

# Notice of Meeting

# CITY COUNCIL WORK SESSION

Tuesday, October 21, 2025

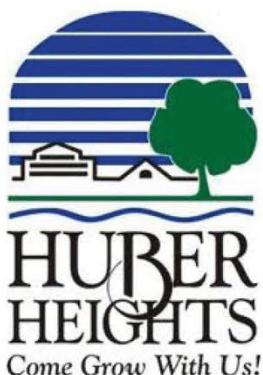
*at or about 6:00 p.m. at City Hall –  
Council Chambers – 6131 Taylorsville Road*

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

- City Manager Report
- Military And Veterans Commission Update
- City Staffing Levels/ Table Of Organization
- Chambersburg Road West Improvements Project – Intent To Appropriate
- City Telephone System – Pro OnCall
- Citizen Academy
- 2026 Council Work Session/ City Council Meeting Schedules

**Please Note:**

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



Distributed – October 15, 2025

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**CITY OF HUBER HEIGHTS  
STATE OF OHIO  
City Council Work Session**

**October 21, 2025  
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. October 7, 2025
3. **Work Session Topics Of Discussion**
  - A. City Manager Report
  - B. Military And Veterans Commission Update
  - C. City Staffing Levels/Table Of Organization
  - D. Chambersburg Road West Improvements Project - Intent To Appropriate
  - E. City Telephone System - Pro OnCall
  - F. Citizen Academy
  - G. 2026 Council Work Session/City Council Meeting Schedules
4. **Adjournment**

**CITY OF HUBER HEIGHTS  
STATE OF OHIO**

**Council Work Session Meeting Minutes**

**Name of Body:** Council Work Session

**Date:** October 21, 2025

**Time:** 6:00 P.M.

**Place:** City Hall – 6131 Taylorsville Road – Council Chambers

**Members Present:**

Fred Aikens, Councilmember  
Kate 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: Mike Gray, John Russell, Russ Bergman, Alex Zaharieff, Aaron Sorrell, Keith Knisley, Dave Warren, Jordan Staley, and Anthony Rodgers.

**Topics Of Discussion:**

- City Manager Report
- Military And Veterans Commission Update
- City Staffing Levels/Table Of Organization

- Chambersburg Road West Improvements Project – Intent To Appropriate
- City Telephone System – Pro OnCall
- Citizen Academy
- 2026 Council Work Session/City Council Meeting Schedules

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

Mayor Jeff Gore convened the Council Work Session at 6:03 P.M.

Anthony Rodgers took Roll Call.

2. **Approval Of Minutes**

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

- October 7, 2025

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 provided a PowerPoint presentation regarding the City Manager Report (see attached). He said on October 17, 2025, he was informed of phishing emails received by City residents which were designed to appear as if the correspondence had originated from City Staff. He asked residents to be on alert and to look for spelling errors or odd email addresses that would be an indication that the email is not a

genuine communication from City Staff. He said, when in doubt, contact City Hall for more information. He said on October 22, 2025, Mayor Jeff Gore and City Staff will be hosting the second Cups and Conversation event at the Huber Heights Senior Center from 6:00 P.M. to 8:00 P.M. He asked residents to bring any questions for City Staff or the Mayor and come to enjoy good conversation and coffee. He said on October 24 and 25, 2025 from 5:30 P.M to 8:00 P.M. the Huber Heights Parks and Recreation Department will be hosting the Huber Heights Happy Haunted Trail featuring family friendly activities at Community Park. He said the Huber Heights Senior Center will be hosting a holiday craft fair on November 1, 2025. He invited anyone who wished to become a vendor, or simply to learn more information about the event, to contact the Huber Height Senior Center or to visit the City's Facebook page.

John Russell answered questions from the City Council regarding items in the City Manager Report.

#### Military And Veterans Commission Update

Anthony Windsor, Chair of the Military and Veterans Commission distributed information regarding an update on the Military and Veterans Commission (see attached). He said the new military pavers at the Huber Heights Veterans Memorial will be in place for the November 11, 2025 Veterans Day commemoration. He said the Military and Veterans Commission sponsored the plastic wraps on the traffic boxes along Veterans Memorial Parkway (Taylorsville Road). He said the 2025 Huber Heights Veterans Day commemoration will take place on November 11, 2025 at Thomas Cloud Park beginning at 4:00 P.M. He said the Deputy Commander of Wright-Patterson Air Force Base as well as the Chief Of Staff of the Dayton Veterans Administration will be in attendance at the event. He said the City of Huber Heights has been given the privilege of a military fly over at the City's Veterans Day event.

The City Council posed questions and comments to Anthony Windsor about Military and Veterans Commission and expressed appreciation for the work of the Military and Veterans Commission.

Anthony Rodgers thanked Anthony Windsor for all of his hard work in getting the military fly over to occur.

Anthony Windsor said he hoped Council and the City were happy with the work the Military and Veterans Commission is doing in the community.

Mayor Jeff Gore said he was very thankful for the Military and Veterans Commission's contributions to the City of Huber Heights.

Kate Baker asked John Russell if City Staff could inform local media outlets regarding the military fly over at the City's Veterans Day event.

John Russell said City Staff would be happy to do so.

#### City Staffing Levels/Table Of Organization

Fire Chief Keith Knisley distributed information and proposed legislation to amend the City's Table Of Organization and staffing levels regarding the Fire Prevention Manager/Plans Review position (see attached). He said this legislation authorizes and establishes the City's staffing levels and Table Of Organization. He said there is one recommended amendment to the staffing levels for the Fire Division to make the current part-time Fire Prevention Manager/Plans Review position a full-time position. He said the person currently in part-time Fire Prevention Manager/Plans Review position is retiring in the near future. He said City Staff are recommending keeping the part-time position on the Table Of Organization until the full-time position is filled.

After discussion, the City Council agreed to recommend that proposed legislation to amend the City's Table Of Organization and staffing levels regarding the Fire Prevention Manager/Plans Review position be placed on the agenda at the October 27, 2025 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the October 27, 2025 City Council Meeting.

#### Chambersburg Road West Improvements Project – Intent To Appropriate

Russ Bergman distributed information and proposed legislation to provide notice of the intent to appropriate certain land located on Chambersburg Road for public road purposes (see attached). He said this legislation will allow the City to start the process of appropriating

permanent and temporary easements necessary for the widening of Chambersburg Road West Improvements Project from property owners and/or lenders that have not been fruitful to date. He said the City must secure the properties needed for the road improvements as soon as possible or risk the loss of grant funding for this project.

After discussion, the City Council agreed to recommend that proposed legislation to provide notice of the intent to appropriate certain land located on Chambersburg Road for public road purposes be placed on the agenda at the October 27, 2025 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the October 27, 2025 City Council Meeting.

#### City Telephone System – Pro OnCall

Dave Warren distributed information and proposed legislation to authorize the purchase of telephone equipment and service from Pro OnCall Solutions, Inc. (see attached). He said the City was in dire need of a phone system upgrade. He said the IT Department recommends going with a cloud-based service through Pro OnCall Solutions, Inc. which will save the City nearly \$2,000 a month in telephone charges. He asked Council to approve a three-year contract for telephone services and additional necessary equipment with Pro OnCall Solutions, Inc.

Anthony Rodgers asked Dave Warren to share how this new phone system would affect the City Council.

Dave Warren said Councilmembers will receive an app to load on their personal cell phones which would allow each Councilmember to receive voicemail through email or directly through the app. He said the new phone app would also provide more privacy as it would allow the Councilmembers to dial out and to receive calls from a City phone number without using their personal cell phone numbers.

Scott Davidson asked if the Pro OnCall Solutions, Inc. phone system had any recommendations or referrals from other municipalities.

Dave Warren said Pro OnCall Solutions, Inc. did not have recommendations; however, he said most of the cloud-based telephone systems are similar. He said the sales representative from Pro OnCall

Solutions, Inc. is a Huber Heights resident and was able to assist City Staff in evaluating the needs of the City.

Fred Aikens asked if Pro OnCall Solutions, Inc. had a feature wherein a missed phone call is followed by an email notification.

Dave Warren said email notification following a missed phone call was a feature of the Pro OnCall Solutions, Inc. system.

Nancy Byrge asked when the Pro OnCall Solutions, Inc. system could be implemented.

