



September 12, 2024

WHITEHOUSE COUNCIL AGENDA
September 17, 2024
6:30 P.M.

The Whitehouse Village Council is encouraging citizens to consider accessing public meetings remotely. You may do so by phone at 1-567-318-0438. You will then be prompted to press the following Meeting ID 960287013#. You may also access the meeting online by going to the Village website at www.whitehouseoh.gov and clicking on the link from the home page. Please make sure you mute your microphone.

Notice is hereby given that the Whitehouse Village Council will meet on Tuesday, September 17, 2024, at 6:30 PM. The meeting will be held in Council Chambers, Village Hall, 6925 Providence St., Whitehouse, Ohio

Welcome and thank you for attending the Whitehouse Village Council meeting. The purpose of the Village Council meeting is to conduct the official business of the Village of Whitehouse and to hear citizen's comments pertaining to items that appear on the agenda and comments for future consideration. We welcome and encourage your participation. If you wish to make a comment, please wait to be recognized then state your name and address for the record. Please make your comments as concise as possible to allow time for others who wish to make comments. The Mayor presides over the Council meeting and has the authority to take the actions necessary to maintain order and proper decorum among those present. Thank you for your cooperation.

- I. Call to Order
- II. Roll Call
- III. Prayer: Steve Bond, Community of Christ Church
- IV. Pledge of Allegiance
- V. Adoption of Minutes of the September 3, 2024 Council Meeting
- VI. Adoption of Bills Dated September 12, 2024 and the Addendum bills dated September 17, 2024
- VII. Introduction of Persons to Appear Before Council
- VIII. Committee Reports
 - A. Report on the August 29, 2024 Tree Commission Meeting
 - B. Report on the September 9, 2024 Planning Commission Meeting
 - C. Report on the September 10, 2024 Committee of the Whole Meeting
- IX. Report of the Mayor
- X. Report of the Clerk of Council
- XI. Report of the Municipal Administrator
 - A. 2024 Whitehouse Ballot Issues Education-Requested Discussion

6925 Providence Street . PO Box 2476 . Whitehouse, Ohio 43571
Phone 419-877-5383 . Fax 419-877-5635
whitehouseoh.gov

- B. Request Council Approval of Project Financing Services Contract with Kleinfelder
 - C. Request Authorization for Legislation Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor (as an emergency)
 - D. Request Authorization for Legislation Requesting the Advance of Monies on Taxes Collected by the Lucas County, Ohio Treasurer as Same Have Been Collected for the Village of Whitehouse (as an emergency)
 - E. Request Authorization for Legislation Authorizing the Administrator to Prepare and Submit an Application to Participate in the OPWC State Capital Improvement and/or Local Government Transportation Improvement Program and Designating the Administrator as the Signatory Representative for the Village of Whitehouse on Any and All Contracts With Full Power and Authority to Execute Same (as an emergency)
 - F. Request Authorization for Legislation Declaring the Official Intent and Reasonable Expectation of the Village of Whitehouse, Lucas County, Ohio, For and On Behalf of the State of Ohio and/or the Ohio Public Works Commission; To Reimburse the Village's Street Improvement Fund for the CL13AA/CL14AA, Swanton Street and Neapolis-Waterville Road Improvements With the Proceeds of Tax Exempt Debt of the State of Ohio (as an emergency)
 - G. Ops Report Summary
- XII. Report of the Law Director
 - XIII. Report of the Department Heads
 - XIV. Citizen Comments on Agenda Items
 - XV. Ordinances
 - A. **Ordinance 14-2024:** Authorizing the Award of a Contract for Engineering Services for Waterville Street Improvements with Kleinfelder, Inc.
 - XVI. Resolutions
 - A. **Resolution 11-2024:** Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor (as an emergency)
 - B. **Resolution 12-2024:** Requesting the Advance of Monies on Taxes Collected by the Lucas County, Ohio Treasurer as Same Have Been Collected for the Village of Whitehouse (as an emergency)
 - C. **Resolution 13-2024:** Authorizing the Administrator to Prepare and Submit an Application to Participate in the OPWC State Capital Improvement and/or Local Government Transportation Improvement Program and Designating the Administrator as the Signatory Representative for the Village of Whitehouse on Any and All Contracts With Full Power and Authority to Execute Same (as an emergency)
 - D. **Resolution 14-2024:** Declaring the Official Intent and Reasonable Expectation of the Village of Whitehouse, Lucas County, Ohio, For and On Behalf of the State of Ohio and/or the Ohio Public Works Commission; To Reimburse the Village's Street Improvement Fund for the CL13AA/CL14AA, Swanton Street and Neapolis-Waterville Road Improvements With the Proceeds of Tax Exempt Debt of the State of Ohio (as an emergency)
 - XVII. Council Comments
 - XVIII. Citizen Comments
 - XIX. Adjournment

CALL TO ORDER – ROLL CALL – PRAYER – PLEDGE OF ALLEGIANCE

Meeting called to order at 6:30 PM by Mayor Rich Bingham.

Council Members Present: Louann Artiaga, Dave Riggenbach, Carrie Tuohy, Steve Fine, Steve Connelly and Larry Yunker

Council Members Absent: N/A

Staff Present: Municipal Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Solicitor Kevin Heban, Director of Public Services Steve Pilcher, Police Chief Allan Baer, Fire Chief Jason Francis, Council Clerk Nicole Hartbarger

Guests Present: James Cairl, Joe Carter, Ryan Carter, Barry Beaxu, Jonathan Hoag, Karen Gerhardinger, David Prueter, Tim Tuohy, Bruce Robertson, Bob Desmond

Council Prayer was given by Municipal Administrator Jordan Daugherty

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to approve the corrected minutes of the August 20th, 2024. 6 ayes

Motion by Councilwoman Artiaga, seconded by Councilman Riggenbach to approve the bills totaling \$19,078.28 dated August 29th, 2024 and the Addendum bills totaling \$72,493.63 dated September 3rd, 2024 and the July 2024 Financial Statements. 6 ayes

PERSONS TO APPEAR BEFORE COUNCIL

Mayor Bingham asked if there were any persons to appear before council. Two people are on the agenda.

A. Request for Christmas 5K on December 7th, 2024

Jon from Cyclewerks appeared before Council to request the annual Christmas 5K to be held in town. He shares this is the 3rd year for the Christmas 5k and all seems to be in order and approved by Administration, Fire and Police.

Motion by Councilwoman Artiaga, seconded by Councilwoman Tuohy to approve the request for the annual Christmas 5K on December 7th, 2024. 6 ayes

B. Request for AW Homecoming Parade on September 20th, 2024

Deputy Administrator Hartbarger shares that this event has been done for years. The Principal at the High School has filled out and requested proper paperwork and this is handled by staff on duty with no additional expenses expected.

Motion by Councilman Connelly, seconded by Councilman Yunker to approve the request for the AW Homecoming Parade on September 20th, 2024. 6 ayes

COMMITTEE REPORTS

Mayor Bingham asked if there were any committee reports to share.

Report on the August 20th, 2024 Finance Committee Meeting

Councilman Connelly shared that the meeting began at 8:23pm. The minutes from the previous meeting were approved. He shares that the group went over formatting expected in CEI report, trend data, what to review and when. Connelly comments the action from this meeting was to receive and review electronic reports and then provide feedback to Administrator Daugherty for hopefully a near final version of format to review going forward.

Report on the August 19th, 2024 Fallen Timber Union Cemetery District Meeting

Councilwoman Artiaga shared that the group reviewed expenses and revenue from the previous month. Some expense for taking down trees, a whole day's worth of trees, not just a few. Purchased a tamper machine from city of Waterville to help compress soil; purchased for \$1 instead of it going on Govdeals. She said they are working on some signs, looking to add QR codes on signs. Artiaga commented they have a family looking to sell back some lots originally purchased for \$15 each, it was decided FTUCD will give the family \$100 each on the sell back. Committee member Anderson is looking into and filling out some grants for the district. Rory Hartbarger is looking to hire an independent contractor for help when employee is not available.

REPORT OF THE MAYOR

Discussion of a DORA

Mayor Bingham starts the discussion on the Designated Outdoor Refreshment Area. He shares this was previously discussed by Councils over previous years. He said this thought did not work in prior years because of businesses with liquor sales being spread far apart. Joe from Adventure Distilling is here to talk about ideas. Joe shares that DORA is an open refreshment area, approved by the State, with certain requirements that the area must meet for it to be state approved. Perrysburg, Maumee, and Sylvania have them. He shares this allows patrons to go into alcohol establishments and then transport that up and down the street within the boundaries. He comments it does help increase foot traffic – signs do notify the boundaries. Joe contacted a few local area police to see if there are any increase of criminal activity, etc. Sylvania was May 2019 implementation, spoke with officer, no DORA specific violations during the time it has been opened – coverage done but on staff police and does not require extra overtime; the Sylvania officer also commented that have noticed positive increase in foot traffic for businesses. Perrysburg opened in May 2023 and their records department confirmed no DORA violations, no adverse reactions to the community and no pushback. Maumee opened in May 2021, also found no DORA violations and community has received very well along with the police department. Joe shares that there have been reports published from a state level regarding data of increase in police activity, etc. and across the state there have been no trending increase of issues or incidents. Sanitation has been a concern – typically there is a DORA cup that is to be purchased, and this purchase

has helped in funding additional waste receptacles – no increase in sanitation pickups or issues. No safety issues or safety violations in state wide report. Those surveyed have reported an 80% increase in foot traffic. Joe has commented that it is now a good time to talk about this DORA as there is now a 4th liquor license in the area.

