

Notice of Meeting

CITY COUNCIL WORK SESSION

Tuesday, June 7, 2022

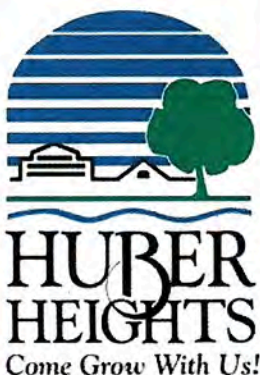
*at or about 6:00 p.m. at City Hall –
Council Chambers – 6131 Taylorsville Road*

Huber Heights Mayor Jeff Gore has scheduled a City Council Work Session to discuss:

- City Manager Report/Water Infrastructure Update
- Letter Of Interest – Portion Of Lehman Farm Property
- 2023 Tax Budget
- 2023-2027 Capital Improvement Plan
- ODOT Final Consent Legislation
- Board and Commission Appointments
- Chambersburg Road West Improvements – Solicit RFQ
- Case BDP 22-13 – Hartman I, LLC – Rezoning/Basic Development Plan – 7611 Old Troy Pike
- Police Division Staffing Levels Presentation
- Grant Application – Fire Division
- City Staffing Levels/Table Of Organization
- City Salary Ranges/Wage Levels
- Public Works Facility

Please Note:

The meeting will be viewable by the public on live stream available at www.hhoh.org



Distributed – June 2, 2022

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**HUBER
HEIGHTS**
Come Grow With Us!

**CITY OF HUBER HEIGHTS
STATE OF OHIO**

City Council Work Session

June 7, 2022

6:00 P.M.

City Hall – Council Chambers – 6131 Taylorsville Road

1. **Call Meeting To Order/Roll Call**

2. **Approval of Minutes**

A. May 17, 2022

3. **Work Session Topics Of Discussion**

A. City Manager Report/Water Infrastructure Update

B. Letter Of Interest - Portion Of Lehman Farm Property

C. 2023 Tax Budget

D. 2023-2027 Capital Improvement Plan

E. ODOT Final Consent Legislation

F. Board and Commission Appointments

* Citizens Water and Sewer Advisory Board Appointment

- G. Chambersburg Road West Improvements - Solicit RFQ
- H. Case BDP 22-13 - Hartman I, LLC - Rezoning/Basic Development Plan - 7611 Old Troy Pike
- I. Police Division Staffing Levels Presentation
- J. Grant Application - Fire Division
- K. City Staffing Levels/Table Of Organization
 - * City Staffing Levels/Table Of Organization
 - * Part One - Administrative Code - Huber Heights Codified Ordinances - Changes
- L. City Salary Ranges/Wage Levels
- M. Public Works Facility

4. **Adjournment**

**CITY OF HUBER HEIGHTS
STATE OF OHIO**

Council Work Session Meeting Minutes

Name of Body: Council Work Session

Date: June 7, 2022

Time: 6:00 P.M.

Place: City Hall – 6131 Taylorsville Road – Council Chambers

Members Present:

Kathleen Baker, Councilmember
Nancy Byrge, Councilmember
Mark Campbell, Councilmember
Anita Kitchen, Councilmember
Ed Lyons, Councilmember
Glenn Otto, Councilmember
Don Webb, Councilmember

Guests Present:

City Staff Present: Bryan Chodkowski, Jim Bell, Russ Bergman, Mark Lightner, Keith Knisley, Gerald McDonald, and Anthony Rodgers.

Topics of Discussion:

- City Manager Report/Water Infrastructure Update
- Letter Of Interest – Portion Of Lehman Farm Property
- 2023 Tax Budget
- 2023-2027 Capital Improvement Plan
- ODOT Final Consent Legislation

- Board And Commission Appointments
- Chambersburg Road West Improvements – Solicit RFQ
- Case BDP 22-13 – Hartman I, LLC – Rezoning/Basic Development Plan – 7611 Old Troy Pike
- Police Division Staffing Levels Presentation
- Grant Application – Fire Division
- City Staffing Levels/Table Of Organization
- City Salary Ranges/Wage Levels
- Public Works Facility

1. **Call Meeting To Order/Roll Call**

Vice Mayor Mark Campbell convened the Council Work Session at 6:01 P.M.

Anthony Rodgers took Roll Call.

2. **Approval of Minutes**

The following minutes were approved unanimously at the beginning of this meeting:

- May 17, 2022

There were no changes or corrections to these minutes as submitted.

This Council Work Session was recorded by the City and the recording of this meeting will be posted to the City's website and will also be maintained by the City consistent with the City's records retention schedule.

3. **Work Session Topics Of Discussion**

City Manager Report/Water Infrastructure Update

Bryan Chodkowski said City Staff are continuing to negotiate with the property owners for acquisition of property off of Rip Rap Road for well field expansion. He said the bids have been submitted for the Water Main Replacement Program and the bids are under review by City Staff. He said the award of the contract for the Water Main Replacement Program will be on an agenda at an upcoming meeting. He said the East Water Main Extension Project will be out to bid this week. He said the motor at the splash pad at Thomas Cloud Park has been replaced and fixed and the splash pad is operational, except for three water features which are being addressed. He said the Community Wide Garage Sale will take place from June 9-12, 2022. He said the first summer concert at the Eichelberger Amphitheater took place last week and the concert series will continue throughout the summer. He said June 16, 2022 will be the first special event day at the Kroger Aquatic Center. Bryan Chodkowski said the Culture Week events sponsored by the Culture and Diversity Citizen Action Commission will begin June 19, 2022 and continue throughout the week. He provided an update on the work of City Staff to address concerns with the City's website and app.

Nancy Byrge inquired about the City's website and problems with the digital sign at Thomas Cloud Park.

Glenn Otto inquired about the details of a letter sent to Council regarding the Fire Division.

Kathleen Baker inquired about the planned photography and photos for the City's website.

Ed Lyons inquired about the splash pad at Thomas Cloud Park.

Letter Of Interest – Portion Of Lehman Farm Property

Bryan Chodkowski distributed information and proposed legislation to authorize a non-binding letter of intent for 1.32 +/- acres of property on

Executive Boulevard (see attached). He said approval of this legislation is the first step in selling the identified acreage under certain terms and conditions to a client of Apex Commercial Group.

After discussion, the City Council agreed to recommend approval of the proposed legislation to authorize a non-binding letter of intent for 1.32 +/- acres of property on Executive Boulevard and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

2023 Tax Budget

Jim Bell distributed information and proposed legislation to adopt the 2023 Tax Budget (see attached). He said this legislation is a formality to adopt the 2023 Tax Budget. He said the resolution is to adopt the Tax Budget for Fiscal Year 2023 and this adoption is the beginning of the budget process. He said the Miami County Auditor is requesting that the City submit the Tax Budget as a proof of the need for Miami County's distribution of property taxes and Local Government Fund revenue to the City. He said a public hearing on the 2023 Tax Budget is scheduled for the June 13, 2022, City Council Meeting. He said the 2023 Tax Budget is required to be submitted to the Miami County Auditor by July 20, 2022. He requested a first reading and adoption of the legislation at the June 13, 2022 City Council Meeting as non-emergency legislation provided the legislation approving the 2023-2027 Capital Improvement Plan is adopted prior to the 2023 Tax Budget legislation.

After discussion, the City Council agreed to recommend approval of the proposed legislation to adopt the 2023 Tax Budget and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting pending the public hearing on this matter and adoption of legislation approving the 2023-2027 Capital Improvement Plan.

2023-2027 Capital Improvement Plan

Jim Bell distributed information and proposed legislation to approve the 2023-2027 City of Huber Heights Capital Improvement Plan (CIP) (see

attached). He explained the purpose of the CIP and reviewed the major elements of the CIP. He said the 2023-2027 CIP must be adopted by the City Council prior to the adoption of the 2023 Tax Budget by the City Council.

Nancy Byrge inquired about her previous questions for projects with the IT Department and the traffic scanners for the Police Division.

After discussion, the City Council agreed to recommend approval of the proposed legislation to approve the 2023-2027 City of Huber Heights Capital Improvement Plan (CIP) and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

ODOT Final Consent Legislation

Russ Bergman distributed information and proposed legislation to give final consent to ODOT for a resurfacing project on State Route 202 (see attached). He said this legislation will authorize the City Manager to enter into an agreement with the Director of Transportation of ODOT to resurface Old Troy Pike from 200 feet north of Fishburg Road to the south City limit. He said the City's preliminary share is estimated to be \$166,492.00 and ODOT will manage and supervise the project.

After discussion, the City Council agreed to recommend approval of the proposed legislation to give final consent to ODOT for a resurfacing project on State Route 202 and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

Board And Commission Appointments

Anthony Rodgers distributed information regarding an appointment to the Citizens Water and Sewer Advisory Board (see attached). He said it was the recommendation of the City's interview panel to appoint Lisa Jeter to the Citizens Water and Sewer Advisory Board for a term ending on January 1, 2025. He said this appointment would fill the remaining vacancy on this

board. He said a background check on Ms. Jeter was completed by Human Resources.

After discussion, the City Council agreed to recommend approval of the appointment of Lisa Jeter to the Citizens Water and Sewer Advisory Board for a term ending on January 1, 2025 and requested that the necessary motion be prepared and placed on the agenda for approval at the June 13, 2022 City Council Meeting.

Chambersburg Road West Improvements – Solicit RFQ

Russ Bergman distributed information and proposed legislation to solicit a Request For Qualifications (RFQ) for engineer qualified consulting firms to provide engineering design for the Chambersburg Road West Improvements Project (see attached). He said

After discussion, the City Council agreed to recommend approval of the proposed legislation to solicit a Request For Qualifications (RFQ) for engineer qualified consulting firms to provide engineering design for the Chambersburg Road West Improvements Project and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

Case BDP 22-13 – Hartman I, LLC – Rezoning/Basic Development Plan – 7611 Old Troy Pike

Bryan Chodkowski distributed information regarding Case BDP 22-13 for Hartman I, LLC for approval of a rezoning and a Basic Development Plan for a proposed emergency medical facility at 7611 Old Troy Pike (see attached). He said the City Council had previously considered and had a public hearing on Case BDP 22-13 for Hartman I, LLC for a rezoning and a Basic Development Plan for a proposed emergency medical facility at 7611 Old Troy Pike. Currently, he said this item will be continued at the request of the applicant. While the requested rezoning remains pending, he said the associated Basic Development Plan is being resubmitted for formal review and recommendation by the Planning Commission at its June 14, 2022 meeting. He said this resubmittal is to clarify which Basic Development Plan is under review as there no less than five reiterations of the Basic Development Plan. He

said Case BDP 22-13 will return before the City Council for further review and discussion at the July 5, 2022 Council Work Session and the July 11, 2022 City Council Meeting.

Police Division Staffing Levels Presentation

Police Chief Mark Lightner distributed information regarding Police Division staffing levels (see attached). He gave a PowerPoint presentation on Police Division Staffing Levels (see attached).

The City Council and City Staff had a discussion regarding the information presented and there was an opportunity for questions and answers regarding the presentation.

Bryan Chodkowski said the recommendations made by Police Chief Mark Lightner will be incorporated into the proposed 2023 City Budget presentation which will be discussed later in the year.

Grant Application – Fire Division

Fire Chief Keith Knisley distributed information and proposed legislation to submit an application and to accept grant funds from the State of Ohio for the American Rescue Plan Act (ARPA) First Responder Wellness, Recruitment, Retention and Resiliency Grant Program (see attached). He said the purpose of this agenda item is to apply for a grant from the State of Ohio and to accept monies towards the creation and hiring of a full-time Wellness Coordinator/Fire Division Physician, who may be shared with the Police Division. He said additional funds requested would be utilized to provide a two-year source of funding for the four additional positions proposed in 2023. He said grant funds would additionally provide the Fire Division with the resources to enter into an agreement for two years with Kettering Health to develop a proactive behavioral health services and support program for members of the Fire Division. He said the State of Ohio has made available \$70 million for this program within all of Ohio. He said the grant funding program will end December 31, 2024 and the application deadline is June 17, 2022.

After discussion, the City Council agreed to recommend approval of the proposed legislation to submit an application and to accept grant funds from the State of Ohio for the American Rescue Plan Act (ARPA) First

Responder Wellness, Recruitment, Retention and Resiliency Grant Program and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

City Staffing Levels/Table Of Organization

Bryan Chodkowski distributed information and proposed legislation to amend the City of Huber Heights organizational chart and authorize new staffing levels (see attached). He said the proposed new Table of Organization is a departmental version of the organizational chart. He said this legislation authorizes the personnel staffing levels for all departments/divisions within the City of Huber Heights. He said the amendments to this legislation include the following:

- Addition of a Planning and Community Development Director.
- Deletion of the second Assistant City Manager position.

After discussion, the City Council agreed to recommend approval of the proposed legislation to amend the City of Huber Heights organizational chart and authorize new staffing levels and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

Bryan Chodkowski distributed information and proposed legislation to amend Chapter 136 of Part One – Administrative Code of the Huber Heights Codified Ordinances (see attached). He said Chapter 136 of Part One - Administrative Code has been identified as needing to be updated or amended to provide for a more consistent organizational structure for the City. He said the amendment is to create the Department of Planning and Community Development to be managed by the Planning and Community Development Director and this department shall be responsible for providing technical and practical processes for land use planning to regulate the use, form, design and compatibility of development as well as to review applications to ensure compliance with planning and zoning requirements.

