

Notice of Meeting

CITY COUNCIL WORK SESSION

Tuesday, July 2, 2024

*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
- Charter Review Commission –
Proposed City Charter Amendments
- Parks And Recreation Board Update
- Thomas Cloud Park – Improvements/
Splash Pad – Solicit Bids
- Public Facility Use Policy
- BWC Insurance Renewal
- City Liability Insurance Renewal
- New City Governance Center – Phase I
– Award Contract
- Thomas Cloud Park Walking Paths –
Contract Modification – Booher Blacktop
- Well PW-7 Installation – Solicit Bids
- 2025-2029 Capital Improvement
Plan (CIP)
- 2025 Tax Budget
- Supplemental Appropriations
- Increase Not To Exceed Amount –
Coolidge Wall Co., L.P.A.
- Case RP 24-12 – City Of Huber Heights –
Record Plan – Vacation Of Middleton Court
- Board And Commission Appointments

Please Note:

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



Distributed – June 26, 2024

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**CITY OF HUBER HEIGHTS
STATE OF OHIO**

City Council Work Session

**July 2, 2024
6:00 P.M.**

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

1. **Call Meeting To Order/Roll Call**
2. **Approval Of Minutes**
 - A. June 18, 2024
3. **Work Session Topics Of Discussion**
 - A. City Manager Report
 - B. Charter Review Commission - Proposed City Charter Amendments
 - C. Parks And Recreation Board Update
 - D. Thomas Cloud Park – Improvements/Splash Pad – Solicit Bids
 - E. Public Facility Use Policy
 - * Public Facility Use Policy
 - * City Code Amendments - Chapter 943 - Parks

- F. BWC Insurance Renewal
- G. City Liability Insurance Renewal
- H. New City Governance Center - Phase I - Award Contract
- I. Thomas Cloud Park Walking Paths – Contract Modification – Booher Blacktop
- J. Well PW-7 Installation - Solicit Bids
- K. 2025-2029 Capital Improvement Plan (CIP)
- L. 2025 Tax Budget
- M. Supplemental Appropriations
- N. Increase Not To Exceed Amount – Coolidge Wall Co., L.P.A.
- O. Case RP 24-12 - City Of Huber Heights - Record Plan - Vacation Of Middleton Court
- P. Board And Commission Appointments
 - * Citizens Water And Sewer Advisory Board - Appointment

4. **Adjournment**

**CITY OF HUBER HEIGHTS
STATE OF OHIO**

Council Work Session Meeting Minutes

Name of Body: Council Work Session

Date: July 2, 2024

Time: 6:00 P.M.

Place: City Hall – 6131 Taylorsville Road – Council Chambers

Members Present:

Fred Aikens, Councilmember
Kathleen Baker, Councilmember
Nancy Byrge, Councilmember
Mark Campbell, Councilmember
Scott Davidson, Councilmember
Anita Kitchen, Councilmember
Brian Looney, Councilmember
Don Webb, Councilmember
Jeff Gore, Mayor

Others Present:

City Staff Present: Katie Knisley, Jim Bell, Sarah McPherson, John Russell, Russ Bergman, Aaron Sorrell, Christopher Conard, and Anthony Rodgers.

Topics Of Discussion:

- City Manager Report
- Charter Review Commission – Proposed City Charter Amendments

- Parks And Recreation Board Update
- Thomas Cloud Park – Improvements/Splash Pad – Solicit Bids
- Public Facility Use Policy
- BWC Insurance Renewal
- City Liability Insurance Renewal
- New City Governance Center – Phase I – Award Contract
- Thomas Cloud Park Walking Paths – Contract Modification –
Booher Blacktop
- Well PW-7 Installation – Solicit Bids
- 2025-2029 Capital Improvement Plan (CIP)
- 2025 Tax Budget
- Supplemental Appropriations
- Increase Not To Exceed Amount – Coolidge Wall Co., L.P.A.
- Case RP 24-12 – City Of Huber Heights – Record Plan – Vacation
Of Middleton Court
- Board And Commission Appointments

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

Mayor Jeff Gore convened the Council Work Session at 6:02 P.M.

Anthony Rodgers took Roll Call.

2. **Approval Of Minutes**

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

- June 18, 2024

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

John Russell thanked City Staff for all the work for the Star Spangled Heights celebration. He said the parade was excellent and the festival was well attended even with the midafternoon storm. He thanked all of the City departments/divisions and the sponsors who were involved in this event. He said the attendance numbers showed 2,000 more people attending the festival than last year. He said the video games truck was back in the City parks today. He said the last time the video games truck was in the City parks it served 300 children with video games and outdoor activities. He said the Huber Heights Youth Librarians will be out at Gary Sherman Park on July 3, 2024 and will be reading and having bubble fun with the participants. He said there will be dancers from the Dayton Dance Conservatory and the We Are Warrior Girls at the Eichelberger Amphitheater on July 6, 2024 at the Huber Heights Farmers Market. He said the following week on July 13, 2024, the Ukrainian culture will be showcased at the Huber Heights Farmers Market. He gave an update on the progress of the work and the traffic signals on Old Troy Pike (State Route 202).

Kathleen Baker asked when the construction barrels will be removed from that area of Old Troy Pike (State Route 202).

Russ Bergan said the construction barrels will be removed when the paving is complete in this area.

Charter Review Commission – Proposed City Charter Amendments

Anthony Rodgers distributed information regarding the proposed City Charter amendments from the Charter Review Commission (see attached). He said the citizen members of the Charter Review Commission are present at the meeting and are prepared to provide the City Council and the public with an update on the work of the Charter Review Commission.

Matthew Shomper, Chair of the Charter Review Commission, introduced the other members of the Charter Review Commission. He thanked the members, Anthony Rodgers, and the Law Director for all of the hard work, effort, and diligence required for such an extensive review process. He said the Charter Review Commission had met six times and it will continue to meet to help educate the community on any City Charter amendments the City Council approves to place on the ballot in November, 2024. He said Anthony Rodgers has provided Council with the recommendations from the Charter Review Commission.

The citizen members of the Charter Review Commission provided Council with the explanations and rationale for each of the proposed City Charter amendments.

Mayor Jeff Gore thanked the Charter Review Commission members for their time.

Matthew Shomper and Kathleen Baker discussed the proposed City Charter amendments regarding running from a safe seat and unexcused absences in detail.

Anthony Rodgers explained that in order to place these proposed City Charter amendments on the election ballot for November 5, 2024, there is an August 6, 2024 filing deadline for the Boards Of Elections. He said the City Council would have to pass an ordinance specifying the City Charter amendments to be placed on the ballot. He said whether the necessary ordinance has one reading with the second reading waived or two readings, the legislation would have to be passed as emergency legislation to meet the filing deadline.

Mark Campbell thanked and complimented the Charter Review Commission members. He confirmed with Anthony Rodgers that the proposed City Charter amendments had been vetted by the Law Director for validity and the ability to enact the amendments under the City's home rule authority.

Matthew Shomper said the Charter Review Commission members look forward to helping educate the community on whatever Council decides to put before the voters to make sure the voters are clear on the rationale for the proposed City Charter amendments.

Nancy Byrge said the review process went very smoothly and professionally. She said she appreciated the citizens' comments, and she said the citizens brought a fresh perspective. She said the discussion was wonderful.

Anita Kitchen asked why the Charter Review Commission chose three unexcused absences as opposed to four unexcused absences.

Matthew Shomper said the only thing the Charter Review Commission wanted to change was to drop the word "consecutive" in relation to absences from meetings. He said Council can change the terms in the amendments to whatever the Council wants as needed.

Christopher Conard said the process was thorough and each section of the City Charter was reviewed independently. He talked about his opinion regarding virtual meetings, and he said that discussion was thoroughly vetted. He said the City Charter is the constitution of the City of Huber Heights. He said City Charter amendments must be done in a very limited way and for a clear purpose. He said there have been some challenges with historical interactions among the members of the City Council. He said he thinks the decision to make some of the changes makes a lot of sense, the changes are legal, and he sees no reason not to put those amendments on the ballot and let the citizens decide. He discussed the process for bundling the proposed City Charter amendments.

After discussion, the City Council agreed to recommend that this agenda item regarding the proposed City Charter amendments from the Charter

Review Commission be placed on the meeting agenda for the next Council Work Session for further review and discussion.

Parks And Recreation Board Update

Alex Black, Chair of the Parks and Recreation Board, distributed information regarding an update on the Parks and Recreation Board (see attached). He gave a PowerPoint presentation on the Parks and Recreation Board (see attached).

The City Council posed questions to Alex Black about the Parks and Recreation Board and expressed appreciation for the work of the Parks and Recreation Board.

Thomas Cloud Park – Improvements/Splash Pad – Solicit Bids

Sarah McPherson distributed information regarding replacement of the splash pad and other proposed improvements to Thomas Cloud Park (see attached). She reviewed renderings of some potential improvements to give an idea of what is possible at Thomas Cloud Park. She discussed the aging infrastructure of the splash pad and the possibility of revitalizing the park as a whole. She said Thomas Cloud Park is the most frequented park within a 15-mile radius. She discussed possibly adding an amphitheater, vendor space, food truck rental space, patio space, a concession/restroom building, etc.

Nancy Byrge asked if after the new Public Works Division building is built, if there is any long-range plan to move the storage area out of Thomas Cloud Park.

John Russell said he would need to talk to Mike Gray to see if space can be freed up. He said he loves Sarah McPherson's vision for the park.

Kathleen Baker and Sarah McPherson discussed options for football practice space at Thomas Cloud Park and at other locations.

Anita Kitchen discussed Owen's Place Park and she asked if an accessible park could be worked into the plans for Thomas Cloud Park.

Sarah McPherson discussed Cottonwood Park and the City's accessible playgrounds.

Mark Campbell said this concept is a great vision, but it needs to be turned into reality. He likened this project to the Rose Music Center. He talked about naming sponsorships, the digital gateway feature, and TIF revenue.

Kathleen Baker suggested that the entrance to Thomas Cloud Park be widened to a two-lane entrance.

Russ Bergman said the new sidewalk/walking path from Kitridge Road to Thomas Cloud Park should be completed by the Spring of 2025 if not by the end of 2024.

Don Webb said he sees the amenity as something the City deserves.

Mark Campbell suggested John Russell gather a team together and think about what the next steps are and to work with Chris Franzmann on funding options. He gave John Russell detailed instructions and he said time is wasting.

After lengthy discussion, Sarah McPherson said her next step would be to put forth a Request For Proposals (RFP) for Council's review and then City Staff could go out for the more formal design process and then bid out the construction for the improvements to Thomas Cloud Park.

Don Webb suggested Councilmembers should send out ideas for this project to Anthony Rodgers to forward to Sarah McPherson.

Anthony Rodgers asked that Sarah McPherson bring the RFP to the next Council Work Session and he asked Council to send any feedback to him by July 10, 2024.

Anita Kitchen asked for a security plan for Thomas Cloud Park and all of the City parks.

The City Council discussed current and future security measures for the City parks.

After discussion, the City Council agreed to recommend that this agenda item regarding improvements to Thomas Cloud Park be placed on the meeting agenda for the next Council Work Session for further review and discussion.

Public Facility Use Policy

Sarah McPherson distributed information and proposed legislation to approve a Public Facility Use Policy and associated fee schedule (see attached). She said this legislation sets up a process for all events to funnel through the Parks and Recreation Department to ensure that all events are being managed in the same manner throughout the community. She said all the suggestions she had received had been included in the revisions made to the proposed Public Facility Use Policy.

After discussion, the City Council agreed to recommend that the proposed legislation to approve a Public Facility Use Policy and associated fee schedule be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

Sarah McPherson distributed information and proposed legislation to amend certain sections of Chapter 943 – Parks of the Huber Heights City Code (see attached). She said the amendments to the Huber Heights City Code were tied to the Public Facility Use Policy and other changes related to City parks.

Anthony Rodgers said Sarah McPherson took the opportunity to also make updates to sections of the Huber Heights City Code that dealt with City parks to make the information consistent. He said this legislation is a companion piece to the legislation to approve the Public Facility Use Policy.

Mayor Jeff Gore said a lot of kids in high school take gym class over the summer and every time the class has gone over to Community Park to use the pickleball courts, the courts are packed. He asked if there is any way to designate time for the classes through the policy. He said summer gym only lasts about two weeks.

Sarah McPherson discussed the process for school uses, including insurance coverage. She also discussed the future possibility of online scheduling for the pickleball courts.

After discussion, the City Council agreed to recommend that the proposed legislation to amend certain sections of Chapter 943 – Parks of the Huber Heights City Code be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with the second reading and adoption of the proposed legislation at the July 22, 2024 City Council Meeting.

BWC Insurance Renewal

Katie Knisley distributed information and proposed legislation to authorize the City's participation in the Ohio Association Of Public Treasurers 2025 Workers' Compensation Retrospective Program (see attached). She said this item is the annual legislation for the City's Workers' Compensation. She said the City has been invited back into the Group Retrospective Rating Program with the Ohio Association of Public Treasurers. She said there are no rates available until October, 2024, but the rate for the premium has been estimated to be \$227,607 as compared to last year's premium of \$227,451. She said this legislation would authorize the City to enter into the program and would allow the City to continue the Third Party Administrator (TPA) services with Sedgwick to manage the City's claims.

After discussion, the City Council agreed to recommend that the proposed legislation to authorize the City's participation in the Ohio Association Of Public Treasurers 2025 Workers' Compensation Retrospective Program be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

City Liability Insurance Renewal

Katie Knisley distributed information and proposed legislation to authorize a renewal agreement for the City's liability insurance (see attached). She introduced the representatives from the Marsh & McLennan Agency present at the meeting. She said the City has worked

with the Marsh & McLennan Agency for many years, and it has been a fantastic working relationship. She said she is happy to report that the overall increase this year for the City's liability insurance is only 4.6 percent. She said that control of the costs would not happen without the Marsh & McLennan Agency. She said the 4.6 percent is a renewal with the current carrier, Selective Insurance, for property and casualty insurance, and the City will stay with Travelers Insurance for the crime portion of the insurance. She said the legislation will be for \$366,923 which is the total for the City's crime, property, and casualty insurance. She said also in the legislation is \$25,000 which includes an amount for premium deductibles. She said the total amount is a not to exceed amount of \$392,000.

After discussion, the City Council agreed to recommend that the proposed legislation to authorize a renewal agreement for the City's liability insurance be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

New City Governance Center – Phase I – Award Contract

Russ Bergman distributed information and proposed legislation to award a contract for the construction of the new Huber Heights Governance Center – Phase I (see attached). He said this legislation is to allow the City to award a contract for the construction of the new City Governance Center. He said this contract is Phase I of the project which is constructing the entire building shell and the interior of the City Council side of the building. He said the bids were reviewed by LWC, Incorporated and LWC, Incorporated recommended the City award this contract to Arcon. He said the not to exceed amount for the contract is \$7,300,000 and the project will be funded through the Capital Fund. He said the other half of the building is still being reviewed and designed for City Staff offices.

Aaron Sorrell discussed the steps for the space planning exercise for the rest of the building. He said the timeline for this project is approximately one and a half years.

After discussion, the City Council agreed to recommend that the proposed legislation to award a contract for the construction of the new Huber Heights Governance Center – Phase I be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

Thomas Cloud Park Walking Paths – Contract Modification – Booher Blacktop

Russ Bergman distributed information and proposed legislation to authorize a contract modification with Booher Blacktop for the Thomas Cloud Park Path Resurfacing Project (see attached). He said Booher Blacktop paved the walking paths at Thomas Cloud Park. He said there was an increase in the contract of \$15,500. He said the original contract was roughly \$230,000.00 with a not to exceed amount of \$253,000.00. He said that amount was used along with the additional \$15,500 due to additional items during the repaving process. He said it was difficult to come up with the exact amount of asphalt needed, and a width of the asphalt was assumed, but the width varied all the way through the park. He said three additional small paths were paved, and the thickness of the path varied due to dips in the original path. He said this amount will come out of the Parks and Recreation Fund.

Nancy Byrge asked if someone could look at the walking path at the City's dog park as it is uneven.

Russ Bergman said he will have Mike Gray take a look at the path at the City's dog path.

After discussion, the City Council agreed to recommend that the proposed legislation to authorize a contract modification with Booher Blacktop for the Thomas Cloud Park Path Resurfacing Project be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

Well PW-7 Installation – Solicit Bids

Russ Bergman distributed information and proposed legislation to solicit bids for the installation of monitoring wells and a new water supply well, PW-7, at the Rip Rap Road Well Field (see attached). He said this legislation allows the Engineering Division to go out for competitive bids from qualified drilling companies for the installation of a new water supply well at the Rip Rap Road Water Treatment Plant. He said the location is on the newly acquired land that the City purchased last year. He said this project is Phase I of the installation to drill the well. He said after Phase I, the company will come back for Phase II based on the new well to decide the size of pumps and motors to use for the well. He said Phase I will also be for installation of early warning ground water monitoring wells that are required by the EPA. He said this well is expected to be a high producing well. He said the City needs this well to increase the full potential of the water plant. He said the not to exceed amount for Phase I of the project is \$650,000 which will be taken from the Water Fund.

