet platform site.
8. Elected Officials should be mindful of the risks of electronic communication in relation to the Ohio Public Records Laws and the Open Meeting Law; communication between elected officials should be avoided on internet platforms.
9. Elected Officials should not reference any document(s) as a basis for making an official decision unless that document is available through the City as a public record.
10. Removing a user’s comment or post because the person is criticizing some government action is not advisable.
11. When an Elected Official desires to have a matter posted to an Official City Internet Platform, the Elected Official shall provide the item or link to the Clerk of Council who will then forward it to the designated person in charge of the City Internet Platform for posting consistent with the City’s Social Media Policy.

AI-9782

Topics of Discussion P.

Council Work Session

Meeting Date: 01/16/2024

Charter Review Commission

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 01/16/2024

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

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

Agenda Item Description or Legislation Title

Charter Review Commission

Purpose and Background

This agenda item is to discuss establishing a Charter Review Commission in 2024 to review the Huber Heights City Charter. The Huber Heights Charter Review Commission would be a nine member commission consisting of three members of City Council, two City Staff members, and four members who are Huber Heights residents. The Clerk of Council would serve as the designated Staff Liaison for the Charter Review Commission. The selection process for the members of the Charter Review Commission would be conducted utilizing the standard application and selection process used for other City boards and commissions. The City Council would then make the appointments for the members of the Charter Review Commission. The expectation would be to complete the work of the Charter Review Commission by the middle of June, 2024 in order to allow for any proposed City Charter changes to be placed on the ballot in November, 2024.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

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

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

Financial Implications:

Attachments

No file(s) attached.
