

# Notice of Meeting

## CITY COUNCIL WORK SESSION

Tuesday, June 21, 2022

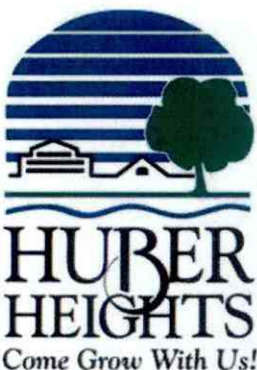
*at or about 6:00 p.m. at City Hall –  
Council Chambers – 6131 Taylorsville Road*

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

- City Manager Report/Water Infrastructure Update
- Increase Not To Exceed Amount – Diesel Fuel/Gasoline Vendors
- Supplemental Appropriations
- Water Main Replacement Program – Award Contract
- Resolution To Appropriate Property – Well Field
- Thomas Cloud Park Expansion Agreement
- Carriage Trails – Special Assessments – Sections 2-5/7-5
- City Code – Supplement 10 – Adopting Ordinance
- Public Works Facility
- City Manager Search Process

**Please Note:**

The meeting will be viewable by the public on live stream available at [www.hhoh.org](http://www.hhoh.org)



Distributed – June 16, 2022

**For more information, visit [www.hhoh.org](http://www.hhoh.org)**

# Notice of Meeting

## CITY COUNCIL WORK SESSION

**Tuesday, June 21, 2022**

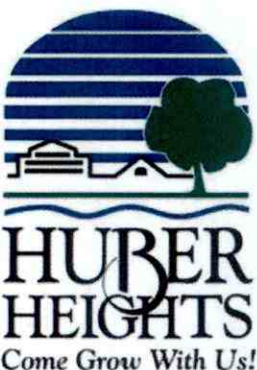
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- City Manager Search Process

#### **Please Note:**

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Distributed – June 17, 2022 - Revised

**For more information, visit [www.hhoh.org](http://www.hhoh.org)**





**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**City Council Work Session**

June 21, 2022

6:00 P.M.

City Hall – Council Chambers – 6131 Taylorsville Road

1. **Call Meeting To Order/Roll Call**
2. **Approval of Minutes**
  - A. June 7, 2022
3. **Work Session Topics Of Discussion**
  - A. City Manager Report/Water Infrastructure Update
  - B. Increase Not To Exceed Amount - Diesel Fuel/Gasoline Vendors
  - C. Supplemental Appropriations
  - D. Water Main Replacement Program - Award Contract
  - E. Energy Aggregation
  - F. Resolution To Appropriate Property - Well Field

G. Thomas Cloud Park Expansion Agreement

H. Carriage Trails – Special Assessments – Sections 2-5/7-5

\* Resolution Of Necessity

\* Ordinance To Proceed

I. City Code - Supplement 10 - Adopting Ordinance

J. Public Works Facility

K. City Manager Search Process

4. **Adjournment**

**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**Council Work Session Meeting Minutes**

**Name of Body:** Council Work Session

**Date:** June 21, 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  
Richard Shaw, Councilmember  
Don Webb, Councilmember  
Jeff Gore, Mayor

**Guests Present:**

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

**Topics of Discussion:**

- City Manager Report/Water Infrastructure Update
- Increase Not To Exceed Amount – Diesel Fuel/Gasoline Vendors
- Supplemental Appropriations
- Water Main Replacement Program – Award Contract

- Energy Aggregation
- Resolution To Appropriate – Well Field
- Thomas Cloud Park Expansion Agreement
- Carriage Trails – Special Assessments – Sections 2-5/7-5
- City Code – Supplement 10 – Adopting Ordinance
- Public Works Facility
- City Manager Search Process

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

Mayor Jeff Gore 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:

- June 7, 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 the Water Main Replacement Program is on the agenda for discussion at this meeting. He said the East Water Main Extension Project is underway and out to bid. He said the planned



expansion of the City's well field is underway and is on the agenda for discussion at this meeting. He said Burgess & Niple reports that the water reliability study is on track and a final report will be completed by August 31, 2022. He said the new playground equipment at Community Park has been installed and the City is working to get the surface poured and complete this project. He said Culture Week is taking place this week sponsored by the Culture and Diversity Citizen Action Commission and he reviewed the planned activities for the week. Bryan Chodkowski said the Star Spangled Heights activities will take place on Saturday, July 2, 2022 and he reviewed the planned activities for the day. He said he will be on vacation next week and Human Resources Director Katie Knisley will be the Acting City Manager in his absence.

#### Increase Not To Exceed Amount – Diesel Fuel/Gasoline Vendors

Jim Bell distributed information and proposed legislation to amend Resolution No. 2021-R-7065 to authorize an increase in the not to exceed amounts for diesel fuel and gasoline (see attached). He said Resolution No. 2021-R-7065 was approved by City Council on November 22, 201 and that legislation included the approved not to exceed amounts for purchasing diesel fuel and gasoline. He said the cost of these fuels for all City vehicles has increased significantly. He said Department/Division Heads submitted revised estimates as to the increases needed in department/division budgets to purchase fuel for the remainder of 2022. He said those increases are included in the supplemental appropriations legislation. In addition to increasing the City budget, he said City Staff are requesting that City Council approve an increase to the not to exceed amounts for diesel fuel to \$350,000 and an increase in the not to exceed amounts for gasoline to \$450,000.

After discussion, the City Council agreed to recommend approval of the proposed legislation to amend Resolution No. 2021-R-7065 to authorize an increase in the not to exceed amounts for diesel fuel and gasoline and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 27, 2022 City Council Meeting.



### Supplemental Appropriations

Jim Bell distributed information and proposed legislation to approve the 2022 supplemental appropriations (see attached). He said there was also one additional revision to the legislation needed after the meeting packet was distributed. He said these supplemental appropriations are for the various purposes listed:

- \$17,800 additional needed for current CAD/RMS current vendor until new vendor takes over.
- \$163,000 for fuel for Police, Fire and Public Works vehicles.
- \$24,022.58 for refund of Fire Insurance deposit (matched by recent deposit received).
- \$22,500 for CodeRed services.

After discussion, the City Council agreed to recommend approval of the proposed and revised legislation to approve the 2022 supplemental appropriations and requested that the proposed and revised legislation be prepared and placed on the agenda at the June 27, 2022 City Council Meeting at the first reading as non-emergency legislation with the waiving of the second reading and adoption of the legislation at the June 27, 2022 City Council Meeting.

### Water Main Replacement Program – Award Contract

Russ Bergman distributed information and proposed legislation to award a contract for the 2022 Water Main Replacement Program (see attached). He said this legislation will authorize the City Manager to enter into a contract with M&T Excavating as the lowest and best bidder for Phases 1, 2, and 3 of the 2022 Water Main Replacement Program. He said the Water Fund will be utilized to construct these phases at a cost not to exceed \$1,850,000. He said seven bids were received for the 2022 Water Main Replacement Program which includes 5 Phases of construction work. He said Phase 1 consists of replacing water main, fire hydrants and appurtenances on Hubbard Drive from Morley Lane to Hemingway Road and on Alter Road from Hubbard Drive to Menlo Way. He said the lowest bidder for this phase was M&T Excavating at a cost of \$633,928. He said Phase 2 consists of replacing water main, fire hydrants and appurtenances on Holbrook Drive from Harshmanville Road to Helwig Drive and on Helwig Drive from Holbrook Drive to Alter Road. He said



the lowest bidder for this phase was M & T Excavating at a cost of \$561,069. He said Phase 3 consists of replacing water main, fire hydrants and appurtenances on Hubbard Drive from Handel Court to the cul-de-sac and on Hinckley Court from Hubbard Drive south of Handel Court to 800 feet east. He said the lowest bidder for this phase was also M&T Excavating at a cost of \$535,237. He said Phases 4 and 5 consist of replacing water main, fire hydrants and appurtenances on Cruixten Drive from Chesham Drive to Tilbury Road and on Tomberg Street from Powell Road to Fishburg Road. Because of the higher cost, he said City Staff is recommending that the reconstruction of these two phases be deferred to next year when more funding will be available.

After discussion, the City Council agreed to recommend approval of the proposed legislation to award a contract for the 2022 Water Main Replacement Program and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 27, 2022 City Council Meeting.

#### Energy Aggregation

Russ Bergman distributed information regarding (see attached). He said Rich Surace from Energy Alliances was present to speak on the City's energy aggregation program.

Rich Surace from Energy Alliances reviewed the recent history of the City's energy aggregation program and outlined the options available to the City for utilizing the program to address rising electricity costs for residents.

After lengthy discussion, the City Council agreed to recommend approval of placing a discussion item regarding energy aggregation on the agenda at the June 27, 2022 City Council Meeting to determine the best course of action for moving forward with the City's energy aggregation program.

#### Resolution To Appropriate – Well Field

Russ Bergman distributed information and proposed legislation to set forth the intention to appropriate certain land adjacent to the City's well field for public purposes (see attached). He said this resolution is for the



intention to appropriate two properties on Rip Rap Road for providing water supply for the City and its inhabitants with the construction of wells, pumps, and water works. He said a map is included to show the location and size of the two properties.

After discussion, the City Council agreed to recommend approval of the proposed legislation to set forth the intention to appropriate certain land adjacent to the City's well field for public purposes and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 27, 2022 City Council Meeting.

#### Thomas Cloud Park Expansion Agreement

Bryan Chodkowski distributed information and proposed legislation to enter into an agreement to expand Thomas Cloud Park by nine acres (see attached). He said in an effort to advance the interests of the City of Huber Heights as it relates to a proposed development of single-family homes on property immediately adjacent to Thomas Cloud Park, but outside the City limits; this legislation would authorize the acquisition of a nine-acre portion of the property in question. He said this property acquisition is for the purpose of expanding Thomas Cloud Park to increase the area available for recreational activities.