After discussion, the City Council agreed to recommend approval of the proposed legislation to amend Chapter 136 of Part One – Administrative Code of the Huber Heights Codified Ordinances and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as emergency legislation with the waiving of the second reading and adoption of the legislation at the June 13, 2022 City Council Meeting.

City Salary Ranges/Wage Levels

Bryan Chodkowski distributed information and proposed legislation to amend the salary ranges and wage levels for employees of the City of Huber Heights (see attached). He said this legislation authorizes the salary ranges and wage levels for all non-bargaining employees of the City of Huber Heights. He said the amendments to this legislation include one additional position of Planning and Community Development Director and the deletion of one Assistant City Manager position leaving one Assistant City Manager/Director of Public Services.

After discussion, the City Council agreed to recommend approval of the proposed legislation to amend the salary ranges and wage levels for employees of the City of Huber Heights and requested that the proposed legislation be placed on the agenda at the June 13, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 13, 2022 City Council Meeting.

Public Works Facility

Bryan Chodkowski distributed information about a proposed new Public Works Division facility (see attached). He said he was providing an update at the request of the City Council. He said City Staff are currently considering a proposed site for the facility off of Center Point 70 Boulevard and he distributed a map showing the proposed location (see attached). He said he would continue to keep the City Council updated on this project.

Other Business

There was no other business conducted at the Council Work Session.

4. **Adjournment**

Vice Mayor Mark Campbell adjourned the Council Work Session at 7:24 P.M.

AI-8439

Topics of Discussion B.

Council Work Session

Meeting Date: 06/07/2022

Letter Of Interest - Portion Of Lehman Farm Property

Submitted By: Bryan Chodkowski

Department: Economic Development

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 06/07/2022

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

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

Agenda Item Description or Legislation Title

Letter Of Interest - Portion Of Lehman Farm Property

Purpose and Background

Approval of this legislation is the first step in selling the identified acreage under certain terms and conditions to the client of Apex Commercial Group.

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. 2022-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A NON-BINDING LETTER OF INTENT FOR 1.32 ACRES (+/-) OF REAL PROPERTY ON EXECUTIVE BOULEVARD.

WHEREAS, Apex Commercial Group, on behalf of a non-disclosed principal has requested that the City enter into a non-binding letter of intent (the "Letter"); and

WHEREAS, the Letter requests the City sell 1.32 acres (+/-) of Parcel Number P70 03910 0005, commonly addressed as 7125 Executive Boulevard immediately adjacent to Parcel Number P70 03910 0012 under certain terms and conditions; and

WHEREAS, the City is desirous to sell the identified acres under the terms and conditions proposed in the Letter.

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

Section 1. The City Manager is hereby authorized and directed to execute a non-binding letter of intent from Apex Commercial Group dated May 18, 2022, on behalf of the City of Huber Heights as landowner.

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 _____, 2022;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-8443

Topics of Discussion C.

Council Work Session

Meeting Date: 06/07/2022

2023 Tax Budget

Submitted By: Jim Bell

Department: Finance

Division: Accounting

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 06/07/2022

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

2023 Tax Budget

Purpose and Background

This legislation is a formality to adopt the 2023 Tax Budget. The resolution is to adopt the Tax Budget for Fiscal Year 2023 and this adoption is the beginning of the budget process. The Miami County Auditor is requesting that the City submit the Tax Budget as a proof of the need for Miami County's distribution of property taxes and Local Government Fund revenue to the City. A public hearing on the 2023 Tax Budget is scheduled for the June 13, 2022, City Council Meeting. The 2023 Tax Budget is required to be submitted to the Miami County Auditor by July 20, 2022. City Staff respectfully request a first reading and adoption of the legislation at the June 13, 2022 City Council Meeting as non-emergency legislation provided the 2023-2027 Capital Improvement Plan is adopted prior to the 2023 Tax Budget.

Fiscal Impact

Source of Funds: Various Funds

Cost: N/A

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

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

Financial Implications:

There are no financial implications at this time. This preliminary 2023 Tax Budget only provides revenue estimates. This will not be the final 2023 Appropriations Budget which will be presented to City Council later this year.

Attachments

Resolution

Exhibit A

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2022-R-

ADOPTING A PRELIMINARY TAX BUDGET FOR REVENUES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023.

WHEREAS, a budget process is required by the State of Ohio for each local government to demonstrate the need for taxes which it plans to levy and which is used in most counties to allocate the Local Government Fund to jurisdictions within the County; and

WHEREAS, some County Budget Commissions require a Preliminary Tax Budget to be submitted by municipalities within their jurisdictions in July of each year; and

WHEREAS, the Montgomery County Budget Commission has waived the requirement to file a Preliminary Tax Budget; and

WHEREAS, the Miami County Budget Commission requires the City to file a Preliminary Tax Budget; and

WHEREAS, the Preliminary Tax Budget has been made conveniently available to public inspection for at least ten (10) days by having at least two (2) copies thereof on file in the Office of the Director of Finance; and

WHEREAS, the Council has held a public hearing on said Tax Budget of which public notice was given by publication not less than ten (10) days previous to the date thereof; and

WHEREAS, such Tax Budget must be adopted on or before the fifteenth day of July; and

WHEREAS, the City Council of the City of Huber Heights finds the Tax Budget for the year 2023, as proposed and made part hereof, satisfactory and acceptable; and

WHEREAS, the Preliminary Tax Budget is not a final budget, and is used primarily as an estimate and to show that the municipality will still need its share of the Local Government Fund money that is distributed by the County Budget Commissions.

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

Section 1. The Preliminary Tax Budget of the City of Huber Heights for the Fiscal Year beginning January 1, 2023 is hereby approved as set forth in Exhibit A hereto.

Section 2. The Director of Finance is hereby authorized and directed to submit the approved Preliminary Tax Budget for 2023 and a certified copy of this Resolution to the Miami County Auditor in accordance with statute, and also send a copy to the Montgomery County Auditor.

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

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

Passed by Council on the _____ day of _____, 2022;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A

CITIES/VILLAGES TAX BUDGET-2023

Council of the City of Huber Heights,
To: Montgomery County Auditor:
Miami County Auditor:

, 2022

The Council of said City hereby submits its annual Budget for the year commencing January 1st, 2023 for consideration of the Montgomery and Miami County Budget Commissions pursuant to Section 5705.281 of the Revised Code.

Director of Finance

FUND	Estimated Unencumbered Balance January 1, 2023	Property Taxes	Undivided Local Govt & LGRA Funds	Other Sources	Total
#101 GENERAL FUND	\$11,234,157.00			\$11,583,990.00	\$22,818,147.00
SPECIAL REVENUE FUNDS					
#202 Motor Vehicle	\$509,278.00	\$0.00	\$0.00	\$335,797.00	\$845,075.00
#203 Gasoline Tax	\$1,615,115.00	\$0.00	\$0.00	\$2,803,595.00	\$4,418,710.00
#207 Lighting Districts	\$547,592.00	\$0.00	\$0.00	\$330,108.00	\$877,700.00
#209 Police Fund	\$1,528,599.00		\$0.00	\$7,760,339.00	\$9,288,938.00
#210 Fire Operating	\$1,702,895.00		\$0.00	\$7,718,399.00	\$9,421,294.00
#211 Drug Enforcement	\$1,575.00	\$0.00	\$0.00	\$1,500.00	\$3,075.00
#212 Law Enforcement	\$69,838.00	\$0.00	\$0.00	\$22,200.00	\$92,038.00
#214 State Highway Maint.	\$147,474.00	\$0.00	\$0.00	\$214,590.00	\$362,064.00
#216 County Permissive Tax	\$285,405.00	\$0.00	\$0.00	\$101,491.00	\$386,896.00
#217 City Permissive Tax	\$775,844.00	\$0.00	\$0.00	\$300,132.00	\$1,075,976.00
#218 Park & Recreation	\$4,048,880.00	\$0.00	\$0.00	\$965,600.00	\$5,014,480.00
#222 CDBG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#226 Local Street Operating	\$3,156,209.00	\$0.00	\$0.00	\$2,443,082.00	\$5,599,291.00
#238 Byrne Memorial	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#240 Montgomery County TIF	\$7,864,962.00	\$0.00	\$0.00	\$2,150,592.00	\$10,015,554.00
#242 Law Enforcement Assistance	\$134.00	\$0.00	\$0.00	\$0.00	\$134.00
#243 Miami County TIF	\$1,587,296.00	\$0.00	\$0.00	\$1,040,993.00	\$2,628,289.00
#244 Miami County TIF DEC	\$1,785.00	\$0.00	\$0.00	\$925,928.00	\$927,713.00
#245 Miami County West TIF	\$413,594.00	\$0.00	\$0.00	\$139,210.00	\$552,804.00
#246 Mont. County Central TIF	\$14,730.00	\$0.00	\$0.00	\$11,611.00	\$26,341.00
#247 Mont. County South TIF	\$382,447.00	\$0.00	\$0.00	\$147,831.00	\$530,278.00
#248 Miami City North Firehouse TIF	\$58,609.00	\$0.00	\$0.00	\$60,130.00	\$118,739.00
#249 Lexington Place TIF	\$145,089.00	\$0.00	\$0.00	\$252,000.00	\$397,089.00
#291 American Rescue Plan Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Special Revenue	\$24,857,350.00	\$0.00	\$0.00	\$27,725,128.00	\$52,582,478.00
DEBT SERVICE FUNDS					
#305 Sp. Assess. Bond Ret.	\$1,038,796.00	\$0.00	\$0.00	\$1,408,498.00	\$2,447,294.00
#308 General Bond Ret.	\$216,978.00	\$0.00	\$0.00	\$2,866,151.00	\$3,083,129.00
Total Debt Service	\$1,255,774.00	\$0.00	\$0.00	\$4,274,649.00	\$5,530,423.00

The Montgomery and Miami County Auditor's Office will provide the Property Tax and Local Government Revenue. Please do not include these amounts in your estimates. This Budget must be adopted by City Council on or before July 15, 2022.

CITIES/VILLAGES TAX BUDGET

FUND	Unencumbered Balance : January 1, 2023	Property : Taxes	Undivided : Local Govt & LGRA Funds	Other : Sources	Total
CAPITAL PROJECTS					
#406 Capital Improvements	\$5,267,900.00	\$0.00	\$0.00	\$1,232,551.00	\$6,500,451.00
#410 Transformative Economic Dev	\$6,063,142.00	\$0.00	\$0.00	\$12,281,500.00	\$18,344,642.00
#421 Issue 2	\$50,932.00	\$0.00	\$0.00	\$0.00	\$50,932.00
#427 EDGE	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00
#431 Fire Capital/Equip.	\$159,378.00	\$0.00	\$0.00	\$776,824.00	\$936,202.00
#433 Local Street Capital	\$3,012,519.00	\$0.00	\$0.00	\$1,931,478.00	\$4,943,997.00
#434 Federal Equity Sharing	\$67,080.00	\$0.00	\$0.00	\$20,800.00	\$87,880.00
#436 Assist to Firefighter	\$0.00	\$0.00	\$0.00	\$15,386.00	\$15,386.00
#437 Energy Conservation Grant	\$19.00			\$20.00	\$39.00
#454 Carriage Trails Infrastructure	\$575,601.00	\$0.00	\$0.00	\$250,000.00	\$825,601.00
Total Capital Proj	\$15,196,571.00	\$0.00	\$0.00	\$16,528,559.00	\$31,725,130.00
ENTERPRISE FUNDS					
#501 Water Operating	\$3,290,599.00	\$0.00	\$0.00	\$6,999,300.00	\$10,289,899.00
#502 Water Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#503 Water R & I	\$71,564.00	\$0.00	\$0.00	\$0.00	\$71,564.00
#504 Water Util. Res.	\$3,317,789.00	\$0.00	\$0.00	\$1,500,000.00	\$4,817,789.00
#505 Water Bond Service	\$530,708.00	\$0.00	\$0.00	\$1,316,700.00	\$1,847,408.00
#506 Water Bond Reserve	\$1,275,675.00	\$0.00	\$0.00	\$900.00	\$1,276,575.00
#551 Sewer Operating	\$5,625,033.00	\$0.00	\$0.00	\$4,058,500.00	\$9,683,533.00
#552 Sewer Acq/Construction	\$1,355,384.00	\$0.00	\$0.00	\$387,167.00	\$1,742,551.00
#571 Storm Water Management	\$488,558.00	\$0.00	\$0.00	\$961,237.00	\$1,449,795.00
Total Ent/Utility	\$15,955,310.00	\$0.00	\$0.00	\$15,223,804.00	\$31,179,114.00
INTERNAL SERVICE FUNDS					
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRUST & FIDUCIARY					
#723 Fire Insurance Deposit	\$16,079.00	\$0.00	\$0.00	\$0.00	\$16,079.00
#732 Unclaimed Monies	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00
#802 Cash Surety Fund	\$309,751.00	\$0.00	\$0.00	\$225,000.00	\$534,751.00
Total Trust & Fiduciary	\$333,830.00	\$0.00	\$0.00	\$225,000.00	\$558,830.00
BUDGET GRAND TOTAL					
	\$68,832,992.00	\$0.00	\$0.00	\$75,561,130.00	\$144,394,122.00