Dave Warren said the Pro OnCall Solutions, Inc. system would be ready to go live on October 29, 2025.

Nancy Byrge asked if the Pro OnCall Solutions, Inc. transition was within the IT Department Budget for 2025.

Dave Warren said he had planned for the telephone system transition in the 2025 IT Department Budget.

After discussion, the City Council agreed to recommend that proposed legislation to authorize the purchase of telephone equipment and service from Pro OnCall Solutions, Inc. be placed on the agenda at the October 27, 2025 City Council Meeting for a first reading as non-emergency legislation with adoption of the proposed legislation at the October 27, 2025 City Council Meeting.

### Citizen Academy

Alex Zaharieff distributed information regarding the Citizen Academy (see attached). He said this agenda item would be moved to the agenda for the November 5, 2025 Council Work Session; therefore this agenda item was not discussed at the Council Work Session.

### 2026 Council Work Session/City Council Meeting Schedules

Anthony Rodgers distributed information regarding the proposed 2026 Council Work Session/City Council Meeting Schedules (see attached). He said each year he comes before Council at this time of the year to

approve meeting schedules for the Council Work Sessions and City Council meetings for the following year. He said he tried to anticipate any changes which may occur in order to prevent the rescheduling of any meetings in 2026. He said it was necessary to present and approve these 2026 meeting schedules as soon as possible so the City board and commission meeting schedules could be created also for 2026.

Mayor Jeff Gore asked if any Councilmembers had comments or concerns regarding the proposed 2026 meeting schedules.

Anita Kitchen said the National League Of Cities will be meeting in Nashville, Tennessee in November, 2026 which could impact Councilmember's attendance at the proposed November 17, 2026 Council Work Session. She suggested the November 17, 2026 Council Work Session be moved to November 16, 2026.

Anthony Rodgers said moving the November 17, 2026 Council Work Session to November 16, 2026 would conflict with the monthly Arts and Beautification Commission meeting that generally occurs on the third Monday of the month, which would be on November 16, 2026.

Mayor Jeff Gore suggested a note be made regarding a potential issue regarding the November 17, 2026 Council Work Session, and wait to see until later if enough Councilmembers would be absent from the November 17, 2026 Council Work Session to warrant a change once the National League Of Cities registration ends.

Kate Baker asked if National Night Out had been considered with the 2026 meeting schedules.

Anthony Rodgers said the National Night Out as well as Election Day had been considered and the necessary schedule changes have already been made to the 2026 meeting schedules.

Anita Kitchen asked if Council should consider having only one City Council Meeting and one Council Work Session per month during the summer months.

Anthony Rodgers said having only one meeting a month during the summer months for City Council Meetings and Council Work Sessions

had been discussed previously. He said the City Charter only requires that one City Council Meeting be held each month. He said many other municipalities move to one meeting a month during the summer months. He said, if the Council chose to move to only one meeting cycle per month during the summer months, the Rules Of Council would need to reflect that change. He suggested if Council chose to move to a once a month meeting cycle in the summer months that Council keep the first meeting cycle of the month due to May, 2026 only having one meeting cycle that month due to the Memorial Day holiday.

Mark Campbell said he supports the idea of moving to one meeting cycle per month during the summer months as it would give City Staff more time to perform other functions.

Mayor Jeff Gore suggested Council revisit this issue at the next Council Work Session.

Anthony Rodgers said any delay on the approval of City Council Meeting and Council Work Session schedules would adversely affect the City boards, commissions, and other entities that base the meeting schedules around the Council's meeting schedules.

Mayor Jeff Gore said, if approved, the move to a one meeting cycle per month schedule in the summer months would eliminate the June 22, 2026, July 27, 2026, and August 24, 2026 City Council Meetings.

Anthony Rodgers said the corresponding Council Work Sessions of June 16, 2026, July 21, 2026, and August 18, 2026 would also need to be cancelled in that event.

Mark Campbell said he supported the idea of moving to one meeting cycle per month in the summer month for both the City Council Meetings and Council Work Sessions.

Mayor Jeff Gore said if there was a need, a special City Council Meeting could always be called.

Anita Kitchen said the summer meetings are typically light anyway.

John Russell said he is in favor of less meetings in the summer to allow City Staff to take time off.

Anita Kitchen said representatives of the First Suburbs Consortium were surprised that Huber Heights had meetings every week in the summer months.

Mayor Jeff Gore said this item will be moved forward for approval to the October 27, 2025 City Council Meeting.

After discussion, the City Council agreed to recommend that a motion to approve the proposed 2026 Council Work Session and City Council Meeting Schedules with amendments for a summer schedule be prepared and placed on the agenda for the October 27, 2025 City Council Meeting for approval.

#### Other Business

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

#### 4. Adjournment

Mayor Jeff Gore adjourned the Council Work Session at 6:37 P.M.

**AI-11147**

**Topics Of Discussion** A.

**Council Work Session**

**Meeting Date:** 10/21/2025

City Manager Report

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 10/21/2025

**Audio-Visual Needs:** SmartBoard **Legal Review:** Not Needed

**Emergency Legislation?:** No **Motion/Ordinance/Resolution No.:** N/A

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**Agenda Item Description or Legislation Title**

City Manager Report

**Purpose and Background**

A copy of the presentation given with the City Manager Report has been attached (see attached).

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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**Attachments**

*No file(s) attached.*

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# Huber Heights City Council Meeting

October 21, 2025

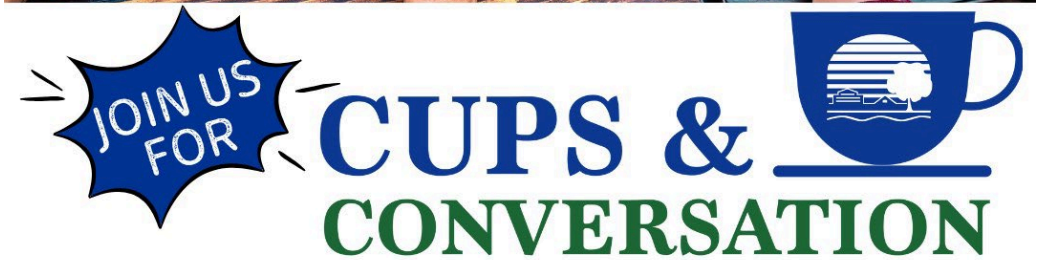
# Huber Heights Communications



- Don't take the bait!!
- If you receive a suspicious email from the City of Huber Heights, call (937) 233-1423
- If you get a suspicious email
  - Double-check the sender's email address
  - Look for spelling errors or urgent "act now" messages
  - Never click unknown links

# Huber Heights – Communications

- Wed. Oct 22<sup>nd</sup> from 6-8pm
- Huber Heights Senior Center
- Mayor Gore, CM Russell, ACM's Sorrell and Zaharieff



WED. OCT 22 @ 6-8 P.M.



HUBER HEIGHTS SENIOR CENTER  
7301 SHULL RD.

# Huber Heights Parks and Recreation



- Friday October 24<sup>th</sup> & 25<sup>th</sup> starting at 530PM-8PM
- See Facebook for the details
- Community Park
  - Games, thrills, and activities
  - Spooky but not scary



# Questions??



**AI-11146**

**Topics Of Discussion B.**

**Council Work Session**

**Meeting Date:** 10/21/2025

Military And Veterans Commission Update

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session **Date(s) of Committee Review:** 10/21/2025

**Audio-Visual Needs:** None **Legal Review:** Not Needed

**Emergency Legislation?:** No **Motion/Ordinance/Resolution No.:** N/A

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**Agenda Item Description or Legislation Title**

Military And Veterans Commission Update

**Purpose and Background**

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

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

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**Attachments**

*No file(s) attached.*

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AI-11153

Topics Of Discussion C.

**Council Work Session**

**Meeting Date:** 10/21/2025

City Staffing Levels/Table Of Organization

**Submitted By:** Katie Knisley

**Department:** City Manager

**Division:** Human Resources

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

**Date(s) of Committee Review:** 10/21/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

**Agenda Item Description or Legislation Title**

City Staffing Levels/Table Of Organization

**Purpose and Background**

This legislation authorizes and establishes the City's staffing levels and table of organization. There is one recommended amendment to the staffing levels for the Fire Division to make the current part-time Fire Prevention Manager/Plans Review position a full-time position. City Staff are recommending keeping the part-time position until the full-time position is filled.