After discussion, the City Council agreed to recommend approval of the proposed legislation to enter into an agreement to expand Thomas Cloud Park by nine acres and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 27, 2022 City Council Meeting.

#### Carriage Trails – Special Assessments – Sections 2-5/7-5

Bryan Chodkowski distributed information and proposed legislation to adopt a Resolution Of Necessity for special assessments for Sections 2-5 and 7-5 of the Carriage Trails Subdivision (see attached). He said DEC Land Company has requested approval of special assessments to provide funding for a portion of the costs of constructing the public streets within Sections 2-5 and 7-5 of the Carriage Trails development. He said DEC has requested funding through special assessments in the amount of

\$1,016,000, which is \$8,000 per lot for the 127 lots proposed for construction. He said DEC has asked the City to assess each of the 127 newly created lots \$650 per lot per year for 25 years. He said the City would need to pass a Resolution Of Necessity and an Ordinance To Proceed with the improvement and this item is the Resolution Of Necessity.

After discussion, the City Council agreed to recommend approval of the proposed legislation to adopt a Resolution Of Necessity for special assessments for Sections 2-5 and 7-5 of the Carriage Trails Subdivision and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 27, 2022 City Council Meeting.

Bryan Chodkowski distributed information and proposed legislation to adopt an Ordinance To Proceed for special assessments for Sections 2-5 and 7-5 of the Carriage Trails Subdivision (see attached). He said DEC Land Company has requested approval of special assessments to provide funding for a portion of the costs of constructing the public Streets within Sections 2-5 and 7-5 of the Carriage Trails development. He said DEC has requested funding through special assessments in the amount of \$1,016,000, which is \$8,000 per lot for the 127 lots proposed for construction. He said DEC has asked the City to assess each of the 127 newly created lots \$650 per lot per year for 25 years. He said the City would need to pass a Resolution Of Necessity and an Ordinance To Proceed with the improvement and this item is the Ordinance To Proceed.

After discussion, the City Council agreed to recommend approval of the proposed legislation to adopt an Ordinance To Proceed for special assessments for Sections 2-5 and 7-5 of the Carriage Trails Subdivision and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with a second reading and adoption of the legislation at the July 11, 2022 City Council Meeting.



### City Code – Supplement 10 – Adopting Ordinance

Anthony Rodgers distributed information and proposed legislation to adopt Supplement 10 of the City Code (see attached). He said this ordinance is to adopt Supplement 10 to the City Code for the period of January 1, 2022 to March 31, 2022. He said appropriate legal notice of this ordinance has been advertised as required by the Huber Heights City Charter.

After discussion, the City Council agreed to recommend approval of the proposed legislation to adopt Supplement 10 of the City Code and requested that the proposed legislation be placed on the agenda at the June 27, 2022 City Council Meeting for a first reading as non-emergency legislation with adoption of the legislation at the June 27, 2022 City Council Meeting.

### Public Works Facility

Bryan Chodkowski distributed information about a proposed new Public Works Division facility (see attached). He said the City is considering a site on Center Point 70 Boulevard for the City's proposed new Public Works facility.

There was a discussion by the City Council about the site and process for prioritizing the planning and construction of a proposed new Public Works Division facility.

### City Manager Search Process

Jeff Gore distributed information regarding the City Manager search process (see attached). He also distributed Richard Dzik's application for the City Manager position (see attached).

There was a lengthy discussion by the City Council about the City Manager search process, the applicants for the City Manager position, and Richard Dzik's application for the City Manager position.

Executive Session – To Consider The Appointment And Compensation  
Of A Public Employee

Nancy Byrge made a motion to go into Executive Session to consider the appointment and compensation of a public employee at 7:49 P.M. Kathleen Baker seconded the motion. On a call of the vote, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mr. Lyons, Mrs. Kitchen, and Mr. Webb voted yea; Mr. Shaw voted nay. The motion passed 7-1. The Council Work Session went into Executive Session at 8:14 P.M.

The Council Work Session adjourned from Executive Session at 9:37 P.M.

Following the Executive Session, Mayor Jeff Gore stated that the City Council agreed to recommend approval of placing a resolution for a first reading to appoint Richard Dzik as City Manager and requested that the proposed item be placed on the agenda at the June 27, 2022 City Council Meeting:

Other Business

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

4. **Adjournment**

Mayor Jeff Gore adjourned the Council Work Session at 8:14 P.M.

AI-8473

Topics of Discussion B.

**Council Work Session**

**Meeting Date:** 06/21/2022

Increase Not To Exceed Amount - Diesel Fuel/Gasoline Vendors

**Submitted By:** Jim Bell

**Department:** Finance

**Division:** Accounting

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

**Date(s) of Committee Review:** 06/21/2022

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Increase Not To Exceed Amount - Diesel Fuel/Gasoline Vendors

**Purpose and Background**

Resolution No. 2021-R-7065 was approved by City Council on November 22, 201. That legislation included the approved not to exceed amounts for purchasing diesel fuel and gasoline. The cost of these fuels for all City vehicles has increased significantly. Department/Division Heads submitted to the Director of Finance revised estimates as to the increases needed in department/division budgets to purchase fuel for the remainder of 2022. Those increases are included in the supplemental appropriations legislation. In addition to increasing the City budget, City Staff are requesting that City Council approve an increase to the not to exceed amounts for diesel fuel to \$350,000 and an increase in the not to exceed amounts for gasoline to \$450,000.

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**Fiscal Impact**

**Source of Funds:** Various Funds

**Cost:** \$163,000

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

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

**Financial Implications:**

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**Attachments**

Resolution

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2022-R-

AMENDING RESOLUTION NO. 2021-R-7065 TO AUTHORIZE AN INCREASE IN THE NOT TO EXCEED AMOUNTS FOR DIESEL FUEL AND GASOLINE.

WHEREAS, Resolution No. 2021-R-7065 passed by Council on November 22, 2021 previously authorized a not to exceed purchase amount for diesel fuel of \$200,000.00 and a not to exceed purchase amount for gasoline of \$300,000.00; and

WHEREAS, the cost of diesel fuel and gasoline has increased far above expectations in 2022.

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

Section 1. Resolution No. 2021-R-7065 passed by Council on November 22, 2021 is hereby amended in Section 1 to increase the previously authorized not to exceed amount of \$200,000.00 for diesel fuel and \$300,000.00 for gasoline to a new total not to exceed amount of \$350,000.00 for diesel fuel and \$450,000.00 for gasoline.

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-8469

Topics of Discussion C.

**Council Work Session**

**Meeting Date:** 06/21/2022

Supplemental Appropriations

**Submitted By:** Jim Bell

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

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

**Date(s) of Committee Review:** 06/21/2022

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

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

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**Agenda Item Description or Legislation Title**

Supplemental Appropriations

**Purpose and Background**

The supplemental appropriations are for the following purposes:

- \$17,800 additional needed for current CAD/RMS current vendor until new vendor takes over.
- \$163,000 for fuel for Police, Fire and Public Works vehicles.
- \$24,022.58 for refund of Fire Insurance deposit (matched by recent deposit received).

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**Fiscal Impact**

**Source of Funds:** Various Funds

**Cost:** \$180,800

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

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

**Financial Implications:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2022-O-

AMENDING ORDINANCE NO. 2021-O-2511 BY MAKING SUPPLEMENTAL  
APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR  
THE PERIOD BEGINNING JANUARY 1, 2022, AND ENDING DECEMBER 31, 2022.

WHEREAS, supplemental appropriations for expenses of the City of Huber Heights must be  
made for appropriations of funds for various 2022 operating and project funding.

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

Section 1. Ordinance No. 2021-O-2511 is hereby amended as shown in Exhibit A of this  
Ordinance.

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



## EXHIBIT A

AMENDING ORDINANCE NO. 2021-O-2511 BY MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2022, AND ENDING DECEMBER 31, 2022.

- 1) Section 1 of Ordinance No. 2021-O-2511 is hereby amended to reflect an increase in the appropriations of the 101 General Fund, as follows:
  - a. Subsection a) Dispatch, Operations and Capital of \$17,800.00
- 2) Section 5 of Ordinance No. 2021-O-2511 is hereby amended to reflect an increase in the appropriations of the 209 Police Fund, as follows:
  - a. Subsection a) Police, Operations and Capital of \$63,000.00
- 3) Section 6 of Ordinance No. 2021-O-2511 is hereby amended to reflect an increase in the appropriations of the 210 Fire Fund, as follows:
  - a. Subsection a) Fire, Operations and Capital of \$55,000.00.
- 4) Section 15 of Ordinance No. 2021-O-2511 is hereby amended to reflect an increase in the appropriations of the 226 Local Street Operating Fund, as follows:
  - a. Subsection a) Streets, Operations and Capital of \$45,000.00.
- 5) Section 47 of Ordinance No. 2021-O-2511 is hereby amended to reflect an increase in the appropriations of the 723 Fire Insurance Fund, as follows:
  - a. Subsection a) Capital, Operations and Capital of \$24,022.58.

General Fund	\$17,800.00
Police Fund	\$63,000.00
Fire Fund	\$55,000.00
Local Street Operating Fund	\$45,000.00
Fire Insurance Fund	\$24,022.58

AI-8476

Topics of Discussion D.

**Council Work Session**

**Meeting Date:** 06/21/2022

Water Main Replacement Program - Award Contract

**Submitted By:** Hanane Eisentraut

**Department:** Engineering

**Division:**

Engineering

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

**Date(s) of Committee Review:** 06/21/2022

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

Water Main Replacement Program - Award Contract

**Purpose and Background**

This legislation will authorize the City Manager to enter into a contract with M & T Excavating as the lowest and best bidder for Phases 1, 2, and 3 of the 2022 Water Main Replacement Program. The Water Fund will be utilized to construct these phases at a cost not to exceed \$1,850,000.