After discussion, the City Council agreed to recommend that the proposed legislation to solicit bids for the installation of monitoring wells and a new water supply well, PW-7, at the Rip Rap Road Well Field be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

2025-2029 Capital Improvement Plan (CIP)

Jim Bell distributed information and proposed legislation to approve the City Of Huber Heights 2025-2029 Capital Improvement Plan (CIP) (see attached). He said this item was discussed in the last Council Work Session and he had not received any additional comments from the City Council. He said he added \$630,000 to the CIP based on submissions from Chris Lindeman from the YMCA for the Kroger Aquatic Center and from Matt Dunn from MEMI for the Rose Music Center. He said this legislation will need to be approved at the July 8, 2024 City Council Meeting because it is running up against the deadline for the 2025 Tax Budget to be filed with the County Auditors. He said that the CIP needs to be adopted by the City Council prior to adoption of the 2025 Tax Budget.

Jim Bell answered questions from the City Council about the CIP.

After discussion, the City Council agreed to recommend that the proposed legislation to approve the City Of Huber Heights 2025-2029 Capital Improvement Plan (CIP) be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

2025 Tax Budget

Jim Bell distributed information and proposed legislation to adopt the 2025 Tax Budget (see attached). He said the 2025 Tax Budget is brought before the City Council every year. He said it is not a true appropriation budget, but it is the start of the annual City Budget process. He said the Miami County Auditor still requires the Tax Budget to be filed each year, but the City still provides the Tax Budget annually to the Montgomery County Auditor. He said there will be a public hearing on the 2025 Tax Budget at the July 8, 2024 City Council Meeting. He said the 2025 Tax Budget lists all of the current estimates as to what each fund will have in balance at the end of the year. He reviewed resources, long term debt, and current property tax levies which were established back in the 1980's. He said in the September-October, 2024 timeframe, each County Auditor will estimate the amounts to be collected from the levies. He explained the process to the new Councilmembers.

Nancy Byrge confirmed with Jim Bell that the property tax levies never expire and remain in place until Council, by action, removes the tax levies.

Mark Campbell confirmed with Jim Bell that if these property tax levies were removed, that it would lower the property tax burden on residents but would also lower the TIF revenues. He said the removal of these property tax levies would also reduce the burden on the senior citizen population. He asked Mayor Jeff Gore if Council could direct City Staff to work on this issue and bring back the agenda item for discussion at a future Council Work Session.

Mayor Jeff Gore said from a property tax perspective, it would be a great way to help out residents and to look into what that overall cost might be to the City to do so.

Mark Campbell confirmed with John Russell that the public safety income tax levies are only on earned income and do not affect non-working senior citizens.

Jim Bell said he could bring in some of the representatives from Montgomery County to present to Council how the tax levies work. He discussed with Council ways to balance the funds with an increase in the income tax.

Mark Campbell said he makes a substantial income so he would pay the income tax, yet he is still proposing this change.

Jim Bell said he would have to research what this proposal would do to the school systems. He said he will contact Montgomery County regarding numbers for the Homestead Exemption.

Mark Campbell and Jim Bell discussed the General Fund, public safety, and taxes. Mark Campbell said City Staff need to look at the tax levies and see what the opportunities are.

Mayor Jeff Gore asked Jim Bell to have more serious discussions with Montgomery County regarding those issues and the relationship to TIF revenue, and then bring this agenda item back to a Council Work Session in August, 2024.

After discussion, the City Council agreed to recommend that the proposed legislation to adopt the 2025 Tax Budget and the necessary public hearing be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

Supplemental Appropriations

Jim Bell distributed information and proposed legislation to approve various supplemental appropriations for 2024 (see attached). He said these supplemental appropriations are for the various purposes listed:

- \$266,750 advance from General Fund to Fire Capital/Equipment Fund for the architectural/design work for the renovation of Fire Station 23. Notes will be issued in November 2024 to reimburse the General Fund.
- \$24,100 for closed captioning services for City meeting recordings.
- \$160,000 for legal services for the remainder of 2024.
- \$25,621 for the Police Federal Equity Sharing Program (representing total dollars collected and not yet budgeted).

Jim Bell said since the meeting packet was distributed, he has made some significant new additions (see attached). He said at the time the 2024 City Budget was approved, a deep dive was not done into what was needed in the budget for debt service. He listed debt items which total \$21,560,000 which will be covered by issuing additional notes this year. He asked Council to approve the increase in the 2024 City Budget to handle the debt service payments needed this year and he said there will be revenue sources in addition to the new notes until all of the capital projects are complete. He said then the City can do 30-year bonds to cover the debt service for a longer period of time. He said in the meeting packet for the July 8, 2024 City Council Meeting, Council will see all of the additions for the debt service. He asked Council to waive the second reading of the legislation at the meeting in order to allow for design work to begin on Fire Station 23.

Don Webb said in the next agenda item, Jim Bell is asking for an increase in the not to exceed amount for legal services to \$250,000, and this legislation budgets for \$160,000. He asked what the difference is between the two numbers.

Jim Bell explained that funds in the budget for legal services are being split between Pickrel, Schaeffer, and Ebeling who is still doing carryover work for the City, and Coolidge Wall Co., L.P.A.

After discussion, the City Council agreed to recommend that the proposed legislation to approve various supplemental appropriations for 2024 be prepared and placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with the waiving of the second reading and adoption of the proposed legislation with the proposed changes at the July 8, 2024 City Council Meeting.

Increase Not To Exceed Amount – Coolidge Wall Co., L.P.A.

Jim Bell distributed information and proposed legislation to increase the not to exceed amount for Coolidge Wall Co., L.P.A. for legal services for the Legal Department (see attached). He said with any vendor that the City spends more than \$75,000 in a year, City Staff have to come to Council for approval. He said he anticipates the City may spend as much as \$250,000 with Coolidge Wall Co., L.P.A. in 2024.

After discussion, the City Council agreed to recommend that the proposed legislation to increase the not to exceed amount for Coolidge Wall Co., L.P.A. for legal services for the Legal Department be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the July 8, 2024 City Council Meeting.

Case RP 24-12 – City Of Huber Heights – Record Plan – Vacation Of Middleton Court

Aaron Sorrell distributed information and proposed legislation for Case RP 24-12 for the City of Huber Heights to approve the vacating of Middleton Court (see attached). He said the City is vacating Middleton Court for the construction of the new Public Works Division facility. He said it is just a cul-de-sac on paper at the moment, but it is private right of way. He said once the ordinance is approved, the Planning Department will facilitate the record plan of what is going to be the new Public Works Division facility. He said this action needs to be completed before there is a Certificate Of Occupancy. He said there will be a brief public hearing on Case RP 24-12 at the July 8, 2024 City Council Meeting.

After discussion, the City Council agreed to recommend that the proposed legislation for Case RP 24-12 for the City of Huber Heights to approve the vacating of Middleton Court and the necessary public hearing be placed on the agenda at the July 8, 2024 City Council Meeting for a first reading as non-emergency legislation with the second reading and adoption of the proposed legislation at the July 22, 2024 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 Edwin Petticrew to the Citizens Water and Sewer Advisory Board for a term ending on January 1, 2026. He said a background check was processed on Mr. Petticrew by Human Resources.

After discussion, the City Council agreed to recommend approval of the appointment of Edwin Petticrew to the Citizens Water and Sewer Advisory Board for a term ending on January 1, 2026 and requested that the necessary motion be prepared and placed on the agenda for approval at the July 8, 2024 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 8:52 P.M.

AI-10180

Topics Of Discussion **B.**

Council Work Session

Meeting Date: 07/02/2024

Charter Review Commission - Proposed City Charter Amendments

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work **Date(s) of Committee Review:** 07/02/2024
Session

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

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

Agenda Item Description or Legislation Title

Charter Review Commission - Proposed City Charter Amendments

Purpose and Background

Representatives of the Charter Review Commission will present initial draft revisions of proposed City Charter amendments for consideration by the City Council for placement on the November, 5, 2024 general election ballot (see attached).

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

Draft Proposed City Charter Amendments

Section 4.03 - Eligibility.

Candidates for the offices of Councilmember and Mayor shall be qualified electors of the City at the time of filing their nominating petitions, shall have maintained their residency in the City at least one (1) year immediately preceding the election, and shall maintain residency during their term of office. Candidates for the offices of Councilmember to be elected by districts shall have resided in their respective districts for at least one year immediately preceding the election and shall maintain such residency during their term of office. Councilmembers, including the Mayor, who cease to meet the preceding eligibility requirements during their term of office shall forfeit their offices pursuant to Section 13.08 of this Charter. To be eligible as a candidate for the office of Councilmember or Mayor, an individual shall not be holding the office of Councilmember or Mayor at the time of filing their nomination petition, unless the petitioner is in the last year of their then current term.

Section 4.04 Mayor and vice mayor.

- (A) *Mayor.* Beginning with the regular municipal election to be held in 1985, the Mayor shall be elected by separate ballot from the City at large for a four (4) year term of office. The Mayor shall be a member of Council, ~~but shall not have the right to vote on issues before Council except in the cases where the vote for the remaining members of Council results in a tie vote, in which cases the Mayor must cast the deciding vote. The Mayor shall have the power to veto any ordinance or resolution enacted by Council except (i) those enacted as a result of the Mayor's casting the deciding vote, and (ii) those enacted by a vote of at least two-thirds (2/3) majority of Council.~~ The Mayor shall have a right to vote as a member of Council, but shall have no veto power.

In addition to the powers, rights and duties as a member of Council as provided under this Charter, the Mayor shall preside at meetings of Council, ~~shall serve as a non-voting member of all Council-appointed committees,~~ and shall be recognized as head of the City Government for all ceremonial and non-administrative purposes, and by the Governor for military purposes. The Mayor shall have judicial powers and the other powers and privileges to which Mayors are entitled under general law and the Constitutions of the State of Ohio, provided such other powers and privileges are consistent with the provisions of this Charter. The Mayor shall also exercise those powers and perform such duties as described by ordinance or by resolution of Council, consistent with the provisions of this Charter.

- (B) *Vice Mayor.* Council shall, at the first regular meeting in January following its election and every year thereafter, choose, by a vote of no less than five (5) members of Council, one of its members as Vice Mayor, who shall act as Mayor during the absence or disability of the Mayor. If a vacancy in the Mayor's office occurs, the Vice Mayor shall serve as Mayor until the next regular municipal election. At such election a Mayor shall be elected to serve for the unexpired or a full term, as appropriate. At least ten (10) days prior to the date for filing for the office of Mayor at such election, the Vice Mayor who assumed the office of Mayor shall file with the Clerk of Council a written statement indicating whether such person will become a candidate for Mayor at such election or will reassume office of Councilmember, and such person shall be bound by such decision. If such decision is made in favor of reassuming the office of Councilmember, then upon the election of a Mayor and upon assumption of the office by the person so elected, the Vice Mayor shall reassume the office previously held as councilmember for the remainder

of the unexpired term to which elected. In the event of a vacancy in the office of Mayor whereby the Vice Mayor assumes the office of Mayor under this Section, the Council shall select a person to fill the vacancy in Council as provided in Section 4.07 of this Charter; however, the person so chosen to fill the vacancy in Council shall serve only until a Mayor is elected as provided herein, if the Vice Mayor elects to reassume office as a councilmember for the remainder of the unexpired term as provided for in this Section.

(Amended November 8, 2016)

Section 4.12 Quorum and majority votes.

A quorum of Council shall be present to conduct official business. Five (5) ~~voting~~ members of Council, ~~other than the Mayor,~~ shall constitute a quorum. Faced with the lack of quorum, a smaller number of such members of Council may convene, and may compel the attendance of absent members in the manner, and subject to the penalties prescribed by ordinance or resolution, and may adjourn meetings to a subsequent date. In determining a majority vote, a two-thirds (2/3) vote, or a three-fourths (3/4) vote, ~~the office of Mayor shall be counted in arriving at the nine members of Council, including the Mayor, shall be counted in arriving at the total membership of the Council, but the Mayor shall not have a right to vote on issues before the Council except as permitted by Section 4.04 of this Charter.~~

~~Section 5.12 Mayor's veto.~~

~~Every ordinance or resolution of Council shall, before it goes into effect, be presented to the Mayor for approval except (i) those ordinances or resolutions enacted as a result of the Mayor's casting the deciding vote, and (ii) those enacted by a vote of at least two-thirds (2/3) majority of Council. The Mayor, if he approves such ordinance or resolution, shall sign and return it forthwith to the Clerk of Council. If the Mayor does not approve the ordinance or resolution, he shall return it after its passage or adoption, with his objections in writing, to the Council at the next regular meeting of the Council. The Mayor's written objections shall be entered upon the journal of the Council. The Mayor may approve or disapprove the whole or any item of an ordinance or resolution appropriating money. If he does not return such ordinance or resolution with written objections within the time limited in this Section, it shall take effect in the same manner as if he had signed it, unless the Council, by adjournment, prevents its return. When the Mayor disapproves an ordinance or resolution, or any part thereof, and returns it as herein provided with his written objections, the Council may reconsider it no later than the next regularly scheduled Council meeting, and if such ordinance or resolution upon such reconsideration is approved by a two-thirds (2/3) vote of the members of Council then holding office, it shall take effect as if signed by the Mayor. If Council does not reconsider the Mayor's veto as herein provided, the content of the legislation in question may be considered thereafter in the same way all new legislation is considered.~~

~~(Amended May 2, 2017)~~

Section 5.08 Authentication and recording; review; codification; and reproduction.

- (A) *Authentication and Recording.* Each ordinance or resolution of the Council shall be authenticated by the Clerk of Council's signature and the signature of the presiding officer of the Council. The Clerk shall record in full, in a properly indexed journal or other record kept for that purpose, all ordinances and resolutions adopted by Council.
- (B) *Codification.* Within three (3) years after adoption of this Charter, and at least every ten (10) years thereafter, the Council shall be charged to consider providing a codification or recodification of the City ordinances and resolutions of a general and permanent nature. The codification or recodification may be adopted by Council and shall be published promptly in bound or loose-leaf form, together with this Charter and any amendments thereto, and including any pertinent provisions as Council may specify of: the Ohio Constitution and other laws of the State of Ohio, codes of technical regulations and other rules and regulations; or other pertinent supplementary materials. This compilation shall be known and cited officially as the "Huber Heights City Code" or the "City Code". Copies of the City Code shall be furnished to City officers, placed in public City offices for free public reference, and made available for purchase by the public at a price determined by the Council. The City Code may contain new matter therein, shall be adopted by a majority vote of the members of the Council then holding office, and shall become effective immediately upon its adoption by the Council. The Clerk of Council shall cause a notice of the proposed adoption or any recodification thereof by the Council to be published ~~one (1) time in a newspaper of circulation in the City at least seven (7) days prior to Council's adoption thereof, and no further publication shall be necessary by~~ posting the notice for at least ten (10) days prior to Council's adoption thereof on the City's website and in not less than three (3) public places within the City, as such public places are determined by the Council. A current service supplementing the City Code shall be maintained in the manner prescribed by the Council.
- (C) *Copies of Ordinances and Resolutions.* The Clerk of Council shall provide copies of this Charter and amendments thereto and copies of ordinances and resolutions adopted by the Council to persons requesting such copies at reasonable costs as determined by the Council.

(D) *Review.* Within two (2) years after the adoption of this Charter, and at least every ten (10) years thereafter, the Council shall appoint an Ordinance Review Commission of not less than seven (7) electors of the City. It shall be the duty of the Commission to review the City Code, if one exists, and other ordinances or resolutions of the City, and to make recommendations to the Council for the elimination or revision of provisions of the City Code and other ordinances and resolutions which may, in the opinion of the Commission, have outlived their usefulness or practicality. The Commission shall submit its report to Council within one (1) year after its appointment. The Council may take any action, in its discretion, as it deems warranted with respect to the recommendations of the Commission.

Section 6.01 Appointment; qualifications; compensation.

Council, by an affirmative vote of no fewer than five (5) members, shall appoint a City Manager (referred to in this Charter as the "City Manager" or "Manager") for an indefinite period of time and shall fix the compensation of the Manager. The Manager shall be appointed on the basis of executive and administrative qualifications. At the time of appointment, ~~the Manager need not be a resident of the City, but shall become a resident with six (6) months after appointment, unless otherwise temporarily authorized by Council.~~ residency of the Manager will be dependent on existing Ohio State Law and as negotiated by Council.

Section 9.07 Removal of board or commission member.

By an affirmative vote of ~~six (6)~~ five (5) members of Council at a regular meeting, Council may remove any member of a board or commission for lack of qualifications, incompetency, misconduct, ~~or~~ neglect of duty, or unexcused absences from any three (3) meetings of the board or commission on which such person serves. The reasons for removal shall be stated in writing and said member shall be given an opportunity to be heard at a regular meeting of Council. Action of the Council shall be final.

(Amended May 2, 2017)

Section 13.08 Removal of official.

- (A) The Mayor and Councilmembers shall be removed for cause as provided in this Section of the Charter.
- (B) As used in this Section of the Charter, the "Charging Official" shall mean: the "Mayor" except where the person accused of a grounds for removal is the person holding the office of Mayor; or the "Vice Mayor" where the person sought to be removed for cause holds the office of Mayor.
- (C) The Charging Official having reason to believe there is probable cause (as such causes are defined in this Section) for the removal of the Mayor or Councilmember, shall give notice of the alleged cause for removal and the time, date and place of the commencement of hearing for removal, which shall not be earlier than ten (10) days after the service of the notice to the accused person by personal service, certified mail, or by leaving a copy of such notice at the person's last known place of residence in the City. At such time, date and place and at any adjourned meetings, the Council shall hear, provide an opportunity to the accused person to be heard and present defenses, and determine whether the accused person shall be removed from office. The Council shall remove an official for any of the following causes by a two-thirds (2/3) vote of the Councilmembers then holding office, provided that if the accused person is the Mayor or a Councilmember, such person shall not vote on any matter during the removal procedure and shall not be counted in determining required majorities:
- (1) Failure to possess or maintain the qualifications of the office prescribed by this Charter;
 - (2) Intentional violation of the prohibitions set forth in Section 4.06 of this Charter;
 - (3) Conviction of a felony; or
 - (4) Violation of any expressed provision of the Charter; or
 - (5) Unexcused absences from any three (3) ~~consecutive~~ regular meetings of the Council, ~~Board or Commission on which such person serves~~. An absence from a regular meeting may be excused by a majority vote of the members of the Council then holding office; such absence may be excused at any time, including the excusing of any absence after action is initiated

but prior to the commencement of hearings for the person's removal under this Section.