**Fiscal Impact**

**Source of Funds:** Fire Division Budget

**Cost:** \$50,000

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

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

**Financial Implications:**

**Attachments**

Resolution

Table Of Organization

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2025-R-

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

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

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

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

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

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

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

<u>City Manager's Office</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
City Manager	1	505-100-2-2-01-F	per contract
Assistant City Manager	2	505-117-2-2-02-F	75
Assistant to City Manager	1	505-618-2-2-01-F	40
Administrative Assistant III	1	505-209-2-2-01-F	25
Communications Coordinator	1	505-615-2-1-01-F	40
Public Relations Specialist	1	505-622-2-1-01-F	40

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

<u>Department of Public Safety</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Safety	1	505-116-2-2-01-F	75
Assistant to Director of Public Safety	1	505-623-2-2-01-F	40
<u>Division of Fire</u>			
Fire Chief	1	102-401-2-2-01-F	70
Assistant Chief	2	102-413-2-1-02F	60
Battalion Chief /Wellness Coordinator	1	102-403-1-1-01-F	PS
Battalion Chief	3	102-403-1-1-01-- 03F	PS
Captain	5	102-402-1-1-01—05F	PS
Fire Lieutenant	9	102-404-1-1-01-- 09-F	Contract
Firefighter/Paramedic/Firefighter/ Paramedic Recruit*	45	102-405-1-1-01—45-F	Contract/PS
Administrative Assistant III	2	102-200-1-2-01-- 02-F	25
Administrative Assistant I	1	102-200-1-2-01-P/H	10
Fire Inspector	1	102-501-1-2-01-F	30
Fire Inspector	3	102-501-1-2-01- 03-P/H	30
Fire-Prevention Manager/Plans Review	1	102-502-1-2-01-P/H	50
Fire Prevention Manager/Plans Review	1	102-502-1-2-01 -1F	50
Fire Fleet/Facility Mgt. Clerk	1	102-503-1-2-01-P/H	10
Auxiliary \$1.00 per year	30	102-411-3-0-01--30-V	V
Chaplains – Fire	2	102-601-3-0-01--02-V	V
Medical Advisor	1	102-604-3-0-01-V	V

\*This is a combination of Firefighter/Paramedic and Firefighter/Paramedic Recruit wherein the number of full-time personnel shall not exceed 45.

Division of Police

Police Chief	1	101-406-2-2-01-F	70
Deputy Police Chief	1	101-411-2-2-01-F	60
Police Lieutenant	2	101-408-1-1-01--02-F	Contract
Police Sergeant	8	101-409-1-1-01--08-F	Contract
Police Officer	45	101-410-1-1-01--45-F	Contract
Police Officer Cadet	2	101-413-1-1-01-02-F	PS
Administrative Assistant III	1	101-200-1-2-01-F	25
Administrative Assistant II	1	101-213-1-2-01-F	20
Police Accreditation Technician	1	101-515-1-1-01-F	30
Police Records Clerks	2	101-204-1-1-01--02-F	Contract
Police Evidence/Fleet Mgt. Clerk	1	101-205-1-2-01 -01-F	20
Police Evidence/Fleet Mgt. Clerk	1	101-205-1-2-01-P/H	20
Communications/Records Manager	1	101-611-2-1-01-F	45
Communications/Records Supervisor	2	101-613-1-1-02-F	35
Communications Officer	15	111-502-1-1-01-15-F	Contract
Chaplain – Police	3	101-601-3-0-01—03-V	V

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

<u>Department of Information Technology</u>		<u>Position Control No.</u>	<u>Pay Grade</u>
Information Technology Director	1	509-105-2-2-01-F	60
Systems Administrator	1	509-122-2-2-01-F	50
Information Technology Systems Analyst	3	509-609-1-2-03-F	45
GIS Technician	1	509-510-1-1-01-F	35

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

<u>Department of Finance</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Finance	1	506-102-2-2-01-F	65
<u>Division of Accounting</u>			
Deputy Director of Finance	1	506-602-2-2-01-F	55
Accountant	1	506-622-2-2-01-F	50
Grants and Procurement Coordinator	1	506-618-2-2-01-F	45
Accounting Generalist	2	506-603-2-2-02F	45
Accounts Payable Technician	1	506-504-1-1-01-F	25
Payroll Technician	1	506-505-1-1-01-F	30
Account Technician	1	506-206-1-1-01 F	25
<u>Division of Taxation</u>			
Tax Administrator	1	507-104-2-2-01-F	50
Assistant Tax Administrator	1	507-612-2-2-01-F	45
Tax Analyst	2	507-506-1-1-01--02-F	30
Tax Technician	6	507-507-1-1-01 -06-F	20
Administrative Assistant I	1	507-212-1-2-01- 01-F	10
Administrative Assistant I	1	507-212-1-2-01- 01P/H	10

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

<u>Department of Public Services</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Services	1	505-114-2-2-01-F	75
<u>Division of Engineering</u>			
City Engineer	1	320-106-2-2-01-F	65
Assistant City Engineer	2	320-119-2-2-02-F	55

Civil Engineer	1	320-605-2-2-01-01-F	50
Engineering Technician	2	320-509-1-1- 02-F	35
Administrative Assistant III	1	320-200-1-2-01-F	25
<u>Division of Public Works</u>			
Public Works Manager	1	401-108-2-2-01-F	60
Public Works Supervisor	2	401-109-1-1-02-F	50
Public Works Crew Leader	3	401-302-1-1-03-F	Contract
Vehicle & Equipment Mechanic	3	401-300-1-1-03-F	Contract
Maintenance Technician	21	401-301-1-1-21-F	Contract
Administrative Assistant III	1	401-200-1-2-01-F	25
Custodian	1	401-305-1-2-01-F	10
Custodian	1	401-305-1-2-01-P/H	10
<u>Division of Code Enforcement</u>			
Code Enforcement Manager	1	310-621-2-1-01-F	45
Code Enforcement Officer II	1	310-513-1-1-01-01-F	35
Code Enforcement Officer I	4	310-513-1-2-01-04-P/H	20
Seasonal Laborer	2	310-305-1-2-01-02-S	S

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

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

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

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

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

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

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

<u>Department of Parks and Recreation Facilities</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Parks Manager	1	216-616-2-2-01-F	45
Event and Program Coordinator	1	216-516-1-1-01-F	30
Senior Center Program Coordinator	1	215-110-2 -2 -01-P/H	20
Seasonal Laborer – Music Center	125	219-306-1-2-01--125-S	S
Seasonal Laborer-Maintenance	2,000-hrs	216-303-1-2-01--S	S
Seasonal Laborer-Program Leader	1,000-hrs	216-303-1-2-01-S	S

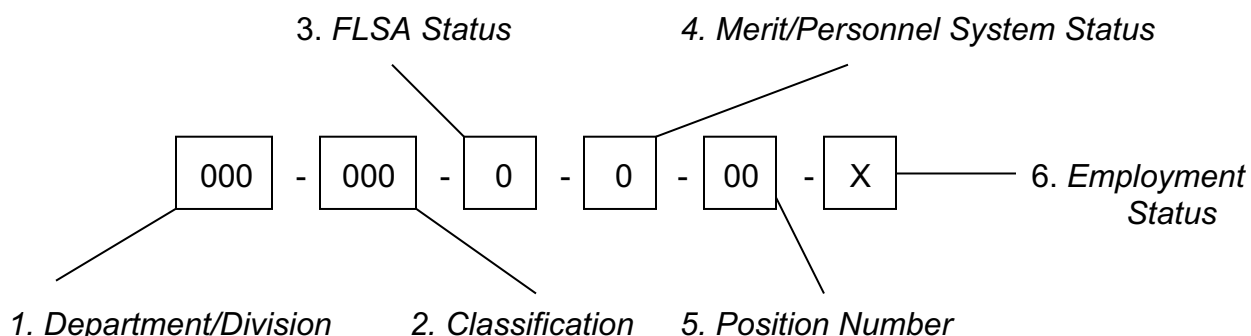
Section 12. Council further ratifies and affirms any and all previous legislation of Council that established, abolished or altered the functions and structures of any administrative department.