Seven bids were received for the 2022 Water Main Replacement Program which includes 5 Phases of construction work.

Phase 1 consists of replacing water main, fire hydrants and appurtenances on Hubbard Drive from Morley to Hemingway and on Alter Road from Hubbard to Menlo. The lowest bidder for this phase was M & T Excavating at a cost of \$633,928.

Phase 2 consists of replacing water main, fire hydrants and appurtenances on Holbrook Drive from Harshmanville to Helwig and on Helwig Drive from Holbrook to Alter. The lowest bidder for this phase was M & T Excavating at a cost of \$561,069.

Phase 3 consists of replacing water main, fire hydrants and appurtenances on Hubbard Drive from Handel Court to cul-de-sac and on Hinckley Court from Hubbard south of Handel to 800 feet east. The lowest bidder for this phase was also M & T Excavating at a cost of \$535,237.

Phase 4 and 5 consists of replacing water main, fire hydrants and appurtenances on Cruxten Drive from Chesham to Tilbury and on Tomberg Street from Powell Road to Fishburg. Because of the higher cost, City Staff is recommending that the reconstruction of these two phases be deferred to next year when more funding will be available.

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**Fiscal Impact**

**Source of Funds:** Water Fund

**Cost:** \$1,850,000

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

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

**Financial Implications:**

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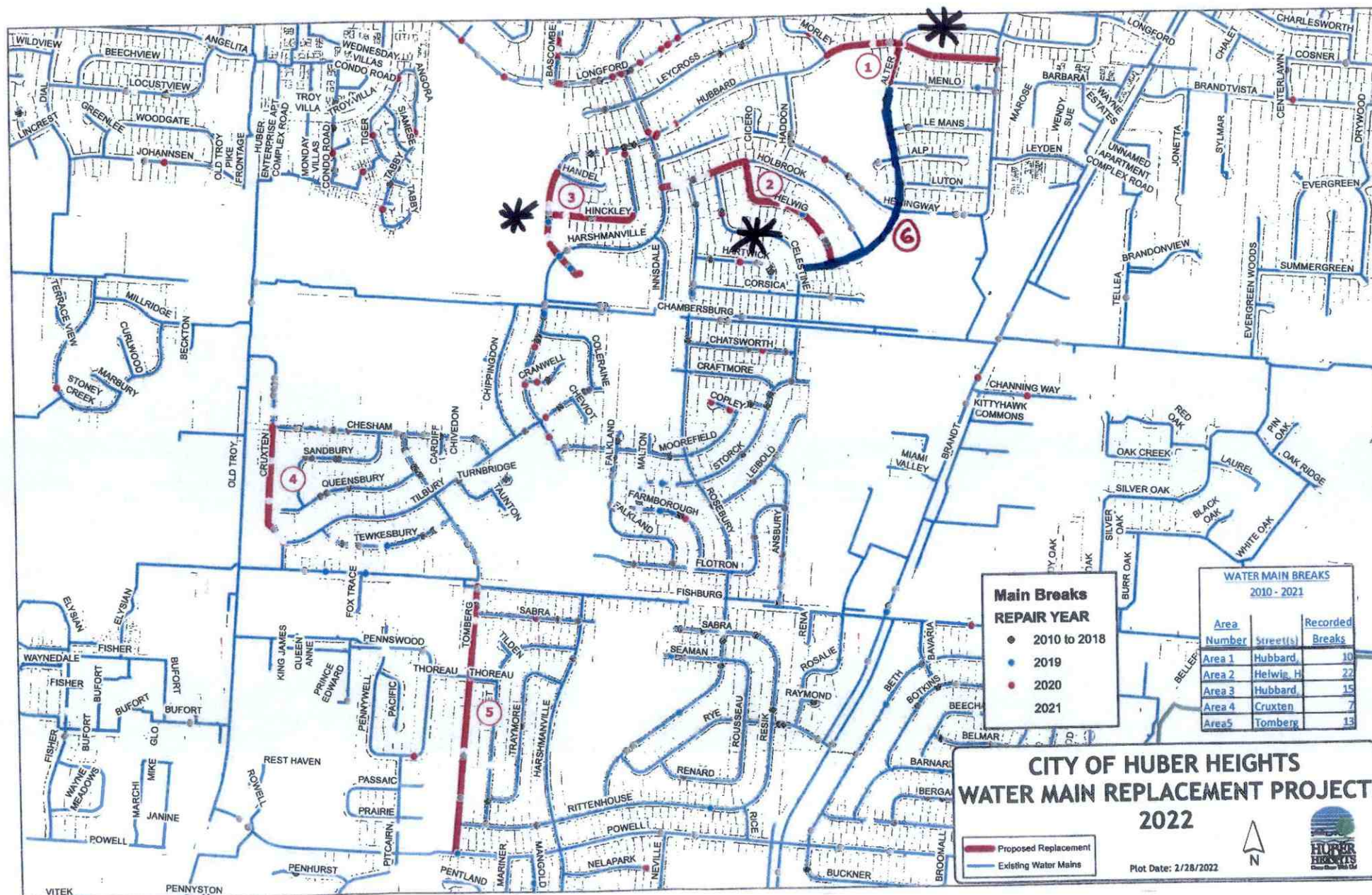
**Attachments**

Project Map

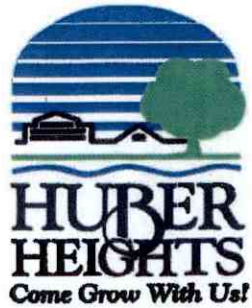
Bid Results











**CITY OF HUBER HEIGHTS  
2022 WATER MAIN REPLACEMENT PROGRAM  
BID RESULT  
BID DATE: MAY 27, 2022**

CONTRACTOR'S NAME	SECTION A PHASE 1	SECTION A PHASE 2	SECTION A PHASE 3	SECTION B PHASE 4	SECTION B PHASE 5
C. G. Construction	\$672,600.00 180 Calendar Days Bid Bond - Yes	\$614,000.00 165 Calendar Days Bid Bond - Yes	\$595,600.00 150 Calendar Days Bid Bond - Yes	\$371,000.00 120 Calendar Days Bid Bond - Yes	\$758,882.00 210 Calendar Days Bid Bond - Yes
L. J .Deweese	\$748,273.00 150 Calendar Days Bid Bond - Yes	\$765,441.00 180 Calendar Days Bid Bond - Yes	NO BID	NO BID	NO BID
Associated Excavating	\$714,386.00 150 Calendar Days Bid Bond - Yes	\$658,754.50 150 Calendar Days Bid Bond - Yes	\$602,884.00 120 Calendar Days Bid Bond - Yes	\$385,032.00 120 Calendar Days Bid Bond - Yes	\$816,877.50 150 Calendar Days Bid Bond - Yes
Kinnison Excavating	NO BID	\$691,505.00 425 Calendar Days Bid Bond - Yes	NO BID	\$403,645.00 425 Calendar Days Bid Bond - Yes	NO BID
Outdoor	\$650,664.00 70 Calendar Days Bid Bond - Yes	\$604,777.00 70 Calendar Days Bid Bond - Yes	\$557,570.00 60 Calendar Days Bid Bond - Yes	\$366,875.00 50 Calendar Days Bid Bond - Yes	\$700,956.00 70 Calendar Days Bid Bond - Yes
Performance Site Development	\$651,386.20 365 Calendar Days Bid Bond - Yes	\$598,169.00 365 Calendar Days Bid Bond - Yes	NO BID	NO BID	NO BID
M&T Excavating	\$633,928.00 365 Calendar Days Bid Bond - Yes	\$561,069.00 365 Calendar Days Bid Bond - Yes	\$535,237.00 365 Calendar Days Bid Bond - Yes	\$343,698.00 365 Calendar Days Bid Bond - Yes	\$688,999.00 365 Calendar Days Bid Bond - Yes

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION 2022-R-

INCREASING THE NOT TO EXCEED AMOUNT AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE 2022 WATER MAIN REPLACEMENT PROJECT.

WHEREAS, City Council under Resolution No. 2022-R-7120, dated April 25, 2022, has previously authorized the securing of bids for the 2022 Water Main Replacement program; and

WHEREAS, construction bids were received on May 27, 2022; and

WHEREAS, there are adequate funds available to cover the cost of this work.

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

Section 1. The City Manager is hereby authorized to enter into a contract for Section A, Phase 1: Hubbard Drive from Morley Lane to Hemingway Road and Alter Road from Hubbard Drive to Menlo Lane with M&T Excavating, LLC as the lowest and best bidder at a cost not to exceed \$673,850.00 on the terms and conditions as substantially set forth in the specifications of the contract.

Section 2. The City Manager is hereby authorized to enter into a contract for Section A, Phase 2: Holbrook Drive from Harshmanville Road to Helwig Drive and Helwig Drive from Holbrook Drive to Alter Road with M&T Excavating, LLC as the lowest and best bidder at a cost not to exceed \$600,990.00 on the terms and conditions as substantially set forth in the specifications of the contract.

Section 3. The City Manager is hereby authorized to enter into a contract for Section A, Phase 3: Hubbard Drive from Handel Court to cul-de-sac and Hinckley Court from Hubbard Drive south of Handel Court to 800 feet east with M&T Excavating, LLC as the lowest and best bidder at a cost not to exceed \$575,160.00 on the terms and conditions as substantially set forth in the specifications of the contract.

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-8480

Topics of Discussion E.

**Council Work Session**

**Meeting Date:** 06/21/2022

Energy Aggregation

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 06/21/2022

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

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

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**Agenda Item Description or Legislation Title**

Energy Aggregation

**Purpose and Background**

This agenda item is to discuss the City's energy aggregation program.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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**Attachments**

*No file(s) attached.*

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AI-8477

Topics of Discussion F.