Mayor asks where the zone should be. Joe comments starting at Adventure Distilling and Whitehouse Inn, then going down to Local Thyme to cover Local Thyme and Crust as well – possibly go east some to cover Generals Ice Cream area and some of the park. There are some limitations based on population size and how big the area can be, that will have to be confirmed. Open hours in a lot of areas tend to be 11am-11pm time frame. Chief Baer has spoken to peers around the area, they have commented the same that Joe is sharing, no increase in incidents or issues – do not anticipate any additional overtime, this idea does have his support. Jon Hoag from Cyclewerks comments that Bowling Green has a DORA, where other store is located, and they have experienced increase foot traffic to that bike shop as they do allow the alcohol to come in. Citizen in the audience asks what businesses would be open later at night to benefit – Mayor comments it would be open earlier in the day too, from 11am on. Tuohy comments there are residents in Maumee who do not like or support the DORA, they live very close to the area – says it is a little hypocritical for Council to say we can allow people to drink and have the DORA but can't approve a marijuana growth facility. Connelly says in general he would support with approved restrictions – does not view as hypocritical, the marijuana situation is different in wanting citizens input on that topic since it is newer and more sensitive of a topic. Mayor comments DORA is revocable if there is a problem. Yunker asks how would this affect the American Legion as they do have a liquor license as well – sounds like they would be outside of that current suggested boundary. Joe comments that he didn't think of the Legion but would definitely be open to suggesting they are included as well. Mayor asks Joe to contact Legion to get their opinion on the topic. Heban comments that he has heard very positive feedback from other municipality DORA's – set up is rather 'easy' but comments that Administration would help collect the data and Council would then control and make decisions on boundaries, cost of cups, set up, etc. Administrator Daugherty comments that Administration brought this up around two years ago as a potential opportunity for the downtown – starting to develop an entertainment type area, if it is put together right, think they can be excellent – great to hear the data points that were presented. Tuohy asks do we put it out to the residents to vote on. Heban says he has never seen it done that way – the biggest thought would be do we want to include part of the park in there. Joe comments he tried to reach out to Skip from Local Thyme and Tony from Whitehouse Inn for their input but was not able to chat prior to this meeting. Heban comments the law has now changed recently where minimum limit is two licenses not the four that it was previously. Heban comments that since this sounds like a possibility, the Administration will now put together a proposal to present to Council for approval – biggest decision is the area. Tuohy asks what about the 4-way stop where people have some problems – something to consider. Joe comments public intoxication is still illegal even within the DORA – made to help support responsible drinking. Artiaga supports Local Thyme and Social Park being in the boundary, makes sense with those, but would limit to the alley-way and not within the Veterans Park area. Tuohy wants residents to hear

about it, Heban says there does have to be a public meeting. Mayor asks to start moving forward if we can.

Mayor Bingham shares the Police Survey is now live – should have popped up on Access Whitehouse app. Please share and take the survey.

Mayor Bingham comments that the Grand Opening for the Whitehouse Bakery and Coffee Shop is September 6th. Adventure Distilling open house is currently planned for September 21st at 4pm.

Bingham shares that Coffee with Mayor and Council is planned for November 2nd from 8:30-10 at Buzz Diner. Deputy Administrator Hartbarger shares that he will confirm the exact time.

Bingham shares the reminder that September 28th is set for curbside pick-up.

Mayor Bingham shares stats as 772 taken survey as of this morning, 42 disqualified. 65-74 age range is highest percentage of who have taken.

Mayor Bingham comments that he met with County Commissioners regarding Swan Creek ditch – working with state representatives to hopefully get some support on this issue. Reaching out to state senators as well. Looking for a coalition help. He is hearing that they are trying to get something in the state budget. Hoping federal partners will come on board as well. Trying to reduce costs to all.

Bingham shares that he will be holding signs again at AW football game. He asks how many residents have signed up for app – Hartbarger comments a few more since the last meeting. Mayor comments on great conversations at the football game.

Mayor comments that ballott issues need to be sent out to inform citizens. Advised that Council and Mayor cannot tell you how to vote but can give facts as to what the issues are.

Halloween celebration on October 31st, trick or treat downtown – chips, hot dogs and candy will be available to hand out. December 7th is the holiday celebration in town.

Tuohy asks for any further info about the Ardagh building. Mayor Bingham comments there is some updates just cannot yet speak about it until press release.

REPORT OF THE CLERK OF COUNCIL

Mayor Bingham asked for any items to report from Clerk Nicole Hartbarger. Clerk Hartbarger shared that she will be out of town for the upcoming Committee of the Whole Meeting on September 10th – minutes will be taken by Deputy Administrator Hartbarger.

REPORT OF THE MUNICIPAL ADMINISTRATOR

Mayor Bingham asked for any items to report from Municipal Administrator Jordan Daugherty.

Request Authorization for Legislation Authorizing the Award of a Contract Engineering and Consulting Services for the Waterville Street Improvement Project (as an emergency)

Daugherty shares that Council received in packet draft contract, supporting info and draft resolution for engineering requests for Waterville Street updates. This has already gone through approval with grant funding tied to it.

Riggenbach asks does it need to be passed as an emergency; Daugherty says it will provide efficiency to move forward. Tuohy asks is it \$5k per service for the construction, administration, services, etc. so it would be \$25k. Kleinfelder representative here and can comment. He shares that page 203 is construction services, did not include with the engineering to start typically do that when construction gets closer, should be 2025. Tuohy comments this could hit \$75k by the end including all services, etc. – and she confirms Kleinfelder signs off on all so Village of Whitehouse is not liable for any approvals or standards missed.

Tuohy has an issue because it can get well over \$50k – says cannot divide up a project and say contract is \$35k and then have additional charges that add up to over the agreed upon contract. Concerned with there not being other opportunity for bids. Heban confirms that the Council can limit the amount of spend for the project. Public Works Director Pilcher comments the Village has option of doing project pieces with own forces or could hire an outside contractor that is not the design engineer – doesn't have to be the design engineer only. Pilcher says the project with bridge must have sperate construction and an engineering company do review – so there are situations where things are done with others not just the designer. Kleinfelder representative confirms Villages do inspect their own projects, can guide things, etc. – construction side of things can be updated and changed.

Tuohy comments issue is getting detail right before Council meeting to vote but would like to have these things at Committee of the Whole to have actual discussions. Heban comments this could be first reading and still emergency – administration can make it work. Council agrees that first reading makes sense. Kleinfelder representative comments he is willing to come back next meeting to answer questions, etc. Pass first reading tonight, discuss at committee, then fully pass following week as an emergency.

Motion by Connelly, seconded by Riggenbach to Request Authorization for Legislation Authorizing the Award of a Contract Engineering and Consulting Services for the Waterville Street Improvement Project, as an emergency, first reading. 6 ayes

Upcoming Planning Commission meeting on Monday, September 9, 2024

Administrator Daugherty shared that the Planning Commission has a request to consider at the upcoming meeting – change of zoning off Waterville Street behind Lone Oak Crossing – big parcel of land. The Commission will not be making decisions that night – public will have 30 days' notice and there will be public hearing for Planning Commission and Council. The September 9th meeting is for Planning Commission to get information and understanding of the ask.

Daugherty shares the updated agenda for next week's Committee of the Whole meeting. Will include discussions on Waterville Street engineering review, Administrator spending limit, ballot issues education – staff proposal, and State Route 64 beautification plans – has been referred to several times over the years, will present to this current Council. Connelly asks to add discussion around term limits. Fine asks Daugherty do you have a sense on when we can start to review again economic planning – Daugherty says Kleinfelder revised proposal will be topic.

Daugherty comments one more item to share tonight – Council and Mayor did receive email from Rue Du Lac, the letter that was sent to the Village in their meeting packet. Letter is in front of council, previously sent by Deputy Administrator Hartbarger. Daugherty shares a quick history on the topic. The road was not constructed to Village standards 30-40 years ago, was made private road by the constructors standards/request. Has been reviewed over the years, Council/Administration has said no to maintaining; it is a big burden to bring private streets up to public road standards. Standard has always been must be brought up to public street standard first. This was also an issue in The Preserve – they tried to make private roads and Council/Administration rejected, but Preserve did bring the roads up to public standard. Administration has met with the Rue Du Lac board a few times – have informed them they do need an engineering review assessment. Daugherty comments that Administration did say they would be happy to work with them on how to complete some items up to public standard – general consensus at that time was to keep private – prior to this letter being sent. Daugherty suggesting Mayor, some Council and Administration could meet with them. Mayor comments you don't get any state or federal funding if the road does not meet standards – Daugherty confirms yes it is very hard to get that. Kleinfelder representative comments that updates cannot be funded by federal funds or state funds – Village would have to make it a public road first, finance reconstruction, then if needed fixed down the road can apply. Mayor asks to set up a meeting with the group. Heban comments two ways to handle this: 1) Village does it themselves or 2) more than 50% of property owners petition the Village to make the change, it goes through – there is rule that it is paid for up front by Village, but then assessed through taxes back to the property owners. Mayor asks Heban to be involved in meeting. Fine asks for any idea of costs on engineering assessment – Kleinfelder representative comments for assessment there are a lot of different pieces that would need to be assessed and inspected estimate of upwards of \$30k for all pieces of the required

assessment. Yunker asks if there are any subdivisions in town with similar issues – Daugherty comments there are two that have private roads – the senior villas and townhomes but were built up to public road code, very close without curbing.

REPORT OF THE LAW DIRECTOR

Mayor Bingham asks Solicitor Heban for any items to report. Heban asks Council to consider entering into an executive session to discuss pending litigation, ORC 121.22g3, and for purchase/sale of real estate, ORC 121.22g2. Council agrees.