Section 13. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and

that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Section 15. Position Control Number Explanation:



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

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

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

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

3. FLSA Status:

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

4. Merit & Personnel System Status:

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

5. Position Number:

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

6. Employment Status:

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

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2025;  
 \_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

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

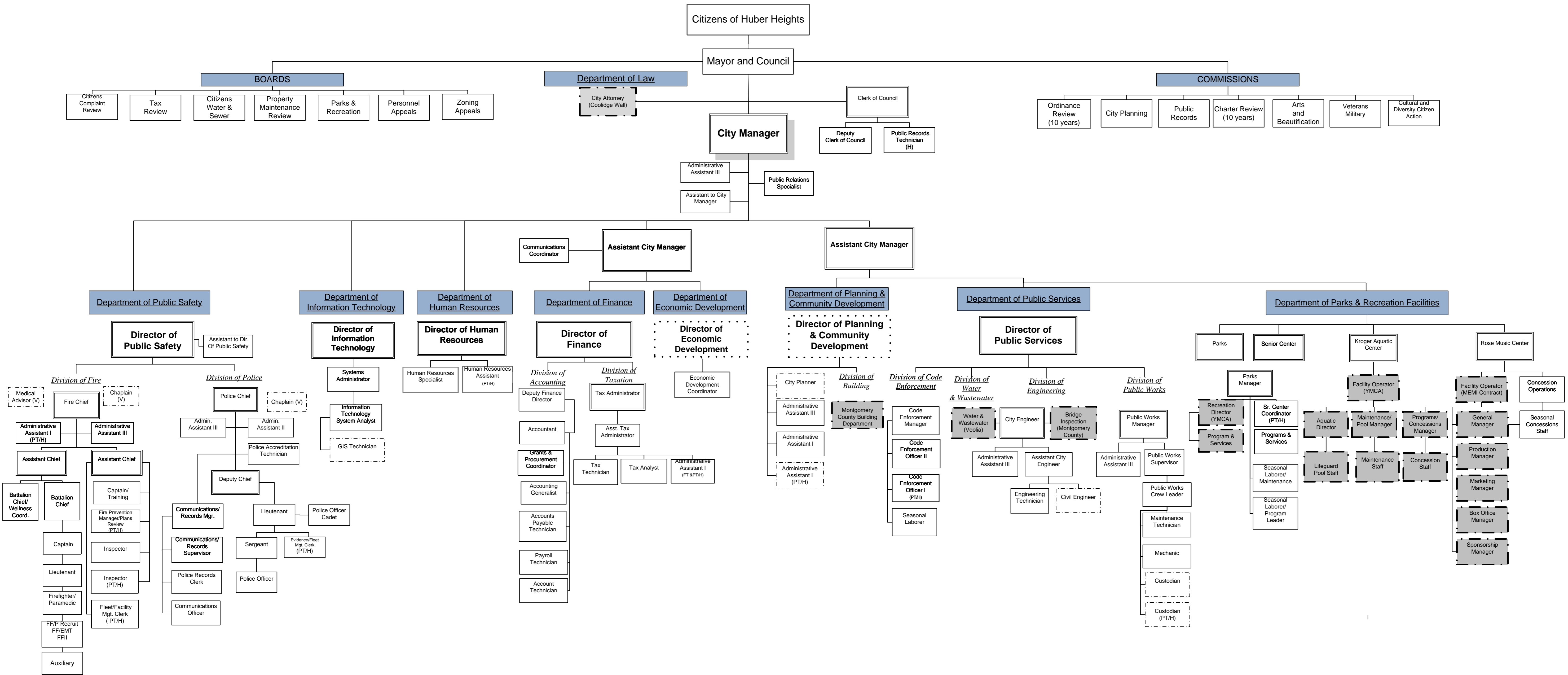
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# City of Huber Heights Organizational Chart



City of Huber Heights  
Revised October 27, 2025

- All employees are permanent / full time unless specified otherwise.  
 - (PT) = Part Time, (H) = Hourly (T) = Temporary, (V) = Volunteer, (S)=Seasonal  
 Contractor Relationship      - - - - -  
 Vacant Position                      . . . . .

Authorized Staffing Levels			
City Council (FT):	2	Department of Public Works (PT/H):	1
City Council (PT/H):	7	Division of Accounting (FT):	8
City Manager (FT):	1	Division of Public Works (FT):	32
Fire Division (FT):	75	Division of Taxation (FT):	11
Police Division (PT/H):	6	Department of Planning (PT/H):	1
Police Division (FT):	82	Director of Public Safety (FT):	2
Police Division (PT/H):	1	Director of Public Services (FT):	1
		Department of Human Resources (FT):	3
		Department of Human Resources (PT):	1
		Department of Planning (FT):	4
		Division of Code Enforcement (PT/H):	4
		Department of Economic Development (FT):	2
		Department of Parks & Recreation Facilities (S):	129
		Department of Parks & Recreation Facilities (PT/H):	1
		Division of Code Enforcement (FT):	2
		Division of Code Enforcement (S):	2
		Department of Parks & Recreation Facilities(FT):	2

AI-11152

Topics Of Discussion D.

**Council Work Session**

**Meeting Date:** 10/21/2025

Chambersburg Road West Improvements Project - Intent To Appropriate

**Submitted By:** Hanane Eisentraut

**Department:** Assistant City Manager - Public Services

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

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

**Division:** Engineering

**Date(s) of Committee Review:** 10/21/2025

**Legal Review:** Not Needed

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

---

**Agenda Item Description or Legislation Title**

Chambersburg Road West Improvements Project - Intent To Appropriate

**Purpose and Background**

This legislation will allow the City to start the process of appropriating permanent and temporary easements necessary for the widening of Chambersburg Road West Improvements Project from property owners and/or lenders that have not been fruitful to date. The City must secure the properties needed for the road improvements as soon as possible or risk the loss of grant funding for this project.

---

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

---

**Attachments**

Resolution

Exhibit A-1

Exhibit A-2

Exhibit B

---

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2025-R-

OF INTENTION TO APPROPRIATE CERTAIN LAND LOCATED ON CHAMBERSBURG ROAD FOR PUBLIC ROAD PURPOSES.

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

WHEREAS, there is a need for acquisition of right-of-way for maintenance and improvements to the public roadway known as Chambersburg Road; and

WHEREAS, the City deems it necessary to acquire the following property for purposes of constructing and maintaining a road open to the public:

0.311 +/- acres owned by Anthony Allen Rice and Jani Rice, located on the land commonly known as 4755 Chambersburg Road, more particularly described as Parcel 36-WD and 36-T in Exhibits A-1 and A-2, which is attached hereto and incorporated into this Resolution by reference; and

0.028 +/- acres of land owned by Exchangeright Net Leased Portfolio 21 DST located on the land commonly known as 6495 Old Troy Pike more particularly described as Parcels 63-T in Exhibit B respectively, which are attached hereto and incorporated into this Resolution by reference; and

WHEREAS, Ohio Revised Code Section 719.01 provides that any municipal corporation may appropriate, enter upon, and hold real estate within its corporate limit of the purpose of opening, widening, straightening, changing the grade of, and extending streets, and all other public places; and

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

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

Section 1. It is the intent of the City of Huber Heights to appropriate a fee interest in and to the land as described in Exhibit A-1 as Parcel 36-WD, and a temporary easement in the land described in Exhibit A-2 as parcel 36-T, the record title owners of the fee simple interest being Anthony Allen Rice and Jani Rice.

Section 2. It is the intent of the City of Huber Heights to appropriate a temporary easement in the land as described in Exhibit B as parcel 63-T, the record title owners of the fee simple interest in all of such land being Exchangeright Net Leased Portfolio 21 DST.

Section 3. The purpose of the acquisition is to acquire the land necessary for purpose of opening, widening, straightening, changing the grade of, and/or extending a public road open to the public without charge.