Exhibit of Bonds, Notes, and Certificates of Indebtedness Outstanding January 1st of the Coming Year,
and Bond Retirement Fund Requirements, for the coming year. CITIES/VILLAGES TAX BUDGET-2023

Purpose of Bonds and Notes	Council of the City of Huber Heights, Date of Issue	Amount Outstanding 1/1/2023	Amount Required for Principal & Interest in 2023	Amount Required from Other Sources in 2023	Total Required from Property Taxes in 2023
INSIDE 10 MILL LIMIT	January 1st, 2023 for consideration of the				
2007 Various Purpose - Brandt VI Refunded 2017	Spec. Assess. 12-Dec-17	\$458,100.00	\$88,050.00	\$88,050.00	\$0.00
2008 Carriage Trails Parkway Refunded 2017	Spec. Assess. 12-Dec-17	\$3,892,800.00	\$611,650.00	\$611,650.00	\$0.00
2017 Carriage Trails Infrastructure	Spec. Assess. 18-May-17	\$2,671,462.50	\$132,812.50	\$132,812.50	\$0.00
2017 Red Buckeye Drive	Spec. Assess. 12-Dec-17	\$2,192,000.00	\$64,450.00	\$64,450.00	\$0.00
2017 Carriage Trails Special Assessment Infrastructure	Spec. Assess. 12-Dec-17	\$448,600.00	\$95,200.00	\$95,200.00	\$0.00
TOTAL		\$9,662,962.50	\$993,162.50	\$993,162.50	\$0.00
2013 Income Tax Revenue Bonds - Aquatic Center Refunded 2021	G.O. - TIF 15-Sep-21	\$5,611,350.00	\$465,900.00	\$465,900.00	\$0.00
TOTAL		\$5,611,350.00	\$465,900.00	\$465,900.00	\$0.00
2010B Various Purpose - Carriage Trails Blvd Final Coat	G.O. - TIF 28-Oct-10	\$495,825.50	\$60,721.00	\$60,721.00	\$0.00
2010B Various Purpose - Carriage Trails - DEC Infrastructure	G.O. - TIF 28-Oct-10	\$790,533.00	\$98,062.50	\$98,062.50	\$0.00
2010B Various Purpose - Carriage Trails - 09 BAN	G.O. - TIF 28-Oct-10	\$1,477,623.96	\$185,547.34	\$185,547.34	\$0.00
2010B Various Purpose - Carriage Trails - 10 BAN DEC Infrastructure	G.O. - TIF 28-Oct-10	\$2,222,708.54	\$279,108.66	\$279,108.66	\$0.00
2008 Public Access Acquisition Bond Refunded 2017	G.O. - TIF 12-Dec-17	\$916,050.00	\$145,650.00	\$145,650.00	\$0.00
2015 Capital Facilities Notes - 3rd Fire Station	G.O. - TIF 01-Dec-15	\$1,994,460.00	\$1,994,460.00	\$1,994,460.00	\$0.00
2017 Carriage Trails Note Retirement - TIF	G.O. - TIF 18-May-17	\$4,493,826.50	\$369,457.50	\$369,457.50	\$0.00
2017 Carriage Trails DEC Amendment #19 - TIF	G.O. - TIF 18-May-17	\$916,729.00	\$75,292.00	\$75,292.00	\$0.00
2017 Various Purpose - Music Center - TIF	G.O. - TIF 18-May-17	\$10,573,522.50	\$513,570.00	\$513,570.00	\$0.00
2017 Carriage Trails TIF Infrastructure	G.O. - TIF 12-Dec-17	\$2,117,900.00	\$71,950.00	\$71,950.00	\$0.00
2021 Land Acquisition Notes - Non-Tax BAN	G.O. - TIF 18-Nov-20	\$3,543,000.00	\$3,613,663.17	\$3,613,663.17	\$0.00
2021 Land Acquisition Notes - Taxable BAN	G.O. - TIF 18-Nov-20	\$4,262,000.00	\$4,331,065.12	\$4,331,065.12	\$0.00
2021 Various Purpose - Music Center	G.O. - TIF 01-Jun-21	\$6,482,050.00	\$427,830.00	\$427,830.00	\$0.00
2021 Various Purpose - Veterans Memorial	G.O. - TIF 01-Jun-21	\$1,116,800.00	\$83,320.00	\$83,320.00	\$0.00
TOTAL		\$41,403,029.00	\$12,249,697.29	\$12,249,697.29	\$0.00
OUTSIDE 10 MILL LIMIT:					
1995 Water Revenue Bonds	Revenue 15-Sep-1995	\$3,735,000.00	\$1,225,000.00	\$1,225,000.00	\$0.00
2007 Various Purpose - Sewer Construction Refunded 2017	Revenue 12-Dec-17	\$366,650.00	\$75,400.00	\$75,400.00	\$0.00
TOTAL		\$4,103,650.00	\$1,300,400.00	\$1,300,400.00	\$0.00
SIB Loan 410 - State Rt 202/I-70 Interchange Refinanced 4/25/13	1/1/2004	1,005,307.60	\$95,743.58	\$95,743.58	\$0.00
SIB Loan 510 -State Rt 201/I-70 Interchange Refinanced 4/25/13	1/1/2004	521,461.07	\$49,662.96	\$49,662.96	\$0.00
SIB Loan 140017 - Music Center Parking Facility	9/15/2014	3,269,190.20	\$274,932.52	\$274,932.52	\$0.00
SIB Loan 190017 - Carriage Trails Improvements 2019	6/15/2019	1,045,228.96	\$80,778.30	\$80,778.30	\$0.00
SIB Loan 200007 - Carriage Trails & Windbrooke Improvements 2020	12/16/2019	1,268,123.65	\$95,773.48	\$95,773.48	\$0.00
TOTAL		7,139,311.50	\$596,890.84	\$596,890.84	\$0.00

Schedule A

FUND	Amt. approved by Budget Comm. inside 10M Limitation	County Auditor's Estimate of Tax Rate to be Levied
GOVERNMENTAL FUNDS		
GENERAL FUND		
POLICE FUND		
FIRE FUND		
BOND RETIREMENT FUND		
Note: to be completed by County Auditor		
TOTAL ALL FUNDS		

CITIES/VILLAGES TAX BUDGET
Schedule B

Levies Outside 10 Mill Limitation Exclusive of Debt Levies

FUND	Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
GENERAL FUND:		
Current Expense Levy authorized by voters on ____/____/____ not to exceed ____ years.		
TOTAL GENERAL FUND OUTSIDE 10 MILL LIMIT		
SPECIAL LEVIES FUNDS:		
Police Levy authorized by voters on 6/8/82 not to exceed CONTINUING years.	2.37	
Police Levy authorized by voters on 6/8/83 not to exceed CONTINUING years.	0.63	
Police Levy authorized by voters on 5/7/85 not to exceed CONTINUING years.	1.50	
Police Levy authorized by voters on 11/3/81 not to exceed CONTINUING years.	1.00	
Fire Levy authorized by voters on 11/3/81 not to exceed CONTINUING years.	0.79	
Fire Levy authorized by voters on 11/3/81 not to exceed CONTINUING years.	0.37	
Fire Levy authorized by voters on 6/7/83 not to exceed CONTINUING years.	0.29	
Fire Levy authorized by voters on 5/8/84 not to exceed CONTINUING years.	0.42	
Fire Levy authorized by voters on 11/6/84 not to exceed CONTINUING years.	0.17	
Fire Levy authorized by voters on 5/7/85 not to exceed CONTINUING years.	2.25	
5		

AI-8449

Topics of Discussion D.

Council Work Session

Meeting Date: 06/07/2022

2023-2027 Capital Improvement Plan

Submitted By: Jim Bell

Department: Finance

Division: Accounting

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 05/17/2022 and 06/07/2022

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

2023-2027 Capital Improvement Plan

Purpose and Background

The Capital Improvement Plan (CIP) process exists to provide a standard procedure to identify, evaluate and prioritize the current and future capital needs of the City. The CIP process helps provide a standard process and method of proposing the planning and financing of capital improvements, and makes capital expenditures more responsible to community needs by informing and involving the public.

The CIP is a five-year outlook for anticipated capital projects and is reviewed and updated annually by the City. These projects are primarily related to improvements in transportation, parks, utilities, major equipment and facilities.

In developing the Five-Year CIP, several elements are taken into consideration: City Council goals, grant funding opportunities, economic development opportunities, technology improvements, maintenance and improvements to utilities and infrastructure, and maintenance/rehabilitation of existing City facilities and equipment.

As the CIP process develops, the intention is to prioritize projects according to criteria established in the City's goals. The CIP process should also create a more justified and understandable decision-making process, thus linking capital investments and the City's long-term vision and goals.

The 2023-2027 proposed CIP process is developed in support of the City's 2023 Budget with emphasis placed on the City's fiscal health, safety of the public and employees, and advancing the economic growth and stability of the community. The overall goals of the CIP includes:

- * Provide a list and outline of the major capital improvement projects the City is considering
- * Outline a process for establishing priorities and implementation of CIP projects
- * Provide a five-year spending plan to outline funding of the CIP projects

Through the creation and administration of the 5-Year CIP, it brings out discussions on the state of the City's infrastructure and finances. Final approval of the plan establishes understanding and consensus within the City's leadership on priorities to be pursued in the coming years related to capital programs.

The 5-Year CIP is not a budget, and approval of the plan does not commit funding for any specific capital project or purchase. This plan provides an outline of the City's overall capital investment needs and provides a set of recommendations to aid in annual decision-making on capital purchase projects. The 5-Year CIP provides a linking tool between vision, goals and implementation for City Council and the administration. The CIP process and approving the plan affords an opportunity for accountability and transparency for the entire community.

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. 2022-R-

APPROVING THE CITY OF HUBER HEIGHTS FIVE-YEAR CAPITAL IMPROVEMENT
PLAN FOR 2023-2027.

WHEREAS, the City Charter requires the adoption of a Capital Improvement Plan or revisions
thereto; and

WHEREAS, the 2023-2027 Five-Year Capital Improvement Plan has been prepared and submitted
to City Council for review and consideration.

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

Section 1. The 2023-2027 Five-Year Capital Improvement Plan attached hereto as Exhibit A is
hereby approved.

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 ____, 2022;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date



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2023 - 2027 Five-Year Capital Improvement Plan (CIP)

Department	2023	2024	2025	2026	2027	5 Yr. Total
Planning and Zoning	26,000.00	16,000.00	16,000.00	16,000.00	16,000.00	90,000.00
Finance/Administration	9,400.00	52,900.00	1,056,400.00	57,900.00	6,400.00	1,183,000.00
Information Technology	260,700.00	346,700.00	406,700.00	226,700.00	285,700.00	1,526,500.00
Human Resources	22,000.00	18,000.00	18,000.00	18,000.00	18,000.00	94,000.00
Police Division	382,230.00	438,520.00	519,448.00	524,648.00	526,648.00	2,391,494.00
Fire Division	1,061,650.00	3,068,036.00	549,477.44	135,976.00	77,535.00	4,892,674.44
Parks and Recreation	600,000.00	5,560,000.00	577,500.00	435,000.00	372,500.00	7,545,000.00
Public Works	10,940,100.00	340,200.00	594,100.00	299,100.00	739,100.00	12,912,600.00
Engineering - Streets/Traffic	4,100,000.00	2,700,000.00	3,000,000.00	4,800,000.00	6,000,000.00	20,600,000.00
Engineering - Water	2,827,450.00	5,262,450.00	4,262,450.00	2,812,450.00	2,162,450.00	17,327,250.00
Engineering - Sewer	767,450.00	617,450.00	617,450.00	617,450.00	617,450.00	3,237,250.00
Engineering / Public Works - Stormwater	570,000.00	250,000.00	250,000.00	470,000.00	250,000.00	1,790,000.00
Engineering - GIS	60,000.00	40,000.00	40,000.00	40,000.00	-	180,000.00
Totals	21,626,980.00	18,710,256.00	11,907,525.44	10,453,224.00	11,071,783.00	73,769,768.44

Planning and Zoning

Project	2023	2024	2025	2026	2027	5 Yr. Total
Comprehensive Plan Update						-
Online Review Software	10,000.00					10,000.00
Zoning Vehicles lease (3)	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	80,000.00
						-
TOTALS:	26,000.00	16,000.00	16,000.00	16,000.00	16,000.00	90,000.00

Funded By:

General Fund - 101

Information Technology

Project	2023	2024	2025	2026	2027	5 Yr. Total
Consultant VLAN configuration and support	10,000.00					10,000.00
Replace and upgrade all WiFi AP's to latest standard	7,000.00					7,000.00
Replace Water Dept Server					9,000.00	9,000.00
Replace Aquatic Center POS PC's					10,000.00	10,000.00
Replace Aquatic Center Entrance PCs with Tablets				7,000.00		7,000.00
Upgrade Network Switches to 10Gbe		50,000.00				50,000.00
City Vehicle lease	4,700.00	4,700.00	4,700.00	4,700.00	4,700.00	23,500.00
Replace Mobile Laptops Fire Vehicles			50,000.00			50,000.00
Replace Panasonic Toughbooks in Police Cruisers		50,000.00			50,000.00	100,000.00
Replace Dell VMWare Server		12,000.00	12,000.00		12,000.00	36,000.00
Replace Phone System		50,000.00				50,000.00
Computer Room all 10Gbe Network	75,000.00					75,000.00
Replace Laptops Council Chambers					10,000.00	10,000.00
Replace Routers(3) Aquatic Center and City	15,000.00					15,000.00
Replace Power 911 System					75,000.00	75,000.00
Replace Council Tablets (9)	6,000.00					6,000.00
Replace Tax Server			10,000.00			10,000.00
Replace Dispatch Computers (4)	6,000.00					6,000.00
Replace Backup Appliance			40,000.00			40,000.00
Replace Computers city wide 5 years old	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	75,000.00
Replace server for Aquatic Center	3,000.00					3,000.00
Replace Water Plant computers		5,000.00				5,000.00
Replace SAN for VMWare infrastructure		60,000.00				60,000.00
Upgrade Point-to-Point Wireless equipment Tax & Water	10,000.00					10,000.00
Install Fiber Optic Cable Water Plant		50,000.00				50,000.00
Install Fiber Optic Cable Senior Center			50,000.00			50,000.00
Install Fiber Optic Cable Aquatic Center	100,000.00					100,000.00
Install Fiber Optic Backbone Chambersburg Road		50,000.00				50,000.00
Install Fiber Optic Cable Rose Music Center			100,000.00			100,000.00
City Hall building UPS and Generator				150,000.00		150,000.00
Replace Security Camera Systems each building			50,000.00			50,000.00
Add traffic/intersection cameras			75,000.00			75,000.00
Additional storage rack for SAN				50,000.00		50,000.00
Replace Fire Department Server	9,000.00					9,000.00
Replace all network switches city wide					100,000.00	100,000.00
						-
TOTALS:	260,700.00	346,700.00	406,700.00	226,700.00	285,700.00	1,526,500.00

Funded By:
General Fund - 101

Human Resources

Project	2023	2024	2025	2026	2027	5 Yr. Total
Upgrade Timekeeping Software	22,000.00	18,000.00	18,000.00	18,000.00	18,000.00	94,000.00
						-
						-
TOTALS:	22,000.00	18,000.00	18,000.00	18,000.00	18,000.00	94,000.00

Funded By:

General Fund - 101

Police

Project	2023	2024	2025	2026	2027	5 Yr. Total
Patrol Vehicles lease	126,000.00	182,520.00	301,248.00	301,248.00	301,248.00	1,212,264.00
Detective Vehicles lease	39,900.00	45,300.00	51,000.00	51,000.00	51,000.00	238,200.00
Command Staff Vehicles lease	32,800.00	32,800.00	32,800.00	32,800.00	32,800.00	164,000.00
K9 Vehicle lease		18,900.00	18,900.00	18,900.00	18,900.00	75,600.00
Other unmarked vehicles lease (3)	13,600.00	22,000.00	22,000.00	22,000.00	22,000.00	101,600.00
Replacement/Upgrade of Handguns	1,900.00	1,900.00	1,900.00	1,900.00	1,900.00	9,500.00
Replacement/Upgrade of Tasers	11,730.00					11,730.00
Speed Measuring Device Replacement/Upgrade	4,500.00	4,500.00	4,500.00	4,500.00	4,500.00	22,500.00
Ballistic Vests	15,000.00	6,000.00	11,000.00	13,000.00	15,000.00	60,000.00
In-Car Camera Replacement/Upgrade -Capital Lease	37,000.00	40,000.00	40,000.00	40,000.00	40,000.00	197,000.00
Less-Lethal Shotguns		1,300.00	1,300.00	1,300.00	1,300.00	5,200.00
Citizen on Patrol Vehicles lease (2)	16,800.00	16,800.00	16,800.00	20,000.00	20,000.00	90,400.00
Public Affairs Van lease	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	90,000.00
Furniture and Fixtures	5,000.00					5,000.00
Parking Lot Paving		45,000.00				45,000.00
Replace Lockers (Men's Locker Room)	60,000.00					60,000.00
Portable Speed Displays		3,500.00				3,500.00
						-
TOTALS:	382,230.00	438,520.00	519,448.00	524,648.00	526,648.00	2,391,494.00

Funded By:

General Fund - 101

Police Fund - 209

Drug Enforcement Fund - 211

Law Enforcement Fund - 212

Law Enforcement Assistance - 242

Federal Equity Sharing - 434

Fire

Project	2023	2024	2025	2026	2027	5 Yr. Total
Rotational Replacement of PPE sets (10)	34,650.00	36,036.00	37,477.44	38,976.00	40,535.00	187,674.44
Hydraulic Rescue Tools		45,000.00				45,000.00
Station 23 renovation/addition		2,650,000.00				2,650,000.00
HVAC system upgrade Stations 22 and 23						-
Station 22 /25 upgrades and repairs	30,000.00	10,000.00	10,000.00	15,000.00		65,000.00
Cardiac Monitoring Equipment		130,000.00	130,000.00			260,000.00
Fire Engine Replacement (move E23 to E25 new to E23)	620,000.00					620,000.00
Medic Replacement	325,000.00		335,000.00			660,000.00
Staff Vehicle Replacements	37,000.00	37,000.00	37,000.00	37,000.00	37,000.00	185,000.00
Lucas CPR Replacement	15,000.00			45,000.00		60,000.00
Radio Equipment		160,000.00				160,000.00
						-
TOTALS:	1,061,650.00	3,068,036.00	549,477.44	135,976.00	77,535.00	4,892,674.44

Funded By:

General Fund - 101

Fire Fund - 210

Fire Capital - 431

Parks and Recreation

Project	2023	2024	2025	2026	2027	5 Yr. Total
Roofing on Restroom Buildings		25,000.00	30,000.00			55,000.00
Replace Parks Truck		35,000.00			50,000.00	85,000.00
Concession stand equipment			7,500.00		7,500.00	15,000.00
Community Center	70,000.00	20,000.00		50,000.00		140,000.00
Walking path repairs and additions	20,000.00		20,000.00		20,000.00	60,000.00
Skate Park	15,000.00	125,000.00	25,000.00	15,000.00	15,000.00	195,000.00
Honeysuckle Removal Parks	10,000.00	10,000.00	10,000.00			30,000.00
Playing fields regrading			25,000.00		50,000.00	75,000.00
Parking lot repair	50,000.00	20,000.00	25,000.00	50,000.00		145,000.00
Replace Roofing on Shelters	25,000.00	25,000.00		25,000.00		75,000.00
Restore/Upgrade restroom building(s)		50,000.00	50,000.00		50,000.00	150,000.00
Resurface Tennis & Basketball courts	70,000.00		50,000.00		100,000.00	220,000.00
Parks Finish Mower				60,000.00		60,000.00
Inclusive play structure and surface	300,000.00	200,000.00	250,000.00	200,000.00		950,000.00
Parks Zero Turn Mower		20,000.00		20,000.00		40,000.00
Dog Park Repairs			20,000.00		25,000.00	45,000.00
Repair/Replace fixtures and equipment at RMC	20,000.00	15,000.00	15,000.00	15,000.00	15,000.00	80,000.00
Amphitheater Upgrades		15,000.00	50,000.00			65,000.00
Tom Cloud Splash Pad Improvements	20,000.00				40,000.00	60,000.00
New Senior Center		5,000,000.00				5,000,000.00
						-
TOTALS:	600,000.00	5,560,000.00	577,500.00	435,000.00	372,500.00	7,545,000.00

Funded By:

General Fund - 101

Parks and Recreation Fund - 218

Public Works

Project	2023	2024	2025	2026	2027	5 Yr. Total
compact size pick-up truck lease	5,100.00	5,100.00	5,100.00	5,100.00	5,100.00	25,500.00
compact size pick-up truck lease	5,100.00	5,100.00	5,100.00	5,100.00	5,100.00	25,500.00
1/2-ton pick-up (F-150 Rose) lease	8,900.00	8,900.00	8,900.00	8,900.00	8,900.00	44,500.00
1 and 1/2-ton Crew Cab liftgate (F-350) lease	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	45,500.00
1-ton pick-up dump bed insert (F-250) lease	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	32,500.00
1-ton pick-up Service Body (F-250) lease	6,800.00	6,800.00	6,800.00	6,800.00	6,800.00	34,000.00
1-ton pick-up Reg (F-250) lease	6,600.00	6,600.00	6,600.00	6,600.00	6,600.00	33,000.00
1 and 1/2-ton Crew Cab liftgate (F-350) lease	9,100.00	9,100.00	9,100.00	9,100.00	9,100.00	45,500.00
2-ton dump body (F-450) lease	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	55,000.00
2-ton dump body (F-450) lease	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	55,000.00
1/2-ton ext cab pick-up (F-150) lease	8,900.00	8,900.00	8,900.00	8,900.00	8,900.00	44,500.00
2-ton dump body (F-450) lease	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	55,000.00
2-ton dump body (F-450) lease	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	55,000.00
1 and 1/2-ton Crew Cab liftgate (F-350) lease		9,100.00	9,100.00	9,100.00	9,100.00	36,400.00
2 ton dump body (F-450) lease		11,000.00	11,000.00	11,000.00	11,000.00	44,000.00
1/2-ton ext cab pick-up (F-150) lease			8,900.00	8,900.00	8,900.00	26,700.00
New Public Works Facility	10,000,000.00					10,000,000.00
Asphalt Paver						-
Replace snow plow chassis and upfit	500,000.00	150,000.00	155,000.00	160,000.00	300,000.00	1,265,000.00
Asphalt pavement roller	50,000.00	60,000.00				110,000.00
Asphalt Mobile Trailer						-
New Bucket Truck	280,000.00					280,000.00
Replace/Add Front End Loader			300,000.00		300,000.00	600,000.00
						-
TOTALS:	10,940,100.00	340,200.00	594,100.00	299,100.00	739,100.00	12,912,600.00

Funded By:

General Fund - 101
 Motor Vehicle Fund - 202
 Gasoline Tax Fund - 203
 State Highway Fund - 214
 Local Street Operating Fund - 226
 Street Capital Improvement Fund - 433
 Storm Water Management Fund - 571

Engineering - Streets/Traffic

Project	2023	2024	2025	2026	2027	5 Yr. Total
Street Improvement Program	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00	2,000,000.00	10,000,000.00
Sidewalk Program	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	750,000.00
Miscellaneous Traffic Studies & Upgrades	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	250,000.00
Fishburg Rd South Side Widening (Old Troy to Brandt)	600,000.00					600,000.00
Old Troy Pike Northbound Widening - Taylorsville Rd to I-70 Ramp Incl Mast Arm Install at Merily Way (Construction)	1,000,000.00					1,000,000.00
Thorngate Roadway Removal	50,000.00					50,000.00
Powell Road Curve Realignment - Construction		500,000.00				500,000.00
Chambersburg Road Improvement - Phase IV Acquisition			100,000.00			100,000.00
Chambersburg Road Improvement - Phase IV Construction				2,400,000.00		2,400,000.00
S. R. 201/Carriage Trails Intersection Improvements			700,000.00			700,000.00
Brandt Pk Resurfacing - Fishburg to South City Limits	250,000.00					250,000.00
Chambersburg Road West Widening Acquisition				200,000.00		200,000.00
Chambersburg Road West Widening Construction					3,800,000.00	3,800,000.00
TOTALS:	4,100,000.00	2,700,000.00	3,000,000.00	4,800,000.00	6,000,000.00	20,600,000.00

Funded By:

Local Streets Capital Improvement Fund - 433
 Capital Improvements Fund - 406
 Issue 2 (MVPRC/STP Funds) - 421
 Permissive Tax Fund - 216

Engineering - Water

Project	2023	2024	2025	2026	2027	5 Yr. Total
Capital Projects Budgeted Through Veolia	625,000.00	500,000.00	500,000.00	500,000.00	500,000.00	2,625,000.00
Watermain Lining/ Replacement Program	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	1,500,000.00	7,500,000.00
Paint Emeraldgate Water Tower (Int. and Ext.)	550,000.00					550,000.00
Brandt Pike Revitalization (Design)	150,000.00					150,000.00
Nano Filtration Module Replacement for NF Skid		160,000.00	160,000.00	160,000.00	160,000.00	640,000.00
RMA Water Meter Replacement		3,000,000.00				3,000,000.00
Reline Bulk Chlorine Storage Tanks at WTP		100,000.00				100,000.00
Brandt Pike Revitalization (Construction)			1,500,000.00			1,500,000.00
Paint Chambersburg Water Tower (Int. and Ext.)			600,000.00			600,000.00
Taylorsville Road Water Main Ext. Brandt Pk to Bellefontaine Rd				650,000.00		650,000.00
Inspection Vehicle (1/2 lease)	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	12,250.00
						-
TOTALS:	2,827,450.00	5,262,450.00	4,262,450.00	2,812,450.00	2,162,450.00	17,327,250.00

Funded By:

Water Fund - 501

Water R & I - 503

Water Utility Reserve Fund - 504

Engineering - Sewer

Project	2023	2024	2025	2026	2027	5 Yr. Total
Cracked/Broken Pipe Replacement	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00
Manhole Rehabilitation	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	125,000.00
Capital Projects Budgeted Through Veolia	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00
Upgrade Existing Lift Stations & Pump Repair	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	200,000.00
Sanitary Sewer Lining	350,000.00	350,000.00	350,000.00	350,000.00	350,000.00	1,750,000.00
Clearing Wooded Easement for 16" Force Main from Fishburg Rd to WWTP	150,000.00					150,000.00
Inspection Vehicle (1/2 lease)	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	12,250.00
						-
TOTALS:	767,450.00	617,450.00	617,450.00	617,450.00	617,450.00	3,237,250.00

Funded By:

Sewer Fund - 551

Sewer Acquisition/Capital Fund - 552

Engineering / Public Works - Stormwater

Project	2023	2024	2025	2026	2027	5 Yr. Total
Engineering						
Stormwater Management (Ditch cleaning, Storm Pipe/Culvert Repair, Lining or Replacement, Catch Basin Repair)	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	1,250,000.00
						-
						-
Public Works						
New street sweeper	320,000.00					320,000.00
Replace Leaf Vac Unit				220,000.00		220,000.00
						-
						-
TOTALS:	570,000.00	250,000.00	250,000.00	470,000.00	250,000.00	1,790,000.00

Funded By:

Storm Water Management Fund - 571

Engineering - GIS

Project	2023	2024	2025	2026	2027	5 Yr. Total
Water Main Survey	40,000.00					40,000.00
Storm Sewer Survey		40,000.00	40,000.00	40,000.00		120,000.00
New Plotter	20,000.00					20,000.00
						-
TOTALS:	60,000.00	40,000.00	40,000.00	40,000.00	-	180,000.00

Funded By:

Water Fund - 501

Sewer Fund - 551

Storm Water Management - 571

General Fund - 101

AI-8437

Topics of Discussion E.