CITIZEN COMMENTS ON AGENDA ITEMS

Mayor Bingham asked for Citizen Comments pertaining to Agenda items. There were none.

ORDINANCES

Mayor Bingham asked Solicitor Kevin Heban for any ordinances to be reviewed or voted on. He shares Ordinance 13-2024 is ready to be voted on.

- A. **Ordinance 14-2024:** Authorizing the Award of a Contract for Engineering Services for Waterville Street Improvements with Kleinfelder, Inc. (as an emergency)

Motion by Councilman Connelly, seconded by Councilwoman Artiaga to approve **Ordinance 14-2024** to be read by title only, as an emergency, first reading. 6 ayes

RESOLUTIONS

Mayor Bingham asked Solicitor Kevin Heban for any resolutions to be reviewed or voted on. There were none.

OTHER ITEMS DISCUSSED

Department Heads

Public Works Director Steve Pilcher shares that the bridge and trail project is moving along, have completed some grading and seeding. Do not yet have a completion date. Hydrant inspection is complete for the year – final report will go to Fire Chief, moving on to fire hydrant painting. Working on storm clean up. Pilcher shares the new fencing at ball diamonds is complete, looks great and ties together with pickle ball courts. He comments that leaf pick up around the corner. Tuohy comments there is a bush near Divine Reflections that drivers cannot see over if in smaller vehicle – asking to have it be trimmed if possible. Artiaga comments same issue came up on some flower pots overgrown and blocking some view.

Police Chief Allan Baer asks all to take the police survey, helps guide the direction and performance of the department. The Police Department will be hosting KOGS – keep our girls safe - registration September 9th, event October 9th for women ages 16 and over. Third year in a row for this event. Connelly asks if it will be on the app to sign up, Hartbarger says he will review.

Fire Chief Jason Francis shares that Nick Wismer FF/Paramedic has accepted full time position at Oregon Fire – went there for busier atmosphere. Do have interviews this week and next for that open position. Received word from ISO representative that last ISO rating in 2016 was 3-3-X not many fire departments have that rating most are lower at a 5, did receive same rating this year of 3-3-X. The representative did give some ideas for improvement. ISO rating is important because of insurance coverage and ratings for premiums. Currently 9 spots left for citizens fire academy, did create a form over weekend to help push along to get more interest. Hartbarger says we can add this also to the app.

Council Comments

Connelly asks question of Daugherty - can we reach out to Sister Cheryl at LIAL for October or November meeting to meet up here. Daugherty will handle.

Artiaga asks question to Heban – we are considered home rule – state stopped zoom meetings are we still on this. Heban says we are still following these as they are general laws.

CITIZEN COMMENTS

Mayor Bingham asked if there were any Citizen comments to be heard. There were none.

Motion by Riggenbach, seconded by Connelly to enter into executive session at 7:45pm to discuss the purchase/sale of real estate according to ORC 121.22g2. 6 ayes

Motion by Artiaga, seconded by Connelly to reconvene meeting at 8:20pm. 6 ayes

Motion by Tuohy, seconded by Artiaga to enter into executive session at 8:20pm to discuss ongoing litigation according to ORC 121.22g3. 6 ayes

Motion by Artiaga, seconded by Riggenbach to reconvene meeting at 8:59pm. 6 ayes

ADJOURNMENT

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to adjourn the meeting at 8:59pm. 6 ayes

Duly Appointed Clerk of Council

Mayor

COUNCIL BILLS

9/12/2024

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Amazon	Fire	\$716.87	\$716.87	Supplies
Aulick	Sewer	\$10,545.00	\$10,545.00	Chemicals
Auto Zone	Sanitation	\$2.42	\$2.42	Part
Bain Enterprises	Water	\$10,290.00		Automated Traffic Flaggers
Bain Enterprises	Sewer	\$10,290.00	\$20,580.00	Automated Traffic Flaggers
Bethanny Cloutier	Water	\$26.70	\$26.70	Utility Refund
Brandy Secory	Water	\$71.76	\$71.76	Utility Refund
Charter Communications	Police	\$148.38		Internet
Charter Communications	Fire	\$145.11		Internet
Charter Communications	Parks	\$99.99		Internet
Charter Communications	Maintenance	\$214.18		Internet
Charter Communications	Life Squad	\$145.11		Internet
Charter Communications	Water	\$107.10		Internet
Charter Communications	Sewer	\$107.07	\$966.94	Internet
Diamond Cut Designs	Fire	\$4,475.00	\$4,475.00	Custom Decal
Fisher Auto Parts	Maintenance	\$327.82		Supplies
Fisher Auto Parts	Streets	\$885.58		Supplies
Fisher Auto Parts	Sanitation	\$244.36		Supplies
Fisher Auto Parts	Police	\$112.69	\$1,570.45	Supplies
General Pro Hardware	Fire	\$34.63		Hardware
General Pro Hardware	Maintenance	\$6.58		Hardware
General Pro Hardware	Parks	\$135.48		Hardware
General Pro Hardware	Sewer	\$27.07		Hardware
General Pro Hardware	Streets	\$37.92		Hardware
General Pro Hardware	Water	\$14.48	\$256.16	Hardware
Jacob Barnes	Zoning	\$1,650.00	\$1,650.00	Zoning Inspection
Jared Richardson	Water	\$21.62	\$21.62	Utility Refund
Jessica Bryant	Water	\$67.46	\$67.46	Utility Refund
Kissflow	Administration	\$165.00	\$165.00	Purchase Order Software
Link Computer Corporation	Water	\$413.09		Utility Billing Software
Link Computer Corporation	Sewer	\$413.09	\$826.18	Utility Billing Software
MASI	Water	\$233.15	\$233.15	Water Sample Analysis
Matthew Bender & Co.	Police	\$551.61	\$551.61	Ohio Revised Code Books

VENDOR	DEPARTMENT	AMOUNT	TOTAL	DESCRIPTION
Menards	Streets	\$397.65	\$397.65	Supplies
Mercy St. Vincent	Fire	\$25.06	\$25.06	Medications
Nathan Hanna	Water	\$31.91	\$31.91	Utility Refund
Ohio CAT	COVID Funds	\$142,545.28	\$142,545.28	Backhoe
Ohio Compost	Streets	\$188.00		Concrete Disposal
Ohio Compost	Sanitation	\$1,093.75	\$1,281.75	Quarterly Contract
Ohio Gas Company	Sewer	\$30.83	\$30.83	Natural Gas Charges
Penn Care	Fire	\$297.70	\$297.70	EMS Supplies
Perfect Sweep Inc.	Streets	\$2,800.00	\$2,800.00	Street Sweeping
Risk Strategies	Administration	\$178.00	\$178.00	Online Benefits Software
Stoneco	Streets	\$100.98	\$100.98	Stone
T & J Excavating & Tree Clearing	Streets	\$6,700.00	\$6,700.00	Debrushing & Tree Removal
Toledo Edison	Police	\$631.37		Electric Charges
Toledo Edison	Fire	\$348.96		Electric Charges
Toledo Edison	Street Lights	\$7,317.61		Electric Charges
Toledo Edison	Parks	\$877.45		Electric Charges
Toledo Edison	Maintenance	\$889.90		Electric Charges
Toledo Edison	Life Squad	\$348.96		Electric Charges
Toledo Edison	Streets	\$258.24		Electric Charges
Toledo Edison	Water	\$638.09		Electric Charges
Toledo Edison	Sewer	\$696.11	\$12,006.69	Electric Charges
Traffic Stop Uniform Supply	Police	\$80.70	\$80.70	Uniforms
Treasurer State of Ohio	Police	\$724.25	\$724.25	Monthly WebChecks
Triad Technologies	Fire	\$51.25	\$51.25	DOT Air Fitting
Triotech Corporation	Police	\$67.50		IT Services
Triotech Corporation	Administration	\$33.75		IT Services
Triotech Corporation	Fire	\$67.50		IT Services
Triotech Corporation	Administration	\$1,019.75	\$1,188.50	Office 365 & AntiVirus
Universal Background Screening	Police	\$135.26	\$135.26	Background Check
William Barron PsyD	Police	\$1,100.00	\$1,100.00	Pre-Employment Eval.
Zoll Medical Corporation	Fire	\$829.08	\$829.08	EMS Supplies
		\$213,231.21	\$213,231.21	

Whitehouse Tree Commission
August 29, 2024

Present: James Forrest (staff representative), Michelle Tippie, Amy Schultz, Sheri Luedtke (Commission President), Laurie Mauro, Elliot Tramer, Christine Manzey

Called to Order: Sheri Luedtke called the meeting to order at 7:50 pm

Minutes Approved: Amy Schultz moved to accept last month's minutes as written. Elliot seconded. Unanimously approved.

Update on Tree City and Growth Award: Sheri Luedtke said we have accomplished all the requirements for maintaining our Tree City status. Elliot Tramer reported that we have accumulated enough points to qualify for this year's Growth Award. Activities necessary for acquiring points include: getting new members on the Tree Commission; planting more street trees than removing; July 13th Mulching education activity; budget increases; 2 Tree Commission members completing the Tree Academy curriculum; and Lanternfly handouts at the Farmers Market.

Master Plan Updates: a decision was made that members of the Tree Commission should re-visit portions of the Village to begin updating the public tree inventory. Members will pair off to do this and access survey sheets from their Tree Commission binder.

Famer's Market: Sheri Luedtke volunteered to set up a Tree Commission table at our local Farmer's Markets for the rest of the season.

Tree Inventory: James Forrest reported that 5 trees were removed after the severe weather Tuesday, August 2: one Kentucky Coffee Tree and 4 Callery Pears.

Fall Planting Schedule: James said he would have a list ready next month.