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

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

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2025;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**EXHIBIT A-1**

LPA RX 851 WD

Page 1 of 2

Rev. 06/09

Ver. Date 8/8/2024

PID 116942

**PARCEL 36-WD  
MOT-WEST CHAMBERSBURG ROAD IMP.  
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE  
IN THE FOLLOWING DESCRIBED PROPERTY  
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS  
IN THE NAME AND FOR THE USE OF THE  
CITY OF HUBER HEIGHTS, MONTGOMERY COUNTY, OHIO**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situate in Section 28, Town 2, Range 8 M.R.s, City of Huber Heights, Montgomery County, Ohio and being part of a tract of land conveyed in IR Deed 16-054280 of the Montgomery County Recorder's Office and being more particularly described as follows:

Being a parcel of land lying on the left side of the centerline of construction of MOT-WEST CHAMBERSBURG ROAD IMP. made by Choice One Engineering as filed in Recorder's Plat Book 244, Page 07, of the records of Montgomery County and being located within the following described boundary thereof;

Beginning at a stone in monument box found at the southwest corner of the northwest quarter of Section 28 and being the southeast corner of a tract of land owned by Wild Creek Properties, Ltd. as conveyed in IR Deed 12-048830 and being the **PLACE OF BEGINNING** of the parcel herein described with said point being 0.47 feet right of and perpendicular to centerline of construction Station 53+96.52;

Thence North 03°-22'-51" East, 45.50 feet, to an iron pin with cap set on the new right-of-way line of Chambersburg Road and being 45.00 feet left of and perpendicular to centerline of construction Station 53+95.04;

Thence South 84°-45'-07" East, 27.10 feet, along the new right-of-way line of Chambersburg Road to an iron pin with cap set and being 44.98 feet left of and perpendicular to centerline of construction Station 54+22.40;

Thence South 85°-25'-31" East, 250.00 feet, along the new right-of-way line of Chambersburg Road to an iron pin with cap set on the west line of a tract of land owned by James P. Buckley as

**EXHIBIT A-1**

LPA RX 851 WD

Page 2 of 2  
Rev. 06/09

conveyed in IR Deed 23-039099 and being 45.00 feet left of and perpendicular to centerline of construction Station 56+72.67;

Thence South 03°-19'-11" West, 44.84 feet, along the west line of said Buckley tract to a Mag nail set on the south line of said quarter section and being 0.18 feet left of and perpendicular to centerline of construction Station 56+73.65;

Thence North 85°-29'-49" West, 277.13 feet, along the south line of said quarter section to the **PLACE OF BEGINNING.**

The above described area is contained within the Montgomery County Auditor's Permanent Parcel Number P70040040013. Within said bounds is 0.286 acres more or less. P.R.O. occupies 0.191 acres.

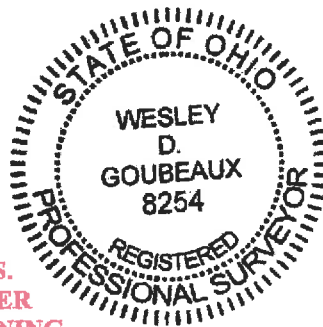
The above description was prepared and reviewed on August 8, 2024 by Wesley D. Goubeaux, Ohio Professional Surveyor Number 8254.

The above description is the result of a survey performed by Choice One Engineering under the direction and supervision of Wesley D. Goubeaux, Ohio Professional Surveyor Number 8254 in August, 2022.

Bearings described herein are for project use only and are based on the Ohio State Plane Coordinate System NAD 83, South Zone using CORS 2011 adjustment, Geoid 18, ODOT VRS CORS Network.

The stations referred to herein are from Centerline of construction as shown on O.D.O.T. Right-of-Way Plan MOT-WEST CHAMBERSBURG ROAD IMP.

  
Wesley D. Goubeaux, PS #8254



8/8/2024  
Date

**ANDREW J. SHAHAN, P.E., P.S.**  
**MONTGOMERY COUNTY ENGINEER**  
**APPROVED FOR POINT OF BEGINNING,**  
**ACREAGE AND CLOSURE ONLY**  
DATE 8/27/2024 FILE NO. 2024-0122  
BY Wayne Bly

**EXHIBIT A-2**

LPA RX 887 T

Page 1 of 2

Rev. 07/09

Ver. Date 8/8/2024

PID 116942

**PARCEL 36T  
MOT-WEST CHAMBERSBURG ROAD IMP.  
TEMPORARY EASEMENT FOR THE PURPOSE OF  
PERFORMING THE WORK NECESSARY TO  
PERFORM GRADING AND SEEDING  
FOR 12 MONTHS FROM DATE OF ENTRY BY THE  
CITY OF HUBER HEIGHTS, MONTGOMERY COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situate in Section 28, Town 2, Range 8 M.R.s, City of Huber Heights, Montgomery County, Ohio and being part of a tract of land as conveyed in IR Deed 23-039099 of the Montgomery County Recorder's Office and being more particularly described as follows:

Being a parcel of land lying on the left side of the centerline of construction of MOT-WEST CHAMBERSBURG ROAD IMP. made by Choice One Engineering as filed in Recorder's Plat Book 244, Page 07, of the records of Montgomery County and being located within the following described boundary thereof;

Commencing for reference at a stone in monument box found at the southwest corner of the northwest quarter of Section 28 and being the southeast corner of a tract of land owned by Wild Creek Properties, Ltd. as conveyed in IR Deed 12-048830 and being 0.47 feet right of and perpendicular to centerline of construction Station 53+96.52;

Thence North 03°-22'-51" East, 45.50 feet, along the east line of said Wild Creek Properties tract to an iron pin with cap set on the new right-of-way line of Chambersburg Road and being the **PRINCIPAL PLACE OF BEGINNING** with said point being 45.00 feet left of and perpendicular to centerline of construction Station 53+95.04;

Thence North 03°-22'-51" East, 4.00 feet, along the east line of said Wild Creek Properties tract to a point on the new temporary easement line and being 49.00 feet left of and perpendicular to centerline of construction Station 53+94.91;

Thence South 84°-45'-07" East, 27.20 feet, along the new temporary easement line to a point and being 48.98 feet left of and perpendicular to centerline of construction Station 54+22.40;

Thence South 85°-25'-31" East, 249.89 feet, along the new temporary easement line to a point on the west line of a tract of land owned by James P. Buckley as conveyed in IR Deed 23-039099 and being 49.00 feet left of and perpendicular to centerline of construction Station 56+72.58;

**EXHIBIT A-2**

LPA RX 887 T

Thence South 03°-19'-11" West, 4.00 feet, along the west line of said Buckley tract to an iron pin with cap set on the new right-of-way line of Chambersburg Road and being 45.00 feet left of and perpendicular to centerline of construction Station 56+72.67;

Thence North 85°-25'-31" West, 250.00 feet, along the new right-of-way line of Chambersburg Road to an iron pin with cap set and being 44.98 feet left of and perpendicular to centerline of construction Station 54+22.40;

Thence North 84°-45'-07" West, 27.10 feet, along the new right-of-way line of Chambersburg Road to the **PRINCIPAL PLACE OF BEGINNING**.

The above described area is contained within the Montgomery County Auditor's Permanent Parcel Number P70040040013. Within said bounds is 0.025 acres more or less. P.R.O. occupies 0.000 acres.

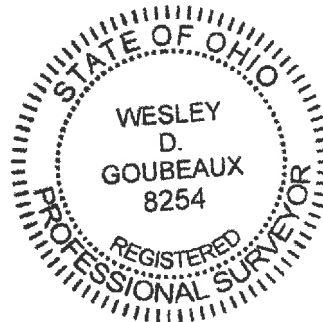
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Bearings described herein are for project use only and are based on the Ohio State Plane Coordinate System NAD 83, South Zone using CORS 2011 adjustment, Geoid 18, ODOT VRS CORS Network.

The stations referred to herein are from Centerline of construction as shown on O.D.O.T. Right-of-Way Plan MOT-WEST CHAMBERSBURG ROAD IMP.