Council Work Session

Meeting Date: 06/07/2022

ODOT Final Consent Legislation

Submitted By: Hanane Eisentraut

Department: Engineering

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 06/07/2022

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

ODOT Final Consent Legislation

Purpose and Background

This legislation will authorize the City Manager to enter into an agreement with the Director of Transportation of ODOT to resurface Old Troy Pike from 200 feet north of Fishburg Road to the south City limit. The City's preliminary share is estimated to be \$166,492.00. ODOT will manage and supervise this project.

Fiscal Impact

Source of Funds:

Street Capital Fund

Cost:

\$166,500

Recurring Cost? (Yes/No):

No

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

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2022-R-

FINAL RESOLUTION FOR ODOT TO RESURFACE OLD TROY PIKE (STATE ROUTE 202) FROM 200 FEET NORTH OF FISHBURG ROAD TO THE SOUTH CITY LIMIT.

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

WHEREAS, on the 24th day of January, 2022, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The project consists of resurfacing Old Troy Pike (State Route 202) between the southern Huber Heights corporation limit and approximately 200 feet north of Fishburg Road, including pavement repair and pavement markings, lying within the City of Huber Heights; and

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

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

The share of the cost of the LPA is now estimated in the amount of One Hundred Sixty-Six Thousand Four Hundred Ninety-Two and 00/100 Dollars (\$166,492.00), but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

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

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

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

Section 1: That the estimated sum of One Hundred Sixty-Six Thousand Four Hundred Ninety-Two and 00/100 Dollars (\$166,492.00) is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. The City hereby agrees to assume in the first instance, the share of the cost and expense over and above the amount to be paid from Federal funds.

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

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

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

Section 5. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of Ohio Revised Code.

Section 6. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2022;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

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

Clerk of Council

Mayor

Date

Date

PID No. 103885 - Final Resolution

AI-8447

Topics of Discussion F.

Council Work Session

Meeting Date: 06/07/2022

Citizens Water and Sewer Advisory Appointment - L. Jeter

Submitted By: Karen Powell

Department: City Council

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 06/07/2022

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Board and Commission Appointments

- * Citizens Water and Sewer Advisory Board Appointment

Purpose and Background

The City's interview panel recommends the appointment of Lisa Jeter to the Citizens Water and Sewer Advisory Board for a term ending January 1, 2025. A background check on Ms. Jeter was processed through Human Resources.

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

Application - L. Jeter



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

Application For City Boards and Commissions

RECEIVED ON:

APR 27 2022

CLERK OF COUNCIL

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

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

Board or Commission Applied For: Citizens Water & Sewer Advisory Board	Date Applied: April 14, 2022
--	--

Jeter	Lisa	Ann
Last Name	First Name	Middle Name
4636 Prairie Ct	Huber Hts	OH
Address	City	State
		45424
		Zip Code
937-233-0148	937-232-2130	lisa.jeter2010@gmail.com
Home Phone Number	Daytime Phone Number	E-mail Address

EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
HIGH SCHOOL	Wayne High	Diploma
COLLEGE	Bowling Green St. Univ	B.S. Environmental Science
GRADUATE SCHOOL	Wright State Univ	M.S. Biology
OTHER (Specify)		

COMMUNITY INVOLVEMENT

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

Organization	Dates of Service
Water Environment Federation	March 2022 - current

EMPLOYMENT HISTORY

Name of Employer	Position(s) Held	Dates of Employment
ESS	Substitute Teacher	April 2022
Regional Air Pollution ^{PHD} ^{MC}	Air Pollution Control Specialist	2/2003 - 1/2022
Test America	Lab Technician	9/2001 - 2/2003
WSU	Student Research As.	Summer 2001
Tri-Cities/Vedica NRWTP	Cert. Lab Analyst	9/1993 - 1/1999

REFERENCES

Stephanie Madden	smadden9549@gmail.com	937-474-3013
Name	Address	Telephone Number
Heather Kaweck	RARA 117 S. Main St., Dayton OH 45422	937-496-3154
Name	Address	Telephone Number
Andy Weisman	RARA 117 S. Main St., Dayton OH 45422	937-225-4982
Name	Address	Telephone Number

STATEMENT OF INTEREST

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

My education in environmental science and biology impressed upon me the importance of water as a renewable resource. Wastewater is an important part of that cycle. I spent six years at Tri-Cities NRWTP. While there I was able to experience and witness the effort and consideration used by the staff to monitor and maintain this part of the cycle for our community and the downstream partners. I would enjoy an opportunity to further understand the managerial process used by all stakeholders to safeguard community water resources while serving the city of Huber Heights.

REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age? ☒ Yes ☐ No

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

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

Are you a registered voter? ☒ Yes ☐ No

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

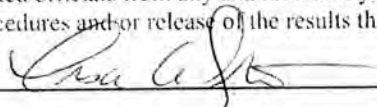
I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information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

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

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

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

Signature



Date

April 29, 2022

A resume can be provided

LISA JETER

Dayton, Ohio 45424

Phone: 937.232.2130

Alternate Phone: 937.233.0148

Email: lisa.jeter2010@gmail.com

WORK EXPERIENCE:

Air Pollution Control Specialist II

Public Health Dayton Montgomery County/ Regional Air Pollution Control Agency

117 S. Main St.

Dayton, OH

Work Date: February 2003 – January 2022

Duties:

As Stack Test Coordinator (2003 – 2020), I was responsible for the following:

1. I evaluated incoming air emission test proposals (Ohio Intent to Test forms and protocols) against promulgated U.S. EPA methodology and the facility air permit. If proposals were deemed complete, these test proposals were approved and testing scheduled. I then observed the stack test to verify that the contracted test company and the facility maintained the integrity of the methods and sample collection. During the test, I observed and documented instrument calibrations, quality control procedures and sample collection technique for each test run. In addition, I observed and recorded facility operations and their pollution abatement equipment settings. Once the final test report was submitted to our agency, I evaluated the data for completeness and accuracy. I then uploaded this information to either the state of Ohio or to the U.S. EPA.

Other duties included:

2. While assigned to the Enforcement group I conducted complaint investigations.
3. I was responsible for inspecting facilities against applicable Federal Subparts, state regulations, and air permits.
4. I evaluated quarterly continuous emission monitoring (CEMS) reports and uploaded the data to the Ohio CEMS database.
5. While maintaining involvement with the stack test program, I transitioned to the Permit & Inspections group in 2020. This led to more facility inspection responsibilities, quarterly and annual facility report review, and increased participation in facility air permit development.

Throughout my time with the agency, I maintained my U.S. EPA Method 9 (Visible Emissions Observation) certification. I occasionally provided comments or editing for state testing guidance documents. As part of Public Health Dayton, Montgomery County, I participated in the pandemic response which included fulfilling multiple roles within the deployment of the community vaccination pods.

Supervisor: Heather Kaweck 937.496.3154

Lab Analyst

Test America, Inc.

S. Dixie Blvd. (no longer in business)

Kettering, OH

Work Dates: September 2001 – February 2003

Duties: I was responsible for the analysis of a variety of environmental samples collected from industrial and environmental/ambient sources for biological components, oil & grease, hardness, phosphorus, etc.

Supervisor: Not Available

Student Research Associate**Wright State University**

3640 Colonel Glen Hwy.

Fairborn, Ohio

Work Dates: May 2001 – July 2001

Duties: I assisted with aquatic sample collection and preservation. Once returned to the lab, I identified and catalogued both fish and zooplankton species found in the samples. I used SCUBA skills to help set up field experiments in the Western Basin Lake Erie.

Supervisor: Dr. Maria Gonzalez (now at Miami University of Ohio)

Certified Laboratory Technician**Veolia North America/ Tri-Cities Authorities**

3777 Old Needmore Rd.

Dayton, Ohio

Work Dates: September 1993 – July 1999

Duties: I was certified (via written examination) by the state of Ohio to collect and analyze wastewater samples at subsequent stages of treatment. Results of those analyses were used to adjust treatment if necessary. The data collected was provided for reporting to the Ohio EPA to meet the requirements of the facility National Pollutant Discharge Elimination System (NPDES). Analyses included but was not limited to the following: multiple nutrients, solids, biological, metals, etc.

Supervisor: Holly Weatherhead (may not be at facility site) 937-236-6558

EDUCATION:

Degree: Master's in Science, 2001

University: Wright State University

Fairborn, Ohio

Major: Biology (Lake Erie Invasive Species)

Minor: Environmental Studies

Relevant Coursework:

Ecotoxicology, GIS, meteorology, biostatistics. The focus of my research and resultant thesis was invasive species interaction within the western basin of Lake Erie. My efforts included diving for specimens and laboratory re-creation of the ambient environmental factors influencing the populations of invasive species vs. native species. I used field sampling equipment while SCUBA diving to obtain environmental specimens. While researching, I was honored to be asked to participate in an educational video about invasive species for Louisiana Public TV.

Thesis Titled: *Intraguild Predation, Cannibalism, and Fish Predation on the Amphipod Population in Lake Erie.*

Degree: Bachelor's in Science, 1992

University: Bowling Green State University

Bowling Green, Ohio

Major: Environmental Science

Minor: Biology

Relevant Coursework:

Ichthyology, Vertebrate Biology, Biodiversity

VOLUNTEERISM:

2013: Honey Creek Watershed Festival

2006-2009: Great Miami Valley River Cleanup

Memberships:

Water Environment Federation

References:

Heather Kaweckj, Permits & Inspections Supervisor, Regional Air Pollution Control Agency: 937-496-3154

Stephani Madden, Permits & Inspections Supervisor (previous), Regional Air Pollution Control Agency: 937-474-3013
smadden9549@gmail.com

AI-8440

Topics of Discussion G.

Council Work Session

Meeting Date: 06/07/2022

Chambersburg Road West Improvements - Solicit RFQ

Submitted By: Hanane Eisentraut

Department: Engineering

Division:

Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 06/07/2022

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Chambersburg Road West Improvements - Solicit RFQ

Purpose and Background

The City of Huber Heights has applied for and received a grant through MVRPC to reconstruct and widen Chambersburg Road from Old Troy Pike to the City's west corporation line. The project consists of adjusting the vertical alignment of the roadway to eliminate a crest area in the pavement, widening the roadway from 2 to 3 lanes, installing curbs, handicap ramps, storm sewer, 10' sidewalk/bikepath on the north side, 5' sidewalk on the south side, and extending the water main.

It is necessary to employ a qualified consulting engineering and land surveying firm in order to prepare plans for this needed improvement. City Staff will seek letters of interest and proposals from various engineering companies who have performed a similar type of work for the community and or surrounding cities.

It is important that this project moves forward expeditiously to ensure that the grant funding will not be placed in jeopardy.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2022-R-

AUTHORIZING THE CITY MANAGER TO SOLICIT REQUESTS FOR
QUALIFICATIONS FROM ENGINEERING QUALIFIED CONSULTING FIRMS TO
PROVIDE ENGINEERING DESIGN 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 the Chambersburg Road
West Improvements Project; and

WHEREAS, substantial interest has been expressed by various consulting engineering
firms in the design of these improvements.

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

Section 1. The City Manager is hereby authorized to solicit Requests For
Qualifications (RFQ) for the engineering of improvements to the Chambersburg Road West
Improvements Project. The City of Huber Heights shall then rank these firms and negotiate
a contract with a qualified firm as provided for pursuant to the Ohio Revised Code Chapter
153. The cost of the contract shall not exceed \$240,000.00.

Section 2. It is hereby found and determined that all formal actions of this Council
concerning and relating to the passage of this Resolution were adopted in an open meeting
of this Council and that all deliberations of this Council and of any of its Committees that
resulted in such formal action were in meetings open to the public and in compliance with
all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall go into effect upon its passage as provided by law and
the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2022;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-8450

Topics of Discussion H.