New Business

- James Forrester reported that he had submitted the *America in Bloom* packet. An award will be announced next month.

- Story-Walk ideas were talked about. Chris Manzey found that the stainless aluminum bases that hold the story materials are approximately \$350 + shipping. A walk with 20 story boards would cost approximately \$7,500.
- More clarification, especially concerning duties, needs to be provided before we launch a search for a Tree Commission Internship.

A motion for adjournment was made by Elliot Tramer; seconded by James Forest. Unanimously approved.

Adjourned: 8:33 pm.

Respectfully submitted: Christine Manzey

**MINUTES OF THE PLANNING COMMISSION
VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO
September 9, 2024**

At 6:00 pm, Tom Lytle called the meeting of the Whitehouse Planning Commission to order.

Roll Call: Tom Lytle, Dave Prueter, Allen Kuck, Charles Kethel and Mayor Bingham. Also in attendance were: Charlie Grass and Municipal Administrator Jordan Daugherty

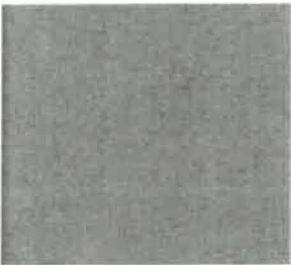
Mr. Kethel made a motion to approve the minutes of the August 5, 2024 meeting; Mr. Prueter seconded the motion. Motion passed 5-0.

Next item was to review staff report 03-2024 and discuss applicant's request to change zoning classification from S-1 to R-3 for a parcel located at 11320 Archbold Whitehouse Rd. Planning Commission will ultimately decide if the utilities, road accessibility and housing density are adequate for this area when the final plat comes before the Commission. Mr. Lytle asked how many lots would be for sale. Mr. Grass is looking to put a subdivision on this parcel of land and it would likely be split into a north and south subdivision due to the creek. The south section will be 35-45 lots with the north section being less than that. Mr. Lytle asked if there is any consideration for tying into Oak Crossing. Mr. Grass said probably in the future, but not now. Mayor Bingham said the Council members have gotten numerous phone calls regarding the change in zoning. Residents are concerned about flooding if a new subdivision goes in. Right now, there is a lot of flooding in the yards that occurs in that area. Residents are also concerned about the traffic flow. If there is a way to mitigate the flooding in the area, that will help the residents in Oak Crossing and Oak Brook. Mr. Grass said there would have to be a retention pond put in, which would give the water some place to go. The traffic is an issue now on Waterville Street and Providence. This subdivision will only add to the traffic situation. Mayor Bingham said that is something that is being looked at regardless of a new subdivision being added to Waterville St.

With no other business, Mr. Kuck made a motion to adjourn at 7:14 PM. Mr. Kethel seconded. Motion passes unanimously.

Respectfully submitted,

Jordan Daugherty
Municipal Administrator



Village of Whitehouse, Ohio

Statement of Qualifications/Proposal to Provide:

GRANT / LOAN PROJECT FINANCING SERVICES

REVISED August 6, 2024





August 6, 2024

Mr. Jordan Daugherty
Village Administrator
Village of Whitehouse
6925 Providence Street
Whitehouse, Ohio 43571

Re: Grant/Loan Project Financing Services - REVISED

Dear Mr. Daugherty:

Thank you for the opportunity to discuss this new and adventurous approach that the Village wishes to undertake. We understand that the Administration wants to more aggressively pursue grants and low interest loans to finance key projects and initiatives as determined by the Village.

Submitted for your review is our proposed Scope of Services and Fee Summary. In addition, we have included background information on the team who you would be working with, our firm overview, and samples of past project funding examples.

Upon your review, if you have any questions please do not hesitate to contact our office.

Sincerely,

KLEINFELDER, INC.

A handwritten signature in blue ink, appearing to read "Gregory N. Telecky".

Gregory N. Telecky, PE
Client Account Manager III

A

ORGANIZATION CHART



B

SCOPE OF SERVICES / FEE SUMMARY

Scope of Services for Grant/Loan Project Financing Services

Thank you for the opportunity to discuss how Kleinfelder can assist the Village of Whitehouse with grant and loan project financing services. After multiple discussions between our two organizations, we understand that the Village of Whitehouse desires to have Kleinfelder serve as their in-house Grant/Loan Project Financing Department. This would be a new position with the intent to create the successful pursuit of grant and low-interest loan funding to finance multiple projects that the Village deems important and desirous.

We believe our diverse team of experienced professionals will bring a comprehensive approach to this effort and will deliver cost effective, responsive, and demonstrated value to implementing the priorities of Village leadership.

Kleinfelder proposes supporting the Village through a **five-phase approach**:

1. **Targets**
2. **Planning**
3. **Detailed Funding Strategies**
4. **Annual Program Monitoring**
5. **Interacting and Reporting**

Each of these categories are described in more detail as follows:

1. **Targets**

Kleinfelder proposes working with the Village to first identify and prioritize the Village's needs, wants, and desires for various projects. This process will help Kleinfelder understand Village priorities and establish "targets" of focus.

Kleinfelder proposes scheduling two work sessions with Village Administration and Council to review the Village's objectives, identify targets, and make recommendations of the top five priorities the Village wants to pursue.

Following the work sessions, a written summary of findings will be prepared and categorized by areas of interest. Kleinfelder recommends meeting on a regular basis with Village representatives to implement target priorities moving forward.

2. **Planning**

Based on recommendations made during the Target phase, Kleinfelder recommends reviewing community planning documents to understand how those documents align with target priorities and the Village's funding pursuits and desires.

It has been our experience that successful implementation of community priorities require an alignment of priorities and planning and ultimately lead to competitive funding applications backed by organized planning activities and consensus building. Typical documents we would want to review would include or be similar to:

- Comprehensive Plans
- Economic Development Strategies
- Water and Sewer Master Plans
- Thoroughfare Master Plans
- Capital Improvements Plan

We would want to understand the current level of planning that has occurred within the Village and, if needed, we would propose updating the necessary planning documents to line up with established funding targets from phase one. If deemed necessary, Kleinfelder will prepare new planning documents for new target areas of focus.

Expanded scope & clarity

During the Planning phase of our work, Kleinfelder will develop and present a summary of key issues and priorities the Village is looking to implement. Kleinfelder will identify possible funding programs the Village should consider pursuing, which would help the Village move priorities forward from ideas to results. This summary will serve as the foundation for phase three "Detailed Funding Strategies" work.

Kleinfelder recommends discussing public input options with the Village for any planning update activities.

3. Detailed Funding Strategies

Following the Targets and Planning phases, we will have collectively determined specific projects the Village should pursue. Kleinfelder's assistance developing funding strategies will not only identify the agencies and programs available but will also include local match requirements in order to compete for funds. Based on this analysis, Kleinfelder will work with the Village to determine appropriate funding pursuits and local match requirements and assist the Village in funding application requests. Based on the priorities developed, Kleinfelder and the Village will determine detailed project funding strategies which typically include the following components:

- Summary of key issues
- Identification of possible funding programs
- Local match requirements and availability
- Identification of supporters
- Identification of possible project partners
- Initiation of discussions with funding agencies
- Completion of funding applications
- Post-award administration and project support

4. Annual Program Monitoring

There are funding programs, primarily State of Ohio programs, that solicit for projects on a yearly basis. Kleinfelder will develop a list of programs to pursue that align with Village priorities and seek input and approval from the Village. Kleinfelder will work with the Village to coordinate applications based on program timelines and submission dates. Programs from the following agencies would be proposed to be regularly monitored:

- TMACOG
- ODOD
- Federal Earmarks
- ODOT
- OPWC
- Capital Bill Requests
- OEPA
- ODNR

5. Interacting and Reporting

Kleinfelder proposes to interact with the Village as follows:

- A. **The Targets phase** will include initial discussions with Village Administration and Council and will include ongoing discussions with the Village to monitor progress of existing priorities and strategize future priorities. Kleinfelder proposes conducting two Targets sessions and one meeting to review priority recommendations with the Administration and Council jointly. Meeting preparation (materials preparation, research, visual presentation materials, etc.) and follow up are included in the overall scope of this phase. Kleinfelder proposes including a mid-year review of Targets to determine the relevance of priorities and any adjustments that need to be made to the Village's approach.
- B. **The Planning phase** will include a review of available documents with recommendations made from Kleinfelder to the Village once the review has been completed and an inventory of what information will need to be updated or new studies performed is presented.
- C. **Detailed Funding Strategies** will be recommended, pursued, and monitored on an active basis. This work will involve the preparation and follow-up of specific funding applications in addition to interacting with funding agencies and project supporters.
- D. **Annual Program Monitoring** will be an on-going activity for the Village based on funding awards secured, program application guidelines, and submission dates.

Kleinfelder will report to the Village Administration through on-going regularly planned meetings and provide regular updates to Council as needed with at least two to three times per year.

More
clarity

Fee Summary

Kleinfelder proposes to conduct Phase 1 and Phase 2 elements to build an understanding of Village priorities and opportunities, completing each previously described phase for the following flat fee:

Phase 1 – Targets	\$10,000 (includes meeting prep/travel/in-person meeting time/debrief for three Kleinfelder team members)
Phase 2 – Planning	\$7,500 (includes two Teams meetings w/Administration/meeting pre/debrief and plan document review/summaries)

Upon completion of Phase 1 and Phase 2, Kleinfelder would then recommend next steps for Phases 3 – 5 and the associated fees for each of the remaining phases:

Phase 3 – Detailed Funding Strategies: TBD

Phase 4 – Annual Program Monitoring: TBD

Phase 5 – Interaction and Reporting: TBD



Kleinfelder is a leading engineering, construction management, design, and environmental professional services firm. Kleinfelder operates from over 105 office locations in the United States, Canada, and Australia.