  
Wesley D. Goubeaux, PS #8254



8/8/2024  
Date

**EXHIBIT B**

LPA RX 887 T

Page 1 of 2

Rev. 07/09

Ver. Date 8/8/2024

PID 116942

**PARCEL 63T  
MOT-WEST CHAMBERSBURG ROAD IMP.  
TEMPORARY EASEMENT FOR THE PURPOSE OF  
PERFORMING THE WORK NECESSARY TO  
PERFORM GRADING AND SEEDING  
FOR 12 MONTHS FROM DATE OF ENTRY BY THE  
CITY OF HUBER HEIGHTS, MONTGOMERY COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situate in Section 28, Town 2, Range 8 M.R.s, City of Huber Heights, Montgomery County, Ohio and being part of a tract of land as conveyed in IR Deed 18-021044 of the Montgomery County Recorder's Office and being more particularly described as follows:

Being a parcel of land lying on the right side of the centerline of construction of MOT-WEST CHAMBERSBURG ROAD IMP. made by Choice One Engineering as filed in Recorder's Plat Book 2A4, Page 07, of the records of Montgomery County and being located within the following described boundary thereof;

Commencing for reference at a 1-inch iron pin in monument box found at the northeast corner of the southwest quarter of Section 28 and being 2.50 feet left of and perpendicular to centerline of construction Station 80+56.28;

Thence North 85°-29'-49" West, 310.15 feet, along the north line of said southwest quarter of Section 28 to a point at the northeast corner of a tract of land owned by Engage City Church as conveyed in IR Deed 20-074594 and being 0.49 feet left of and perpendicular to centerline of construction Station 77+46.11;

Thence South 14°-56'-32" West, 44.79 feet, along the east line of said Engage City Church tract to a point on the south right-of-way line of Chambersburg Road and being 43.69 feet right of and perpendicular to centerline of construction Station 77+38.77;

Thence South 85°-19'-26" East, 69.23 feet, along the south right-of-way line of Chambersburg Road to a point and being the **PRINCIPAL PLACE OF BEGINNING** with said point being 42.68 feet right of and perpendicular to centerline of construction Station 78+08.00;

Thence South 85°-19'-26" East, 56.70 feet, along the south right-of-way line of Chambersburg Road to a point on the new temporary easement line and being 42.16 feet right of and perpendicular to centerline of construction Station 78+64.00;

**EXHIBIT B**

LPA RX 887 T

Page 2 of 2  
Rev. 07/09

Thence South 04°-34'-05" West, 21.84 feet, along the new temporary easement line to a point and being 64.00 feet right of and perpendicular to centerline of construction Station 78+64.00;

Thence North 84°-48'-26" West, 57.05 feet, along the new temporary easement line to a point and being 64.00 feet right of and perpendicular to centerline of construction Station 78+08.00;

Thence North 05°-31'-05" East, 21.33 feet, along the temporary easement line to the **PRINCIPAL PLACE OF BEGINNING.**

The above described area is contained within the Montgomery County Auditor's Permanent Parcel Number P70040040080. Within said bounds is 0.028 acres more or less. P.R.O. occupies 0.000 acres.

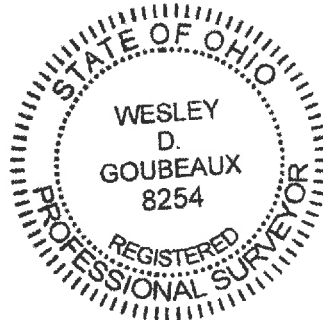
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The stations referred to herein are from Centerline of construction as shown on O.D.O.T. Right-of-Way Plan MOT-WEST CHAMBERSBURG ROAD IMP.

  
Wesley D. Goubeaux, PS #8254



8/8/2024  
Date

AI-11149

Topics Of Discussion E.

**Council Work Session**

**Meeting Date:** 10/21/2025

City Telephone System - Pro OnCall

**Submitted By:** Rachael Dillahunt

**Department:** City Manager

**Division:** City Manager

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

**Date(s) of Committee Review:** 10/21/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

**Agenda Item Description or Legislation Title**

City Telephone System - Pro OnCall

**Purpose and Background**

There is a need to replace the existing telephone equipment and phone services used by the City of Huber Heights in order to modernize current hardware, improve communication capabilities, and reduce overall telephone service costs for the City. The current telephone hardware and services are obsolete. Pro Oncall Solutions Inc offers new Prosoky cloud telephone services and equipment needed for future upgrades or system enhancements.

**Fiscal Impact**

**Source of Funds:** Various Funds

**Cost:** \$48,529.66

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

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

**Financial Implications:**

The recurring cost will be a monthly fee of \$3,235.95.

**Attachments**

Proposal

Resolution



**PRO**  
CLOUD SOLUTIONS

# PROSky UC Hosted IP Telephony Proposal

**Prepared For:**

City of Huber Heights

**Prepared By:**

Chris Mulhern

Chris.Mulhern@ProOnCall.com





## About PRO OnCall Technologies, LLC

At **PRO OnCall** we are about delivering results for your business, and we look to grow and evolve alongside you. Our services are customized and scalable so that your business needs are taken care of no matter the circumstances. Your relationship with **PRO OnCall** will be based on personalized strategic planning, single-source voice and IT solutions, and exceptional customer support.



- ▶ Headquartered in Cincinnati, Ohio
- ▶ Branch office in Columbus, Ohio
- ▶ Primary Service Zone Area includes Dayton, OH; Northern Kentucky; Southeastern Indiana
- ▶ Nationwide Sales & Service Capabilities
- ▶ Over 10,000 Customers



## ***Making Technology work for Business...Guaranteed***



**PROSky UC** operates in geo-redundant cloud hubs that are built to protect your business communications from getting disrupted by hardware failures and network outages. Our always-on service provides the ability to increase your users instantly and make changes to your account from anywhere you can access the internet. **PROSky UC** delivers the flexibility your business needs in today's business environment.

**PROSky UC** is a Unified Communications Platform that breaks down the barriers caused by complex on-premise hardware.

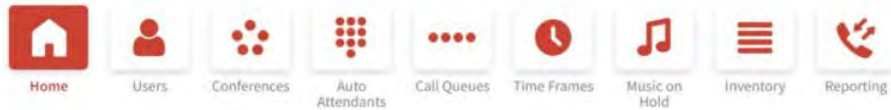
### **Key features**

- Desktop, mobile, and browser-based solutions for Mac, Windows, Android, and iOS
- Sync contacts between mobile devices and the PBX
- Real-time presence shows the current status of other PBX users—available, busy, or offline
- Integrated SMS/MMS allows users to send and receive messages from a business phone line, so they don't need to divulge personal mobile numbers, and enables intra-company messaging with any PBX contact
- Desktop apps allow full access to the PBX portal with the ability to control PBX answering rules
- Ability to have multiple devices across a single user seat and get calls across multiple devices





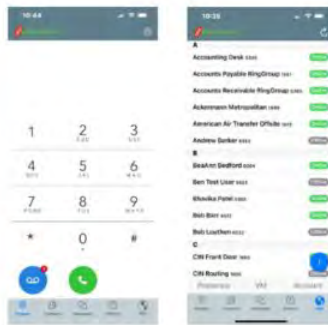
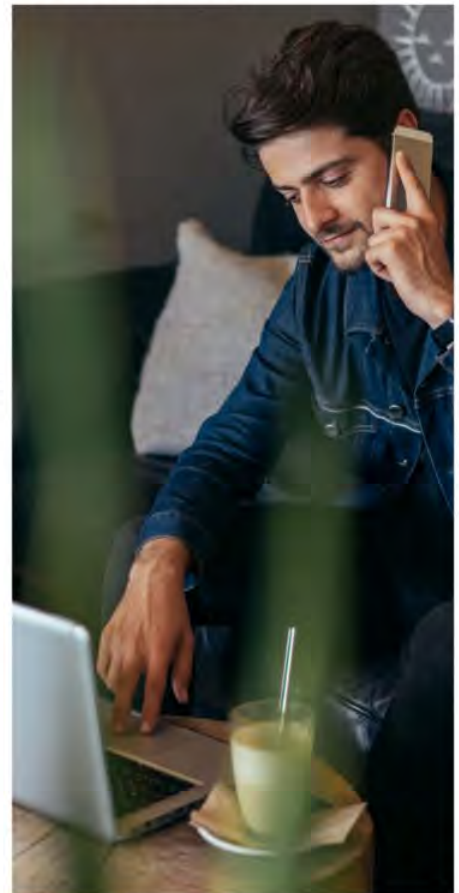
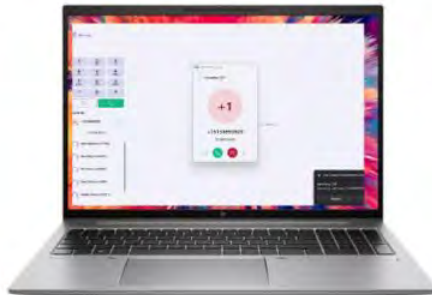
**PROSky UC** brings the power of the PBX to mobile devices and desktops



Support your desire to enable a mobile workforce by helping you transition from desk phones to softphones.