Council Work Session

Meeting Date: 06/07/2022

Case BDP 22-13 - Hartman I, LLC - Rezoning/Basic Development Plan - 7611 Old Troy Pike

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 06/07/2022

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

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

Agenda Item Description or Legislation Title

Case BDP 22-13 - Hartman I, LLC - Rezoning/Basic Development Plan - 7611 Old Troy Pike

Purpose and Background

The City Council had previously considered and had a public hearing on Case BDP 22-13 for Hartman I, LLC for a Rezoning and a Basic Development Plan for an emergency medical facility at 7611 Old Troy Pike. Currently, this item will be continued at the request of the applicant. While the requested Rezoning remains pending, the associated Basic Development Plan is being resubmitted for formal review and recommendation by the Planning Commission at its June 14, 2022 meeting. This resubmittal is to clarify which Basic Development Plan is under review as there no less than five reiterations of the Basic Development Plan. City Staff indicate that Case BDP 22-13 will return before the City Council for further review and discussion at the July 5, 2022 Council Work Session and the July 11, 2022 City Council Meeting.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

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

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

Financial Implications:

Attachments

No file(s) attached.

AI-8445

Topics of Discussion I.

Council Work Session

Meeting Date: 06/07/2022

Police Division Staffing Levels Presentation

Submitted By: Bryan Chodkowski

Department: Police

Division: Police

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 06/07/2022

Audio-Visual Needs: SmartBoard

Emergency Legislation?:

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

Agenda Item Description or Legislation Title

Police Division Staffing Levels Presentation

Purpose and Background

Police Chief Lightner and Interim City Manager Chodkowski will make a presentation with respect to the future staffing needs of the Police Division.

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.

Huber Heights Police Division

Staffing
Presentation

2022



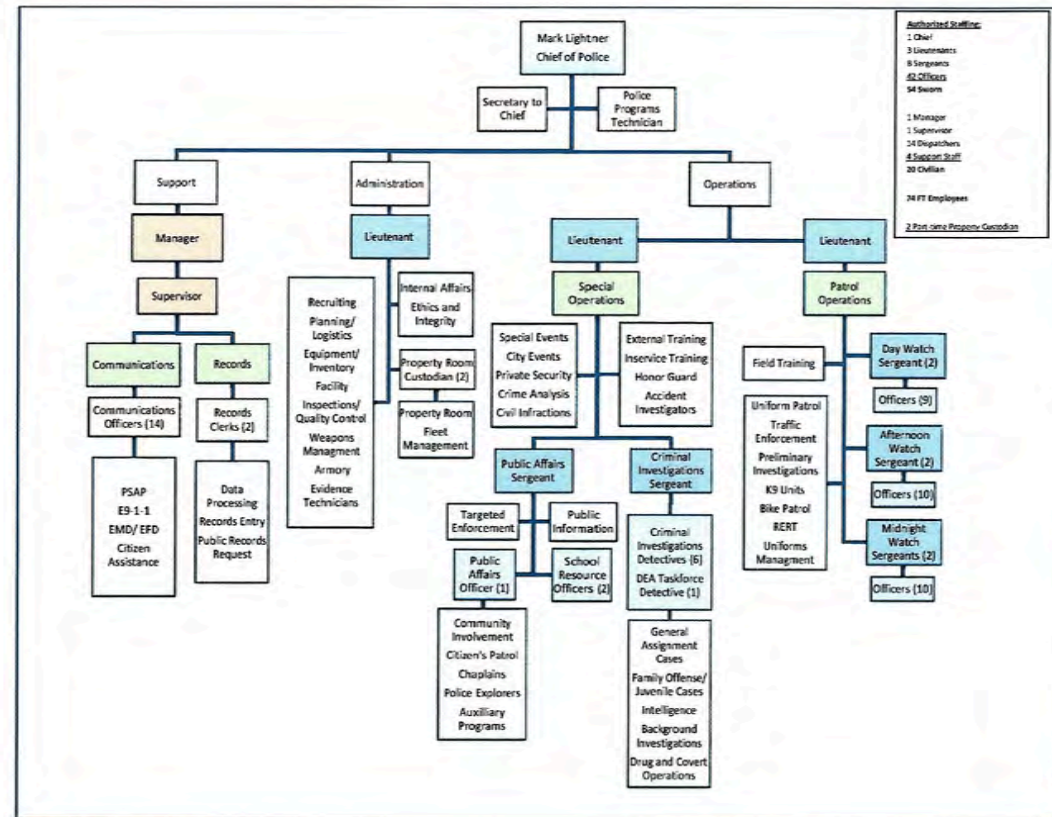
Integrity, Honor, Courage, Respect, Equality

Organizational Structure

Office of the Chief
Support
Administration
Operations

HUBER HEIGHTS POLICE DIVISION ORGANIZATIONAL CHART

2021



Evaluation of Needs

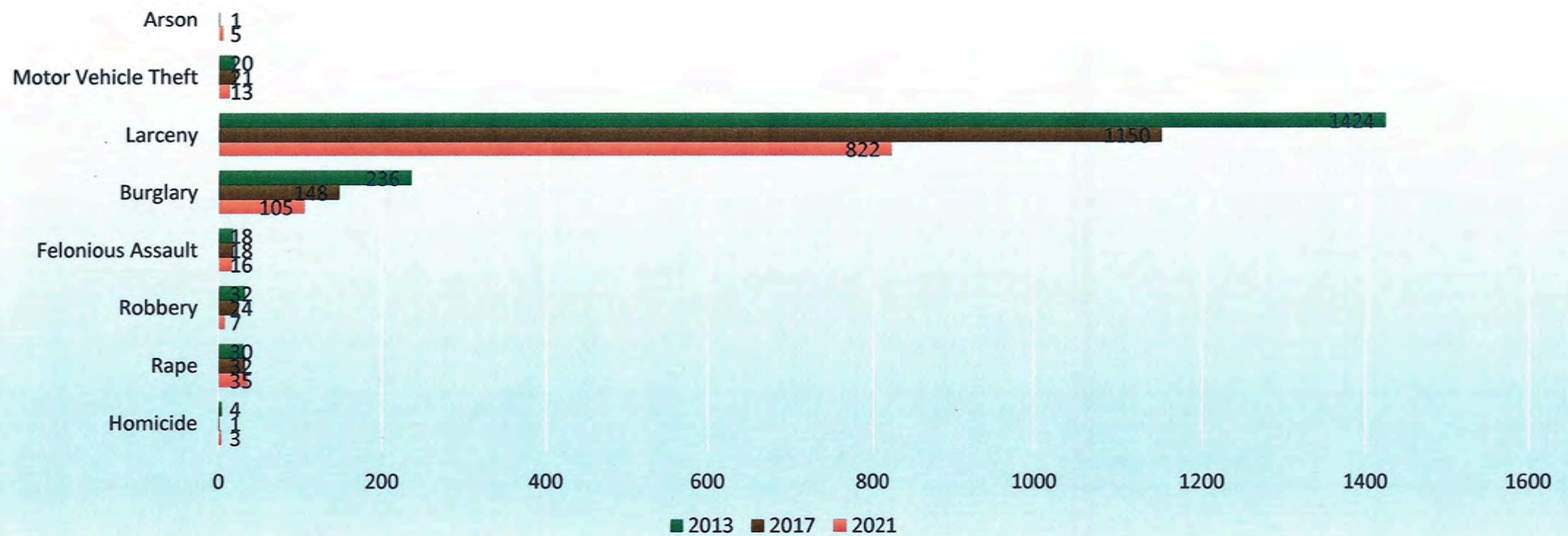
- Most of HHPD strategies in the delivery of service of patrol and investigations is more traditional policing – call driven and reactive. By attending to the underlying problems that create both crimes and calls for service is called “problem solving”. Problem solving underlying problems before they lead to major events is called “proactive”.

Part I Crimes



- Serious crimes (Part I Crimes) consist of Homicide, Sex Offense (Rape), Robbery, Felonious Assault (Aggravated), Burglary, Larceny, Motor Vehicle Theft and Arson. There has been a fluctuation in the number of serious crimes between 2017 - 2021.

Part I Crimes 2017 - 2021



Sworn Personnel

Rank	2013 Authorized	2017 Authorized	2021 Authorized
Chief of Police	1	1	1
Deputy Chief	0	0	0
Lieutenant	3	3	3
Sergeant	7	8	8
Police Officer	39	40	42
Total	50	51	54

Allocation of Sworn Personnel

Assignment	2013 Authorized	2017 Authorized	2021 Authorized
Public Affairs	1	1	1
School Resource	2	2	2
Fleet Management	0	0	0
DEA	1	1	1
Detective	6	6	8
Patrol	29	30	30
Total	39	40	42

NON-SWORN ALLOCATION OF PERSONNEL

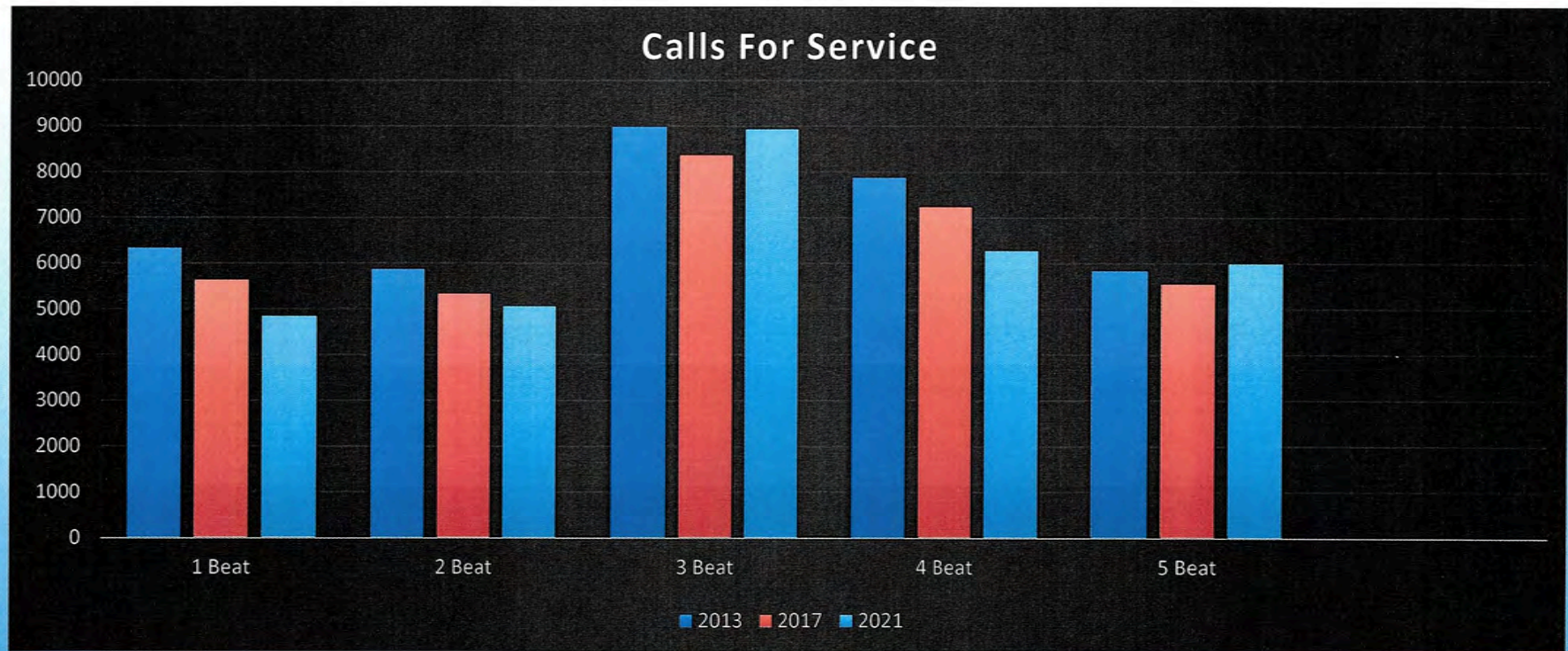
Assignment	2013	2017	2021
Administrative	2	2	2
Communications Officers	14	14	14
Records Clerks	2	2	2
Comm. / Rec. Manager	0	1	1
Comm. / Rec. Supervisor	0	0	1



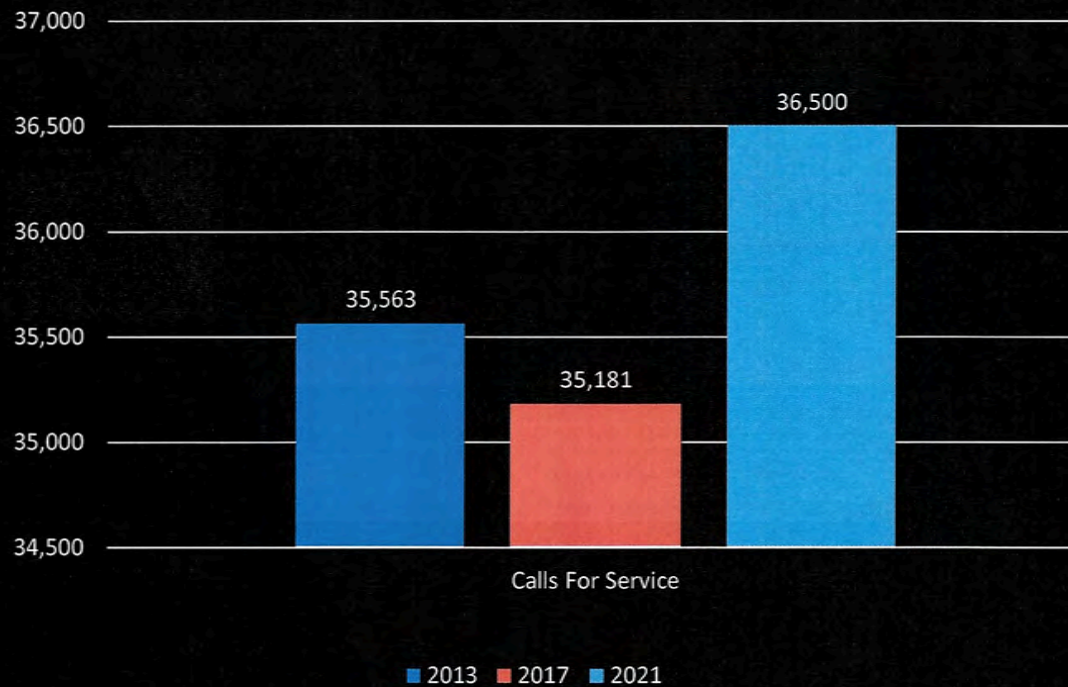
City Development

- The number of calls for service in each beat area are routinely evaluated to ensure we are allocating the appropriate resources to the newly developed areas.