- (D) Upon the removal of an official from office pursuant to this Section, the office of the offending person shall be vacant, subject to any appeal to and review by an appropriate court, and the vacancy shall be filled as provided in this Charter.
- (E) The removal of an official or the occurrence of any of the causes permitting the removal shall not invalidate any official action of the Council in which the member participated. The subsequent removal of a person who fills a vacancy created pursuant to this Section by the reinstatement by a court of a person previously removed by the Council, shall not invalidate any action of the person who filled the vacancy or the Council in which such person who filled the vacancy participated.
- (F) The Council shall be the judge of the grounds for removal from office and shall conduct the proceedings relative to removal. The Council shall have the power to subpoena witnesses, administer oaths and require the producing of evidence, either on its own motion or through the process of any appropriate court or officer thereof. A person charged with conduct constituting grounds for removal from office shall be entitled to a public hearing on demand, but in any case, a record of the proceedings shall be made and preserved. If a public hearing is demanded, a notice of such hearing shall be published ~~in one or more newspapers of general circulation in the City and posted on available public media at least one (1) week~~ by posting the notice for at least seven (7) days in advance of the hearing on the City's website and in not less than three (3) public places within the City, as such public places are determined by Council, and in such an event, the Charging Official may reschedule the time, date and place of the hearing to accommodate the publication of the notice. If the hearing is rescheduled, the Charging Official shall notify the accused person of such fact. Decisions made by the Council under this Section shall be subject to review by the Courts on matters of law and whether the Council acted arbitrarily and without probative evidence to support the grounds for removal.
- (G) Council shall request the County Prosecutor or his designee to prosecute the removal proceedings before the Council and any reviews thereof by the Courts. If the County Prosecutor refuses to accept the responsibility, Council shall appoint a Special Prosecutor who shall prosecute the removal proceedings before the Council and any reviews thereof by the Courts. If a

person accused is not finally removed the City shall pay the reasonable costs of the defense of such persons and any compensation withheld pending the appeal of the action of the Council.

(Amended May 2, 2017)

AI-10178

Topics Of Discussion C.

Council Work Session

Meeting Date: 07/02/2024

Parks And Recreation Board Update

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 07/02/2024

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

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

Agenda Item Description or Legislation Title

Parks And Recreation Board Update

Purpose and Background

Representatives of the Parks and Recreation Board will give an update presentation on the activities and work of the Parks and Recreation Board.

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.



Parks and Recreation Advisory Board

Presentation for Council Work Session (CWS)

July 2, 2024

- **Projects Update**
- **Board Activities & Members Update**
- **Park Manager Inputs**
- **YMCA Inputs & Stats**
- **Activities Scheduled for 2024**
- **Capital Improvements for 2025**
- **Advisory Board & Park Manager Inputs**
- **Board Membership**

Alexander Black, Chairman



Projects Update

- **Pickleball Courts**
- **Playground Equipment**
 - **Categorized and standardized Community/Neighborhood parks**
 - **Equipment identified**
- **Remaining Fall activities with Y and Park Manager**
 - **Reviewing Capital Improvement Plan (CIP) FY25-29**
 - **Annual Trunk or Treat at YMCA – Oct 2024**

Community Park Pickleball Courts





Remaining Activities Scheduled for 2024

- Farmers Market: May – Oct '24
- Strong Kids Triathlon
 - Kroger Aquatic Center, August 3, 2024
 - 2023 hosted 300+ kids
- Pickleball Tournaments: Sep 19th – Sep 22nd
- Annual Trunk or Treat at YMCA – Oct 2024
- Summer Music Series 2024
 - Four remaining – Eichelberger complex
 - Jun – Aug
- Aquatic Center
 - Season Passes sold – 358 units
 - Members – 1,324



Park Manager's Inputs

- Tree Giveaway
 - 108 Trees – Huber Residents
 - Proposed as Annual Event
- Standardized Configurations for Neighborhood & Community Parks
 - Shullgate
 - Community Park
 - Miami Villa
 - Twin Creeks
 - Cottonwood
 - Belle Plain
 - Gary Sherman
- YMCA Joint Events
 - Trunk or Treat at Y
 - Halloween Haunts Events at Cloud Park



YMCA Inputs

- Youth Activities 2024
 - Day Camp – 150 for 10 weeks
 - Swim Lessons – 1,057
 - Soccer -418 (spring)
 - Baseball - 184
 - Volleyball –313 (winter & spring)
 - Basketball- 625 (winter & summer)



Board Inputs

- Arbor/Earth Day Plans
 - Donated over 108 trees & shrubs - 2024
 - Park Cleanup for 2025
- Issues for Board
 - Two meeting canceled (lack of quorum)
 - Two of Three vacancies filled
 - Need to approve qualifications for Honorary Positions
 - One each (Wayne & Bethel)
 - Decision for School or Board
- Review & Prioritize Capital Improvement Plan for 2025-2029



Board Members

- **Alexander (Alex) Black, Chair** Mar 31, 2026
- **Chris Hall, Vice Chair** Mar 31, 2025
- **Bryan Detty** Mar 31, 2027
- **Dennis Snider** Mar 31, 2025
- **Justus Bonnoront** Mar 31, 2026
- **Andy Hill** Mar 31, 2026
- **Richard Moore** Mar 31, 2027
- **Casey Taylor** Mar 31, 2026
- **Vacant**
- **Ron Eifert, Special Liaison** Mar 31, 2025
- **Honorary Member – Student(s) - TBD**

AI-10182

Topics Of Discussion D.

Council Work Session

Meeting Date: 07/02/2024

Thomas Cloud Park – Improvements/Splash Pad – Solicit Bids

Submitted By: Sarah McPherson

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Parks/Recreation

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: Handouts

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Thomas Cloud Park – Improvements/Splash Pad – Solicit Bids

Purpose and Background

Thomas Cloud Park's splash pad is slated for replacement. This construction along with aging infrastructure and inadequate event amenities within the park system warrant a greater discussion on the future possibilities at Thomas Cloud Park. Discussion will aid the Parks Manager in orienting the bid(s) for improvements within the park and the larger park system.

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

Presentation



Thomas A. Cloud Memorial Park Improvement Discussion

July 2, 2024

Splash Pad



Amphitheater



Vendor Space



Playground & Patio



Overview 1



Overview 2



AI-10174

Topics Of Discussion E.

Council Work Session

Meeting Date: 07/02/2024

Public Facility Use Policy

Submitted By: Sarah McPherson

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Parks/Recreation

Date(s) of Committee Review: 05/07/2024 and 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Public Facility Use Policy

* Public Facility Use Policy

Purpose and Background

This item is to discuss approval of a Public Facility Use Policy and the corresponding Annual Fee Schedule for the equitable and efficient facilitation of public use of City facilities.

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

Exhibit B

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE PARKS MANAGER TO ADMINISTER THE PUBLIC FACILITY
USE POLICY AND ASSOCIATED FEE SCHEDULE.

WHEREAS, the public desires to formally utilize publicly owned and maintained parks, facilities, and spaces for activities such as rentals, athletic activities, and special events; and

WHEREAS, the City desires to provide for the formal use of facilities through an organized and equitable means; and

WHEREAS, the City desires to administer fees associated with certain use in order to recuperate some of the operational costs of administering a public use policy.

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

Section 1. The Parks Manager or their designee is hereby authorized, pursuant to Section 138.02 of the Huber Heights City Code, to administer the Public Facility Use Policy included as Exhibit A. All previous public facility use policies in conflict hereto are repealed.

Section 2. The Parks Manager is hereby authorized, pursuant to Section 138.02 of the Huber Heights City Code, to maintain and administer the Annual Fee Schedule, included as Exhibit B.

Section 3. The Parks Manager in consultation with the City Manager and Law Director shall be afforded managerial discretion in the application of these policies when a deviation is suitable for the public good.

Section 4. The Parks Manager shall evaluate fees and available facilities and services annually. The Parks Manager shall seek the reapproval of the City Manager when increases exceed 20 percent of the previously approved rates.

Section 5. The Parks Manager shall present the Public Facility Use Policy to the City Council for reapproval when substantial changes are needed at the direction of the City Manager.

Section 6. The policies of this Resolution shall replace the Parks and Facility Use Procedures established in Section 943.01 of the Huber Heights City Code and in Resolution No. 2018-R-6606.

Section 7. 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 8. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A



City of Huber Heights Parks & Recreation

PUBLIC FACILITY USE POLICY

PURPOSE

The City of Huber Heights owns, leases and operates various public lands, spaces and facilities. The City of Huber Heights encourages the use of public spaces to enhance the quality of life for Huber Heights residents and provide diverse leisure experiences within the community. This policy outlines different types of public use and associated rules and considerations.

AUTHORITY

Per City Code Section 943.01 and Resolution No. 2024-R-XXXX

DEFINITIONS

Public Facility Use is defined within this policy as the organized use of a park, facility, or space owned and managed by the City of Huber Heights. Typical Public Facility Use requests can be categorized into three types: *Private Rental* requests, *Special Event* requests, and *Athletic Facility Use* requests. Supplemental procedures for the implementation of this policy are maintained by the Parks and Recreation Department.

Private Rentals:

Private rentals are defined as reservations for use by a private group. The event is by invite only and not open to the public. No fees are being collected nor are funds generated from the use; no Special Event elements included.

Special Events:

A Special Event generally affects the typical ongoing of a public space and features multi-faceted event elements as listed below. A Special Event Permit is required if your event includes **any** of the following criteria:

- Any public gathering (defined as more than 75 in attendance) on a public street or public property within the City limits (with exceptions for indoor or shelter rentals in spaces which accommodate that occupancy level).
- The anticipated number of participants/attendees will limit or impede public access (even if less than 75).
- Bounce house, large Inflatables, other amusements, or temporary structures.
- Amplified sound beyond a personal/Bluetooth speaker.
- Fireworks, pyrotechnics, or other flame effects under ORC 3743.54.
- Alcohol sales under ORC 4303.
- Vendors, sale of goods or food and beverages.
- Closure of a public street. Including Block Parties.
- Exclusive or designated use of waterway, trail, or other recreation amenity.
- Market/Showcase/Performance within a public park, on public property or in a public street.
- Events with public marketing, promotion, social media postings or other communications.

- Events that are organized as an expression of First Amendment rights.

Typical special event types:

- Races, Runs & Rides (gathering, starting, finishing, crossing, or using public property)
- Concerts, Performances & Productions (on public property)
- Festivals or Carnivals
- Markets or Sales
- Fireworks Events
- Parades

Athletic Facilities:

Athletic Facilities are available for both league use and one-off reservations.

Athletic Leagues consist of organized community groups seeking long term use of public athletic facilities to host league or tournament play. These groups may enter into a formal agreement for the use and maintenance of the facility.

Facilities not managed by an external user group are available for one-time use. Fees for individual use vary depending on the level of prep work needed and the duration of the reservation. Fees for each facility type are included on the Annual Fee Schedule.

POLICY

General Public Facility Use Policy

Prioritization:

Requests are generally processed on a first-come, first-serve basis. When conflicting and simultaneous requests exist, the City of Huber Heights shall prioritize facility use to the following organizations in order; except when superseded by individual use agreements sanctioned by City Council or official Council designee.

- A. City offerings, including those of internal City departments and officially commissioned boards, commissions, and councils of the City of Huber Heights. Offerings from this prioritization category may book reservations as far in advance as is required to best serve the interest of the Huber Heights organization and community.
- B. Non-Profit Organizations and other government organizations located within Huber Heights city limits and serving citizens of Huber Heights. Users from this prioritization category may book reservations for any given year beginning January 1st of that year. Proof of active 501(c)(3)) status must be submitted at the time of application for groups claiming non-profit status and maintained through the duration of the event/reservation.
- C. Private Huber Heights residents. Users from this prioritization category may book reservations for any given year beginning January 1st of that year. Resident is defined as an individual whose primary residence is within the City of Huber Heights.
- D. Non-profit organizations located within the City of Huber Heights though not directly serving citizens of Huber Heights and for-profit organizations. Users from this prioritization category may book reservations for any given year beginning January 1st of that year. While local businesses are welcome to utilize city facilities, activities may not directly generate business revenues.
- E. All other users not clearly defined within groups A-E may book at manager discretion.

Insurance Requirements:

All Public Facility Use is evaluated for elevated risk requiring the user to furnish liability insurance that additionally insures the City of Huber Heights with minimum coverage of \$1,000,000 per occurrence; \$2,000,000 aggregate. Insurance is required for most use deemed a "Special Event" or "Athletic Facility Use". Managerial discretion may be used to require insurance of Private Rentals based on the activities involved.

Prohibited Activities:

Activities involving high risk as assessed by managerial discretion are generally prohibited during Private Rentals and may be prohibited or require additional planning for events. Examples may include but are not limited to petting zoos, some temporary amusements, temporary play or shelter structures, pyrotechnics, stunt performances, and aerial gymnastics.

Fee, Cancellation & Refund Policy:

Rental and one-time Athletic Facility fees are generally collected with the initial application, however if subsequent fees become appropriate, those will be billed as incurred. Event and Athletic League fees are calculated according to the Annual Fee Schedule and individual use components.

Application fees are required for groups C-E and are non-refundable independent of approval status. Once approved, all subsequent fees are due as identified in the Annual Fee Schedule. Generally, refunds are not granted.

Denial of Application:

The City strives to accommodate reasonable use requests made in a timely manner. However, applications may be denied based on managerial discretion, especially when a duplication of offerings exists between the intended use and City supported events, programs, and offerings. Other factors evaluated include the historical record of the event, and the requesters proven ability to successfully execute the proposed event. Managerial evaluation will prioritize the health and safety of the community and event goers.

Requests that pose a significant burden to City resources or an undue detriment to community will be denied.

In addition, applications may be denied for delinquent user groups or intended use that violates general park rules or includes prohibited activities. Delinquent user groups are those that owe fees for past City services or have previously violated rules or codes of conduct for park users.

The City reserves the right to conduct a background check on any individual, sole proprietor, or organization representative named as a responsible party for an event, or league which involves interaction or services to senior citizens, individuals with disabilities, children, or any other vulnerable population. Applications may be denied based on the results of that background check.

Alcohol Sale and Consumption

Groups that desire to consume (no sales) alcohol during a private (invited guests only) function in an indoor facility or City Park Shelter must request to do so when purchasing the reservation online. Permit holders are responsible for following all applicable laws. A private group does not require

permission from the State of Ohio Department of Commerce-Liquor Control but does require permission from the City of Huber Heights.

Groups seeking to sell alcohol may initiate the request through the initial Public Use Application. Groups should wait to seek licensure through the State of Ohio Department of Commerce-Liquor Control until after they have received City approval. These requests are only available to user groups A-C and are subject to City Manager approval.

Special Event Policy

All Special Events go through two approvals before the final permit is granted. This includes the initial application approval and the final permit approval based on all plans and approval of all other governing bodies/departments.

The electronic application uses conditional logic to notify other City departments that may need to be involved in final approval. Staff will also utilize professional judgement in collaborating with other departments to provide timely, quality service.

Parks and Recreation staff will follow up with the applicant after the initial application submission for discussion and assist with gathering the necessary plans for a safe and professional event implementation.

Examples of event plans that may be required are:

- Communication, Information and Marketing Plans
- Emergency Action Plans
- Insurance and Hold Harmless Information
- Site Plan & Event Plan
- Logistics and Implementation Plans
- First Amendment Consideration Plans
- Traffic Control Plan
- Waste Management Plan

Users requiring City assistance with the event elements included in these plans will incur subsequent fees as dictated by the Annual Fee Schedule.

Event organizers should generally plan to apply three to six months in advance, depending on the complexity of the event, to navigate the event process with Parks and Recreation staff.

After initial application approval, staff will work diligently to assist applicants in gaining final approval. However, users ultimately unable to furnish satisfactory plans, insurance, and other permit requirements will be denied final permit approval.

Event organizer(s) must collect and sign the final permit in person.

Block Party Specific Considerations:

Block Parties are an important tool for community building and the promotion of neighborliness. Block Parties should be requested one month in advance of the proposed date. Approval is dependent on public safety input and City resources to provide barricades. Residents may have up to three Block

Parties per year. Parks and Recreation staff administer applications and approvals for Block Parties. Block Parties do not require insurance unless planned activities encompass obvious high-risk activities or amusements. In the event organizers are requesting high-risk activities, the Party will be assessed as a larger Special Event. Block Parties must follow all applicable City Ordinances regarding amplified sound and public disturbances.

First Amendment Considerations:

The City of Huber Heights is committed to responsibly managing First Amendment activity on public property. Individuals and groups participating in First Amendment activity have the right to organize and participate in peaceful assemblies to express their political, social, or religious views in a peaceful manner which can include collecting signatures, demonstrations, or other similar gatherings in public areas.

Request for Public Facility Use to facilitate First Amendment activity will be initiated through Parks and Recreation and ultimately approved and managed by the City Manager or their designee based on the logistics and factors of the event such as location, anticipated crowd size, and level of city resources required to manage the overall scope of the request. Requirements of these events may differ from other typical Special Events managed through this policy.