This modern solution provides a business phone line/number that works as an app on their smartphones.

You can enjoy enterprise-level voice features, like extension dialing and transfers, without using your co-workers personal numbers or being physically at their desks.





## PHONES FOR EVERY KIND OF BUSINESS NEED

Choose state-of-the-art phones, bring your own device, or connect with our free Mobile App

### DESK PHONES



**SIP-T54W**



**SIP-T57W with EXP50**



**SIP-T53/SIP-T53W**

- Adjustable LCD Screen ● USB Ports ● Built-in Bluetooth & Wi-Fi (W models)
- Acoustic Shield ● HD Voice ● Full Duplex Speakerphone

### CONFERENCE PHONES

### WIRELESS PHONES



**CP965**



**CP935W**



**W59R IP-DECT**



**WP820 Wi-Fi**

### HEADSETS



**WH67-TEAMS**

DECT



**WH-62 MONO**



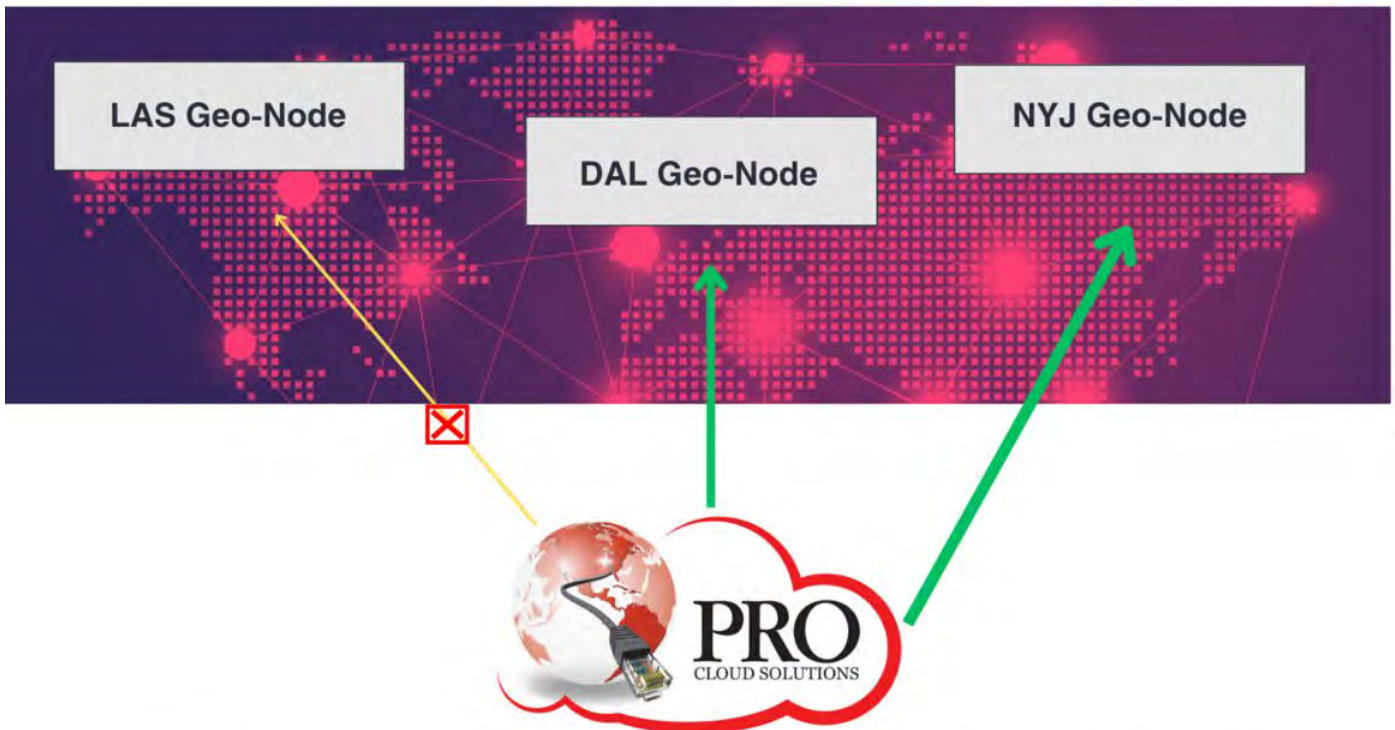
**BH-71 PRO**



**BH-71 PRO WORKSTATION**

## Unmatched Reliability

**PROSKY UC** operates on a geo-redundant infrastructure as a service hosted in New York, Dallas, and Las Vegas. With Seamless Failover, our network architecture guarantees the highest uptime



**PROSKY UC** leverages industry standard SIP to provide innovative and integrated telephony and UC services. Because the capabilities of our systems have been exposed through RESTful application programming interfaces, you can leverage all the features of our platform and control every aspect of call flow, media handling, and even business logic.



## Our Offered Services



### Telecom Services

Hosted VoIP Services - SIP Trunks  
Premise-based IP and Converged Systems  
Contact Center & Collaboration Tools - Multi Site Networking  
Carrier Consulting - Structured Cabling



### IT Services

Managed IT Support - Cloud Computing - Network Assessment  
Dark Web Monitoring - Security Audits - Compliance Testing  
Virtualization - Software as a Service - Cyber Security  
Managed Security Operations Center (SOC)  
Wi-Fi Design & Implementation



### Education Solutions

Mass Notification - Lockdown Initiation - Vape/THC/Loud Noise  
Detection - Door Prop Notification - Universal Environmental  
Sensor - Wireless Emergency Trigger - Campus-wide IP  
Intercom - Threat Extinguisher



### Healthcare and Intercom Services

Nurse Call - Wireless E-Call - Elopement Prevention  
Public Address - Staff Intercom - Sound Masking  
Visitor/Entry Communication



**PRO OnCall Technologies, LLC**

6902 East Kemper Rd  
Cincinnati, OH 45249  
United States

T: 800-362-6300  
F: 513-489-0520



<b>Quote #</b>	<b>2652 v2</b>
<b>Date</b>	<b>2025/08/18</b>
<b>Expires</b>	<b>2025/10/17</b>
<b>Contact</b>	<b>Chris Mulhern</b>






**Prepared for** City of Huber Heights  
Dave Warren  
6131 Taylorsville Rd  
Huber Heights, OH 45424  
United States

T: 937-233-1423  
E: dwarren@hhoh.org

# PROSkyUC Proposal

## One-Time Fees

Item	Qty	Price	Total
<b>LNP - Local DID</b> Bulk Porting charge for local numbers.	1	\$100.00	<b>\$100.00</b>
<b>Professional Services - Network Setup - per location</b> Per location fee for setting up or coordinating with local IT vendor for preparation of the network to support VoIP traffic.	1	\$149.00	<b>\$149.00</b>
<b>Professional Services - Onsite Training</b> Professional onsite training. Includes user guides and link to online video tutorials.	1	\$200.00	<b>\$200.00</b>
<b>Professional Services - Per User Provisioning &amp; Setup (51+ Users)</b>	264	\$55.00	<b>\$14,520.00</b>
<b>Professional Services - Overhead Paging at Fire Stations</b>	3	\$135.00	<b>\$405.00</b>
<b>Yealink SIP-T54W Phone</b>	26	\$191.60	<b>\$4,981.60</b>
			
<b>Yealink EXP50 Expansion Module</b> Yealink Color-Screen Expansion Module for T5 Series - 4.3" LCD	3	\$134.11	<b>\$402.33</b>
			
<b>Yealink SIP-T53W Phone</b>	155	\$154.75	<b>\$23,986.25</b>

Item	Qty	Price	Total
	1	\$663.23	<b>\$663.23</b>
<b>Yealink CP935W-BASE DECT Conference Phone Kit</b>			
	1	\$166.61	<b>\$166.61</b>
<b>Yealink WH63-UC DECT Headset</b>			
Mono DECT Headset			
	3	\$476.47	<b>\$1,429.41</b>
<b>SIP Paging Adapter &amp; Scheduler Algo 8301</b>			
Each schedule may contain up to 500 events (bells) and up to 30 schedules may be created.			
	3	\$131.64	<b>\$394.92</b>
<b>Instant-Fax ATA Device 3001M</b>			
ATA Store-and-Forward device to connect local analog fax machines			
	4	\$36.01	<b>\$144.04</b>
<b>Grandstream HT801v2 Single Port Analog Telephone Adapter</b>			