**Council Work Session**

**Meeting Date:** 06/21/2022

Resolution To Appropriate Property - Well Field

**Submitted By:** Stephanie Wunderlich

**Department:** Engineering

**Division:**

Engineering

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

**Date(s) of Committee Review:** 06/21/2022

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

---

**Agenda Item Description or Legislation Title**

Resolution To Appropriate Property - Well Field

**Purpose and Background**

This Resolution is for the intention to appropriate two properties on Rip Rap Road for providing water supply for the City and its inhabitants with the construction of wells, pumps, and water works. A map is included to show the location and size of the two properties. A description of the properties (Exhibit A and Exhibit B), as stated in the Resolution, are not included at this time, but will be included with the final Resolution presented at the City Council Meeting.

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**Fiscal Impact**

**Source of Funds:**

N/A

**Cost:**

N/A

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

N/A

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

**Financial Implications:**

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**Attachments**

Map

Resolution

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## ft



CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2022-R-

SETTING FORTH THE INTENTION TO APPROPRIATE CERTAIN LAND ADJACENT TO THE CITY WELL FIELD FOR PUBLIC PURPOSES.

WHEREAS, the orderly and balanced development of the City of Huber Heights is necessary for the health, safety and general welfare of the citizens; and

WHEREAS, there is a need for acquisition of certain property for providing a water supply for itself and its inhabitants by the construction of wells, pumps, and water works, and for the protection thereof; and

WHEREAS, the City has attempted to negotiate the purchase of the property but has not been able to reach an agreement with the property owner; and

WHEREAS, the City deems it necessary to acquire the following properties for purposes of providing a water supply for itself and its inhabitants by the construction of wells, pumps, and water works, and for the protection thereof:

44.2441 acres in fee of the property titled in the name of Carson Schwab and Hollie Alexandria Endsleigh located on the land off of Rip Rap Road being Montgomery County Parcel # P70 04009 0022 and # P70 04009 0023 more particularly described in Exhibit A, which is attached hereto and incorporated into this Resolution by reference.

62.068 acres in fee of the property titled in the name of John Harvey Schwab, Jr. located on the land off of Rip Rap Road being Montgomery County Parcel # P70 04009 0091 more particularly described in Exhibit B, which is attached hereto and incorporated into this Resolution by reference; and

WHEREAS, the Ohio Revised Code Section 719.01 provides that any municipal corporation may appropriate, enter upon, and hold real estate within its corporate limit for the purpose of providing a water supply for itself and its inhabitants by the construction of wells, pumps, cisterns, aqueducts, water pipes, dams, reservoirs, reservoir sites, and water works, and for the protection thereof; and to provide for a supply of water for itself and its inhabitants; and

WHEREAS, a Notice of Intent to Appropriate and Good Faith Offer were provided to the property owners by certified mail or personal services as required by the Ohio Revised Code; and

WHEREAS, Ohio Revised Code Section 719.04 prescribes that the legislative authority of a municipal corporation, whenever it is deemed necessary to appropriate property, must pass a resolution declaring such intent, defining the purpose of the appropriation, and setting forth the pertinent description of the land and the estate of interest therein described to be appropriated.

NOW, THEREFORE, be it resolved by the City Council of the City of Huber Heights that:

Section 1. It is the intent of the City of Huber Heights to appropriate a fee interest in and to the land as described in Exhibit A, the record title owner of all of such property being Carson Schwab and Hollie Alexandria Endsleigh.

Section 2. It is the intent of the City of Huber Heights to appropriate a fee interest in and to the land as described in Exhibit B, the record title owner of all of such property being John Harvey Schwab, Jr.

Section 3. The purpose of the acquisitions is to acquire the land necessary for purpose of providing a water supply for itself and its inhabitants by the construction of wells, pumps, and water works, and for the protection thereof.

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 at the earliest time provided by law.

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

Effective Date:

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

AI-8436

Topics of Discussion G.

**Council Work Session**

**Meeting Date:** 06/21/2022

Thomas Cloud Park Expansion Agreement

**Submitted By:** Bryan Chodkowski

**Department:** City Manager

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 06/21/2022

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

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

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**Agenda Item Description or Legislation Title**

Thomas Cloud Park Expansion Agreement

**Purpose and Background**

In an effort to advance the interests of the City of Huber Heights as it relates to a proposed development of single-family homes on property immediately adjacent to the City's Thomas Cloud Park, but outside the City limits; this legislation would authorize the City Manager to begin acquiring a nine acre portion of the property in question. This property acquisition is for the purpose of expanding Thomas Cloud Park to increase the area available for recreational activities.

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**Fiscal Impact**

**Source of Funds:** General Fund

**Cost:** \$15,000

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

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

**Financial Implications:**

---

**Attachments**

Resolution

Exhibit A

Exhibit B

Exhibit C

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2022-O-

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO EXPAND  
THOMAS CLOUD PARK BY NINE ACRES.

WHEREAS, Oakes Tree Development (the "Developer") has proposed to construct single-family homes (the "Project") on property with the Montgomery County Parcel Number I39 00802 0033 (the "Parcel") for which a proposed site plan for the Project is attached hereto as Exhibit A; and

WHEREAS, the Parcel is located within the City of Riverside, Ohio ("Riverside"); and

WHEREAS, approximately nine (9) acres (the "Acres") of the Parcel can only be accessed via the City of Huber Heights ("Huber Heights") roadway infrastructure on Harshmanville Road, a map of which is attached hereto as Exhibit B; and

WHEREAS, the Developer, Riverside, and Huber Heights wish for the Project to proceed but acknowledge that developing the Acres presents certain practical challenges with respect to providing basic governmental services; and

WHEREAS, Huber Heights has previously expressed an interest in purchasing the Parcel for the purposes of expanding Thomas Cloud Park.

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 sign the attached agreement, attached hereto as Exhibit C, or an agreement substantially similar, as approved by the Law Director.

Section 2. The City Manager is further directed and authorized to apply for those qualifying grant opportunities necessary to support and advance the acquisition of the aforescribed Acres.

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







## Exhibit B

1 inch = 188 feet

Date: 5/2/2022





## EXHIBIT C

### PURCHASE AGREEMENT BETWEEN OAKES TREES DEVELOPMENT; THE CITY OF RIVERSIDE, OHIO; AND THE CITY OF HUBER HEIGHTS, OHIO

WHEREAS, Oakes Trees Development (the "Developer") has proposed to construct single-family homes (the "Project") on Montgomery County parcel identification number I39 00802 0033 (the "Parcel"), a proposed site plan for the Project is attached hereto as Exhibit A for reference; and

WHEREAS, the Parcel is located within the City of Riverside, Ohio ("Riverside"); and

WHEREAS, approximately nine (9) acres (the "Acres") of the Parcel can only be accessed via the City of Huber Heights' ("Huber Heights") roadway infrastructure on Harshmanville Road, a map of which is attached hereto as Exhibit B for reference; and

WHEREAS, the Developer, Riverside, and Huber Heights wish for the Project to proceed but acknowledge that developing the Acres presents certain practical challenges with respect to providing basic governmental services; and

WHEREAS, the Developer, Riverside, and Huber Heights met and, in the interest of advancing the Project in a manner that benefits all the parties, have agreed that:

- 1) The Developer willingly offers for sale, and Huber Heights willingly agrees to purchase, the Acres under the mutually agreeable terms and conditions:
  - a. The agreed upon purchase price for the Acres shall be established via an appraisal performed by a licensed, neutral third party in accordance to the Uniform Appraisal Standard for Federal Land Acquisitions or the Developer's purchase price of \$18,000 per acre, whichever amount is greater. The cost of said appraisal shall be paid equally by the Developer and Huber Heights. .
  - b. The Acres shall be purchased for the purposes of expanding Tom Cloud Park, which is immediately adjacent to the Acres' eastern boundary line.
  - c. Huber Heights shall have five (5) years from the date of this agreement's execution of this agreement to complete its acquisition of the Acres. The purpose being to provide Huber Heights sufficient time and opportunity to apply for the grant funding necessary to purchase the Acres in accordance with the conditions noted above.
  - d. In exchange for the time considerations noted in Section 1(c), Huber Heights agrees to pay the Developer earnest monies. For the purposes of determining earnest payments in absences of an appraisal, the parties agree that Developer's purchase price of \$18,000 per acre shall be used. Total interest monies shall equal 20% of the total purchase price of the Acres which will be paid in the amounts and on the dates as follows:
    - i. \$ 15,000.00 upon the execution of this agreement;

EXHIBIT C

- ii. \$ 7,500.00 on or before July 1, 2023;
- iii. \$ 5,000.00 on or before July 1, 2024;
- iv. \$ 2,500.00 on or before July 1, 2025;
- v. \$ 2,500.00 on or before July 1, 2026.

If appraisal amount comes in higher than the \$18,000 per acre price, the City will add the difference to their next deposit amount in order to get the deposit to 20% of the purchase price.

Provided that the City is able to obtain the grant(s) necessary to purchase the acres on or before December 31, 2026, those monies paid in earnest in advance of the grant's award shall be applied toward the purchase of the property and, if possible, applied as the City's matching percentage of the awarded grant.

- 2) In the event the Huber Heights has not successfully secured the necessary grant(s) to acquire the Acres by December 31, 2026, those earnest monies paid by Huber Heights as noted in Section 1(d) shall be forfeit to the Developer unless subsequent terms and conditions can be negotiated by and agreed to by the Developer and Huber Heights.
- 3) Riverside acknowledges that Huber Heights' efforts to expand Tom Cloud Park presents an opportunity for improved recreational opportunities to its future residents within the Project. Upon the execution of this agreement, Riverside agrees to adopt a resolution in support of Huber Heights' efforts to expand Tom Cloud Park.
- 4) Should Huber Heights successfully obtain the grant funds necessary to purchase the Acres, Riverside agrees and commits to meet with Huber Heights for the purposes of discussing and planning the access to and development of the Acres and each community's respective role in executing and supporting such plans.