Staff will also coordinate with users offering large scale events and festivals that may attract First Amendment activity. Staff will assist these organizers in completing supplemental plans which include these considerations.

Process Oversight:

The Parks and Recreation Department plays the lead role in permitting Special Events within the community. The City of Huber Heights recognizes there are other governmental and non-governmental agencies whose interests should be considered during the event planning and permitting process. Approval from other entities may be required to complete the City of Huber Heights Special Event Permit approval process.

The City of Huber Heights has jurisdiction over public parks, roadways, and property. Events utilizing the Great Miami River, or the Great Miami River Recreational Trail require additional approval/permits from the Miami Conservancy District and/or the Five Rivers Metroparks. It is the responsibility of the event organizer to ensure that all applicable rules are followed, and authorizations are received for spaces outside of the City's jurisdiction.

No event is final until the User has a signed Special Event Permit in hand.

Special Event Fees:

All Special Event related fees must be paid within thirty days of the final invoice. Some fees may be required despite cancellations. The terms and conditions of all fees and any deposits needed will be noted on the estimate provided at the applicant's signing of the final Special Event Permit. A final invoice will be sent to the Event organizer the week following the Event's conclusion.

Athletic Facility Policy

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

One-time or periodic use is available through coordination with the Parks and Recreation Department. If an organization seeks to utilize an athletic facility for the duration of a typical season, the organization will be required to enter into an individual Use Agreement outlines the terms and conditions of the use. Individual Use Agreements are arranged by the Parks and Recreation Department and approved by the City Manager.

PUBLIC PROCEDURE

All requests for Public Facility Use begin with the interested user visiting the City website. Requesters may complete a transaction to initiate a private rental, or they may apply to initiate the Special Event process or Athletic Facility Use process.

People unable to complete a transaction or submit an electronic application on their own may visit the Parks and Recreation Department for assistance completing the form. Users needing assistance after submitting their form should contact the Parks and Recreation Department.

General Facility Types and Approved Users

Parks	Available Use	Fee(s) Required	Alcohol Permit Available
Applications & Staff Support	Groups A -E	Yes	N/A
Indoor Facilities	Groups A -E	Yes	Yes
Thoroughfares, Sidewalks, Greenspaces and All Other Undefined Areas	Groups A - C for necessary event support elements.	None	No
Government Offices & Office Parking Lots	Group A	None	No
Athletic Fields	Groups A - E	Yes	No
Parks/Parkland	Groups A - C	Yes	Yes
Park Shelters	A-E	Yes	Yes

Approved Date:

Resolution:



EXHIBIT B

City of Huber Heights Parks & Recreation

ANNUAL FEE SCHEDULE

PURPOSE

The Annual Fee Schedule is produced by the Parks and Recreation Department each year to list the typical fees related to the public use of parks and facilities provided by the Public Facility Use Policy for the City of Huber Heights. This policy exists to guide the organized and equitable use of public resources.

AUTHORITY

Per City Code Section 943.01(b) and Resolution No. 2024-R-XXXX

POLICY

Each year fees may remain the same or increase by no more than 5% from the previous year under the authority of the Parks and Recreation Department Head. The City Manager will review and approve when increases amass greater than 20% of the originally legislated rate and determine when the schedule should return for City Council review.

Goods and services of the Parks and Recreation Department not listed in this fee schedule are created at the discretion of the Department Head in line with all internal policy regarding cost recovery goals. Examples of these types of goods and services typically include but are not limited to recreation programming, one time program, event or sport season sponsorships, consumables, deposits, and reimbursements.

User Prioritization:

The following user prioritization guidelines are established in the Public Facility Use Policy (xxx-r-xxx).

Requests are generally processed on a first-come, first-serve basis. When conflicting and simultaneous requests exist, the City of Huber Heights shall prioritize facility use to the following organizations in order; except when superseded by individual use agreements sanctioned by City Council or official Council designee.

- A. City offerings, including those of internal City departments and officially commissioned boards, commissions, and councils of the City of Huber Heights. Offerings from this prioritization category may book reservations as far in advance as is required to best serve the interest of the Huber Heights organization and community. No fees are assessed for this group.
- B. Non-Profit Organizations and other government organizations located within Huber Heights city limits and serving citizens of Huber Heights. Users from this prioritization category may book reservations for any given year beginning January 1st of that year. Proof of active 501(c)(3) status must be submitted at the time of application for groups claiming non-profit status and maintained through the duration of the event/reservation. 100% of application fees

are assessed. A 75% discount for all other fees may be given at the manager's discretion for uses that do not directly fundraise or generate revenues for the user.

- C. Private Huber Heights residents. Users from this prioritization category may book reservations for any given year beginning January 1st of that year. Resident is defined as an individual whose primary residence is within the City of Huber Heights. 100% of all fees are assessed for this group.
- D. Non-profit organizations located within the City of Huber Heights though not directly serving citizens of Huber Heights and for-profit organizations. Users from this prioritization category may book reservations for any given year beginning January 1st of that year. While local businesses are welcome to utilize city facilities, activities may not directly generate business revenues. 100% of all fees are assessed for this group.
- E. All other users not clearly defined within groups A-E may book at manager discretion. 100% of fees are assessed for these users.

The following charts indicate the current offerings of the Parks and Recreation Department regarding Public Facility Use including rentals, special events, and athletic facility use. Specific hours available for use are determined by availability pending all other City operations and prioritized users.

Any facility or service not listed within this schedule is generally unavailable for organized public use. However, the Department Head may utilize managerial discretion in granting access that reasonably aids in the success of an event and does not pose an undue burden to City staff, City property, or the surrounding community. Users requesting deviations from this policy or seeking to provide activities requiring substantial City involvement may require an individual use agreement with the City Manager as orchestrated by the Parks and Recreation Department.

Permits

Description	Fee	Fee Cap for Additional Review	Notes
Parade/Assembly Permit	\$25	\$30	Paid per application, independent of final approval.
Block Party Permit	\$0	\$20	Paid per application, three block parties per year, per intersection/street area. Subject to public safety needs/approval.
Alcohol Permit	\$25	\$30	Paid per application, independent of final approval. Administered through Parks & Recreation Department with Police Approval.

Special Event Permit	\$25	\$30	Paid per application, independent of final approval.
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Facilities

Aquatic Center	-	-	Rates set through a separate policy agreement with YMCA.
Park Shelter	\$25	\$30	Daily Fee
Eichelberger Amphitheater	\$100	\$120	Daily Fee
Community Center West Room (No Kitchen)	\$75	\$90	Hourly Fee. 2 hr. Minimum. \$300 maximum fee for up to 8 hours.
Community Center East Room (No Kitchen)	\$75	\$90	Hourly Fee. 2 hr. Minimum. \$300 maximum fee for up to 8 hours.
Community Center Entire Facility (Kitchen Included)	\$100	\$120	Hourly Fee. 2 hr. Minimum. \$400 maximum fee for up to 8 hours.
Senior Center Grand Hall	\$120	\$144	Hourly Fee. 2 hr. Minimum. \$480 maximum fee for up to 8 hours. Availability subject to separate policy with Senior Center organization.
Senior Center Classroom	\$25	\$30	Hourly Fee. 2 hr. Minimum. \$100 maximum fee for up to 8 hours. Availability subject to separate policy with Senior Center organization.
Baseball/Softball Diamond	\$25	\$30	3 Hour Rental. No lines included.
Tennis/Pickleball/Basketball/Volleyball Court	\$25	\$30	2 Hour Rental.

Non-Profit Meeting Room	\$10		Mon-Fri. Hourly. Senior Center Classroom preferred, any indoor space or shelter may be used at Manager discretion. Service hour agreement may be used to discount rate. Available to Group C and homeschool groups.
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Special Event Charges (External Organizers)

Trash Toter	\$15	\$18	Per Toter
Porta Potty	\$150	\$180	Per Potty
Hand Washing Station	\$250	\$300	Per Station
Maintenance Staff	\$45	\$56	Per Staff Hour Before, During and After
Street A-Frame Barricades	\$10	\$12	Per Barricade, Includes Installation. Block Parties exempt from this fee.
Food Truck Permit	\$20	\$25	Per Food Truck Present. Food trucks must carry liability insurance. Maximum fee \$100 per event.
Sales or Information Vendors	\$10	\$12	Per Vendor Present. Maximum fee \$40 per event.
No Parking Sign	\$3	\$4	Per Sign, Includes Installation
Carnival/Bounce House/Amusement or Temporary Structure Fee	\$100	\$120	Per Event
Unforeseen Support			Staff may request additional fees for unforeseen support. All fees assessed will be quoted before the final permit is signed by User.

Commemorative Memorial Program

Park Tree	\$300	\$360	Species available kept current in program brochure.
Park Bench	\$1,500	\$1,800	Model available kept current in program brochure.
Veteran Paver	\$125	\$150	Model available kept current in program brochure.
Veteran Street Banner	\$165	\$198	Design samples available by request.
Veteran Memorial Bench	\$500	\$600	Poured cement footer and installation cost. Individual bench purchased by requester.

Vendor Fees (For City organized Events or day-to-day vendors on City Property)

Food Truck/Cart	\$100	\$120	Per Day
Food Operator (Non-Truck/Cart)	\$120	\$144	Per Day. Only available for events 5 hours or longer.
Sales/Business Vendor	\$50	\$60	Per Day
Information Only Vendor	\$50	\$60	Per Day

Farmers Market Exclusive Fees

Food Truck/Cart	\$25	\$30	Per Day
Sales Vendor	\$20	\$30	
Non-Profit	\$0	\$20	Accepted in limited number per day.
Full Season Sales Vendor	\$75	\$90	

Approved Date:

Ordinance:

AI-10175

Topics Of Discussion

Council Work Session

Meeting Date: 07/02/2024

City Code Amendments - Chapter 943 - Parks

Submitted By: Sarah McPherson

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Parks/Recreation

Date(s) of Committee Review: 05/07/2024 and 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

* City Code Amendments - Chapter 943 - Parks

Purpose and Background

This legislation amends certain sections of Chapter 943 of the Huber Heights City Code pertaining to the public use of facilities and various park rules and regulations.

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. 2024-O-

AMENDING CERTAIN SECTIONS OF PART NINE, STREETS AND PUBLIC SERVICES CODE, OF THE CITY CODE OF HUBER HEIGHTS.

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, the City Council has determined that revisions in Chapter 943 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 Nine, Streets and Public Services Code, Chapter 943.01 – Authority And Punishment, is hereby amended to read as follows:

943.01- Authority and Punishment

- (a) The following rules and regulations set forth in this chapter and those set forth in the ~~Parks Facilities Use Procedures~~ **Public Facility Use Policy** are adopted for the preservation of good order within and adjacent to City parks, and for the protection and preservation of the parks, parkways, and land under its jurisdiction and control, and of property and natural life therein.
- ~~(b) Recreation Board shall annually review and approve the Parks Facilities Use Procedures which will include a fee schedule and procedures for reserving athletic fields, special events and shelters and submit its report and recommendations to City Council for final approval.~~
- (b) The Parks and Recreation Division Manager or his/her designee shall have the following authority:
 - (1) To accept applications and schedule use of park facilities by the public for athletics and special events according to the ~~Parks Facilities Use Procedures~~ **Public Facility Use Policy** approved by the City Council.
 - (2) To reserve and schedule the use of park shelters.
 - (3) To collect fees for use of park facilities according to the ~~Parks and Recreation Annual Facilities Use Procedures~~ **Fee sSchedules** approved by City Council.
 - (4) Waive fees on a case by case basis, after consultation with the City Manager. ~~and City Department Law.~~
 - (5) Require athletic groups and special event groups that use park facilities to obtain and provide proof of liability insurance listing the City of Huber Heights as additional insured, in the minimum amount set forth in the ~~Public Facility Use Policy Parks Facilities Use Procedures~~ approved by ~~the~~ City Council.

Section 2. Part Nine, Streets and Public Services Code, Chapter 943.04 – Park Facilities, is hereby amended to read as follows:

943.04 Park facilities.

- (a) The City Parks include but are not limited to the following:
 - (1) Thomas A. Cloud Memorial Park: The City park located on Brandt Pike south of Kitridge Road shall now and hereafter be known as Thomas A. Cloud Memorial Park.
 - (2) Herbert C. Huber Community Park: The City park located on Chambersburg Road east of Old Troy Pike shall now and hereafter be known as Herbert C. Huber Community Park.

- (3) Cottonwood Park: The City park located on Fishburg Road east of Brandt Pike shall now and hereafter be known as Cottonwood Park.
 - (4) Shullgate Park: The City park located on Shull Road east of Old Troy Pike shall now and hereafter be known as Shullgate Park.
 - (5) Belle Plain Park: The City park located on Belle Plain Drive west of Bellefontaine Road shall now and hereafter be known as Belle Plain Park.
 - (6) Twin Creeks Park: The City park located on Leston Avenue between Lambeth Drive and Harshmanville Road shall now and hereafter be known as Twin Creeks Park.
 - (7) Rip Rap Park: The City park located on Rip Rap Road north of Chambersburg Road shall now and hereafter be known as Rip Rap Park.
 - (8) Gary Sherman Park: The City park located at the end of John Geiger Way shall now and hereafter be known as Gary Sherman Park.
 - (9) Canal Locks Park: The City park located on Endicott Road south of Fishburg Road shall now and hereafter be known as Canal Locks Park.
 - (10) Philipps Park: The City park located on Dial Drive north of Longford Road shall now and hereafter be known as Philipps Park.
 - (11) Miami Villa Park: The City park located on Rip Rap Road south of Chambersburg Road shall now and hereafter be known as Miami Villa Park.
 - (12) Huber Heights Community Center: The City park and community center located on Powell Road west of Old Troy Pike shall now and hereafter be known as the Huber Heights Community Center.
 - (13) Monita Field **Bike and Skate** Park: The City park located on Fishburg Road east of Old Troy Pike shall now and hereafter be known as Monita Field **Bike and Skate** Park.
 - (14) Kittyhawk Park: The City park located on Seaman Drive south of Fishburg Road shall now and hereafter be known as Kittyhawk Park.
 - (15) Flyer Field at Kittyhawk Park: The City dog park located on Seaman Drive south of Fishburg Road shall now and hereafter be known as Flyer Field at Kittyhawk Park.
 - (16) Dial Park: The City park located on Dial Drive shall now and hereafter be known as Dial Park.
 - (17) The Recreation Complex at The Heights: The City park that includes the, **Huber Heights Senior Center**, Kroger Aquatic Center at The Heights and the Eichelberger Amphitheater at The Heights located on Brandt Pike north of Shull Road shall now and hereafter be known as The Recreation Complex at The Heights.
- (b) *Scheduling Priorities.* Reservations for use of Park and athletic facilities, including but not limited to athletic facilities by the public for athletics and special events shall be in accordance with the **Public Facility Use Policy. Parks Facilities Use Procedures which will be approved annually by City Council. Park facilities are reserved on a first come, first served basis, on the first business day of each calendar year. If there are conflicting requests then Huber Heights based groups/organizations will receive preference.**

Section 3. Part Nine, Streets and Public Services Code, Chapter 943.06 – Horses, is hereby amended to read as follows:

943.06 Horses.

Horses are not permitted in the parks **without the express written permission of the Parks and Recreation Department.**

Section 4. Part Nine, Streets and Public Services Code, Chapter 943.07 – Vehicles And Traffic, is hereby amended to read as follows:

943.07 Vehicles and traffic.

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

Section 5. Part Nine, Streets and Public Services Code, Chapter 943.17 – Special Events, is hereby amended to read as follows:

943.17 Special events.

Persons desiring to hold concerts or special events shall first obtain written permission from the Parks and Recreation Division Manager under the **Public Facility Use Policy** ~~City's Parks Facilities Use Procedures.~~

Section 6. 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 7. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10170

Topics Of Discussion F.

Council Work Session

Meeting Date: 07/02/2024

BWC Insurance Renewal

Submitted By: Katie Knisley

Department: City Manager

Council Committee Review?: Council Work Session

Division: Human Resources

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

BWC Insurance Renewal

Purpose and Background

The City has been invited once again to join the BWC's Group Retrospective Rating Program through the Ohio Association of Public Treasurers Retro Group for the 2025 policy year. In this program, the premium is paid up front and claims during the policy year are surveyed for costs at 12, 24 and 36 months, then the difference between those costs and the premium will determine the amount of rebate the City will receive. This legislation authorizes the City Manager to enter into agreements with the Ohio Public Treasurer's Retrospective Group for the policy year 2025 and with Sedgwick to continue as the City's TPA in order to assist in controlling the City's exposure to risk and potentially reducing BWC premiums.

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:

This will be a budget item for the 2025 budget with an estimated annual premium cost of \$227,607. The fee for Sedgwick is \$8,080.

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO PARTICIPATE IN THE OHIO ASSOCIATION OF PUBLIC TREASURERS 2025 WORKERS’ COMPENSATION GROUP RETROSPECTIVE PROGRAM ADMINISTERED BY SEDGWICK.

WHEREAS, the City of Huber Heights has determined it is in the best interest of the City to participate in a workers’ compensation group retrospective rating program in order to control the City’s risk exposure while potentially reducing workers’ compensation premiums; and

WHEREAS, the City of Huber Heights has been invited to participate in the Ohio Association of Public Treasurers 2025 Workers’ Compensation Group Retrospective Rating Program.