Calls for Service by Beat



Calls For Service (Citywide)



Average Calls for Service Per Day

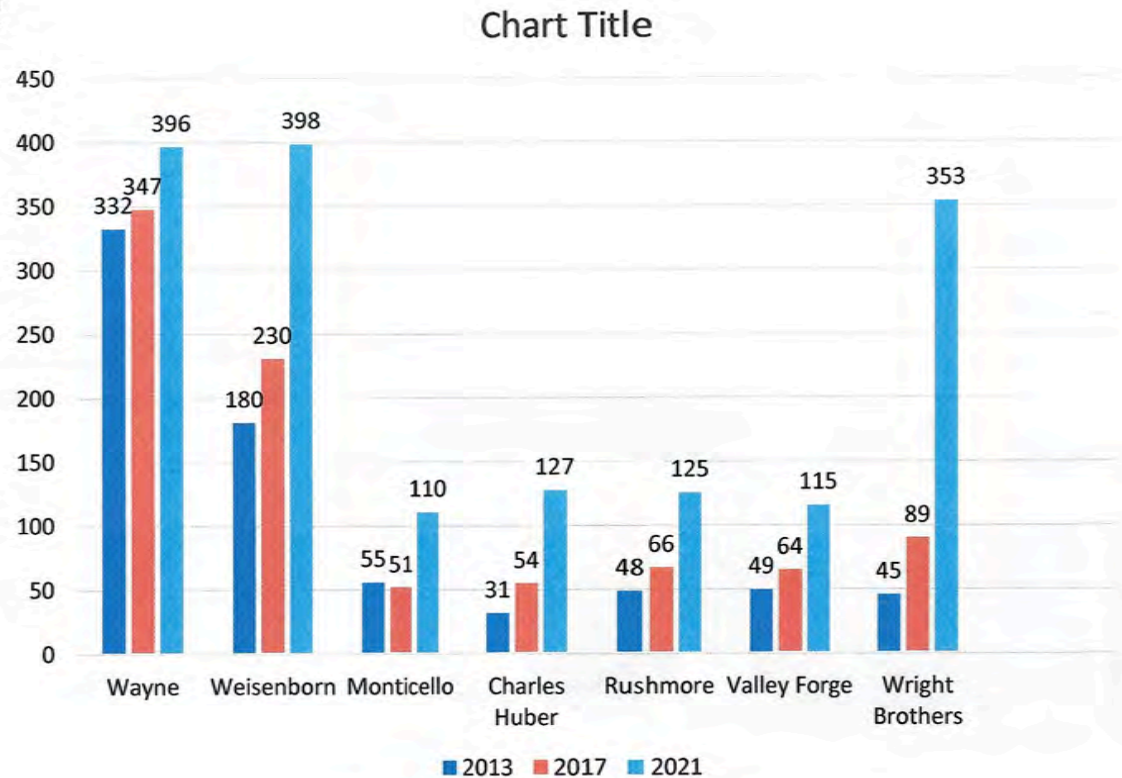
- **2013 – 97.4 per day**
- **2017 – 96.38 per day**
- **2021 – 100 per day**

- **There are approximately 24 officers assigned to patrol each day not accounting for time off etc. (days 7, afternoons 8, midnights 9)**

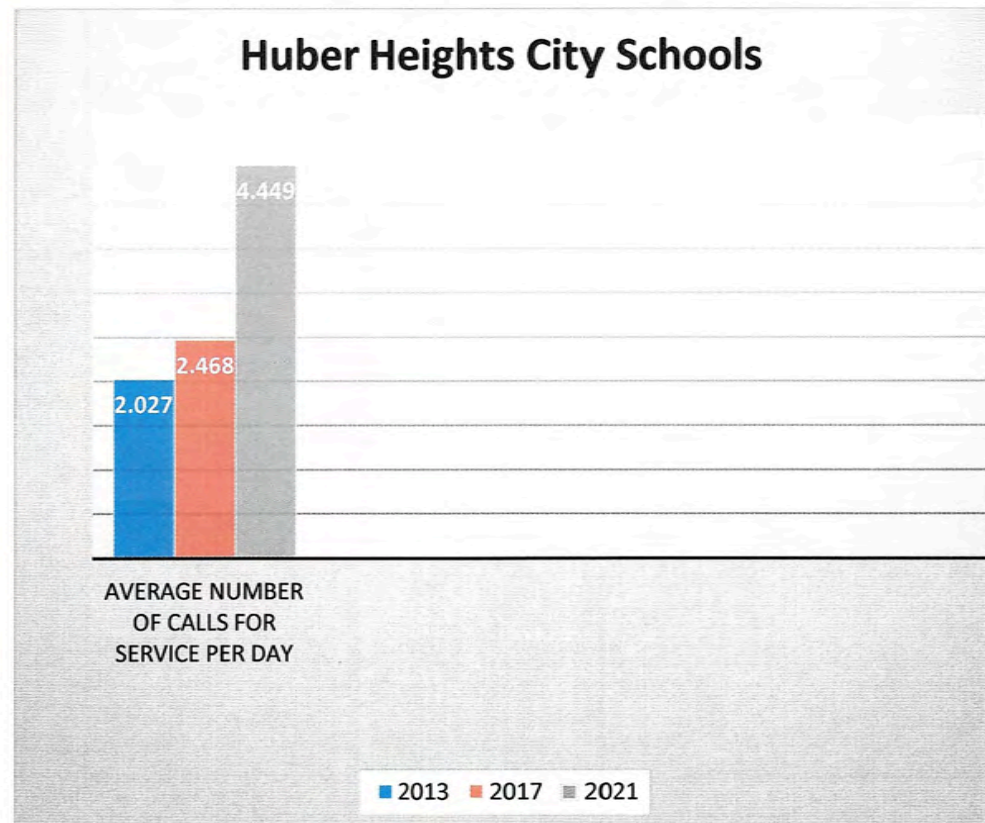
- **2013 – 4.05 calls each day per officer**
- **2017 – 4.01 calls each day per officer**
- **2021 – 4.16 calls each day per officer**

School Resource Officers

- **1 Officer Assigned to Wayne HS**
- **1 Officer Assigned to Weisenborn**



Average
number of
calls per day
to Huber
Heights City
Schools



A large blue graphic element on the left side of the slide, consisting of a main rectangular block with a smaller, slightly offset block behind it, creating a layered effect. The word "Request" is written in white text on the front block.

Request

2023

1 additional School Resource Officer

- Assigned to the five elementary schools
- Serve as an educational resource officer to present topics to classes and assemblies of school students, staff and parents
- Formulate educational crime prevention programs
- Discuss plans and strategies to address specific issues or needs as they arise
- Respond to and investigate calls for service within the school system



Training

Continued Professional Training Requirements

- Continued Professional Training requirements
 - 24 mandatory hours
 - Cultural Humility: Diversity, Inclusion, and Equity (mandatory 4 hrs)
 - Responding to Mental Health (4 hours)
 - Use of Force (4 hours)
 - Legal Updates (4 hours)
 - Officer Personal Wellness (4 hours)
 - Responding to Sexual Assault (4 hours)
 - Domestic Violence (4 hours)
- What happens if an officer does not complete CPT? (OAC 109:2-18-06)

A peace officer or trooper who, in any calendar year, fails to comply with the CPT requirements shall **cease carrying a firearm and shall cease performing the functions of a peace officer or trooper** until such time as evidence of compliance is filed with OPOTA's executive director. This rule does not apply to peace officers or troopers for whom an extension of time has been granted by the executive director.

Additional Internal and External Training

Annual, Biennial, and Triennial Training

- Yearly Firearms Qualifications are required to remain a Peace Officer.
- There are several required annual, biennial, and triennial training requirements for CALEA Accreditation and the Ohio Collaborative Certification. Some of these are also requirements to be able to use certain tools such as taser. (examples; Pursuit Techniques, Emergency Operations, Legal Updates, Dealing with the Mentally Ill, Bias Based Policing, Use of Force, ASP, OC, Pepperball, Taser, Less Lethal, Ethics, Weaponless Control Techniques, and several others.)

Training for Specialized Assignments and Promotions (Just a few Examples)

- RERT (Basic SWAT, Sniper, HNT)
- New Supervisor (STEP)
- Evidence Technician (photography, fingerprint development, death investigations, shooting reconstruction, etc.)
- Range Officer (Armorer Classes plus certifications for each weapon (handgun, carbine, etc.)
- Command Level Classes (PELC)
- Detective (Basic Detective, CVSA, Background Investigations, death investigations, etc.)
- Field Training Officer (FTO school)
- Bike Patrol Officer

Additional Internal and External Training

There is required training to maintain certain certifications. Many of the certifications expire after 3 years and need to be renewed. Some, such as intoxilyzer require yearly recertification. Listed are a few examples.

Intoxilyzer

Firearms/Range
Instructor

Firearms
Armors

Computer Voice
Stress Analyzer

TAC Officer

LEADS

OC Instructor

Pepperball
Instructor

ASP Instructor

- Taser Instructor
- CVSA



REQUEST

2023

1 additional Administrative Assistant

- Administrative support to the training coordinator
- Administrative support to the special event / private security coordinator
- Administrative support to the criminal investigative section
- Assist other division administrative personnel during peak periods of work or for absences

Communication Center Staffing

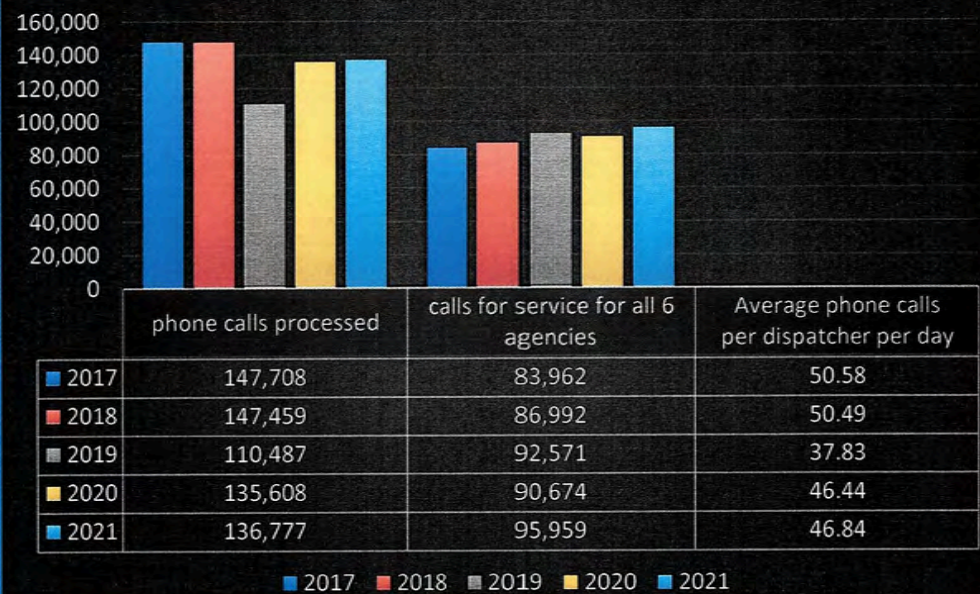
- **Current Staffing:**
 - 14 Communication Officers
 - 1 Supervisor
 - 1 Manager



Communication Center Staffing

(Average of 8 Communications Officers in 24-hour period)

Calls into Communications Center



In Closing

- Over the next couple of years, as we transition into post covid restrictions, I would suggest we continue to look at calls for service demands, crime statistics, and enforcement data. In 2024, we may have more accurate data to address any further staffing requests related to patrol or communications.

AI-8446

Topics of Discussion J.