Long-standing Technical Foundation

Established in 1961, we draw from a solid foundation of experience and thorough understanding of environmental, regulatory, economic, and civic conditions, to identify and address challenges with innovation and common-sense.

Connecting Great People to the Best Work

For our clients, this means leveraging our integrated network of industry experts across services, geographies, and markets to develop leading-edge solutions for projects of any size. Regardless of location, we quickly assemble and deploy the most appropriately qualified resources to safely deliver projects that exceed client expectations.

Partnership Throughout the Project Lifecycle

Using our multidisciplinary services, we collaborate with clients throughout the entire project lifecycle. Our understanding of each project phase allows us to develop innovative, cost-effective, and practical solutions that offer our clients increased flexibility, continuity, and coordination across all aspects of a project.

Kleinfelder's accomplished professionals deliver expertise in:

Design Engineering

- Bridge Engineering
- Control Systems - Instrumentation & Automation
- Civil Engineering
- Electrical Engineering
- Electrical Transmission & Distribution
- Mechanical Engineering
- Pavement Engineering
- Pipeline Engineering & Integrity Management
- Process Engineering
- Structural Engineering

Water Science & Engineering

- Stormwater Management
- Surface Water Planning & Analysis
- Wastewater Collection & Treatment
- Water Supply & Infrastructure Design

Planning

- Comprehensive/Master/Land Use Plans
- Downtown Plans
- Corridor Plans
- Transportation Plans
- Recreation Plans
- Neighborhood Plans
- Update of Zoning Code/Subdivision Regulations

- Historic Preservation Planning/Design Review Ordinances
- Placement of Properties on the National Register
- Community Branding/Wayfinding

Architecture & Design

- Architecture
- Materials Management
- Urban Planning & Landscape Design

Construction Materials Engineering & Testing

- Construction Observation & Inspection
- Laboratory Testing
- Materials & Forensic Engineering

Environmental Sciences & Engineering

- Chemical Data Management
- Environmental Due Diligence
- Environmental Remediation
- Environmental Site Characterization
- Hydrogeology

Facility & Operations Compliance

- Air Quality
- Regulatory Compliance

Project Management

- Construction Management
- Constructability Review & CPM Scheduling
- Design-Build
- Project Controls
- Public & Community Relations

Geotechnical & Geologic Engineering

- Earthquake & Seismic Design
- Engineering Geology
- Foundation Design
- Geotechnical Engineering
- Retaining Walls
- Rock Engineering
- Trenchless Technology
- Tunnel Engineering

Risk Management

- Climate Change Vulnerability
- Infrastructure & Engineering Risk
- Process Safety Management
- Risk Assessment & Toxicology

Strategic Planning

- 3D Reality Capture
- Asset Management
- BIM & 3D Visualization
- Cultural Resources
- Environmental Planning & Permitting
- Geographic Information Systems
- Natural Resources

EQUIPMENT & FACILITIES

Kleinfelder's 33,000 s.f. Bowling Green, Ohio office houses personnel from each discipline that our team provides. This multi-disciplined nature allows our clients to deal with a single firm exclusively for numerous services and specialties.

Our firm utilizes AutoCAD, Revit and MicroStation software to produce design documents. GPS and Robotics equipment is used by the survey department, allowing the transfer of data to CADD programs. We stay current with new technology, software and computer upgrading, with state-of-the-art equipment and computer programs to analyze various system design components. Use of these programs reduces the time and effort required to prepare project specifications. In addition, staff are provided cellular phones with e-mail capability to expedite communication between the firm, the client and subconsultants. We use a number of cost and schedule control parameters, detailed software and graphs to monitor budgets and completion dates.

COMPUTER PROGRAMS

- AutoCAD Architecture, Structural, MEP, Sewer, Water
- REVIT Architecture, MEP, Structural 3-Dimensional Modeling (BIM)
- Micro-Station
- GeoPak
- AutoCAD Civil 3D
- Bentley: AutoPipe, SewerCAD, StormCAD, WaterCAD, WaterGem
- SWMM
- Adobe® Creative Suite
- Microsoft® Office Suite, WordPerfect® Office Suite
- ArcMap, ArcView®
- Relay Setting Software
- TurningPoint®
- EPANET2
- Pipe Flo
- Flow Master
- RC Pier
- VSAT
- PS Beam
- HEC-HMS, HEC-RAS
- SketchUp
- 3D Studio Max
- Merlin-Dash
- Piranesi
- Visual Lighting Calculation
- EDSA Paladin - Electrical Analysis



EQUIPMENT

- Stream Sampling
- Portable Flow Meters (9)
- Portable Rapid Sand Filter
- Particle Counters (6) (water treatment testing)
- Multi-Tech Pilot Unit with GAC
- Lab Services and Testing
- Portable Rain Gauges
- GPS Equipment/Robotics (4)
- Confined Space Entry Equipment
- Pitot Gauges (for hydrant flow testing)
- Portable Rapid Sand Filter
- Membrane Treatment
- Waste Buster Pilot
- Deionization Regeneration Equipment
- Electronic Traffic Turning Movement Counters
- Bio-Augmentation
- Pneumatic Traffic Counters/Classifiers
- Safety Equipment/Monitors
- 3D Laser Scanner
- Drone - Unmanned Aerial System (UAS) & Unmanned Aerial Vehicle (UAV)

PLANNING SOLUTIONS

Our Planning Department consists of credentialed professionals with diverse community planning and development talents. We have built long careers focused on helping local leaders create vibrant and exciting places to live, work and play. We have been especially successful in building partnerships with forward-thinking and proactive communities that expect and appreciate exciting and cutting-edge community development efforts.

What We Do

We help local leaders define the future of their communities based on effective consensus-building techniques. We have received formal training in community engagement and draw from many decades of experience enabling us to tailor planning approaches and strategies that meet local needs.

When a shared community vision emerges from a planning process, we develop sound implementation mechanisms. We know that communities change over time as a result of strategic public investments, and we know that intentional land use regulations are essential to guide private development activity toward community goals. We have substantial experience with designing/financing public infrastructure and developing land use regulations that shape the built environment.

What Motivates Us

What motivates us most is the opportunity to engage with local leaders to plan, design, secure funding and successfully complete significant development projects that will benefit their communities. We grow visions.

OUR CORE Beliefs

- Impressive accomplishments can be made through community planning.
- The value of a community plan is proportional to the level of consensus it is built on.
- Communities should be true to their historic roots and respect historic development patterns.
- Community plans should equally describe long-term vision and implementation methods.
- Land use planning should be based on a solid understanding of natural systems and environmental assets.
- Zoning and other land use controls should be intentional and based on good community plans. Communities should not rely on variances, rezonings, and special exceptions to overcome code shortcomings to achieve desired development.
- Planning for housing choices are important. As residents move through various stages of life, housing needs change.
- Understanding community trends is crucial to good planning.
- Community livability is enhanced when redevelopment and reinvestment is given priority along with new development.
- Neighborhood groups can be powerful agents for change.
- Properly developed and implemented plans can result in gifts for future generations to enjoy.

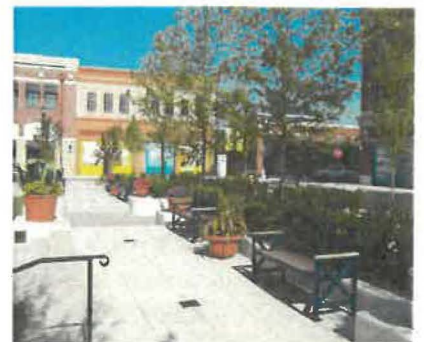
EXPERTISE

The diverse backgrounds of our highly qualified staff include planning, housing, economic development and financing professionals; and former city, county and state administrators. Our staff is active on several state advisory committees, non-profit organizations, various planning and development organizations and college level academia. We have been speakers at national, state and local conferences and have been called upon to write articles for professional publications and serve as peer reviewers. This deep level of experience and credibility allows us to offer informed community planning advice and recommendations to our clients.



PROFESSIONAL DESIGN STAFF

- Credentialed Planners
- American Institute of Certified Planners (AICP) through the American Planning Association (APA)
- Certified Economic Development Financing Professionals through the National Development Council
- Professional Engineers—Environmental, Structural, Chemical, Electrical, Mechanical, Transportation, Civil
- Architects
- Professional Surveyors
- LEED AP



Kleinfelder is one of the few firms that maintains a high level of expertise regarding project financing. We do so because we believe so strongly in the link between planning and implementation. This unique service is the reason we maintain ongoing relationships with hundreds of local governments and businesses. Our implementation skills allow us to bridge our professional planning services with actual results.