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

Section 1. The City Manager is hereby authorized to participate in the Ohio Association of Public Treasurers Workers’ Compensation Group Retrospective Rating Program and to enter into the necessary agreements with the Ohio Public Treasurers and to continue with its third-party administrator, Sedgwick, to participate in said group retrospective rating program with the Ohio BWC.

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10176

Topics Of Discussion G.

Council Work Session

Meeting Date: 07/02/2024

City Liability Insurance Renewal

Submitted By: Katie Knisley

Department: City Manager

Council Committee Review?: Council Work Session

Division: Human Resources

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

City Liability Insurance Renewal

Purpose and Background

The City's insurance policy has a renewal date of July 11, 2024, and City Staff has been working with the City's insurance agent, Marsh & McLennan Agency, on the insurance renewal. This legislation will authorize the City Manager to enter into an agreement with an insurance company for the continuation of insurance coverage for general liability, property, boiler and machinery, inland marine, automobile, crime, law enforcement liability, public official liability and other necessary insurance coverage for the City of Huber Heights.

Fiscal Impact

Source of Funds: Various Funds

Cost: N/A

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

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

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT TO PROVIDE INSURANCE COVERAGE FOR GENERAL LIABILITY, PROPERTY, BOILER AND MACHINERY, INLAND MARINE, AUTOMOBILE, CRIME, LAW ENFORCEMENT LIABILITY, PUBLIC OFFICIALS LIABILITY, AND OTHER NECESSARY INSURANCE COVERAGE FOR THE CITY OF HUBER HEIGHTS, OHIO, WAIVING THE COMPETITIVE BIDDING REQUIREMENTS, AND TO COVER THE COSTS OF SERVICES ORDERED BY THE CITY.

WHEREAS, it is determined to be in the best interest of the City to continue to have insurance coverage; and

WHEREAS, liability insurance can be purchased effectively and efficiently through non-competitive procurement methods through a client services agreement; and

WHEREAS, it is determined that _____ is the best option for the City’s insurance coverages described herein; and

WHEREAS, the services to be provided are classified as professional services as defined in Section 171.12 (a)(4) in the Codified Ordinances of Huber Heights; and

WHEREAS, all purchases equal to or greater than \$25,000.00 require authorization by City Council.

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 an Agreement to provide insurance coverage through Marsh & McLennan Insurance Agency for general liability, property, boiler and machinery, inland marine, automobile, crime, law enforcement liability, public official’s liability and other necessary insurance coverage through the insurance carriers of _____ for the City of Huber Heights with total premium costs of \$ _____ and potential deductible and premium amounts of \$ _____, and City Council approves the expenditure of funds for such purpose including costs for services previously incurred at a cost not to exceed \$ _____.

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

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10130

Topics Of Discussion H.

Council Work Session

Meeting Date: 07/02/2024

New City Governance Center - Phase I - Award Contract

Submitted By: Hanane Eisentraut

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Engineering

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

New City Governance Center - Phase I - Award Contract

Purpose and Background

This legislation will authorize the City Manager to enter into a contract with Arcon Builders as the lowest and best bidder for the construction of the new Huber Heights Governance Center - Phase I. The Capital Fund, financed with notes, will be utilized for this project at a cost not to exceed \$7,300,000.

Fiscal Impact

Source of Funds: Capital Fund

Cost: \$7,300,000

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

Bid Results

Resolution



434 East First Street
Dayton, OH 45402
937.223.6500

Project Name
LW Commission No.

Bid Date/Time
Estimate

Huber Heights Governance and Senior Center
23618.00

5/24/2024 at 2:00PM

[illegible]

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO AWARD A CONTRACT FOR THE HUBER HEIGHTS GOVERNANCE CENTER – PHASE I.

WHEREAS, City Council under Resolution No. 2024-R-7414 has previously authorized the solicitation of bids for the construction of the Huber Heights Governance Center – Phase I; and

WHEREAS, construction bids were received on May 24, 2024; and

WHEREAS, funds are available to cover the cost of this improvement.

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

Section 1. The City Manager is hereby authorized to enter into a contract for the construction of the Huber Heights Governance Center – Phase I with Arcon Builders as the lowest and best bidder at a cost not to exceed \$7,300,000.00 on the terms and conditions as substantially set forth in the bid documents.

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10177

Topics Of Discussion I.

Council Work Session

Meeting Date: 07/02/2024

Thomas Cloud Park Walking Paths – Contract Modification – Booher Blacktop

Submitted By: Hanane Eisentraut

Department: Assistant City Manager

Division: Engineering

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Thomas Cloud Park Walking Paths – Contract Modification – Booher Blacktop

Purpose and Background

This legislation will authorize the City Manager to enter into contract modification and increase Booher Blacktop contract by \$15,500 to cover some additional resurfacing and modification costs for the Thomas Cloud Park Walking Path Resurfacing Project. The City of Huber Heights has applied through Montgomery County and has received \$80,000 in Community Development Block Grant (CDBG) funds to resurface the walking paths at Thomas Cloud Park. The City's share will be paid from the Park and Recreation Fund.

Fiscal Impact

Source of Funds: Park and Recreation Fund

Cost: \$15,500

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

Map

Resolution



Walking Paths
Walking Paths

Walking Paths = approx. 13,862'

1 inch = 250 feet

CITY OF HUBER HEIGHTS
THOMAS CLOUD PARK
Date: 9/30/2019

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT
MODIFICATION WITH BOOHER BLACKTOP FOR THE THOMAS CLOUD PARK
PATH RESURFACING PROJECT.

WHEREAS, the City Council has applied and received a Community Development
Block Grant (CDBG) through Montgomery County for the Thomas Cloud Park Path
Resurfacing Project; and

WHEREAS, City Council had previously authorized the City Manager to enter into a
contract with Booher Blacktop at a cost not to exceed \$253,000.00; and

WHEREAS, it is necessary to increase the contract amount with Booher Blacktop to
reflect the additional resurfacing of the walking paths at Thomas Cloud Park; and

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

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

Section 1. The City Manager is hereby authorized to increase the contract with
Booher Blacktop for the Thomas Cloud Park Path Resurfacing Project by \$15,500.00 to a
new total of \$268,500.00.

Section 2. Authorization is hereby given to compensate Booher Blacktop for
additional work already completed.

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10173

Topics Of Discussion J.

Council Work Session

Meeting Date: 07/02/2024

Well PW-7 Installation - Solicit Bids

Submitted By: Hanane Eisentraut

Department: Assistant City Manager

Council Committee Review?: Council Work Session

Division: Engineering

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Well PW-7 Installation - Solicit Bids

Purpose and Background

This legislation will allow the City Manager to solicit competitive bids from qualified drilling companies for the installation of a new municipal water supply well (Production Well PW-7) at the Rip Rap Road Well Field located at 7300 Rip Rap Road. This is Phase I of the well installation, and it only includes the drilling of a new production well and the soliciting of bids for the installation of early warning groundwater monitoring wells that are required as part of the Source Water Protection Program. The well will be a large diameter high capacity water well with an anticipated yield of 2,500 to 3,000 gallons per minute. The information gathered from this initial well drilling will be used to complete the design prior to going out to bid for Phase II, later this fall, to complete the project. The Water Fund will be utilized to construct this project at a cost not to exceed \$650,000.

Fiscal Impact

Source of Funds: N/A

Cost: N/A

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

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

Financial Implications:

Attachments

Map

Resolution

P:\Huber Heights\Drawings\Huber - Proposed PW 2023.dwg - 01 Well 7 Sep. 14, 2023 3:25pm



LEGEND

- Well 7 Proposed Production Well
- Well 6 Huber Heights Municipal Well
- H-161 Huber Heights Monitoring Well
- MW-2 Taylorville Road Hardfill Monitoring Well
- Parcel/Property Line

0 350 700
APPROXIMATE SCALE IN FEET

CONSULTANT NAME

WSP USA Environment & Infrastructure Inc.
521 Byers Road, Suite 204, Miamisburg, Ohio 45342

CONSULTANT



DATE 09/14/2023
DESIGNED -
PREPARED RLB
REVIEWED RED/PJS
APPROVED PJS

CLIENT NAME

CITY OF HUBER HEIGHTS, OHIO
Rip Rap Road Well Field, Huber Heights, Ohio 45424

CLIENT



PROJECT

WELL FIELD STUDY

TITLE

PROPOSED PRODUCTION WELL (Well 7) LOCATION

PROJECT NO.
7775 23 2008

REV.

FIGURE
1

Reference: Image downloaded from Montgomery County, Ohio GIS website, dated 2019.

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

AUTHORIZING THE CITY MANAGER TO SOLICIT, ADVERTISE, AND RECEIVE BIDS FROM QUALIFIED DRILLING COMPANIES FOR THE INSTALLATION OF MONITORING WELLS AND THE INSTALLATION OF A NEW MUNICIPAL WATER SUPPLY WELL, PRODUCTION WELL PW-7, AT THE RIP RAP ROAD WELL FIELD.

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

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

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

Section 1. The City Manager is hereby authorized to solicit, advertise, and receive bids from qualified drilling companies for the installation of monitoring wells and the installation of a new municipal water supply well, production well PW-7, at the Rip Rap Road well field at a cost not to exceed \$650,000.00.

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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10185

Topics Of Discussion K.

Council Work Session

Meeting Date: 07/02/2024

2025-2029 Capital Improvement Plan (CIP)

Submitted By: Jim Bell

Department: Assistant City Manager

Council Committee Review?: Council Work Session **Date(s) of Committee Review:** 06/18/2024 and 07/02/2024

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

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

Agenda Item Description or Legislation Title

2025-2029 Capital Improvement Plan (CIP)

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 2025-2029 proposed CIP process is developed in support of the City's 2025 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 include:

- * 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.

The City Council reviewed the proposed 2025-2029 Capital Improvement Plan (CIP) at the June 18, 2024 Council Work Session and requested that this agenda item be included for further review and discussion at the July 2,

2024 Council Work Session.

The Finance Director has attached additional information received since the last Council Work Session for input into the proposed 2025-2029 Capital Improvement Plan (CIP) (see attached).

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	
Additional Input	
Resolution	
Exhibit A	

Bell, James

From: Chris Lindeman <clindeman@daytonymca.org>
Sent: Monday, June 24, 2024 4:01 PM
To: Bell, James
Subject: KAC CIP

CAUTION EXTERNAL EMAIL: This message originated from a non Huber Heights email server. DO NOT CLICK ANY LINKS or OPEN ANY ATTACHMENTS unless you have contacted the sender to verify its legitimacy or confirmed you were expecting it. Contact the IT Department if you need assistance.

2025:

- Split Air Replacements: \$40,000
- Filter Sand Media & Lateral Replacement: \$20,000
- Deck Umbrellas Replacements: \$10,000
- Loungers & Chairs: \$15,000
- Tubes: \$12,000
- Lap Pool, Splash Pad, & Baby Pool Painting: \$50,000
- Sunshade: \$20,000

2026:

- Pool Pumps: \$25,000
- Slide Tower Canvas Replacement: \$15,000
- Chemical Feeders: \$5,000
- Lazy River Painting: \$50,000
- Lifeguard Chair Replacements: \$10,000

2027:

- Tubes: \$15,000
- Loungers & Chairs: \$15,000
- Activity Pool & Structure Painting: \$50,000
- Slide Resurfacing: \$50,000

2028:

- Lap Pool, Splash Pad, & Baby Pool Painting: \$50,000

2029:

- Lazy River Painting: \$50,000

--

Best Wishes,
Chris Lindeman, Executive Director
The YMCA at the Heights / The YMCA of Greater Dayton
7251 Shull Rd. Huber Heights, OH 45424 / 937-236-9622
clindeman@daytonymca.org / www.daytonymca.org

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The Y.™ For a better us.

Bell, James

From: Matt Dunne <mdunne@memi.biz>
Sent: Wednesday, June 26, 2024 3:52 PM
To: Bell, James
Subject: RE: 2025-2029 Rose CIP

CAUTION EXTERNAL EMAIL: This message originated from a non Huber Heights email server. DO NOT CLICK ANY LINKS or OPEN ANY ATTACHMENTS unless you have contacted the sender to verify its legitimacy or confirmed you were expecting it. Contact the IT Department if you need assistance.

Jim,

Last year we spent about \$94k and as I said, that was refurbishing signs, fixing concrete, replacing brick columns, updating video board processors and pixels and a new Concession Stand. So that knocked out a lot of wear and tear items. The building is now 10 years old, so we will need to do some painting higher up on the exterior of the building, we have been maintaining the painting at ground level or step ladder height.

Things that I have on my list to watch are:

Brick Columns at gates -- I would say for the next 3 years we will be replacing at least one brick column per year at \$20k per column.

Exterior Building painting – We will need to do some painting, high on the exterior of parts of the building that my staff cannot reach. I would allow 10k for each of the next two years.

Concession Equipment – We have replaced a few items each year in Concessions, so estimate \$7,500 per year for updating concession equipment.

Bird Remediation – We have been spending about \$6k each year to remediate birds successfully, now the pigeons are starting to roost in the rafters and the bird waste is a big problem. I have been working with Barnes to find a solution, we do not have one yet, but I would estimate at least \$12k for the next two years.

Based on these items, that I am aware of, I would estimate \$40-50k for the next two years and maybe \$25k for the 3rd year. There is no way for me to foresee what will need to be done out any further than the 3 years.

That is my best estimate right now. As you know, we have not spent money that was not needed to maintain the building and will continue to maintain the building to an extremely high standard.

Matt

From: Bell, James <JBell@hhoh.org>
Sent: Wednesday, June 26, 2024 3:08 PM
To: Matt Dunne <mdunne@memi.biz>
Subject: 2025-2029 Rose CIP

Matt,

Do you have any numbers for me? I have until 5pm to submit the estimates to City Council.

Thanks,

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

APPROVING THE CITY OF HUBER HEIGHTS FIVE-YEAR CAPITAL IMPROVEMENT PLAN FOR 2025-2029.

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

WHEREAS, the 2025-2029 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 2025-2029 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 ____, 2024;
____ Yeas; ____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A - 2025-2029 Capital Improvement Plan (CIP)



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 2025-2029 proposed CIP process is developed in support of the City's 2025 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.

Department	2025	2026	2027	2028	2029	5 Yr. Total
Planning and Zoning	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	80,000.00
Finance/Administration	10,206,400.00	5,007,900.00	56,400.00	4,900.00	4,900.00	15,280,500.00
Information Technology	874,700.00	554,700.00	519,700.00	274,700.00	34,700.00	2,258,500.00
Human Resources	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	90,000.00
Police Division	684,048.00	659,748.00	569,748.00	573,248.00	569,748.00	3,056,540.00
Fire Division	739,272.00	739,272.00	1,190,112.00	731,295.00	1,425,297.00	4,653,248.00
Parks and Recreation	1,756,500.00	1,042,500.00	927,500.00	907,500.00	892,500.00	5,526,500.00
Parks and Recreation (2)	1,675,000.00	2,000,000.00	500,000.00	250,000.00	800,000.00	5,225,000.00
Public Works	22,290,700.00	841,700.00	843,600.00	349,300.00	1,049,300.00	25,374,600.00
Engineering - Streets/Traffic	9,480,000.00	7,620,000.00	2,670,000.00	3,120,000.00	8,620,000.00	31,510,000.00
Engineering - Water	9,102,450.00	8,632,450.00	8,372,450.00	4,872,450.00	4,872,450.00	35,852,250.00
Engineering - Sewer	6,909,712.00	4,153,221.00	4,452,294.00	4,779,400.00	5,137,247.00	24,231,874.00
Engineering / Public Works - Stormwater	329,372.00	483,340.00	487,508.00	341,883.00	346,477.00	1,988,580.00
Engineering - GIS	50,000.00	50,000.00	50,000.00	50,000.00	-	200,000.00
Totals	64,132,154.00	31,818,831.00	20,673,312.00	16,288,676.00	23,786,619.00	155,327,592.00

Project	2025	2026	2027	2028	2029	5 Yr. Total
Comprehensive Plan Update						-
Online Review Software						-
Zoning Vehicles lease (3)	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	80,000.00
						-
TOTALS:	16,000.00	16,000.00	16,000.00	16,000.00	16,000.00	80,000.00

Funded By:

General Fund - 101

Project	2025	2026	2027	2028	2029	5 Yr. Total
Furniture		3,000.00				3,000.00
Laser Printer	1,500.00		1,500.00			3,000.00
Payroll Software	50,000.00					50,000.00
Accounting Software	150,000.00					150,000.00
Tax Vehicle lease	4,900.00	4,900.00	4,900.00	4,900.00	4,900.00	24,500.00
Tax Software			50,000.00			50,000.00
Governance Center (encumbered in 2024)	10,000,000.00					10,000,000.00
City Hall/Senior Center Renovations		5,000,000.00				5,000,000.00
TOTALS:	10,206,400.00	5,007,900.00	56,400.00	4,900.00	4,900.00	15,280,500.00

Funded By:

General Fund - 101

Project	2025	2026	2027	2028	2029	5 Yr. Total
Cyber Security/Network Support & Monitoring	375,000.00	375,000.00	375,000.00	-	-	1,125,000.00
Replace and upgrade all WiFi AP's to latest standard				10,000.00		10,000.00
Replace Aquatic Center POS PC's	10,000.00			-	10,000.00	20,000.00
Replace Aquatic Center Entrance PCs with Tablets	5,000.00				5,000.00	10,000.00
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	25,000.00			25,000.00		50,000.00
Replace Panasonic Toughbooks in Police Cruisers			50,000.00	50,000.00		100,000.00
Replace Dell VMWare Server	35,000.00		-			35,000.00
Replace Phone System	75,000.00	-				75,000.00
Replace Laptops Council Chambers	10,000.00					10,000.00
Replace Power 911 System			75,000.00			75,000.00
Replace Backup Appliance	20,000.00			20,000.00		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
Install Fiber Optic Cable Aquatic Center	100,000.00					100,000.00
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	25,000.00			50,000.00		75,000.00
Add traffic/intersection cameras	75,000.00					75,000.00
Replace all network switches city wide				100,000.00		100,000.00
Replace Watch Dawg DVR		10,000.00				10,000.00
						-
TOTALS:	874,700.00	554,700.00	519,700.00	274,700.00	34,700.00	2,258,500.00