NOW, THEREFORE AGREED AMONGST THE PARTIES, the Developer, Huber Heights, and Riverside enter into this Agreement in furtherance of their mutual interests and benefit.

\_\_\_\_\_  
Mr. Lance Oakes, Principal  
Oakes Trees Development

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Bryan RH Chodkowski, Interim City Manager  
City of Huber Heights, OH

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Joshua Rauch, City Manager  
City of Riverside, OH

\_\_\_\_\_  
Date



AI-8419

Topics of Discussion H.

**Council Work Session**

**Meeting Date:** 06/21/2022

Carriage Trails - Special Assessments - Sections 2-5/7-5 - Resolution Of Necessity

**Submitted By:** Bryan Chodkowski

**Department:** Economic Development

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 06/21/2022

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

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

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**Agenda Item Description or Legislation Title**

Carriage Trails – Special Assessments – Sections 2-5/7-5

\* Resolution Of Necessity

**Purpose and Background**

DEC Land Company has requested that the City provide funding for a portion of the costs of constructing the public streets within Sections 2-5 and 7-5 of the Carriage Trails development through the use of special assessments. DEC has requested the City provide funding in the amount of \$1,016,000, which is \$8,000 per lot for the 127 lots proposed for construction. DEC has asked the City to then assess each of the 127 newly created lots \$650 per lot per year for 25 years in order to repay the funding provided for this portion of the construction costs for the public improvements (the roads). In order to accomplish this, the City will need to pass a Resolution Of Necessity and an Ordinance To Proceed with the improvement - both of which are included in the meeting packet for Council's consideration. This item is the Resolution Of Necessity.

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**Fiscal Impact**

**Source of Funds:** N/A  
**Cost:** N/A  
**Recurring Cost? (Yes/No):** N/A  
**Funds Available in Current Budget? (Yes/No):** N/A  
**Financial Implications:**

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**Attachments**

Resolution  
Exhibit A

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2022-R-

DECLARING IT NECESSARY TO IMPROVE PUBLIC STREETS AND EASEMENTS IN SECTION 2 - PHASE 5 AND SECTION 7 - PHASE 5 BY CONSTRUCTING AND INSTALLING CERTAIN PUBLIC INFRASTRUCTURE IMPROVEMENTS, INCLUDING STREET IMPROVEMENTS, SUBBASE, CONCRETE CURB/GUTTER WITH DRAINAGE, ASPHALT, STREET LIGHTS AND SIGNS, SIDEWALK, SURVEY WORK AND ENGINEERING, AND IN EACH CASE, ALL OTHER COSTS AND IMPROVEMENTS NECESSARY AND APPURTENANT THERETO.

WHEREAS, the owner of 100 percent of the lots and lands to be assessed for the Improvement (described in Section 2) has petitioned this Council (that Petition for Special Assessments and Affidavit is attached hereto as Exhibit A and incorporated herein by reference and is referred to herein as the "Petition") for the construction of the Improvement (as defined in Section 2), and further, that there be assessed against the real property described in the Petition certain costs of the Improvement; and

WHEREAS, this Council has heretofore directed that the plans, specifications, profiles and estimate of cost be prepared for the Improvement; and

WHEREAS, this Council has determined to adopt this Resolution to accept the Petition and approve the plans, specifications, profiles and estimate of cost of the Improvement, as prepared by the Developer in conjunction with IBI Group Inc. (f/k/a ME Companies Inc.), and to further provide for such other terms and provisions relating to the Improvement as are set forth in this Resolution.

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

Section 1. This Council hereby finds that the Petition has been signed by the owners of 100 percent of the lots and lands to be assessed for the Improvement.

Section 2. It is declared necessary to improve public streets and easements by constructing and installing on the Property (as described in the Petition) excavating, grading, paving, constructing and installing street improvements, including subbase, concrete curb/gutter with drainage, asphalt, street lights and signs, sidewalk, survey work and engineering, and in each case, all other costs and improvements necessary and appurtenant thereto (collectively, the "Improvement").

Section 3. The plans, specifications, profiles and estimate of cost of the Improvement, which have been prepared by the Developer and IBI Group Inc., and which are now on file in the Office of the Clerk of Council, are approved. The Improvement shall be made in accordance with, and the grade of the Improvement and of any street shall be the grade as shown on, the plans, specifications and profiles for the Improvement.

Section 4. This Council finds and determines that (a) the Improvement is conducive to the public health, convenience and welfare of this City and the inhabitants thereof and (b) the lots and lands to be assessed as described in Section 9 hereof and in the Petition are specially benefited by the Improvement.

Section 5. This Council hereby accepts the Petition. Subject to the provisions of and limitations set forth in the Petition, \$1,016,000.00 of the costs of the Improvement (plus interest on the costs of the Improvement to be computed in accordance with Sections 1 and 2 of the Petition) shall be assessed against the real property described in and pursuant to the Petition. Any additional costs of the Improvement shall be paid by the landowner.

Section 6. The cost of the Improvement shall include the cost of preliminary and other surveys, plans, specifications, profiles and estimates and of printing, serving and publishing notices, resolutions and ordinances, the amount or any damages resulting from the Improvement and the interest thereon, the costs incurred in connection with the preparation, levy and collection of the special assessments, the cost of purchasing, appropriating, and otherwise acquiring any real estate or interest therein required for the Improvement, expenses of legal services including obtaining legal



opinions, cost of labor and material and interest on securities issued in anticipation of the levy and collection of the special assessments, together with all necessary expenditures.

Section 7. The City Engineer is authorized and directed to prepare and file, or cause to be prepared and filed, in the Office of the Clerk of Council the estimated special assessments of the cost of the Improvement described in this Resolution. Those estimated special assessments shall be based upon the estimate of cost of the Improvement now on file in the Office of the Clerk of Council and shall be prepared pursuant to the provisions of this Resolution and the Petition.

Section 8. The special assessments to be levied shall be paid in twenty-five (25) annual installments of \$650.00 (plus any administrative or similar collection or processing fee) for Sections 2-5 and 7-5 (each annual installment to be payable semi-annually at the time real estate taxes in Miami County, Ohio are payable), together with interest on the unpaid principal amount of each special assessment as provided for by law and in accordance with the Petition and the ordinance levying the final special assessments.

Section 9. This City has reviewed the plans and specifications and the associated cost estimates for the proposed Improvements as detailed in the Petition and this Council finds and determines that the average useful life of the Improvements is at least 28 years.

Section 10. The City shall directly reimburse the Developer as and when the special assessments are collected for the Developer's costs and interest thereon. The City shall pay the Developer for a portion of the Improvement as set forth in the Petition, but only as and when the City receives these funds from the assessments described in the Petition. The remainder of the entire cost of the Improvement, after application of the special assessments, shall be paid by the landowner. The City assumes no obligation beyond the transfer of the assessments to the Developer following completion of the Improvements.

Section 11. 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 12. 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

#### CERTIFICATE

The undersigned, Clerk of Council of the City of Huber Heights, Ohio, hereby certifies that the foregoing is a true and correct copy of Resolution No. 2022-R-\_\_\_\_\_ adopted by the Council of the City of Huber Heights, on \_\_\_\_\_, 2022.

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

## EXHIBIT A

### PETITION FOR SPECIAL ASSESSMENTS AND AFFIDAVIT

May 11, 2022

To the City Council of the City of Huber Heights, Ohio:

WHEREAS, DEC Land Co. I LLC (the "*Property Owner*" and the "*Developer*"), represents that it owns certain real property (which real property represents 100% of the real property described and depicted in ATTACHMENTS A-1 and A-2 attached hereto and by reference made a part hereof and referred to herein as the "*Property*"), all of which Property is located within the City of Huber Heights, Ohio (the "*City*"); and

WHEREAS, the Property Owner acknowledges that, in connection with the development of the Property, the Property will benefit from the construction and installation on the Property of certain public infrastructure improvements, including but not limited to, street improvements, including subbase, concrete curb/gutter with drainage, asphalt, street lights and signs, sidewalk, survey work and engineering, and in each case, all other costs and improvements necessary and appurtenant thereto, to the special benefit of the Property and collectively referred to herein as the "*Improvement*"; and

WHEREAS, the Property Owner hereby petitions the City for the construction of the Improvement and further that a portion of the costs of the Improvement be assessed against the Property in accordance with this Petition; and

WHEREAS, the Property Owner acknowledges and agrees that the Property includes all of the real property to be assessed pursuant to this Petition, all of which Property will receive special benefits from the construction of the Improvement; and

WHEREAS, the Property Owner further deposes and states that this Petition and actions provided for herein impose burdens and obligations upon the Property and provide for special assessments to be levied upon the Property in accordance with this Petition, and that this Petition is available for inspection at the office of the Clerk of City Council; and

WHEREAS, the Property Owner requests that 100% of the special assessments be deferred as provided for herein;

NOW, THEREFORE, the Property Owner hereby petitions the City Council of the City of Huber Heights, Ohio as follows:

1. *Special Assessments.* The Property Owner states that it owns 100% of the Property. Acting pursuant to Chapter 727, Ohio Revised Code, the Property Owner petitions City Council for the construction of the Improvement, and agrees that the



Property will receive special benefits from the construction of the Improvement, and respectfully requests that \$8,000 per lot completed plus interest thereon as set forth below for Sections 2, Phase 5 ("Section 2-5") and Section 7, Phase 5 ("Section 7-5"), which represents the costs of the Improvement, including without limitation the compensation, damages and expenses of the Improvement, be assessed upon the Property. The Property Owner anticipates that the Property will be divided into one hundred twenty-seven (127) lots, consisting of sixty-two (62) lots for Section 2-5 and sixty-five (65) lots for Section 7-5, and that the actual costs of the Improvement will be apportioned equally among all of the lots included within the Property (with an apportionment of \$8,000 plus interest per lot for Section 2-5 and Section 7-5). Unless otherwise agreed to by the Property Owner and the City, to the extent the Property Owner, or its grantees or other successors with respect to the Property, does not pay the special assessments as levied in the time period provided for by Ohio law, the Property Owner acknowledges and agrees that the City may exercise any and all rights for the collection of unpaid special assessments in accordance with Ohio law and that the City may increase the unpaid assessments by an amount equal to the actual costs charged by Miami County to administer and collect the special assessments and if applicable, any related interest and other expenses.