Visioning/Planning

- Sustainable Planning and Design
- Community, Regional and Neighborhood Plans
- Economic Development Strategies/Comprehensive Economic Development Strategies (CEDs) for EDA funding
- Transportation Plans, Corridor Plans, Complete Streets
- Projects, Context-Sensitive Design Solutions
- Downtown Redevelopment Plans
- Market Strategies
- Land Use Plans
- Housing Development Plans/Strategies
- HUD Planning Documents: Consolidated Plans; Community Development Implementation Strategies (CDIS)
- Analyses of Impediments to Fair Housing
- Park/Recreation Master Plans
- Zoning and Subdivision Regulations
- Design Review and Urban Design Guidelines
- Financing and Economic Development Incentives (TIFs, SIDs/BIDs, Tax Abatement Programs)
- Revolving Loan Funds
- Cost/Benefit Analyses
- Housing Program Administration (CDBG, HOME, NSP, CoC, ESG), (loan processing, property inspection, work write-ups, lead-based paint risk assessments and clearances, and construction oversight)
- Historic Preservation (nominations to National Register, preservation ordinances, Section 106 reviews, tax credits)
- Neighborhood Development
- Wayfinding/Community Branding/Logo Design/Tagline Creation
- Planning Commission/Downtown Development
- Downtown Development Authorities (DDAs)- Retainer Services - Michigan
- Community/Project Marketing Brochures
- Project Development and Implementation
- Funding and Financing Strategies
- Website Audit, Design and Redesign

Implementation/Results

- Zoning and Subdivision Regulations including Form-Based Codes
- Design Review Guidelines
- Industrial Park Feasibility Studies and Design
- Project Financing and Grant Applications
- Housing Program Administration (loan processing, property inspection, work write-ups, lead-based paint risk assessments and clearances, construction oversight)
- Community Development Block Grant Program Administration and Project Development
- RFP's for Unique Development Projects
- Historic Preservation Projects
- Capital Improvement Programming
- Staff Support/Training
- Fiscal Impact and Cost/Benefit Analysis
- Downtown Revitalization Financing and Administration
- National Main Street Approach



Kleinfelder's in-house grants and financing team has helped communities and organizations secure over a Billion dollars in grants and low interest loans. This number continues to grow. Our project development experts will be pleased to help identify funding opportunities and pursue support for your community or organization's capital improvement, planning, housing or economic development needs.

Funding Program Application & Administration Services

- Application Preparation
- Funding Agency Coordination
- Disbursement Requests
- Citizen Participation Activities (public hearings, etc.)
- Environmental Reviews
- Bid and Contract Document Reviews
- Recordkeeping and Bookkeeping Set-up
- File Monitoring and Closeout

**\$1.3
BILLION**

Over \$13 Billion
in Grant and
Low-Interest
Loan Assistance

PROGRAM	Project Grants	Project Loans	Total
ODOT	\$34,645,419		\$34,645,419
State of Ohio ED	\$50,427,837	\$11,006,678	\$61,434,515
EDA	\$31,091,257	\$1,000,000	\$32,091,257
ODOD Energy Grants	\$1,807,796		\$1,807,796
LGIF/Collaboration Grants	\$1,237,210		\$1,237,210
OPWC	\$96,861,234	\$44,862,569	\$141,723,803
USDA-RD	\$31,410,100	\$43,987,165	\$75,397,265
ODNR	\$194,939,591	\$8,463,294	\$203,402,885
OWDA	\$500,000	\$217,806,372	\$218,306,372
CDBG Programs—CDBG-DT, CDBG-ED, Water/Sewer, CDBG-Formula, CHIP, RLF	\$164,902,450	\$14,072,463	\$178,974,913
EPA	\$33,430,821	\$190,639,812	\$224,070,633
Other Funding Programs	\$140,809,222		\$140,809,222
TOTAL	\$782,062,937	\$531,838,353	\$1,313,901,290



Funding Through 2021

GRANTS/FINANCING ASSISTANCE EXPERIENCE

ODNR- Recreational Trail Program

- Village of Grafton
- City of Van Wert

ODNR- Clean Ohio Trail Fund

- Village of Grafton

ODNR- Land & Water Conservation Fund

- Village of Covington
- Village of Payne
- Village of Columbus Grove
- Village of Grafton

ODNR- NatureWorks

- Village of Whitehouse
- Village of Grafton
- Village of Walbridge
- Village of Bloomdale
- Village of Edgerton
- Village of New London
- Village of Swanton
- Village of Bradner
- Village of Covington
- Village of Lexington

OWDA- Application & Funding Administration

- Village of Creston
- Village of Delta
- Village of Deshler
- Village of Gibsonburg
- City of Wapakoneta

Ohio EPA- Stimulus Application Mgmt & Project Reporting

- Village of Whitehouse
- Village of Creston
- Village of Deshler
- Village of McComb
- Village of Mt. Gilead
- Village of Wellington
- Village of Woodville

Ohio EPA- Application & Funding Administration

- Village of Forest
- Village of Columbus Grove

OPWC- Application Management & Funding Administration

- Village of Antwerp
- Village of Arcadia
- Village of Barnesville
- Village of Bellville
- Village of Bloomdale
- City of Bowling Green
- Village of Bradner
- Village of Castalia
- Village of Creston
- Village of DeGraff
- Village of Delta
- Village of Deshler
- Village of Edgerton
- Village of Elmore
- Village of Forest
- Village of Genoa
- Village of Gibsonburg
- Village of Grafton
- Village of Hamler
- Village of Hartford
- Village of Helena
- Village of Holland
- City of Huron
- Village of LaGrange
- Village of Liberty Center
- Liberty Township
- Village of McComb
- Village of Mount Gilead
- Village of New Lexington
- Village of New London
- Village of North Baltimore
- Northwestern Water and Sewer District
- Village of Oak Harbor
- City of Port Clinton
- Village of Put-In-Bay
- Village of Republic
- Village of Swanton
- City of Upper Sandusky
- Village of Wakeman
- Village of Walbridge
- Village of Wellington
- Village of Weston
- Village of Woodville

GRANTS/FINANCING ASSISTANCE EXPERIENCE

Ohio BUILDS Administered by Ohio Department of Development

- Village of Whitehouse Elevated Storage Tank
- Village of Oak Harbor SR 163 Waterline
- Village of Bettsville Wastewater Treatment Plant
- Village of Payne Plainfield Waterline
- Village of Sycamore Storm Sewer
- City of Bowling Green WTP Low Service Pump Station
- Village of Creston Factory Street Waterline
- Village of DeGraff WTP
- Village of LaGrange WWTP Raw Effluent & RAS Pump
- Village of McComb Storm Sewer
- Morrow County SoMoCo Construction
- Village of New Lexington
- Village of New London Avenue & Street Improvements
- Village of Put-in-Bay East Point & Ibis

CDBG Water & Sewer- Funding Administration & Reporting

- Village of Bradner
- Village of Columbus Grove
- Village of Deshler
- Village of Columbus Grove
- City of Fremont
- Village of Helena
- Village of LaFayette
- Stony Ridge/Lemoyne
- Village of Stryker

WSRLA - Application and Funding Administration

WPCLF - Application and Funding Administration

We have identified co-project managers who will bring different strengths to the project based on their planning experience. The team proposed for this project has worked together for over 25 years. Jamie Beier Grant will be the prime point of contact for this project.

Project Manager: Jamie Beier Grant, Economic Development Manager



Jamie N. Beier Grant is an Economic Development Manager with 25 years' experience working in the public and private sector at the local, regional, and national levels. Jamie specializes in assisting communities and clients with economic development planning, corporate site location, project financing, economic impact analysis, industrial, residential, and mixed-use site development, and workforce development. Throughout her career, she has supported \$825 million in capital investment projects throughout Ohio that have leveraged more than \$50 million in incentives for clients and communities.

Jamie has served as a Member of the Ohio Tax Credit Authority and has served in leadership and committee roles with the Northwest Ohio Regional Economic Development Association (NORED) and the Ohio Economic Development Association (OEDA). In addition, Jamie has been a member of various utility and economic development associations throughout the U.S. and regularly presents as an economic development subject matter expert.

She recently completed planning projects focusing on economic development planning in "edge" cities such as Lenawa County, MI SmartZone Industrial Site Development Plan, as well as plans for Strongsville, Waterville, and Circleville with her previous employer. During her tenure running Ottawa County, Ohio's local economic and workforce development agency, Jamie was instrumental in developing a Rapid Response Strategy for the Davis Besse Nuclear Power Station that was at risk for closure. As the county's largest employer and taxpayer, the risk for closure could have significantly impacted the local and regional economy. This Rapid Response Strategy included working with site leadership and union representatives on planning for transition of a skilled workforce, working with federal, state, and local government agencies, and site redevelopment.

Community Planning: Lauren O. Falcone, AICP, Department Manager - 28 Years at Kleinfelder



Lauren O. Falcone, AICP, Department Manager, has been providing clients with planning, economic development, and grant assistance during her tenure at Kleinfelder. She has worked on numerous planning projects across the State, specializing in comprehensive and downtown revitalization plans. She has also worked on neighborhood, economic development, recreation, and coastal access plans. Her planning work involves strong public input components, including key person interviews, surveys, Charrettes, and public meetings. Lauren bridges planning with results by providing technical assistance for local, state, and federal grant and loan programs, as well as economic development incentive programs. She specializes in CDBG programs assisting communities with infrastructure improvements and business/industry retention, expansion, and recruitment strategies. Lauren also has experience with financing for downtown improvements and economic development incentives, such as the Ohio Enterprise Zone and Community Reinvestment Area Programs. In addition, Lauren

has been a speaker on various planning best practices and projects at local and state conferences sponsored by Ohio American Planning Association (APA), Heritage Ohio, and local planning/zoning organizations. She has also been a trainer for Michigan Economic Development Corporation for communities interested in the State's Redevelopment Ready program on economic development and market strategies. Lauren recently finished an Economic Development Strategy and Land Use Plan for Morrow County, a Comp Plan for Grafton, a Comp Plan for Holmes County/Village of Millersburg, and a Wyandot County branding project. She is currently working on Comp Plans for the City of New Franklin, the City of Green, and the Village of Richfield. She would be involved in all phases of this planning project, with concentrations on research of existing reports/data, public input/engagement (steering committee meetings, workshops, surveys), implementation matrix, and report writing.