Funded By:

General Fund - 101

Project	2025	2026	2027	2028	2029	5 Yr. Total
Timekeeping Software - annual maintenance	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	90,000.00
						-
						-
TOTALS:	18,000.00	18,000.00	18,000.00	18,000.00	18,000.00	90,000.00

Funded By:

General Fund - 101

Project	2025	2026	2027	2028	2029	5 Yr. Total
Patrol Vehicles lease	301,248.00	301,248.00	301,248.00	301,248.00	301,248.00	1,506,240.00
Detective Vehicles lease	51,000.00	51,000.00	51,000.00	51,000.00	51,000.00	255,000.00
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	18,900.00	94,500.00
Other unmarked vehicles lease (3)	22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	110,000.00
Replacement/Upgrade of Handguns	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	17,500.00
Speed Measuring Device Replacement/Upgrade	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	30,000.00
Ballistic Vests	12,000.00	13,000.00	13,000.00	13,000.00	13,000.00	64,000.00
Parking Lot Paving	55,000.00	-	-	-	-	55,000.00
Less-Lethal Shotguns	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00	6,500.00
Citizen on Patrol Vehicles lease (2)	16,800.00	20,000.00	20,000.00	20,000.00	20,000.00	96,800.00
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	-	30,000.00	-	-	-	30,000.00
Flock Camera (10) Lease	27,000.00	27,000.00	27,000.00	27,000.00	27,000.00	135,000.00
Portable Speed Displays	3,500.00	-	-	3,500.00	-	7,000.00
Tasers Lease	55,000.00	55,000.00	55,000.00	55,000.00	55,000.00	275,000.00
Getac Modems and Docks	60,000.00	60,000.00	-	-	-	120,000.00
TOTALS:	684,048.00	659,748.00	569,748.00	573,248.00	569,748.00	3,056,540.00

Funded By:

General Fund - 101

Police Fund - 209

Drug Enforcement Fund - 211

Law Enforcement Fund - 212

Law Enforcement Assistance - 242

Federal Equity Sharing - 434

Project	2025	2026	2027	2028	2029	5 Yr. Total
Rotational Replacement of PPE sets (12)	46,000.00	47,840.00	50,023.00	53,025.00	-	196,888.00
Station 22 /25 upgrades, repairs + Replace TOG washers	60,000.00	30,000.00	30,000.00		-	120,000.00
Cardiac Monitoring Equipment Lease	122,272.00	122,272.00	122,272.00	122,272.00	122,272.00	611,360.00
Fire Engine Replacement (3 yr build time)		865,000.00	-		-	865,000.00
Medic Replacement (2.5 - 3 yr build time)	390,000.00		395,000.00		-	785,000.00
Staff Vehicle Replacements	95,000.00	95,000.00	95,000.00	95,000.00	95,000.00	475,000.00
Lucas CPR Replacement		16,000.00			-	16,000.00
Station 24 (New engine and medic - 3 yr build time)	-	-	-	1,155,000.00	-	1,155,000.00
Vehicle/Building Stabilization Paratech Struts/Airbags	26,000.00	14,000.00	-	-	-	40,000.00
Power Cot Load System Replacement	-	-	-	-	350,000.00	350,000.00
Boat and Motor Replacement	-	-	39,000.00	-	-	39,000.00
TOTALS:	739,272.00	1,190,112.00	731,295.00	1,425,297.00	567,272.00	4,653,248.00

Funded By:

- General Fund - 101
- Fire Fund - 210
- Fire Capital - 431

Project	2025	2026	2027	2028	2029	5 Yr. Total
Forestry Maintenance	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	25,000.00
Annual Beds	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	25,000.00
Floor Finishes	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	37,500.00
Ballfield Dirt	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50,000.00
Play Equipment Repairs	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50,000.00
Annual Trimming	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	75,000.00
Field Painting/Lining	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00
Porta Potties	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00
Cloud Park Tennis Court Resurfacing	175,000.00	175,000.00	175,000.00	175,000.00		700,000.00
Community Park Disc Golf Upgrades	9,000.00					9,000.00
Comm. Park Basketball Courts -Multi-sport Court/Fence	300,000.00					300,000.00
Comm. Park Football Field Solutions	50,000.00					50,000.00
Comm. Park Paving (Parking Lot and Walking Path)	200,000.00					200,000.00
Cottonwood Park Playground Replacement	450,000.00					450,000.00
Monita Park Maintenance	110,000.00					110,000.00
Rip Rap Parking Lot Seal Coat	10,000.00					10,000.00
Rose Music Center Hardscaping	250,000.00		-			250,000.00
Shullgate Park Baseball Field Work	60,000.00		-			60,000.00
Rule/Directional Signs at all parks	50,000.00	-				50,000.00
Community Park Restrooms	-	210,000.00	-			210,000.00
Community Park Cameras	-	100,000.00	-	-	-	100,000.00
Gary Sherman Park Playground Replacement	-	400,000.00	-			400,000.00
Bench and Table Refresh	-	65,000.00				65,000.00
PA and Weather at Cloud Park		-	100,000.00			100,000.00
Community Center Exercise Equipment	-		250,000.00			250,000.00
Cottonwood Park Basketball Upgrades	-		100,000.00			100,000.00
Cottonwood Park Fence Upgrades		-	10,000.00			10,000.00
Pave Walking Paths	-	-	200,000.00			200,000.00
Belle Plain Park - Raise Low Spots		-		5,000.00		5,000.00
Cloud Park Shelter Roof #6	-		-	35,000.00		35,000.00
Cloud Park Brown Playground Replacement	-	-	-	350,000.00	-	350,000.00
Cloud Park Basketball Resurfacing	-	-	-	175,000.00	-	175,000.00
Rip Rap Shelter Upgrades	-	-	-	75,000.00	-	75,000.00
Miami Villa Half Basketball Court Enlargement	-	-	-	-	100,000.00	100,000.00
2029 Play Structure Hold	-	-	-	-	350,000.00	350,000.00
2029 Bathroom Facelift/Addition Hold	-	-	-	-	250,000.00	250,000.00
Future Amenity Addition Upkeep	-	-	-	-	100,000.00	100,000.00
Flyer Field Public Art	-	-	-	-	-	-
TOTALS:	1,756,500.00	1,042,500.00	927,500.00	907,500.00	892,500.00	5,526,500.00

Funded By:

General Fund - 101

Parks and Recreation Fund - 218

Project	2025	2026	2027	2028	2029	5 Yr. Total	
compact size pick-up truck lease	5,100.00	5,100.00	5,500.00	5,500.00	5,500.00	26,700.00	2022 lease - Replace 402 S-10
compact size pick-up truck lease	5,100.00	5,100.00	5,100.00	5,100.00	5,100.00	25,500.00	2022 lease - Replace 414 Colorado
1/2-ton pick-up (f-150 Rose) lease	9,200.00	9,200.00	9,200.00	9,500.00	9,500.00	46,600.00	2022 lease - Replace Rose
1 and 1/2-ton Crew Cab liftgate (F-350) lease	9,100.00	9,100.00	9,100.00	10,000.00	10,000.00	47,300.00	2022 lease - Replace 404
1-ton pick-up dump bed insert (F-250) lease	6,500.00	6,500.00	6,500.00	10,000.00	10,000.00	39,500.00	2022 lease - Replace 405
1-ton pick-up Service Body (F-250) lease	7,200.00	7,200.00	7,200.00	7,700.00	7,700.00	37,000.00	2022 lease - Replace 408
1-ton pick-up Reg (F-250) lease	6,600.00	6,600.00	6,600.00	7,100.00	7,100.00	34,000.00	2022 lease - Replace 419
1 and 1/2-ton Crew Cab liftgate (F-350) lease	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	50,000.00	2022 lease - Replace 416
2-ton dump body (F-450) lease	11,000.00	11,000.00	12,000.00	12,000.00	12,000.00	58,000.00	2022 lease - Replace 435
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	2022 lease - Replace 438
1/2-ton ext cab pick-up (F-150) lease	8,900.00	8,900.00	9,400.00	9,400.00	9,400.00	46,000.00	Replace 406
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	Replace 430
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	Replace 431
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	Replace 417
2 ton dump body (F-450) lease	11,000.00	12,000.00	12,000.00	12,000.00	12,000.00	59,000.00	Replace 433
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	Replace 400
New Public Works Facility (encumbered in 2024)	21,000,000.00					21,000,000.00	Needs assesment
Replace snow plow chassis and upfit	850,000.00	700,000.00	400,000.00	200,000.00	900,000.00	3,050,000.00	Replace 424&420 in 2023, Upfit 421 in 2024, 422 in 2025, 426 in 2026, 428&429 in 2027
Replace/Add Front End Loader	300,000.00		300,000.00			600,000.00	
						-	
TOTALS:	22,290,700.00	841,700.00	843,600.00	349,300.00	1,049,300.00	25,374,600.00	

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

Project	2025	2026	2027	2028	2029	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
Mast Arm Traffic Pole Installation - Design	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	200,000.00
Mast Arm Traffic Pole Installation - Construction	300,000.00	300,000.00	300,000.00	300,000.00	300,000.00	1,500,000.00
Crosswalk Stamping and Striping	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	200,000.00
Old Troy Pike Traffic Monitoring	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00	200,000.00
Roadway Pavement Rating Study	60,000.00	-	-	-	-	60,000.00
New Carlisle Pike to Chambersburg Roadway Installation - Design and Construction	3,000,000.00	-				3,000,000.00
Chambersburg Road Improvement - Phase IV Construction	3,000,000.00					3,000,000.00
Chambersburg Road West Widening Construction	-	5,000,000.00				5,000,000.00
Powell Rd Realignment Construction	800,000.00	-				800,000.00
Taylorsville Rd Widening - Design & Construction	-		50,000.00	500,000.00		550,000.00
Chambersburg Road Improvement - Phase V Construction		-			6,000,000.00	6,000,000.00
TOTALS:	9,480,000.00	7,620,000.00	2,670,000.00	3,120,000.00	8,620,000.00	31,510,000.00

Funded By:

Local Streets Capital Improvement Fund - 433
Capital Improvements Fund - 406
Issue 2 (MVPRC/STP Funds) - 421
State Highway Fund - 214
County Permissive Tax Fund - 216
City Permissive Tax Fund - 217

Project	2025	2026	2027	2028	2029	5 Yr. Total
Capital Projects budgeted through Veolia	1,200,000.00	800,000.00	800,000.00	800,000.00	800,000.00	4,400,000.00
Water Main Replacement Program	4,000,000.00	4,000,000.00	4,000,000.00	4,000,000.00	4,000,000.00	20,000,000.00
EPA Reports	70,000.00	50,000.00	50,000.00	50,000.00	50,000.00	270,000.00
RMA Water Meter Replacement	2,500,000.00	2,500,000.00	2,500,000.00			7,500,000.00
Paint Chambersburg Water Tower (Int. and Ext.)	600,000.00					600,000.00
Water Main Extension on Taylorsville from WTP to Timberhill - Design and Construction	60,000.00	1,200,000.00				1,260,000.00
Filter Media Replacement - Phase II	500,000.00					500,000.00
EPA Well Test - Well #7	150,000.00					150,000.00
Booster Station Service Agreement	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00
Water Main Extension on Taylorsville from Brandt Pike to Bellefontaine - Design and Construction		60,000.00	1,000,000.00			1,060,000.00
Inspection Vehicle (1/2 lease)	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	12,250.00
TOTALS:	9,102,450.00	8,632,450.00	8,372,450.00	4,872,450.00	4,872,450.00	35,852,250.00

Funded By:

- Water Fund - 501
- Water Utility Reserve Fund - 504

Project	2025	2026	2027	2028	2029	5 Yr. Total
Sanitary Sewer Capital Projects budgeted through Veolia	230,000.00	100,000.00	100,000.00	100,000.00	100,000.00	630,000.00
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
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	400,000.00	400,000.00	400,000.00	400,000.00	400,000.00	2,000,000.00
Smartcover Service Agreement	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	100,000.00
Replace Pump Station Call-Out Monitoring System	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00
Veolia Maintenance Contract	714,354.00	750,072.00	787,575.00	826,954.00	868,302.00	3,947,257.00
TCA Maintenance Contract	2,377,908.00	2,615,699.00	2,877,269.00	3,164,996.00	3,481,495.00	14,517,367.00
Sanitary Sewer Ext on Chambersburg from S.R. 4 west	1,700,000.00	-	-	-	-	1,700,000.00
Brandt Pk Pump Station Replacement - Design & Const	1,200,000.00	-	-	-	-	
Inspection Vehicle (1/2 lease)	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	12,250.00
						-
TOTALS:	6,909,712.00	4,153,221.00	4,452,294.00	4,779,400.00	5,137,247.00	24,231,874.00

Funded By:

- Sewer Fund - 551
- Sewer Acquisition/Capital Fund - 552

Project	2025	2026	2027	2028	2029	5 Yr. Total
Engineering						
Stormwater Management (Ditch cleaning, Storm Pipe/Culvert Repair, Lining or Replacement, Catch Basin Repair)	250,000.00	150,000.00	150,000.00	250,000.00	250,000.00	1,050,000.00
Veolia Maintenance Contract	79,372.00	83,340.00	87,508.00	91,883.00	96,477.00	438,580.00
Chambersburg Road - Phase IV Widening (Storm portion)	-	250,000.00				250,000.00
Chambersburg Road - West Widening (Storm portion)		-	250,000.00			250,000.00
Public Works						
No items presently planned		-				-
						-
TOTALS:	329,372.00	483,340.00	487,508.00	341,883.00	346,477.00	1,988,580.00

Funded By:

Storm Water Management Fund - 571

Project	2025	2026	2027	2028	2029		5 Yr. Total
Storm Sewer Survey	50,000.00	50,000.00	50,000.00	50,000.00	-		200,000.00
							-
TOTALS:	50,000.00	50,000.00	50,000.00	50,000.00	-		200,000.00

Funded By:
Water Fund - 501
Sewer Fund - 551
Storm Water Management - 571
General Fund - 101

AI-10165

Topics Of Discussion L.

Council Work Session

Meeting Date: 07/02/2024

2025 Tax Budget

Submitted By: Jim Bell

Department: City Manager **Division:** Finance/Tax

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/02/2024

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

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

Agenda Item Description or Legislation Title

2025 Tax Budget

Purpose and Background

This legislation is a formality to adopt the 2025 Tax Budget. The resolution is to adopt the Tax Budget for Fiscal Year 2025 and this adoption is the beginning of the budget process. The Miami County Auditor is requesting that the City submit the Tax Budget as 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 2025 Tax Budget is scheduled for the July 8, 2024 City Council Meeting. The 2025 Tax Budget is required to be submitted to the Miami County Auditor by July 20, 2024. City Staff respectfully request a first reading and adoption of the legislation at the July 8, 2024 City Council Meeting as non-emergency legislation, provided the 2025-2029 Capital Improvement Plan is adopted prior to the 2025 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. 2024-R-

ADOPTING A PRELIMINARY TAX BUDGET FOR REVENUES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025.

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 2025, 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, 2025 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 2025 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 _____, 2024;
_____ Yeas; _____ Nays.