2. *Construction and Payment of Costs of the Improvement.* (a) The Developer shall construct the Improvement in a manner consistent with the plans and specifications for such Improvement which shall have been approved by the City, (b) the Developer shall obtain performance and payment bonds meeting the requirements of Sections 153.54 and 153.57 of the Ohio Revised Code guaranteeing the completion of the construction of the Improvement and the payment of subcontractors, material providers and laborers from all of Developer's subcontractors and material suppliers, (c) the Developer shall pay prevailing wage to laborers as determined by the Ohio Department of Commerce under Chapter 4115 of the Ohio Revised Code in connection with the construction of the Improvement, (d) the Developer shall be responsible for paying the actual costs of such Improvement prior to the time such Improvement is dedicated to and accepted by the City, (e) the Developer shall provide warranties and guarantees with respect to the workmanship of the Improvement and the correction of deficiencies, (f) the City shall, promptly following completion of construction of the Improvement and dedication to and acceptance by the City of the Improvement, for Section 2-5 and Section 7-5, reimburse the Developer from the special assessments described in paragraph 1 above as those payments are collected (twice annually) at an annual interest rate of 6.5% (the "Interest") on any unpaid balance of the Improvement costs to provide the Developer reimbursement for the Improvement in an amount equal to the lesser of (i) \$8,000 per platted lot plus Interest or (ii) 100% of the actual cost of construction of the Improvement plus Interest thereon; *provided* that the amount of such payment shall be specially assessed pursuant to this Petition.

3. *Duration of Special Assessments.* The Property Owner hereby confirms that the special assessments and the interest thereon be payable in twenty-five (25) annual installments of \$650 (plus any administrative or similar collection or processing fee) for Section 2-5 and Section 7-5 (each annual installment to be payable semi-annually at the



time real property taxes in Miami County, Ohio are payable). The Property Owner hereby requests that the special assessments and interest thereon be certified to the County Auditor in order that the first installment of special assessments shall be due not later than the earliest of (a) the first date on which taxes and special assessments are due and payable in the first calendar year next following the first September 1 next following conveyance of the Property by the Property Owner to another entity or (b) the first date for 2026 on which taxes and special assessments are due and payable. Following the deferment, the special assessments will be collected in twenty-five (25) annual installments as described in this paragraph 3.

4. *Payment of Special Assessments.* In consideration of the Public Improvement, the Property Owner, for itself and its grantees or other successors with respect to the Property, agrees to pay promptly all special assessments levied against the lots and lands which collectively constitute the Property as they become due, and agrees that the determination by the Council of the special assessments in accordance with the terms hereof will be final, conclusive and binding upon the Property Owner and the Property. In further consideration of the Improvement, the Property Owner covenants and agrees to disclose, upon the transfer of the Property or any portion of the Property to be specially assessed for the actual costs of the Improvement, in the deed to the transferee the existence of any outstanding special assessment for the Improvement and to require that transferee covenant to disclose that information in any subsequent deed to any transferee so long as such special assessments remain unpaid. As a condition to each subsequent transfer while such special assessments remain unpaid, the Property Owner further covenants and agrees to provide expressly in the deed to any transferee (a) for the acquisition by such transferee of the Property subject to any outstanding special assessment and such transferee's assumption of responsibility for payment thereof and for the waiver by the transferee of any rights that the Property Owner has waived pursuant to this Petition and (b) the requirement that each transferee from time to time of the Property covenant to include in the deed to any subsequent transferee the conditions described in clause (a) so long as such special assessments remain unpaid.

5. *Action by City Council.* The Property Owner, for its successors and assigns, further consents and requests that all legislation required to be enacted to permit the Improvement to commence immediately be enacted at one City Council meeting.

6. *Waivers.* The Property Owner consents and requests that these special assessments be levied and collected without limitation as to the value of the Property, and waives all the following relating to the Improvement and the special assessments:

- (a) any and all rights, benefits and privileges specified by Sections 727.03 and 727.06 of the Revised Code or by any other provision restricting these special assessments to 33-1/3% of the actual improved value of the lots and lands as enhanced by the Improvement to be made;



(b) any and all rights, benefits and privileges specified by Section 727.04 of the Revised Code or by any other provision Limiting special assessments for re-improvement when a special assessment has been levied and paid previously;

(c) any and all damages or claims for damages of whatsoever kind, character or description resulting from the Improvement or the making of the Improvement, including but not limited to all rights, benefits and privileges specified by Sections 727.18 through 727.22 and Section 727.43 of the Revised Code;

(d) any and all resolutions, ordinances and notices required for the making of the Improvement, including the notice of the adoption of the resolution of necessity and the filing of estimated special assessments, the equalization of the estimated special assessments, any increase in the cost of labor and materials over the estimated cost, the passage of the assessing ordinance, and the right to apply for deferment of the special assessments pursuant to Section 727.251 of the Revised Code, and including, but not limited to, notices authorized and required by Sections 727.13, 727.16, 727.17, 727.24 and 727.26 of the Revised Code;

(e) any limitation on the addition of interest to the special assessments specified by Section 727.301 of the Revised Code;

(f) any limitation or restriction on the levy and collection of special assessments against the Property for the Improvement as specified in Section 929.03 of the Revised Code; and

(g) any and all irregularities and defects in the proceedings.

7. *Notice.* Notice may be provided to the Property Owner at:

DEC Land Co. I, LLC  
5131 Post Road, Suite 101  
Dublin, Ohio 43017  
Attention: William W. Keethler II  
President of the Managing Member

***[signature page follows]***

IN WITNESS WHEREOF, the Property Owner has caused this Petition to be duly executed in its name, all as of the date hereinbefore written.

SIGNED AND ACKNOWLEDGED  
IN THE PRESENCE OF:

Cassandra L. Riehle  
Witness  
Diana Keethler  
Witness

DEC LAND CO. I LLC

By: Carriage Trails at The Heights LLC

Its: Managing Member

By: [Signature]

Printed: William W. Keethler II

Title: President

STATE OF OHIO :  
COUNTY OF FRANKLIN : SS.

The foregoing instrument was sworn to and subscribed before me this 11<sup>th</sup> day of May, 2022 by William W. Keethler, President of Carriage Trails at The Heights LLC, an Ohio limited liability company and Managing Member of DEC Land Co. I, LLC, the authorized representative of DEC Land Co. I LLC. This is a jurat certificate; an oath or affirmation was administered to the signer with regard to this notarial act.



CASSANDRA L. RIEHLE  
Notary Public, State of Ohio  
My Commission Expires 08-16-2025