Community Housing: Paul Z. Tecpanecatl, AICP



Paul Z. Tecpanecatl, AICP, Department Director, has worked in the planning and community development field for over 35 years, with a strong background of service in the private, public, and nonprofit sectors. His experience includes neighborhood, city, and regional planning; organizational strategic plan development; housing and neighborhood revitalization strategies; administration of HUD programs; historic preservation planning; Section 106 reviews; and zoning/land use regulation work.

Paul previously held senior level management positions in other organizations, administering over \$12 million in federal funds annually as Housing Commissioner for the City of Toledo, drafting the City's Historic Preservation Ordinance as Planner for the Toledo-Lucas County Plan Commissions, and serving as Executive Director of the NorthRiver Development Corporation, where he and the organization were recognized with the prestigious Preservation Honor Award by the National Trust for Historic Preservation in 1987. His extensive experience assisting clients in targeting CDBG funds to achieve identified community goals combined with his broad planning background make him a valuable member on this team. Paul recently completed three planning studies funded by the State's Local Government Innovation Fund Program: the Miami-Erie Canal Collaborative Development/Tourism Plan; the Adams County Economic Development/Tourism Plan; and the Northern Miami County Trail Development/Tourism Plan. All of these planning studies included extensive public outreach activities. Paul recently finished a re-write of the City of Orrville's and City of Fremont's Zoning Codes, a Four County (Huron, Ottawa, Sandusky, and Seneca) Workforce and Economic Development Strategy, a community-wide visioning project in Worthington, a community needs assessment for the Fort McKinley Neighborhood in Harrison Township located northwest of Dayton, and a Comp Plan in Lexington. He recently finished up a Land Use Plan in Morrow County, a Comp Plan in Holmes County and is working on a Comp Plan in the City of New Franklin and the City of Green and updating zoning codes in Creston, Elmore, and Grafton. He would be involved in all phases of this planning project, with concentrations on research of existing reports/data, public input/engagement (steering committee meetings, workshops, surveys), implementation matrix, and report writing.

Federal Funding: Paula Henrion, Project Professional



As Project Professional, Paula Henrion assists clients in pursuing project funding through State and Local funding opportunities, over the past 20+ years she has assisted clients in securing more than \$32 million dollars in federal grant funds with specific expertise in the U.S. Department of Commerce, Economic Development Administration (EDA) funding. Paula's EDA grant experience includes writing and managing more than 22 successful grant applications - working with clients from project development through final close out as well as assisting clients with the federal GPRA reporting requirements. This includes working closely with environmental regulatory agencies in meeting NEPA requirements and achieving agency concurrence for construction of the projects. Additional responsibilities include preparing economic development strategies for communities, assisting

with regional CEDS development, preparing local economic development corridor studies and assisting with workforce development studies.

Additionally, she assists clients in researching, preparing, and presenting water distribution, wastewater collection and storm water studies; construction project funding scenarios; water, sewer and storm sewer utility rate analyses; Storm Water Management Plans and MS4 compliance; special assessments, extension and assessment policies and fee schedules. Paula also works directly with clients throughout the State of Ohio, Michigan, and Nevada in the developing infrastructure projects related to economic development and provides funding assistance recommendations. Additionally, she assists the project development team in coordination of multi-discipline federally funded project. Her unique background in civil and architectural related construction projects and working in Water Resource Planning for more than 28 years along with her funding expertise allows a full project perspective in assisting clients.

Local Government Funding: Michelle Hister, Senior Administrative Specialist



Michelle Hister has been with Kleinfelder since 1997 and assists clients with project fund development. She is an application coordinator for several funding programs. In addition, Michelle serves as client liaison with several of these agencies and provides administrative support, including disbursement assistance, status reporting, recordkeeping, file monitoring and closeout procedures.

Michelle's organization and efficiency has made her a significant contributor to the success of the firm's grants and financing efforts. Over the past few years, she managed the submission of forty-five (45) ODNR, NatureWorks, Land & Water Conservation, and COTF/RTP; more than 100 OPWC; and other funding applications. She played a major role in assisting clients pursue Economic Stimulus funds, which resulted in \$44 million of project funding.

Recreational Funding: Paulette Mills, Client Account Manager



As a Client Relations Representative for the firm since 2002, Paulette Mills works with current and prospective client communities and companies to identify future opportunities for our firm and assure that clients are satisfied with the progress of current projects. She is also involved in the preparation of various proposals for new projects with existing clients and in response to RFP's from existing and prospective clients. Paulette's experience prior to joining the firm includes Public Information Officer for the City of Toledo and Marketing Director/Rebuild Toledo Coordinator for Neighborhood Housing Services of Toledo. She has also held positions as a marketing coordinator/business manager and communications coordinator.

Transportation Funding: Robert P. Desmond, PE, Civil Engineer



Robert "Bob" Desmond is a Civil Engineer with Kleinfelder's Transportation Department. Bob assists the Project Managers/Engineers in project design and development from preliminary stages through construction documents. His expertise includes road widening and resurfacing, road reconstruction, street drainage, sidewalk improvements, bridges, retaining walls, drainage structures, recreational trails, and sanitary sewer systems. Bob communicates well with clients and understands and interprets standards accurately and effectively.

ORDINANCE NO. 14-2024

**AN ORDINANCE AUTHORIZING THE AWARD OF A CONTRACT FOR
ENGINEERING SERVICES WITH KLEINFELDER, INC., AND
DECLARING AN EMERGENCY.**

WHEREAS, The Village of Whitehouse is in need of awarding a contract for engineering and consulting services for the Waterville Street Improvement project in the Village of Whitehouse; and

WHEREAS, The Administration has investigated the engineers to perform this service; and

WHEREAS, After due diligence, Kleinfelder, Inc. was determined to be the most appropriate entity to perform these services for the Village.

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF
WHITEHOUSE, LUCAS COUNTY, OHIO, THREE-FOURTHS (3/4) OF ALL MEMBERS
ELECTED THERETO CONCURRING, THAT:**

Section 1: That the Council hereby waives any irregularities and authorizes the Village Administrator and Administration to enter into a contract with Kleinfelder, Inc., after approval by the Law Director, for engineering and consulting services associated with the Waterville Street Improvement project at a cost of not to exceed Thirty Five Thousand Five Hundred Dollars (\$35,500.00), which sum is hereby appropriated from such fund as designated and determined by the Administrator of the Village of Whitehouse.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted at open meetings of this Council and that all deliberations of this Council and any of its committees that resulted in such formal actions were in meetings open to the public in compliance with legal requirements as set forth by Village Charter.

Section 3. This Ordinance is hereby declared to be an Emergency Measure necessary for the immediate preservation of the public peace, health, and safety; and for the further reason that this Ordinance is deemed necessary to provide for the engineering services as soon as possible for the orderly administration for the Village and to commence the Project in a timely fashion.

WHEREFORE, this Ordinance shall take effect and be in full force immediately upon its passage and approval.

VOTE ON EMERGENCY MEASURE: Yeas: _____ Nays: _____

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2024.

Mayor

ATTEST:

Duly Appointed Clerk of Council

Kevin A. Heban, Solicitor



July 16, 2024

Appendix A

Mr. Steve Pilcher
Director of Public Service
Village of Whitehouse, Ohio
6925 Providence Street
Whitehouse, Ohio 43571

Re: Waterville Street Improvements
Village of Whitehouse, Ohio
M2400889

Dear Mr. Pilcher,

As we discussed in previous correspondence, Kleinfelder, Inc. proposes to provide professional engineering services to assist the Village (Owner) with Waterville Street Improvements (hereinafter referred to as the "project"), located at Waterville Street, Whitehouse, Ohio, 43571.

The Village shall be responsible for providing a detailed summary of the requirements for the project, including any special considerations or services needed. In addition, the Village will provide all pertinent existing data related to this project to Kleinfelder.

Project Understanding:

- Ohio Public Works Commission has funded the project as set forth in attached application.
- Waterville Street from Oak Crossing Lane to Providence Street is in need of improvements including road resurfacing, roadway repair, as described in the attached OPWC application are in need of roadway improvements including road resurfacing, roadway repair, curb repair, pavement markings, and an addition of a crosswalk.

Scope of Services:

- Design
 - Obtain standard details, specifications, and construction standards from the Village.
 - Develop a project schedule that follows the OPWC Application for this project.
 - Topographic and utility structure survey of project area and preliminary engineering including stationing.
 - Contact with OUPS and utility owners for location of existing utilities and coordination of these utilities in the design plans.
 - Prepare detailed design plans, calculations, and specifications acceptable to the Village.
 - Prepare construction cost estimates.
 - Provide value engineering solutions.



- **Bidding**
 - Assist the Village in the preparation of pre-construction related documents including, construction contracts, technical specifications, and bidding proposal.
 - Provide a bid advertisement.
 - Via an online planroom service, provide prospective bidders with all necessary construction-related documents and maintain a record of prospective bidders to whom documents have been issued
 - Issue addenda as needed and answer bidding questions
 - Attend the bid opening meeting
 - Review submitted bids for conformance to requirements.
 - Recommend contractor for award of contract, if able.
 - If awarded, assist the Village with composition of executory construction contract and related documents.

Excluded Services:

- Construction staking/layout.
- Permitting coordination.
- Material testing.
- Advertising.
- Printing or mailing.
- Geotechnical engineering services.

Unauthorized Services:

The following services are not authorized as a part of this contract unless amended into the scope in writing. Current price estimates of these services are provided and are subject to change if and when an amendment to the contract is executed.

- Construction observation services. (\$20,000.00, if authorized)
- Construction administration & engineering services. (\$5,000.00, if authorized.)

Kleinfelder will complete these services on a time and materials basis not to exceed a fee of \$35,500.00

Kleinfelder will complete these design services within sixteen (16) months following execution of this agreement.