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A

CITIES/VILLAGES TAX BUDGET-2025

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

, 2024

The Council of said City hereby submits its annual Budget for the year commencing January 1st, 2025 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, 2025	Property Taxes	Undivided Local Govt & LGRA Funds	Other Sources	Total
#101 GENERAL FUND	\$19,853,714.00			\$24,026,524.00	\$43,880,238.00
SPECIAL REVENUE FUNDS					
#202 Motor Vehicle	\$631,385.00	\$0.00	\$0.00	\$358,361.00	\$989,746.00
#203 Gasoline Tax	\$3,965,889.00	\$0.00	\$0.00	\$2,717,294.00	\$6,683,183.00
#207 Lighting Districts	\$522,411.00	\$0.00	\$0.00	\$335,125.00	\$857,536.00
#209 Police Fund	\$1,539,874.00		\$0.00	\$9,595,476.00	\$11,135,350.00
#210 Fire Operating	\$1,010,674.00		\$0.00	\$10,171,298.00	\$11,181,972.00
#211 Drug Enforcement	\$1,930.00	\$0.00	\$0.00	\$1,500.00	\$3,430.00
#212 Law Enforcement	\$13,711.00	\$0.00	\$0.00	\$20,700.00	\$34,411.00
#214 State Highway Maint.	\$166,630.00	\$0.00	\$0.00	\$204,734.00	\$371,364.00
#216 County Permissive Tax	\$469,067.00	\$0.00	\$0.00	\$95,224.00	\$564,291.00
#217 City Permissive Tax	\$577,779.00	\$0.00	\$0.00	\$311,941.00	\$889,720.00
#218 Park & Recreation	\$42,175.00	\$0.00	\$0.00	\$3,994,200.00	\$4,036,375.00
#222 CDBG	\$0.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00
#226 Local Street Operating	\$4,270,033.00	\$0.00	\$0.00	\$3,923,103.00	\$8,193,136.00
#238 Byrne Memorial	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#240 Montgomery County TIF	\$5,271,916.00	\$0.00	\$0.00	\$2,528,732.00	\$7,800,648.00
#242 Law Enforcement Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#243 Miami County TIF	\$3,262,590.00	\$0.00	\$0.00	\$1,211,824.00	\$4,474,414.00
#244 Miami County TIF DEC	\$13,012.00	\$0.00	\$0.00	\$925,928.00	\$938,940.00
#245 Miami County West TIF	\$363,515.00	\$0.00	\$0.00	\$159,041.00	\$522,556.00
#246 Mont. County Central TIF	\$8,668.00	\$0.00	\$0.00	\$25,200.00	\$33,868.00
#247 Mont. County South TIF	\$231,451.00	\$0.00	\$0.00	\$150,541.00	\$381,992.00
#248 Miami City North Firehouse TIF	\$88,089.00	\$0.00	\$0.00	\$60,600.00	\$148,689.00
#249 Lexington Place TIF	\$185,074.00	\$0.00	\$0.00	\$247,615.00	\$432,689.00
#280 OneOhio Opioid Settlement	\$34,952.00	\$0.00	\$0.00	\$10,825.00	\$45,777.00
#291 American Rescue Plan Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#293 ARPA First Responders Grant	\$500,000.00	\$0.00	\$0.00	\$0.00	\$500,000.00
Total Special Revenue	\$23,170,825.00	\$0.00	\$0.00	\$37,199,262.00	\$60,370,087.00
DEBT SERVICE FUNDS					
#305 Sp. Assess. Bond Ret.	\$1,395,515.00	\$0.00	\$0.00	\$1,365,560.00	\$2,761,075.00
#308 General Bond Ret.	\$217,698.00	\$0.00	\$0.00	\$2,852,150.00	\$3,069,848.00
Total Debt Service	\$1,613,213.00	\$0.00	\$0.00	\$4,217,710.00	\$5,830,923.00

CITIES/VILLAGES TAX BUDGET

FUND	Unencumbered Balance : January 1, 2025	Property Taxes	Undivided Local Govt & LGRA Funds	Other Sources	Total
CAPITAL PROJECTS					
#406 Capital Improvements	\$6,691,185.00	\$0.00	\$0.00	\$30,306,852.00	\$36,998,037.00
#410 Transformative Economic Dev	\$1,593,796.00	\$0.00	\$0.00	\$16,786,500.00	\$18,380,296.00
#421 Issue 2	\$932.00	\$0.00	\$0.00	\$0.00	\$932.00
#427 EDGE	\$0.00	\$0.00	\$0.00	\$275,000.00	\$275,000.00
#431 Fire Capital/Equip.	\$62,656.00	\$0.00	\$0.00	\$3,929,039.00	\$3,991,695.00
#433 Local Street Capital	\$4,494,052.00	\$0.00	\$0.00	\$2,434,514.00	\$6,928,566.00
#434 Federal Equity Sharing	\$40,696.00	\$0.00	\$0.00	\$31,200.00	\$71,896.00
#436 Assist to Firefighter	\$37,454.00	\$0.00	\$0.00	\$0.00	\$37,454.00
#437 Energy Conservation Grant	\$0.00			\$0.00	\$0.00
#454 Carriage Trails Infrastructure	\$255,672.00	\$0.00	\$0.00	\$106,500.00	\$362,172.00
Total Capital Proj	\$13,176,443.00	\$0.00	\$0.00	\$53,869,605.00	\$67,046,048.00
ENTERPRISE FUNDS					
#501 Water Operating	\$2,528,366.00	\$0.00	\$0.00	\$9,558,933.00	\$12,087,299.00
#502 Water Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#503 Water R & I	\$63,723.00	\$0.00	\$0.00	\$0.00	\$63,723.00
#504 Water Util. Res.	\$89,759.00	\$0.00	\$0.00	\$3,005,250.00	\$3,095,009.00
#505 Water Bond Service	\$369,410.00	\$0.00	\$0.00	\$1,225,750.00	\$1,595,160.00
#506 Water Bond Reserve	\$1,302,647.00	\$0.00	\$0.00	\$1,406.00	\$1,304,053.00
#551 Sewer Operating	\$4,691,475.00	\$0.00	\$0.00	\$5,242,616.00	\$9,934,091.00
#552 Sewer Acq/Construction	\$684,800.00	\$0.00	\$0.00	\$431,038.00	\$1,115,838.00
#571 Storm Water Management	\$529,171.00	\$0.00	\$0.00	\$1,245,732.00	\$1,774,903.00
Total Ent/Utility	\$10,259,351.00	\$0.00	\$0.00	\$20,710,725.00	\$30,970,076.00
INTERNAL SERVICE FUNDS					
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TRUST & FIDUCIARY					
#723 Fire Insurance Deposit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#732 Unclaimed Monies	\$12,379.00	\$0.00	\$0.00	\$0.00	\$12,379.00
#802 Cash Surety Fund	\$311,256.00	\$0.00	\$0.00	\$300,000.00	\$611,256.00
Total Trust & Fiduciary	\$323,635.00	\$0.00	\$0.00	\$300,000.00	\$623,635.00
BUDGET GRAND TOTAL					
	\$68,397,181.00	\$0.00	\$0.00	\$140,323,826.00	\$208,721,007.00

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-2025

Purpose of Bonds and Notes	Council of the City of Huber Heights, Date of Issue	Amount Outstanding 1/1/2025	Amount Required for Principal & Interest in 2025	Amount Required from Other Sources in 2025	Total Required from Property Taxes in 2025
INSIDE 10 MILL LIMIT	January 1st, 2025 for consideration of the				
2007 Various Purpose - Brandt VI Refunded 2017	Spec. Assess. 12-Dec-17	\$258,750.00	\$86,750.00	\$86,750.00	\$0.00
2008 Carriage Trails Parkway Refunded 2017	Spec. Assess. 12-Dec-17	\$2,465,250.00	\$614,250.00	\$614,250.00	\$0.00
2017 Carriage Trails Infrastructure	Spec. Assess. 18-May-17	\$2,339,005.00	\$128,122.50	\$128,122.50	\$0.00
2017 Red Buckeye Drive	Spec. Assess. 12-Dec-17	\$2,003,250.00	\$64,000.00	\$64,000.00	\$0.00
2017 Carriage Trails Special Assessment Infrastructure	Spec. Assess. 12-Dec-17	\$235,000.00	\$89,000.00	\$89,000.00	\$0.00
TOTAL		\$7,301,255.00	\$982,122.50	\$982,122.50	\$0.00
2013 Income Tax Revenue Bonds - Aquatic Center Refunded 2021	G.O. - TIF 15-Sep-21	\$4,682,350.00	\$465,300.00	\$465,300.00	\$0.00
TOTAL		\$4,682,350.00	\$465,300.00	\$465,300.00	\$0.00
2010B Various Purpose - Carriage Trails Blvd Final Coat	G.O. - TIF 28-Oct-10	\$371,387.50	\$61,462.50	\$61,462.50	\$0.00
2010B Various Purpose - Carriage Trails - DEC Infrastructure	G.O. - TIF 28-Oct-10	\$592,664.50	\$96,299.00	\$96,299.00	\$0.00
2010B Various Purpose - Carriage Trails - 09 BAN	G.O. - TIF 28-Oct-10	\$1,108,737.94	\$180,929.98	\$180,929.98	\$0.00
2010B Various Purpose - Carriage Trails - 10 BAN DEC Infrastructure	G.O. - TIF 28-Oct-10	\$1,667,813.56	\$272,163.02	\$272,163.02	\$0.00
2008 Public Access Acquisition Bond Refunded 2017	G.O. - TIF 12-Dec-17	\$529,150.00	\$140,750.00	\$140,750.00	\$0.00
2017 Carriage Trails Note Retirement - TIF	G.O. - TIF 18-May-17	\$3,757,120.50	\$364,906.00	\$364,906.00	\$0.00
2017 Carriage Trails DEC Amendment #19 - TIF	G.O. - TIF 18-May-17	\$767,613.50	\$77,355.00	\$77,355.00	\$0.00
2017 Various Purpose - Music Center - TIF	G.O. - TIF 18-May-17	\$9,545,260.00	\$515,480.00	\$515,480.00	\$0.00
2017 Carriage Trails TIF Infrastructure	G.O. - TIF 12-Dec-17	\$1,974,200.00	\$76,500.00	\$76,500.00	\$0.00
2021 Various Purpose - Music Center	G.O. - TIF 01-Jun-21	\$5,628,590.00	\$430,210.00	\$430,210.00	\$0.00
2021 Various Purpose - Veterans Memorial	G.O. - TIF 01-Jun-21	\$950,060.00	\$83,040.00	\$83,040.00	\$0.00
2023 Land Acquisition/Various Purpose Notes - Non-Tax BAN	G.O. - TIF 14-Nov-23	\$14,612,818.09	\$14,612,818.09	\$14,612,818.09	\$0.00
2023 Land Acquisition/Various Purpose Notes - Taxable BAN	G.O. - TIF 14-Nov-23	\$7,724,851.64	\$7,724,851.64	\$7,724,851.64	\$0.00
2023 Capital Facilities Notes - 3rd Fire Station - Refund 2015 BAN	G.O. - TIF 14-Nov-23	\$1,885,497.37	\$1,885,497.37	\$1,885,497.37	\$0.00
TOTAL		\$51,213,764.60	\$26,522,262.60	\$26,522,262.60	\$0.00
OUTSIDE 10 MILL LIMIT:					
1995 Water Revenue Bonds	Revenue 15-Sep-1995	\$1,265,000.00	\$1,265,000.00	\$1,265,000.00	\$0.00
2007 Various Purpose - Sewer Construction Refunded 2017	Revenue 12-Dec-17	\$220,250.00	\$75,000.00	\$75,000.00	\$0.00
2023 Various Purpose - Water Well/Water Main Const	Revenue 14-Nov-23	\$6,075,491.56	\$6,075,491.56	\$6,075,491.56	\$0.00
TOTAL		\$7,560,741.56	\$7,415,491.56	\$7,415,491.56	\$0.00
SIB Loan 410 - State Rt 2021-70 Interchange Refinanced 4/25/13	1/1/2004	690,606.56	\$95,743.59	\$95,743.59	\$0.00
SIB Loan 510 -State Rt 2014-70 Interchange Refinanced 4/25/13	1/1/2004	358,223.08	\$49,662.98	\$49,662.98	\$0.00
SIB Loan 140017 - Music Center Parking Facility	9/15/2014	2,284,802.51	\$274,932.52	\$274,932.52	\$0.00
SIB Loan 190017 - Carriage Trails Improvements 2019	8/15/2019	933,769.76	\$82,466.09	\$82,466.09	\$0.00
SIB Loan 200007 - Carriage Trails & Windbrooke Improvements 2020	12/16/2019	1,457,274.30	\$97,151.62	\$97,151.62	\$0.00
TOTAL		5,724,676.21	\$599,956.78	\$599,956.78	\$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	

AI-10184

Topics Of Discussion **M.**

Council Work Session

Meeting Date: 07/02/2024

Supplemental Appropriations

Submitted By: Jim Bell

Department: City Manager **Division:** Finance/Tax

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/02/2024

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

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

Agenda Item Description or Legislation Title

Supplemental Appropriations

Purpose and Background

The supplemental appropriations are for the following purposes:

- \$266,750 advance from General Fund to Fire Capital/Equipment Fund for the architectural/design work for the renovation of Fire Station 23. Notes will be issued in November, 2024 to reimburse the General Fund.
- \$24,100 for closed captioning services for City meeting recordings.
- \$160,000 for legal services for the remainder of 2024.
- \$25,621 for the Police Federal Equity Sharing Program (representing total dollars collected and not yet budgeted).

Fiscal Impact

Source of Funds: Various Funds

Cost: \$476,471

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

Ordinance

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

AUTHORIZING ADVANCES AND TRANSFERS BETWEEN VARIOUS FUNDS OF THE CITY OF HUBER HEIGHTS, OHIO AND AMENDING ORDINANCE NO. 2024-O-2625 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.

WHEREAS, supplemental appropriations for expenses of the City of Huber Heights must be made for appropriations of funds for various 2024 operating and project funding.

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

Section 1. Authorization is hereby given to advance and transfer certain monies up to amounts not exceeding those shown and for the purposes cited in Exhibit A, and such authorization applies to any and all such advance and transfers necessary and effected after January 1, 2024.

Section 2. Ordinance No. 2024-O-2625 is hereby amended as shown in Exhibit B of this Ordinance.

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

EXHIBIT A

<i>Advance:</i>			
<u>Amount</u>	<u>Fund From</u>	<u>Fund To</u>	<u>Purpose</u>
\$266,750.00	101 General	431 Fire Cap/Equip	Pre-fund prior to note issuance

EXHIBIT B

AMENDING ORDINANCE NO. 2024-O-2625 BY MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.

- 1) Section 1 of Ordinance No. 2024-O-2625 is hereby amended to reflect increases in the appropriations of the 101 General Fund, as follows:
 - a. Subsection i) Council, Operations and Capital of \$24,100.00
 - b. Subsection m) Legal, Operations and Capital of \$160,000.00
 - c. Subsection r) Non-Departmental, Advances of \$266,750.00
- 2) Section 34 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 431 Fire Capital/Equipment Fund, as follows:
 - a. Subsection a) Fire, Operations and Capital of \$266,750.00.
- 3) Section 37 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 434 Federal Equity Sharing Program Fund, Operations and Capital of \$25,621.

General Fund	\$450,850.00
Fire Capital/Equipment Fund	\$266,750.00
Federal Equity Sharing Program Fund	\$25,621.00

EXHIBIT B

AMENDING ORDINANCE NO. 2024-O-2625 BY MAKING APPROPRIATIONS FOR EXPENSES OF THE CITY OF HUBER HEIGHTS, OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.

- 1) Section 1 of Ordinance No. 2024-O-2625 is hereby amended to reflect increases in the appropriations of the 101 General Fund, as follows:
 - a. Subsection i) Council, Operations and Capital of \$24,100.00
 - b. Subsection m) Legal, Operations and Capital of \$160,000.00
 - c. Subsection r) Non-Departmental, Debt Service of \$20,000.00 and Advances of \$266,750.00.
- 2) Section 5 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 209 Police Fund, as follows:
 - a. Subsection c) Non-Departmental, Debt Service of \$210,000.00.
- 3) Section 14 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 226 Local Street Operating Fund, as follows:
 - a. Subsection h) Non-Departmental, Debt Service of \$97,000.00.
- 4) Section 29 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 305 Special Assessment Bond Retirement Fund, as follows:
 - a. Subsection b) Non-Departmental, Debt Service of \$26,900.00.
- 5) Section 30 of Ordinance No. 2024-O-2625 is hereby amended to reflect a decrease in the appropriations of the 308 Bond Retirement Fund, as follows:
 - a. Subsection b) Non-Departmental, Debt Service of \$13,000.00.
- 6) Section 31 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 406 Capital Improvement Fund, as follows:
 - a. Subsection d) Non-Departmental, Debt Service of \$13,233,400.00.
- 7) Section 32 of Ordinance No. 2024-O-2625 is hereby amended to reflect a decrease in the appropriations of the 410 Transformative Economic Development Fund, as follows:
 - a. Subsection b) Non-Departmental, Debt Service of \$30,000.00.
- 8) Section 35 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 431 Fire Capital/Equipment Fund, as follows:
 - a. Subsection a) Fire, Operations and Capital of \$266,750.00.
 - b. Subsection c) Non-Departmental, Debt Service of \$1,890,000.00
- 9) Section 37 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 434 Federal Equity Sharing Program Fund, Operations and Capital of \$25,621.00.
- 10) Section 41 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 501 Water Fund, as follows:
 - a. Subsection f) Non-Departmental, Debt Service of \$3,800.00.
- 11) Section 43 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 504 Water Utility Reserve Fund, as follows:
 - a. Subsection b) Non-Departmental, Debt Service of \$6,075,500.00.
- 12) Section 44 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 505 Water Bond Service Fund, as follows:
 - a. Subsection b) Non-Departmental, Debt Service of \$19,600.00.
- 13) Section 45 of Ordinance No. 2024-O-2625 is hereby amended to reflect a decrease in the appropriations of the 551 Sewer Fund, as follows:
 - a. Subsection e) Non-Departmental, Debt Service of \$5,700.00.
- 14) Section 47 of Ordinance No. 2024-O-2625 is hereby amended to reflect an increase in the appropriations of the 571 Storm Water Management Fund, as follows:
 - a. Subsection f) Non-Departmental, Debt Service of \$32,500.00.

General Fund	\$470,850.00
Police Fund	\$210,000.00
Local Street Operating Fund	\$97,000.00
Special Assessment Bond Retire Fund	\$26,900.00
Bond Retirement Fund	\$(13,000.00)
Capital Improvement Fund	\$13,233,400.00
Transformative Economic Dev Fund	\$(30,000.00)
Fire Capital/Equipment Fund	\$2,156,750.00
Federal Equity Sharing Program Fund	\$25,621.00
Water Fund	\$3,800.00
Water Utility Reserve Fund	\$6,075,500.00
Water Bond Service Fund	\$19,600.00
Sewer Fund	\$(5,700.00)
Storm Water Management Fund	\$32,500.00

AI-10183

Topics Of Discussion N.

Council Work Session

Meeting Date: 07/02/2024

Increase Not To Exceed Amount – Coolidge Wall Co., L.P.A.

Submitted By: Jim Bell

Department: City Manager

Division: Finance/Tax

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: None

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Increase Not To Exceed Amount – Coolidge Wall Co., L.P.A.