Cassandra L. Riehle  
Notary Public

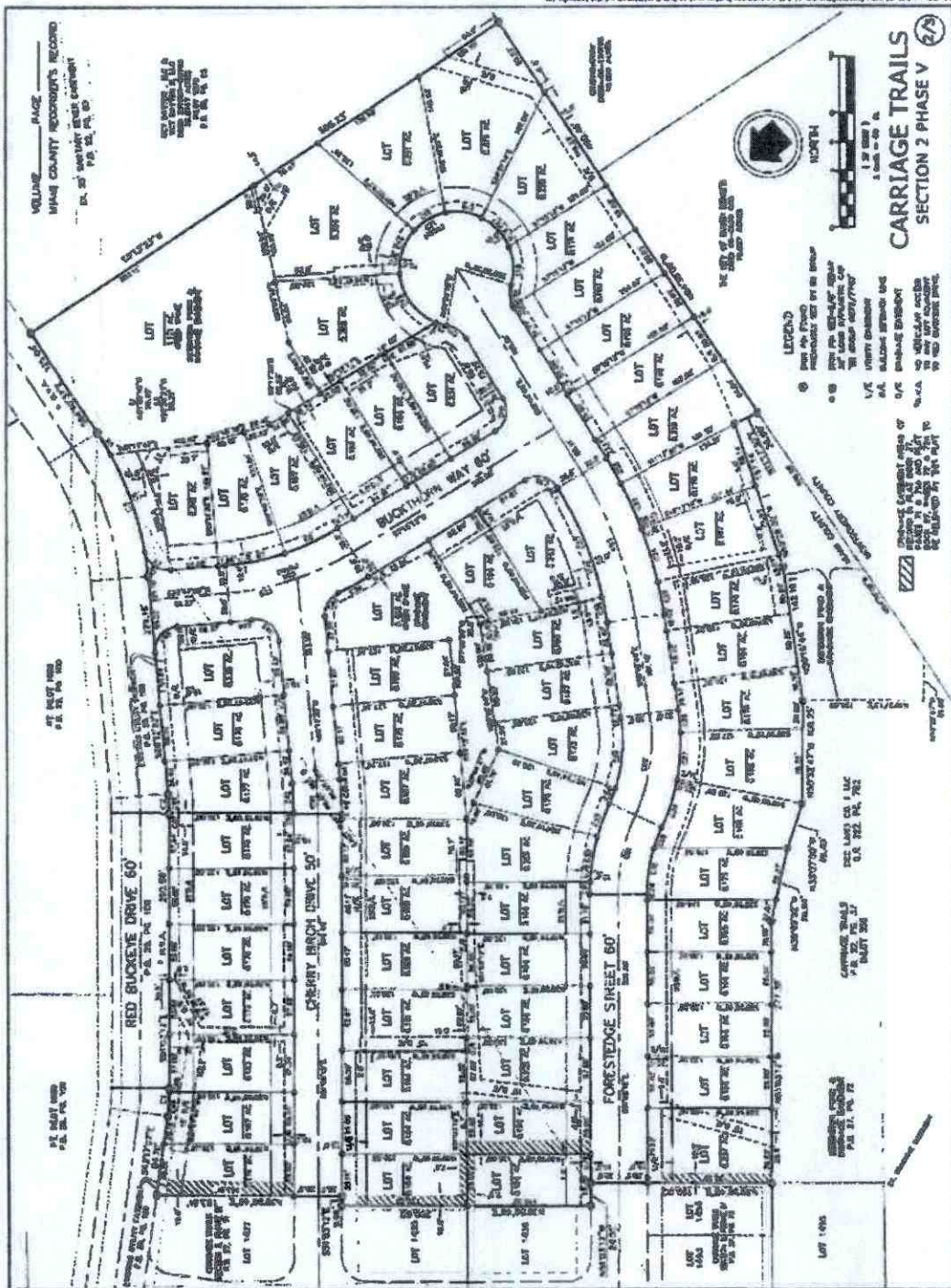


## ATTACHMENT A-1

### Description of the Property

Approximately 16.325 acres in Section 2-5 being lots 1 through 62; and approximately 17.34 acres in Section 7-5 being lots 1-65 of Carriage Trails, in the City of Huber Heights, Miami County, Ohio, as shown on Attachment A-2 attached hereto.

ATTACHMENT A-2  
Depiction of the Property







AI-8420

**Topics of Discussion**

**Council Work Session**

**Meeting Date:** 06/21/2022

Carriage Trails Sections 2-5/7-5 - Special Assessment Request - Ordinance To Proceed

**Submitted By:** Bryan Chodkowski

**Department:** Economic Development

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 06/21/2022

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

\* Ordinance To Proceed

**Purpose and Background**

DEC Land Company has requested that the City provide funding for a portion of the costs of constructing the public streets within Sections 2-5 and 7- 5 of the Carriage Trails development through the use of special assessments. DEC has requested the City provide funding in the amount of \$1,016,000 which is \$8,000 per lot for the 127 lots proposed for construction. DEC has asked the City to then assess each of the 127 newly created lots \$650 per lot per year for 25 years in order to repay the funding provided for this portion of the construction costs for the public improvements (the roads). In order to accomplish this the City will need to pass a Resolution Of Necessity and an Ordinance To Proceed with the improvement - both of which are included in the meeting packet for Council's consideration. This item is the Ordinance To Proceed.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2022-O-

DETERMINING TO PROCEED WITH THE IMPROVEMENT OF PUBLIC STREETS AND EASEMENTS, IN SECTION 2- PHASE 5 AND SECTION 7 - PHASE 5 BY CONSTRUCTING AND INSTALLING CERTAIN PUBLIC INFRASTRUCTURE IMPROVEMENTS, INCLUDING STREET IMPROVEMENTS, SUBBASE, CONCRETE CURB/GUTTER WITH DRAINAGE, ASPHALT, STREET LIGHTS AND SIGNS, SIDEWALK, SURVEY WORK AND ENGINEERING, AND IN EACH CASE, ALL OTHER COSTS AND IMPROVEMENTS NECESSARY AND APPURTENANT THERETO.

WHEREAS, this Council has adopted Resolution No. 2022-R-\_\_\_\_\_ on \_\_\_\_\_, 2022 (the "*Resolution of Necessity*"), declaring the necessity of making the Improvement described in Section 1.

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

Section 1. It is determined to proceed with the improvement of public streets and easements by constructing and installing on the Property (as described in the Petition) certain public infrastructure improvements, including street improvements, subbase, concrete curb/gutter with drainage, asphalt, street lights and signs, sidewalk, survey work and engineering, and in each case, all other costs and improvements necessary and appurtenant thereto (collectively, the "*Improvement*") more fully described in the plans and specifications on file in the Office of the Clerk of Council.

Section 2. The Improvement shall be made in accordance with the provisions of the Resolution of Necessity (including the Petition referenced therein and attached thereto) and with the plans, specifications, profiles and estimate of cost previously approved and now on file in the Office of the Clerk of Council.

Section 3. The portion of the cost of the Improvement to be assessed in accordance with the Resolution of Necessity and the related Petition shall be assessed in the manner and pursuant to the payment schedule set forth, and on the lots and lands described, in that Resolution and the related Petition.

Section 4. The City shall pay the Developer for a portion of the Improvement as set forth in the Petition, but only as and when the City receives these funds from the assessments described in the Petition. All costs shall be paid by the Developer or the landowner, and the City assumes no obligation beyond the transfer of the assessments it receives to the Developer following completion of the Improvements.

Section 5. All claims for damages resulting from the Improvement that have been or are legally filed shall be inquired into after completion of the Improvement, and the City Attorney is authorized and directed to institute legal proceedings in a court of competent jurisdiction to inquire into those claims.

Section 6. The estimated special assessments previously prepared and filed in the Office of the Clerk of Council and in accordance with the Resolution of Necessity and the related Petition are adopted.

Section 7. The Clerk of Council shall deliver a certificate copy of this Ordinance to the County Auditor of Miami County, Ohio, within 15 days after its passage.

Section 8. Subject to the provisions of Section 727.24 of the Revised Code, the City Manager is authorized and directed to work with the Developer to proceed with contracting for the Improvement, and the Improvement shall be paid for by the Developer, which shall be reimbursed by the special assessments, all as provided in the Resolution of Necessity.

Section 9. 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 10. 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.

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

#### CERTIFICATE

The undersigned, Clerk of Council of the City of Huber Heights, Ohio, hereby certifies that the foregoing is a true and correct copy of Ordinance No. 2022-O-\_\_\_\_\_ passed by the City Council of Huber Heights, on \_\_\_\_\_, 2022.

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



AI-8472

Topics of Discussion I.

**Council Work Session**

**Meeting Date:** 06/21/2022

City Code - Supplement 10 - Adopting Ordinance

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 03/08/2022

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

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

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**Agenda Item Description or Legislation Title**

City Code - Supplement 10 - Adopting Ordinance

**Purpose and Background**

This ordinance is to adopt Supplement 10 to the City Code for the period of January 1, 2022 to March 31, 2022. Appropriate legal notice of this ordinance has been advertised as required by the Huber Heights City Charter.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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**Attachments**

Ordinance

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2022-O-

APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AND/OR RESOLUTIONS AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CITY CODE OF HUBER HEIGHTS, OHIO; PROVIDING FOR THE ADOPTION AND PUBLICATION OF NEW MATTER IN THE UPDATED AND REVISED CITY CODE AS SUPPLEMENT 10; AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH.

WHEREAS, Municipal Code Corporation has completed its updating and revision of the City Code of Huber Heights, Ohio within Supplement 10; and

WHEREAS, certain provisions within the City Code of Huber Heights, Ohio were changed to conform with current State law as required by the Ohio Constitution; and

WHEREAS, various resolutions and/or ordinances of a general and permanent nature have been passed by the City Council which should be included in the City Code of Huber Heights, Ohio.

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

Section 1. The resolutions and/or ordinances of the City of Huber Heights, Ohio, of a general and permanent nature, as edited, revised, codified and re-codified, rearranged and consolidated into component codes, titles, chapters and sections within Supplement 10 to the City Code of Huber Heights, Ohio for the period of January 1, 2022 to March 31, 2022, a copy of which is available for copying and inspection in the Office of the Clerk of Council, and incorporated herein by this reference, are hereby approved and adopted.

Section 2. The provisions within the City of Huber Heights Code that mirror provisions as contained in the Ohio Revised Code as set forth within Supplement 10 to the City Code of Huber Heights, Ohio for the period of January 1, 2022 to March 31, 2022, a copy of which is available for copying and inspection in the Office of the Clerk of Council, and incorporated herein by this reference, are hereby approved and adopted to conform with current State law.

Section 3. All ordinances and resolutions or parts thereof that are in conflict or inconsistent with any provision of the new matter adopted in Section 1 or 2 of this ordinance are hereby repealed as of the effective date of this ordinance except as follows:

(a) The enactment of such sections shall not be construed to affect a right or liability accrued or incurred under any legislative provision prior to the effective date of such enactment, or an action or proceeding for the enforcement of such right or liability. Such enactment shall not be construed to relieve any person from punishment for an act committed in violation of any such legislative provision, nor to affect an indictment or prosecution therefor. For such purposes, any such legislative provision shall continue in full force notwithstanding its repeal for the purposes of revision and recodification.

(b) The repeal provided above shall not affect any legislation enacted subsequent to March 31, 2022.

Section 4. Pursuant to Section 5.08(B) of the Huber Heights City Charter, the Clerk of Council shall cause a notice of this proposed adopting Ordinance to be published one time in a newspaper of general circulation in the City at least seven days prior to adoption and no further publication shall be necessary. Such publication shall constitute sufficient notice of all new material contained therein.

Section 5. 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 6. 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-8479

Topics of Discussion J.