Item	Qty	Price	Total
 <p><b>Grandstream HT802v2 Two-Port Analog Telephone Adapter</b></p>	1	\$40.60	<b>\$40.60</b>
			
<p><b>Grandstream GXW4224v2</b> High-density Gigabit 24-port FXS gateway</p> 	1	\$544.86	<b>\$544.86</b>
<p><b>Bogen CC4021</b> 70V 40W Compact Mixer/Amplifier</p> 	1	\$245.55	<b>\$245.55</b>
<p><b>Yealink Wall Mount Kit T5X Series WMB-T5W</b></p>	26	\$6.01	<b>\$156.26</b>
		<b>Total One-Time</b>	<b>\$48,529.66 USD</b>

**Monthly Fees**

Item	Qty	Price	Total
<p><b>e911 Access - per Address</b> To assign an associated 911 address for the PSAP.</p>	11	\$2.95	<b>\$32.45</b>
<p><b>DID - US &amp; Canada DID</b> Direct Inward Dial (DID) number for US &amp; Canada.</p>	120	\$2.99	<b>\$358.80</b>



Item	Qty	Price	Total
<b>20000 US &amp; Canada Minutes - plus overage</b> 20,000 US & Canada minutes. Includes local and long distance. Overage charged at \$0.039 per minute.	1	\$520.00	<b>\$520.00</b>
<b>Business Plan User - extension only plus Connect UC Desktop and Mobile client</b> Basic User, Mailbox, Connect UC Mobile app	231	\$9.00	<b>\$2,079.00</b>
<b>Business Plan User - Analog/Paging/Conference</b> Basic User, Mailbox, Connect UC Mobile app	33	\$6.00	<b>\$198.00</b>
<b>Instant-Fax Portal</b> Fax portal access	6	\$7.95	<b>\$47.70</b>
Please contact us if you have any questions.		<b>Total Monthly</b>	<b>\$3,235.95 USD</b>

**Cost Breakdown**

Type	One-Time Fees	Monthly Fees
Item	\$48,363.05	\$3,235.95
Product	\$166.61	—
<b>Total</b>	<b>\$48,529.66 USD</b>	<b>\$3,235.95 USD</b>

**Quote Attachments**

POC\_COMMUNICATION\_SERVICES\_SUBSCRIPTION\_AGREEMENT.pdf (767 KB)

**\*\*This quote does not include Taxes, Surcharges, or Fees. All terms are default 36 months unless otherwise stated.**

**Order Acceptance**

**CUSTOMER NAME**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

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

**PRO OnCall Technologies, LLC**

Name: Chris Mulhern

Signature: \_\_\_\_\_

Title: Senior Account Manager

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

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2025-R-

AUTHORIZING THE CITY MANAGER TO PURCHASE TELEPHONE EQUIPMENT AND SERVICE FROM PRO ONCALL SOLUTIONS, INC.

WHEREAS, there is a need to replace telephone equipment and phone services for use by the City of Huber Heights in order to replace and modernize current hardware, improve phone services, and reduce costs for telephone services for the City; and

WHEREAS, purchases greater than \$75,000 require authorization by the City Council; and

WHEREAS, the current telephone hardware and services are obsolete; and

WHEREAS, Pro OnCall Solutions, Inc. offers new Prosky cloud telephone services and equipment needed for future upgrades or system enhancements.

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

Section 1. The City Manager is hereby authorized to contract for the purchase of Prosky cloud telephone service and telephone hardware and accessories for the Information Technology Department with vendor Pro OnCall Solutions, Inc. at a cost not to exceed \$181,240.30 over the three-year contract.

Section 2. It is hereby determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and any of its Committees that resulted in such formal actions were conducted in meetings open to the public 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 \_\_\_\_\_, 2025;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-11130**

**Topics Of Discussion G.**

**Council Work Session**

**Meeting Date:** 10/21/2025

2026 Council Work Session/City Council Meeting Schedules

**Submitted By:** Anthony Rodgers

**Department:** City Council

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

**Date(s) of Committee Review:** 10/21/2025

**Audio-Visual Needs:** None

**Legal Review:** Not Needed

**Emergency Legislation?:** No

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

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**Agenda Item Description or Legislation Title**

2026 Council Work Session/City Council Meeting Schedules

**Purpose and Background**

The City Council must approve the 2026 Council Work Session and City Council Meeting Schedules (see attached).

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

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

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

**Financial Implications:**

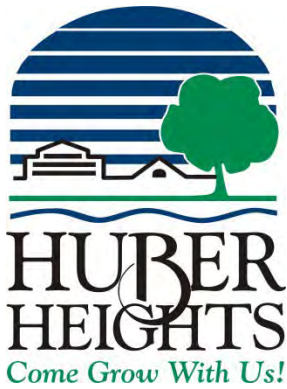
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**Attachments**

2026 Council Work Session Meeting Schedule

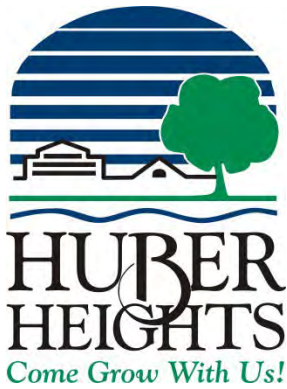
2026 City Council Meeting Schedule

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**2026 HUBER HEIGHTS  
CITY COUNCIL  
WORK SESSION  
SCHEDULE**

Meeting Date	Meeting Time	Location
January 6, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
January 20, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
February 3, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
February 17, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
March 3, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
March 16, 2026 Monday	6:00 PM	City Hall - Council Chambers
April 7, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
April 21, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
May 5, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
June 2, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
June 16, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
July 7, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
July 21, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
August 3, 2026 Monday	6:00 PM	City Hall - Council Chambers
August 18, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
September 8, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
September 22, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
October 6, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
October 20, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
November 4, 2026 Wednesday	6:00 PM	City Hall - Council Chambers
November 17, 2026 Tuesday	6:00 PM	City Hall - Council Chambers
December 8, 2026 Tuesday	6:00 PM	City Hall - Council Chambers



## 2026 HUBER HEIGHTS CITY COUNCIL MEETING SCHEDULE

Meeting Date	Meeting Time	Location
January 12, 2026 Monday	6:00 PM	City Hall - Council Chambers
January 26, 2026 Monday	6:00 PM	City Hall - Council Chambers
February 9, 2026 Monday	6:00 PM	City Hall - Council Chambers
February 23, 2026 Monday	6:00 PM	City Hall - Council Chambers
March 9, 2026 Monday	6:00 PM	City Hall - Council Chambers
March 23, 2026 Monday	6:00 PM	City Hall - Council Chambers
April 13, 2026 Monday	6:00 PM	City Hall - Council Chambers
April 27, 2026 Monday	6:00 PM	City Hall - Council Chambers
May 14, 2026 Thursday	6:00 PM	City Hall - Council Chambers
June 8, 2026 Monday	6:00 PM	City Hall - Council Chambers
June 22, 2026 Monday	6:00 PM	City Hall - Council Chambers
July 13, 2026 Monday	6:00 PM	City Hall - Council Chambers
July 27, 2026 Monday	6:00 PM	City Hall - Council Chambers
August 10, 2026 Monday	6:00 PM	City Hall - Council Chambers
August 24, 2026 Monday	6:00 PM	City Hall - Council Chambers
September 14, 2026 Monday	6:00 PM	City Hall - Council Chambers
September 28, 2026 Monday	6:00 PM	City Hall - Council Chambers
October 12, 2026 Monday	6:00 PM	City Hall - Council Chambers
October 26, 2026 Monday	6:00 PM	City Hall - Council Chambers
November 9, 2026 Monday	6:00 PM	City Hall - Council Chambers
November 23, 2026 Monday	6:00 PM	City Hall - Council Chambers
December 14, 2026 Monday	6:00 PM	City Hall - Council Chambers