Council Work Session

Meeting Date: 06/07/2022

Grant Application - Fire Division

Submitted By: Keith Knisley

Department: Fire

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 06/07/2022

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

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

Agenda Item Description or Legislation Title

Grant Application - Fire Division

Purpose and Background

The purpose of this agenda item is to apply for a grant from the State of Ohio and accept monies towards the creation and hiring of a full-time Wellness Coordinator/Fire Division Physician, who may be shared with the Division of Police. Additional funds requested would be utilized to provide a two-year source of funding for the four additional positions proposed in 2023. Grant funds would additionally provide the Fire Division with the resources to enter into an agreement for two years with Kettering Health to develop a proactive behavioral health services and support program for members of the Fire Division. The State of Ohio has made available \$70 million for this program within all of Ohio. The grant funding program will end December 31, 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

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2022-R-

AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION AND TO ACCEPT GRANT FUNDS FROM THE STATE OF OHIO FOR THE AMERICAN RESCUE PLAN ACT (ARPA) FIRST RESPONDER WELLNESS, RECRUITMENT, RETENTION AND RESILIENCY GRANT PROGRAM.

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

WHEREAS, the City of Huber Heights recognizes the importance of maintaining and improving physical and mental health of first responders.

WHEREAS, the City of Huber Heights supports the need for additional funding for Fire Division personnel; and

WHEREAS, the State of Ohio ARPA First Responder Wellness, Recruitment, Retention and Resiliency Grant Program will provide funding until December 31, 2024; and

WHEREAS, the required submittal deadline for submitting a grant application to the State of Ohio is June 17, 2022.

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

Section 1. The City of Huber Heights hereby endorses and supports the submission of an application for the State of Ohio ARPA First Responder Wellness, Recruitment, Retention, and Resiliency Grant Program and authorizes the City Manager to take the necessary actions to implement said grant if approved by the State of Ohio.

Section 2. The City Manager's application to the Ohio ARPA First Responder Wellness, Recruitment, Retention, and Resiliency Grant Program is hereby affirmed and, if awarded, the City Manager is further authorized to enter into an agreement with the State of Ohio to administer the grant to implement the program.

Section 3. Reimbursement made to the Fire Division under this grant will be re-appropriated to the Fire Fund.

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

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

Passed by Council on the ____ day of ____, 2022;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-8441

Topics of Discussion K.

Council Work Session

Meeting Date: 06/07/2022

City Staffing Levels/Table Of Organization

Submitted By: Katie Knisley

Department: Human Resources

Council Committee Review?: None **Date(s) of Committee Review:** 06/07/2022

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

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

Agenda Item Description or Legislation Title

City Staffing Levels/Table Of Organization

* City Staffing Levels/Table Of Organization

Purpose and Background

The Table of Organization software that is used for this document is being updated and was not complete by the time the packet was due; therefore, a departmental version of the organizational chart is included with this packet. This legislation authorizes the personnel staffing levels for all departments/divisions within the City of Huber Heights. Amendments to this legislation include the following:

- Addition of a Planning and Community Development Director
- Deletion of the second Assistant City Manager position

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

Table Of Organization

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2022-R-

ESTABLISHING AND/OR AMENDING 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 and effective December 19, 2021.

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	80
Assistant City Manager/Director of Public Services	1	505-117-2-2-01-F	75
Administrative Assistant III	1	505-209-2-2-01-F	25

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
Battalion Chief	4	102-403-1-1-01-- 04F	PS
Captain	1	102-402-1-1-01--01F	PS
Fire Lieutenant	10	102-404-1-1-01--10-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	40
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
<u>Division of Police</u>			
Police Chief	1	101-406-2-2-01-F	70
Police Lieutenant	3	101-408-1-1-01--03-F	Contract
Police Sergeant	8	101-409-1-1-01--08-F	Contract
Police Officer	42	101-410-1-1-01--42-F	Contract
Administrative Assistant III	1	101-200-1-2-01-F	25

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	25
Communications/Records Manager	1	101-611-2-1-01-F	45
Communications/Records Supervisor	1	101-613-1-1-01-F	35
Communications Officer	14	111-502-1-1-01-14-F	Contract
Chaplain – Police	3	101-601-3-0-01—03-V	V

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	25
Seasonal Laborer	2	310-305-1-2-01-02-S	S

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
<u>Division of Accounting</u>			
Deputy Director of Finance	1	506-602-2-2-01-F	50
Accounting Generalist	2	506-603-2-2-02-F	40
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
<u>Division of Taxation</u>			
Tax Administrator	1	507-104-2-2-01-F	50
Assistant Tax Administrator	2	507-612-2-2-02-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	3	507-212-1-2-01- 03P/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
<u>Division of Engineering</u>			
City Engineer	1	320-106-2-2-01-F	65
Assistant City Engineer	1	320-119-2-2-01-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
<u>Division of Public Works</u>			
Public Works Manager	1	401-108-2-2-01-F	60
Public Works Supervisor	1	401-109-1-1-01-F	50
Public Works Crew Leader	2	401-302-1-1-02-F	Contract
Vehicle & Equipment Mechanic	3	401-300-1-1-03-F	Contract

Maintenance Technician	20	401-301-1-1-20-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

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
Community Engagement Specialist	1	305-615-2-1-01-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	50
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	1	510-514-1-1-01-F	40
Human Resources Assistant	1	510-617-1-2-01-P/H	30

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

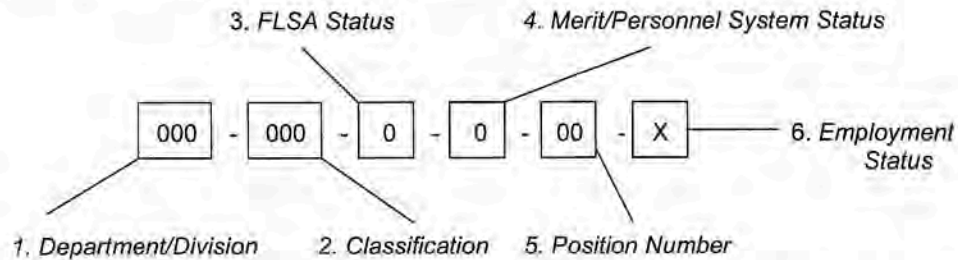
<u>Department of Parks and Recreation Facilities</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Parks Manager	1	216-616-2-2-01-F	45
Senior Center Program Coordinator	1	215-110-2-2-01-P/H	25
Seasonal Laborer – Music Center	125	219-306-1-2-01--125-S	S
Seasonal Laborer	4	216-303-1-2-01--04-S	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. That 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 _____, 2022;
 _____ Years; _____ Nays.

Effective Date:

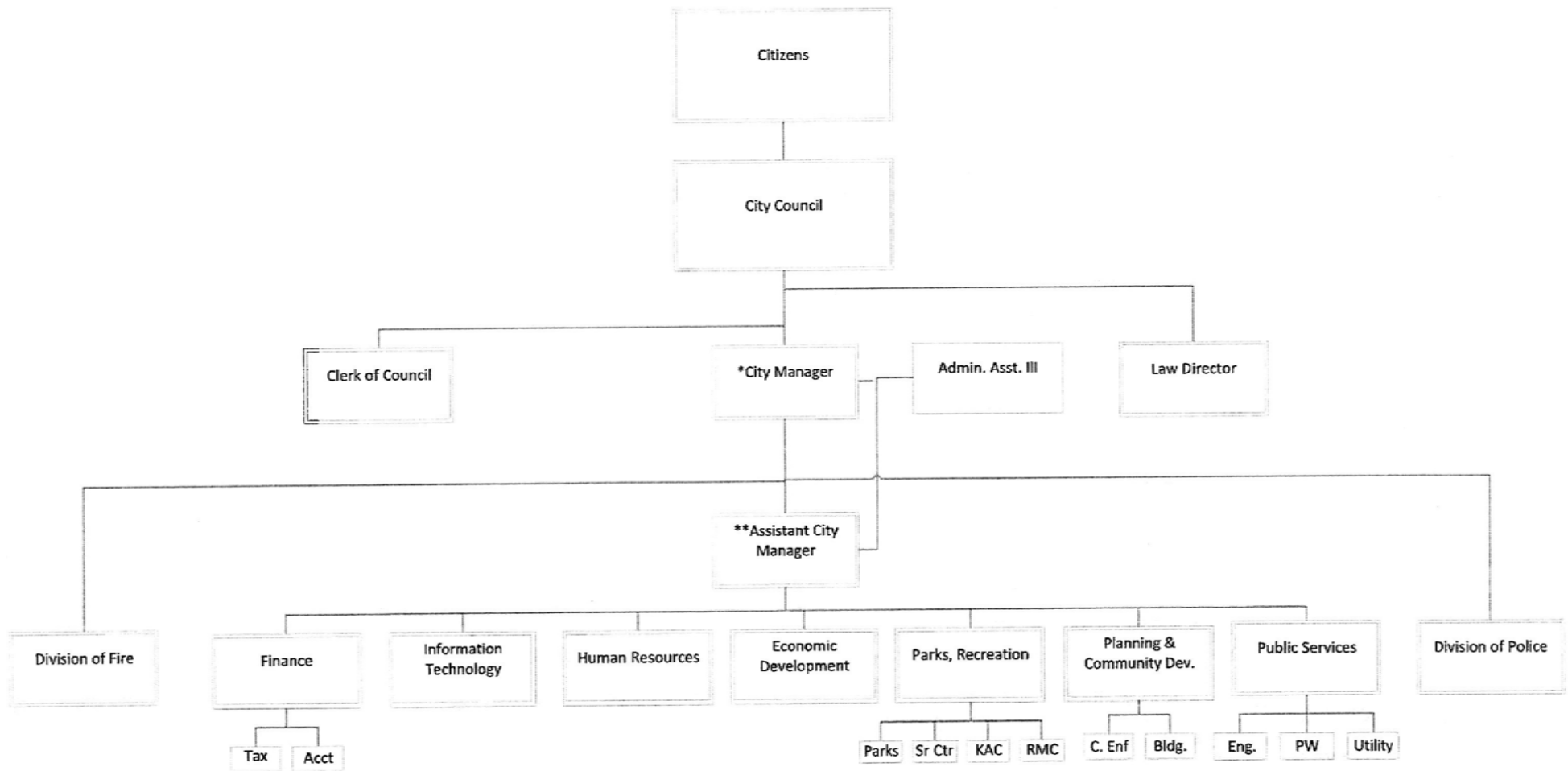
AUTHENTICATION:

 Clerk of Council

 Mayor

 Date

 Date



* Director of Public Safety

** Director of Public Services

AI-8444

Topics of Discussion

Council Work Session

Meeting Date: 06/07/2022

Part One - Administrative Code - Huber Heights Codified Ordinances - Changes

Submitted By: Katie Knisley

Department: Human Resources

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 06/07/2022

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

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

Agenda Item Description or Legislation Title

* Part One - Administrative Code - Huber Heights Codified Ordinances - Changes

Purpose and Background

Chapter 136 of Part One - Administrative Code has been identified as needing to be updated or amended to provide for a more consistent organizational structure for the City. The amendment is to create the Department of Planning and Community Development to be managed by the Planning and Community Development Director and this department shall be responsible for providing technical and practical processes for land use planning to regulate the use, form, design and compatibility of development as well as to review applications to ensure compliance with planning and zoning requirements.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

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

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

Financial Implications:

Attachments

Ordinance

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2022-R-

AMENDING CERTAIN SECTIONS OF PART ONE – ADMINISTRATIVE CODE OF THE HUBER HEIGHTS CODIFIED ORDINANCES.

WHEREAS, the citizens of Huber Heights require City codified ordinances that are current, up to date and reflect the current practices and processes of the City; and

WHEREAS, it has been identified that there are provisions within the Administrative Code that require updating or other changes; and

WHEREAS, the City Council has determined that the revisions in Chapters 136 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. Part One - Administrative Code, Title Five – Administrative, Chapter 136 – Department of Planning is hereby amended as follows:

CHAPTER 136 - DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

136.01 – Creation; organization; administration

- (a) The Department of Planning **and Community Development**, to be managed by the ~~City Planner~~ **Director of Planning and Community Development**, is hereby established as a new department.
- (b) The Department of Planning **and Community Development** shall be responsible for providing technical and practical processes for land use planning to regulate the use, form, design and compatibility of development, **as well as reviewing applications to ensure compliance with planning and zoning requirements.**
- (c) **The Department of Planning and Community Development shall advise the Planning Commission and City Council on land use and special projects.**

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the _____ day of _____, 2022;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-8442

Topics of Discussion L.

Council Work Session

Meeting Date: 06/07/2022

City Salary Ranges/Wage Levels

Submitted By: Katie Knisley

Department: Human Resources

Council Committee Review?: None **Date(s) of Committee Review:** 06/07/2022

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 authorizes the salary ranges and wage levels for all non-bargaining employees of the City of Huber Heights. Amendments to this legislation include one additional position of Planning and Community Development Director and the deletion of one Assistant City Manager leaving one Assistant City Manager/Director of Public Services.

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. 2022-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 as established hereafter shall be effective for the pay period beginning December 19, 2021, through the pay period ending December 17, 2022.

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

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 _____, 2022;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-8448

Topics of Discussion M.

Council Work Session

Meeting Date: 06/07/2022

Public Works Facility

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 06/07/2022

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

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

Agenda Item Description or Legislation Title

Public Works Facility

Purpose and Background

This agenda item is to discuss a new Public Works Facility at the request of three Councilmembers.

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.

New Public Works Facility Location