**Council Work Session**

**Meeting Date:** 06/21/2022

Public Works Facility

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 06/07/2022 and 06/21/2022

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

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

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**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.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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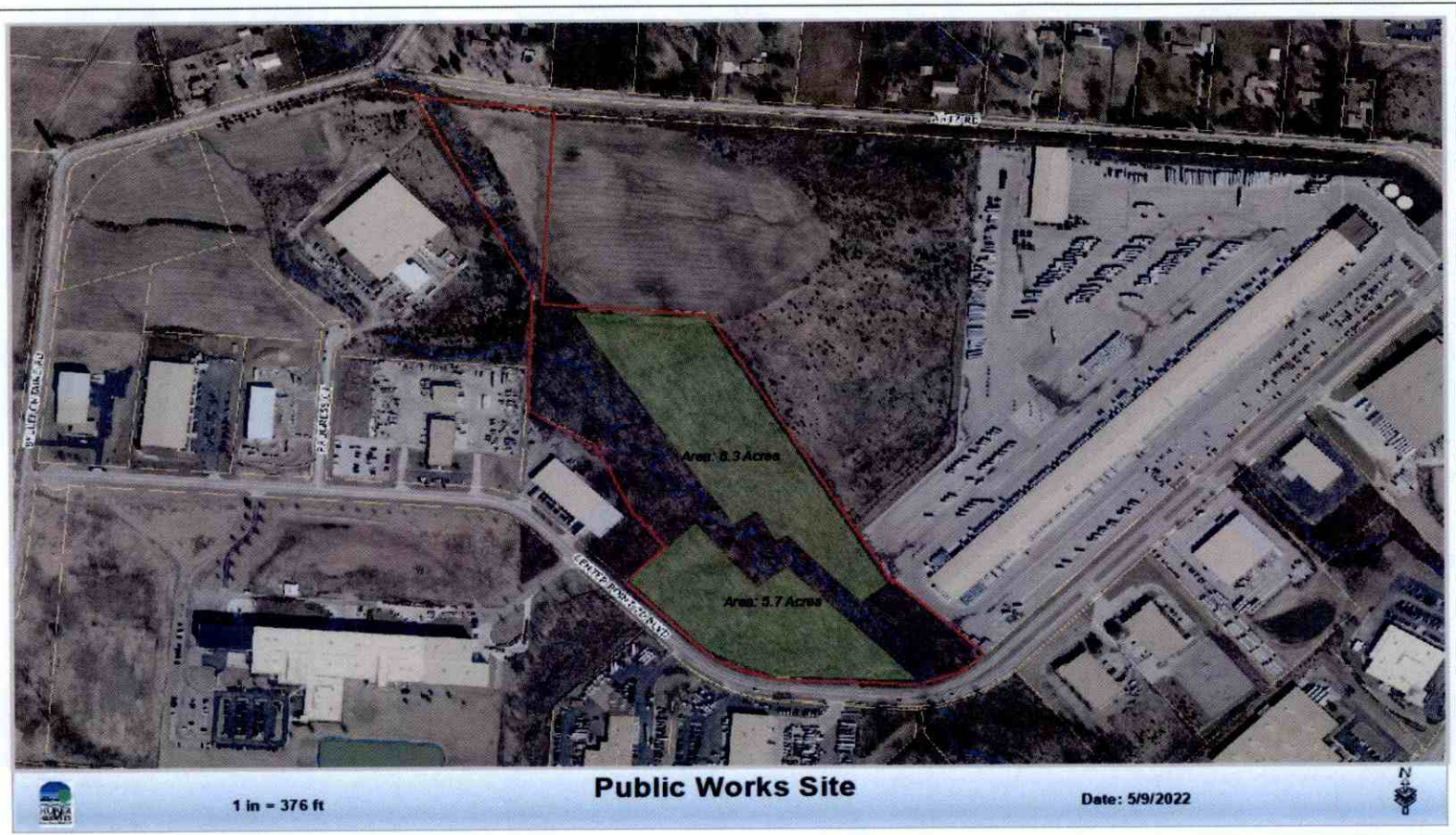
**Attachments**

Map

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# New Public Works Facility Location



AI-8478

Topics of Discussion K.

**Council Work Session**

**Meeting Date:** 06/21/2022

City Manager Search Process

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 06/21/2022

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

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

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**Agenda Item Description or Legislation Title**

City Manager Search Process

**Purpose and Background**

This agenda item is for discussion of the City Manager search process.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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**Attachments**

*No file(s) attached.*

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# RICHARD S. DZIK

[dzik.rick@gmail.com](mailto:dzik.rick@gmail.com)

(216) 401-4845

109 East Lamartine Street  
Mount Vernon, Ohio 43050

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March 7, 2022

Patty Heminover  
225 South Sixth Street  
Minneapolis, MN 55402

Ms. Heminover:

I would like to express my strong interest in the position of City Manager for Huber Heights.

My background and recent accomplishments are an excellent fit for this position. I hold a Master's Degree in Public Policy and Management from Ohio State University. I have also spent 5 years as 9-1-1 Director for Knox County, Ohio followed by 2+ years as Safety Service Director for the City of Mount Vernon, Ohio. Prior to that, I served 10 years as Lieutenant, then Captain, with the College Township Fire Department.

Throughout my career I have implemented innovative solutions to improve efficiency and productivity. Some of these efforts include:

- Facilitation and development of Mount Vernon's first City Strategic Plan.
- Consolidation of county dispatch centers as Knox County 9-1-1 Director which realized \$250,000 in annual savings.
- Transition of all county public safety agencies to the Ohio MARCS radio system as 9-1-1 Director. This included securing a \$500,000 grant from the State of Ohio to facilitate this transition. Annual user fees for the system were half of the ongoing cost of maintaining a County owned radio system.
- As Safety Service Director, restructuring of Mount Vernon's parks, public lands, public buildings, cemetery and streets departments into the Department of Public Works. Sharing of personnel improved service delivery, most notably with improved street clearing times during snow events.
- Leveraging landscaping contracts for City parks and lands in lieu of hiring more City staff to handle increasing demands on the workforce.
- As a government performance improvement consultant with Crowe, LLP I worked with a number of State and Local clients to improve performance through streamlined processes and/or implementation of technology solutions. Notably, assisted the City of Indianapolis with development of their "Digital City Hall", a re-envisioned City/County website.

I look forward to the opportunity to discuss these, and other, experiences that I can bring to the City of Huber Heights.

Sincerely,



Richard S. Dzik

# RICHARD S. DZIK

[dzik.rick@gmail.com](mailto:dzik.rick@gmail.com)

(216) 401-4845

109 East Lamartine Street

Mount Vernon, Ohio 43050

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## SUMMARY

Experienced public administrator with a passion for innovation, change management, customer service and performance improvement.

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## EXPERIENCE

*City of Mount Vernon, Ohio*

12/19 -

present

### **Safety Service Director**

- Serve as Chief Operating Officer for the City overseeing all safety and service departments, which includes police, fire, engineering, public utilities, public works and human resources.
- Spearheaded City's response to COVID-19 and worked with Mount Vernon Police Department to hire the City's first licensed social worker Community Advocate.
- Hired the City's first Human Resources Director.
- Work with City Council to consolidate streets, parks and buildings and lands departments into Public Works.
- Facilitate first strategic planning initiative for the City leveraging previous consulting experience.
- Develop plan for modernization of City services through investment in new technologies.
- Work with City departments to align strategic plan with customer focused performance metrics.
- Work hand in hand with City Auditor on budget development and management.

*Crowe, LLP*

9/16 -

12/19

### **Manager, Government Performance Improvement**

- Assist large and small, state and local, government clients with performance improvement initiatives.
- Initiate business process and organizational change management techniques to support public needs.
- Provide expertise and support for technology procurement and implementation.
- Provide project management oversight for numerous change management and technology implementations.

*Knox County 9-1-1*

7/11 -

9/16

### **Director**

- Managed 30-person workforce comprised of unionized 9-1-1 public safety dispatchers.
- Maintained the agency's \$2 million annual operating budget.
- Strategic planning for the agency, including large-scale consolidation of county dispatch operations and revision of the county's 9-1-1 operations plan.
- Secured \$350,000 award from Ohio Local Government Innovation Fund for 911 consolidation project and \$500,000 grant from the Ohio Local Government Safety Capital Grant Program for countywide transition to the MARCS radio system.
- Oversaw all major agency projects including upgrade to county's 9-1-1 call taking systems and upgrades to the county's public safety radio communications system.



- Responsible for human resources functions including oversight of FMLA as well as recruitment, interview, promotion and hiring of new employees.
- Reported to 9-1-1 Board comprised of county elected officials and public safety administrators requiring continued negotiation between stakeholders.
- Member of Knox County Local Emergency Planning Committee and Emergency Operations Team.

#### *Knox County Emergency Management Agency*

1/12 –

8/12

#### **Director**

- Maintained State and Federal grants supporting county emergency management and public safety.
- Assisted county human resources during the search and appointment of a new Director.
- Performed county emergency planning.
- Oversaw county response related to June 29, 2012 natural disaster and federally declared emergency.

#### *College Township Fire Department (volunteer)*

8/01 –

9/16

**Captain** (2008-2016)

**Lieutenant** (2005-2008)

- Served as Lieutenant then Captain of the main fire station.
- Managed the department's annual operating budget, performed strategic planning for the agency and oversaw the planning and purchase of capital resources.
- Served as the department's EMS Site Coordinator.
- Served as President of the College Township Firefighter's Association.
- Developed the department's Standard Operating Guidelines and the Township's Employee Handbook.
- Developed and oversaw the department's recruiting, interview, hiring and promotional processes.

#### *Multiple Positions*

8/04 –

8/11

#### **Firefighter/Paramedic**

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#### **EDUCATION**

**The Ohio State University**, John Glenn College of Public Affairs, Columbus, OH  
Master of Arts, May 2013                      Field: Public Policy and Management

**Kenyon College**, Gambier, OH  
Bachelor of Arts, May 2004                      Majors: Psychology and English

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#### **CERTIFICATIONS**

**Project Management Professional**, Project Management Institute  
**Firefighter II**, Ohio Department of Public Safety  
**EMT-Paramedic**, Ohio Department of Public Safety

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#### **PROFESSIONAL ASSOCIATIONS AND COMMITTEES**

**Ohio Municipal League – OML Representative to the Ohio MARCS Local Government Subcommittee**  
**Ohio City Manager's Association – Member of the OCMA Leadership Development Committee**