Purpose and Background

Coolidge Wall Co., L.P.A. was retained by the City Council for legal services as City Attorney/Law Director in March, 2024. Resolution No. 2024-R-7392 did not include an estimated amount for legal services for the remainder of 2024. The amount will exceed the limit of \$75,000 per vendor without City Council approval. Therefore, this legislation is recommended by City Staff to increase the total estimated amount for legal services to \$250,000 for 2024.

Fiscal Impact

Source of Funds: General Fund/Water Fund/Sewer Fund

Cost: \$250,000

Recurring Cost? (Yes/No): No

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

Financial Implications:

Attachments

Resolution

CITY OF HUBER HEIGHTS
STATE OF OHIO

RESOLUTION NO. 2024-R-

TO INCREASE THE NOT TO EXCEED AMOUNT FOR COOLIDGE WALL CO., L.P.A. FOR LEGAL SERVICES AS CITY ATTORNEY/LAW DIRECTOR FOR THE CITY OF HUBER HEIGHTS IN CALENDAR YEAR 2024.

WHEREAS, the City Council retained the services of Coolidge Wall Co., L.P.A. beginning in March, 2024; and

WHEREAS, Resolution No. 2024-R-7392 did not include a maximum estimated amount for all legal services to be provided in 2024; and

WHEREAS, the City Charter requires that the City Council approve all work performed by a single vendor in excess of \$75,000.00 in any given year.

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

Section 1. The City Manager is hereby authorized to establish the not to exceed amount for Coolidge Wall Co., L.P.A. at a total of \$250,000.00 to cover all legal expenses throughout Calendar Year 2024 as needed.

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10152

Topics Of Discussion **O.**

Council Work Session

Meeting Date: 07/02/2024

Case RP 24-12 - City Of Huber Heights - Record Plan - Vacation Of Middleton Court

Submitted By: Geri Hoskins

Department: Assistant City Manager

Division: Planning

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/02/2024

Audio-Visual Needs: SmartBoard

Emergency Legislation?: No

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

Agenda Item Description or Legislation Title

Case RP 24-12 - City Of Huber Heights - Record Plan - Vacation Of Middleton Court

Purpose and Background

The applicant, the City of Huber Heights, is requesting approval to vacate Middleton Court and create one single lot (Case RP 24-12).

Fiscal Impact

Source of Funds: N/A

Cost: N/A

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

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

Financial Implications:

Attachments

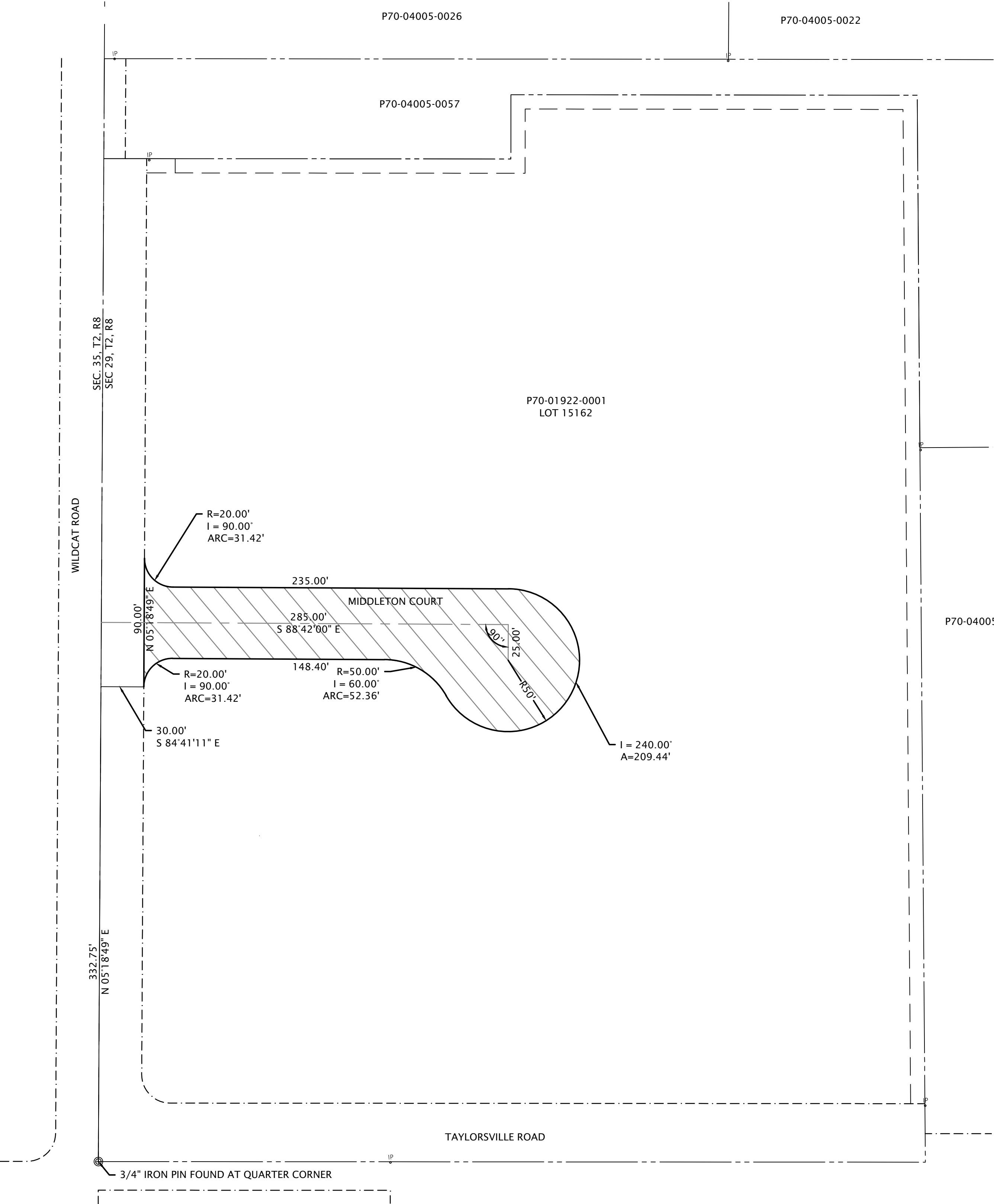
Map

Staff Report

Decision Record

Minutes

Ordinance



VACATION OF RIGHT-OF-WAY
MIDDLETON COURT

Part of the Northwest Quarter of Section 29, Township 2, Range 8 M. Rs
CITY OF HUBER HEIGHTS, MONTGOMERY COUNTY, OHIO

Authorized and approved by City of Huber Heights Ordinance No. _____
passed _____, 2024.

LEGEND

IP IRON PIPE (FOUND)

--- EXISTING RIGHT OF WAY

--- EXISTING PROPERTY LINE

[Hatched Box] RIGHT OF WAY VACATION

SCALE IN FEET

50' 0 50'

DESCRIPTION

A PARCEL OF LAND LOCATED IN THE NORTHWEST ¼ OF SECTION 29, TOWNSHIP 2, RANGE 8 M. Rs., IN THE CITY OF HUBER HEIGHTS, COUNTY OF MONTGOMERY, STATE OF OHIO. DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID NORTHWEST ¼ OF SAID SECTION 29; THENCE N 05°18'49" E, 332.75 FEET ALONG THE WEST LINE OF SAID NORTHWEST ¼ OF SECTION 29; THENCE S 84°41'11" E, 30.00 FEET, TO THE POINT OF BEGINNING; THENCE N 05°18'49" E, 90.00 FEET; THENCE ALONG THE ARC OF A CURVE HAVING A RAIDUS OF 20.00 FEET WHICH CENTER LIES NORTHEASTERLY, HAVING AN ARC LENGTH OF 31.42 FEET, AND HAVING A CHORD BEARING OF S 39°41'11" E 28.28 FEET; THENCE S 84°41'11" E, 235.00 FEET; THENCE ALONG THE ARC OF A CURVE HAVING A RAIDUS OF 50.000 FEET WHICH CENTER LIES SOUTHERNLY, HAVING AN ARC LENGTH OF 209.44 FEET, AND HAVING A CHORD BEARING OF S 35°18'47.77" W, 86.60 FEET; THENCE ALONG THE ARC OF A CURVE HAVING A RAIDUS OF 50.00 FEET WHICH CENTER LIES SOUTHWESTERLY, HAVING AN ARC LENGTH OF 52.36 FEET, AND HAVING A CHORD BEARING OF N 54°41'4.53" W, 50.00 FEET; THENCE N 84°41'11" W, 148.40 FEET; THENCE ALONG THE ARC OF A CURVE HAVING A RAIDUS OF 20.00 FEET WHICH CENTER LIES SOUTHEASTERLY, HAVING AN ARC LENGTH OF 31.42 FEET, AND HAVING A CHORD BEARING OF S 50°18'49" W, 28.28 FEET, TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT OF LAND CONTAINS 19,013.78 SQUARE FEET OR 0.4365 ACRES, AND IS SUBJECT TO ALL EASEMENTS OF RECORD.

DESCRIPTION OF THIS TRACT OF LAND IS BASED ON SURVEYING WORK PERFORMED BY TERRATEC ENGINEERING, LLC, THROUGH MAY 2024 UNDER THE SUPERVISION OF JEFFREY P. FRANCIS, PE E-31238.



6/18/2024

Memorandum

Staff Report for Meeting of June 11, 2024

To: Huber Heights City Planning Commission
From: Aaron K. Sorrell, City Planner
Date: June 7, 2024
Subject: RP 24-12 Middleton Ct. Vacation

Department of Planning and Zoning

City of Huber Heights

APPLICANT/OWNER: City of Huber Heights - Applicant / Owner
DEVELOPMENT NAME: Public Works Facility
ADDRESS/LOCATION: 5001 Taylorsville Road
ZONING/ACREAGE: I-1 Light Industrial and Mixed Use / 9.9 Acres
EXISTING LAND USE: Vacant Land
ZONING
ADJACENT LAND: West: PR; North: I-1/PC; East: PC; South: R-4
REQUEST: The applicant requests approval to vacate Middleton Court and create one single lot.
ORIGINAL APPROVAL: N/A
APPLICABLE HHCC: Chapter 1107 (Subdivision Regulations)
CORRESPONDENCE: In Favor – None Received
In Opposition – None Received

STAFF ANALYSIS AND RECOMMENDATION:

Overview

To facilitate the construction of a new public works building and grounds, Middleton Court must be vacated.

Staff Analysis

This application is the first step in vacating Middleton Court. If the vacation is approved by the City Council, the existing right of way ownership will transfer to the City since the City owns the land contiguous to the street.

Once the vacation ordinance is recorded the land will be replatted into one single lot. The vacation of Middleton Court is required to be completed before the new public works building can be occupied.

Additional Comments:

Fire:

City Engineer: No comments

Recommendation

Staff recommends approval of the application as submitted.

Planning Commission Action

Planning Commission may take the following actions with a motion to:

- 1) Recommend approval of the vacation and subsequent replat as submitted (staff recommendation);
- 2) Recommend denial of the vacation and subsequent replat.



Planning Commission Decision Record

WHEREAS, on May 28, 2024, the applicant, THE CITY OF HUBER HEIGHTS, requested approval to vacate Middleton Court and create one single lot. Property is located at 5001 Taylorsville Road, further identified as Parcel Numbers P70 01922 0001 and P70 04005 0057 of the Montgomery County Auditor's Map (Case RP 24-12), and;

WHEREAS, on June 11, 2024, the Planning Commission did meet and fully discuss the details of the request.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission hereby recommended approval of the request.

Ms. Vargo moved to approve the request by the applicant, THE CITY OF HUBER HEIGHTS, for approval to vacate Middleton Court. Property is located at 5001 Taylorsville Road (Case RP 24-12), in accordance with the recommendation of Staff's Memorandum dated June 7, 2024, with the following conditions:

1. Approve as submitted.

Seconded by Ms. Thomas. Roll call showed: YEAS: Mr. Cassity, Mr. Jeffries, Ms. Thomas, Ms. Vargo, and Mr. Walton. NAYS: None. Motion to recommend approval carried 5-0.

Terry Walton, Chair
Planning Commission

Date

June 11, 2024

Access to Tract A and B from Old Troy Pike will be through a 30-foot shared driveway. The proposed replat meets all requirements of the subdivision regulations.

Fire: Approves the replat as submitted.

City Engineer: Approves the replat as submitted.

Staff recommends approval of the application as submitted.

Action

Ms. Thomas moved to approve the request by the applicant, BP-OTP, LLC, for approval of a Record Plan (RP 24-10) in accordance with the recommendation of Staff's Memorandum dated May 29, 2024, and the Planning Commission Decision Record attached thereto.

Seconded by Mr. Jeffries. Roll call showed: YEAS: Ms. Vargo, Mr. Cassity, Ms. Thomas, Mr. Jeffries, and Mr. Walton. NAYS: None. Motion to approve carried 5-0.

2. **RECORD PLAN - The applicant, ADMIRAL ENGINEERING, is requesting approval of a record plan that consolidates 24 lots. Property is located at 6166 Apache Street (RP 24-11).**

Mr. Sorrell stated that this application consolidates 24 lots and previously vacated streets into one lot. This lot consolidation will make future building expansions easier because the expansions will not cross existing lot lines.

This application is a straightforward lot consolidation that meets all requirements of the subdivision and zoning regulations.

Fire: Approves the replat as submitted.

City Engineer: Approves the replat as submitted.

Staff recommends approval of the application as submitted.

Action

Mr. Cassity moved to approve the request by the applicant, ADMIRAL ENGINEERING, for approval of a Record Plan (RP 24-11) in accordance with the recommendation of Staff's Memorandum dated May 29, 2024, and the Planning Commission Decision Record attached thereto.

Seconded by Ms. Thomas. Roll call showed: YEAS: Ms. Vargo, Mr. Cassity, Ms. Thomas, Mr. Jeffries, and Mr. Walton. NAYS: None. Motion to approve carried 5-0.

3. **RECORD PLAN - The applicant, THE CITY OF HUBER HEIGHTS, is requesting approval to vacate Middleton Court and create one single lot. Property is located at 5001 Taylorsville Road (RP 24-12).**

Planning Commission Meeting

June 11, 2024

Mr. Sorrell stated that to facilitate the construction of a new public works building and grounds, Middleton Court must be vacated.

This application is the first step in vacating Middleton Court. If the vacation is approved by the City Council, the existing right of way ownership will transfer to the City since the City owns the land contiguous to the street.

Once the vacation ordinance is recorded the land will be replatted into one single lot. The vacation of Middleton Court is required to be completed before the new public works building can be occupied.

Fire:

City Engineer: No comments

Staff recommends approval of the application as submitted.

Action

Ms. Vargo moved to approve the request by the applicant THE CITY OF HUBER HEIGHTS, for approval of a Record Plan (RP 24-12) in accordance with the recommendation of Staff's Memorandum dated June 7, 2024, and the Planning Commission Decision Record attached thereto.

Seconded by Ms. Thomas. Roll call showed: YEAS: Ms. Vargo, Mr. Cassity, Ms. Thomas, Mr. Jeffries, and Mr. Walton. NAYS: None. Motion to approve carried 5-0.

VIII. Additional Business

None

IX. Approval of the Minutes

Without objection, the minutes of the May 14, 2024, Planning Commission meetings are approved.

X. Reports and Calendar Review

Villages of Westport, now Canal Heights
Buc-ee's in August
Reverb closed on property

XI. Upcoming Meetings

July 9, 2024
August 13, 2024

XII. Adjournment

There being no further business to come before the Commission, the meeting was adjourned at approximately 6:25 p.m.

CITY OF HUBER HEIGHTS
STATE OF OHIO

ORDINANCE NO. 2024-O-

TO APPROVE THE VACATING OF MIDDLETON COURT TO CREATE ONE SINGLE LOT, AND TO ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION (CASE RP 24-12).

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

WHEREAS, the City Planning Commission has reviewed Case RP 24-12 and on June 11, 2024, recommended approval of the Vacating by a vote of 5-0; and

WHEREAS, the City Council has considered the issue.

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

Section 1. The application requesting approval of vacating Middleton Court (Case RP 24-12) is hereby approved in accordance with the Planning Commission's recommendation.

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

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

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

Effective Date:

AUTHENTICATION:

Clerk of Council

Mayor

Date

Date

AI-10179

Topics Of Discussion **P.**

Council Work Session

Meeting Date: 07/02/2024

Citizens Water And Sewer Advisory Board Appointment - E. Petticrew

Submitted By: Karen Powell

Department: City Council

Council Committee Review?: Council Work Session

Date(s) of Committee Review: 07/02/2024

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 Edwin Petticrew to the Citizens Water and Sewer Advisory Board for a term ending January 1, 2026. A background check on Mr. Petticrew 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 - E. Petticrew



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

Application For City Boards And Commissions

Received Clerk Of Council
JUN 24 2024 PM 6:46

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:

DATE APPLIED: 6/18/21

- Citizen Water and Sewer Advisory Board

Last Name Petticrew		First Name Edwin		Middle Name	
Address 7337 Cohasset Dr.		City Huber Heights		Zip Code 45424	
State OH					
Phone Number 937-902-6931		Email Address Watermanz9@aol.com			

EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
HIGH SCHOOL	Northridge	Diploma
COLLEGE	Various	General
GRADUATE SCHOOL		
OTHER (SPECIFY)		

COMMUNITY INVOLVEMENT

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

ORGANIZATION	DATES OF SERVICE

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

For Administrative Use:

Applicant Interview Date/Time: Wednesday, June 26, 2024 1:00 p.m.

Application Status: _____