If you believe that revisions and/or additional discussions/clarifications are necessary concerning the scope of this project and the services that our firm will provide, please contact our office as soon as possible. If work activities are required which are not included in the basic services described above, Kleinfelder can provide these based on its current hourly rate schedule.



If the Village has a budgetary limit for this project, please provide this in writing, so that the project can be designed within those limitations.

If there are any questions or you need additional information, please do not hesitate to contact this office.

Sincerely,

Kleinfelder, Inc.

A handwritten signature in black ink, appearing to read "Robert Desmond".

Robert Desmond, P.E.
Transportation Department Manager

CLIENT PROFESSIONAL SERVICES AGREEMENT

Waterville Street Improvements
Village of Whitehouse, Ohio
M2400889

This Agreement is made on: _____, 2024

Between The Village of Whitehouse, Ohio, with offices at 6925 Providence Street, Whitehouse, Ohio 43571 (**Client**)

And Kleinfelder, Inc. with offices at 1168 North Main Street, Bowling Green, Ohio 43402 (**Kleinfelder**).

Recitals

- A. Client wishes to appoint Kleinfelder to provide certain services (the **Services**, as defined below) required by Client or Client's agreement with the Owner on the terms and conditions contained in this Agreement.
- B. Kleinfelder has agreed to perform the Services on the terms and conditions contained in this Agreement.

Now it is agreed as follows:

1. CONTENTS OF AGREEMENT

- 1.1 The parties agree that the documents listed in 1.1(a) through (d) constitute the "**Contract Documents**" of this Agreement. To establish obligations and resolve ambiguities among the Contract Documents, the following order of precedence will prevail:
 - (a) first, amendments and Change Orders issued in accordance with this Agreement;
 - (b) second, Kleinfelder's Proposal, dated July 16, 2024, which Client acknowledges receipt and confirms understanding of, and agreement with the contents thereof, in full (Appendix A); and
 - (c) third, this Agreement.
- 1.2 To the extent of any inconsistency between this Agreement and any Prime Agreement, the provisions of this Agreement will always prevail.
- 1.3 Any pre-printed terms and conditions on forms used by either party in the administration of this Agreement are void and do not supplement or replace the terms and conditions of the Contract Documents of this Agreement.

2. APPOINTMENT AND SCOPE OF SERVICES

- 2.1 Kleinfelder shall perform the services set forth in its Proposal attached hereto as Appendix A, and such additional services as Kleinfelder and Client jointly agree in writing (collectively, **Services**). The Proposal also shall specify Client's project for which the Services will be performed (**Project**), the location of Client's Project for providing the Services (**Site**), the time period for performance, the agreed fees and additional provisions, if any, applicable to such Services. The Services, including any additions and modifications, shall be performed in accordance with this Agreement.
-

3. STANDARD OF CARE

- 3.1 Kleinfelder will perform its Services in a manner consistent with that level of care and skill ordinarily exercised by other members of Kleinfelder's profession practicing in the same locality, under similar conditions and at the date the Services are provided.
- 3.2 Kleinfelder makes no representation, guarantee or warranty, express or implied, regarding the Services, or any communication (oral or written), certification, report, opinion, or Instrument of Service provided pursuant to this Agreement.
- 3.3 Kleinfelder will not be responsible for constant or exhaustive inspection of the work, for the means, methods, techniques sequences or procedures of construction, or for the safety procedures employed by any party other than its own employees, subconsultants and subcontractors.
- 3.4 No level of assessment can conclusively determine whether a property or its structures are completely free of geotechnical hazards or hazardous substances (including but not limited to mold). Client represents that it has carefully reviewed the limitations described in the Proposal.
- 3.5 Even with diligent observation, some defects, deficiencies, or omissions may occur. Before exercising any other remedy for any alleged breach by Kleinfelder of this Agreement, Client will direct Kleinfelder in writing to re-perform any defective Services within twelve (12) months after completion of the Services.
- 3.6 Kleinfelder will only sign certifications relating to the Services if Kleinfelder agreed in writing prior to the commencement of the Services to provide such certifications. Such certifications are statements of professional opinion only.

4. KLEINFELDER'S RESPONSIBILITIES

- 4.1 Kleinfelder will perform the Services as an independent contractor and not as an agent or employee of Client. Nothing in this Agreement creates any special relationship or fiduciary duty.
- 4.2 Kleinfelder will, as reasonably directed by Client or its authorized agent:
 - (a) provide qualified staff to perform the Services;
 - (b) maintain records of Project activities and costs for no more than three years from its completion of the Services;
 - (c) coordinate to the extent reasonably possible with Client's employees, contractors, consultants so as not to impede the progress of the Project; and
 - (d) require its personnel to maintain a safe, clean and orderly work environment.

5. TERM AND TERMINATION

- 5.1 This Agreement will commence on the date of its execution, except as to any Services authorized by Client and performed by Kleinfelder beforehand. All Services shall be fully completed no later than October 31, 2025, unless earlier terminated by either party or extended by the parties' mutual written agreement.
 - 5.2 Either party may terminate this Agreement at any time by providing ten (10) days' written notice to the other.
 - 5.3 Within fifteen (15) days from termination Client will pay Kleinfelder on demand for all Services rendered and costs incurred through to the date of any termination and for all reasonable costs and expenses incurred by Kleinfelder in effecting the termination, including, without limitation, non-cancellable commitments, fixed cost components and other demobilization costs.
-

6. COMPENSATION

6.1 Kleinfelder will perform the Services in exchange for the following compensation:

Client will pay on a **time and material basis not to exceed** the sum of \$35,500.00. Kleinfelder will invoice according to its fee schedule attached to the Proposal or attached hereto at Appendix A up to the stated limit. Upon reaching the stated limit, Kleinfelder will stop performing unless Client authorizes further work and funding in writing.

6.2 Client agrees to provide any special invoicing requirements to Kleinfelder in advance of signing this Agreement, to which additional charges may apply.

6.3 The proposed fees set forth in this Agreement shall be open for acceptance for ninety (90) days from the above date. If the Agreement is signed after that date, the proposed fees may be adjusted prior to commencement of Services. The hourly rates charged for Kleinfelder's Services are adjusted annually to reflect changes in the various elements that comprise such hourly rates. All adjustments will be in accordance with generally accepted accounting practices as applied on a consistent basis by Kleinfelder and consistent with Kleinfelder's overall compensation practices and procedures. Kleinfelder reserves the right to periodically adjust its fee schedule.

6.4 Kleinfelder will generally submit its invoices to Client on a monthly basis. Client must pay all invoices within thirty (30) days from the date of invoice, with interest at the rate of one and one-half percent (1 1/2 %) per month payable on all outstanding payments. Interest on all outstanding payments will be charged from the initial date of invoice.

6.5 Kleinfelder may suspend performance of Services under this Agreement until it has been paid in full for all outstanding payments, including interest charges.

6.6 Kleinfelder will be entitled to recover from Client on demand all expenses incurred (including all legal costs and expenses) in recovering any outstanding payments from Client.

6.7 All travel will be invoiced at cost and reimbursed by Client. All travel required under this Agreement is subject to the terms, conditions and applicable rates set forth in the U.S. Federal Travel Regulations.

7. INSURANCE

7.1 Kleinfelder will maintain during the term of this Agreement worker's compensation, commercial general liability, automobile liability and professional indemnity insurance coverage.

7.2 Client will maintain during the term of this Agreement adequate insurance coverage and will require and verify any contractors or parties it hires to have adequate insurance coverage. Client agrees that failure to comply with this clause will invalidate any indemnify provided by Kleinfelder under clause 12.1.

8. CHANGES TO SCOPE OF SERVICES

8.1 Client or Kleinfelder may request to modify the scope of Services, whereon both parties agree to negotiate in good faith and execute a written Change Order. A **Change Order** is an amendment to this Agreement that modifies the Services and specifies the following:

- (a) a change in the terms and conditions of Services;
 - (b) an adjustment in the schedule for performance; and
 - (c) the amount of adjustment in Kleinfelder's compensation.
-

- 8.2 Kleinfelder will treat as a Change Order any written or oral Client order (including directions, instructions, interpretations, or determinations) which request changes in the Services. Kleinfelder will give Client written notice within a reasonable time of any resulting adjustment in the schedule and compensation. Unless Client objects in writing within 5 business days, the proposed terms of the Change Order with the adjustment in the schedule and price shall become a part of this Agreement.
- 8.3 If Client and Kleinfelder cannot agree upon an equitable adjustment in the schedule and compensation, and Kleinfelder does not sign the Change Order, the disagreement shall be treated as a Dispute under clause 18.

9. FORCE MAJEURE

- 9.1 Kleinfelder will not be liable for delay or failure to perform its Services caused directly or indirectly by circumstances beyond its control, including but not limited to, acts of God, fire, flood, war, sabotage, accident, labor dispute, shortage, government action or inaction, changed conditions, delays resulting from actions or inactions of Client or third parties, Site inaccessibility or inability of others to obtain material, labor, equipment, or transportation.
- 9.2 Should any of the preceding circumstances occur, then the date for completion or any other milestone date shall be adjusted for the delay in accordance with clause 8, provided Kleinfelder reports the delay to Client within a reasonable time of discovery.

10. INSTRUMENTS OF SERVICE

- 10.1 All data, reports, drawings, plans, or other documents (or copies) provided to Kleinfelder by Client for the purposes of this Agreement will, at Client's written request, be returned upon completion of the Services and payment in full for all Services rendered. Client agrees that Kleinfelder may retain one copy of all such documents.
- 10.2 Client agrees:
- (a) all reports, drawings, plans, documents, software, source code, object code, boring logs, field data, field notes, calculations, estimates, laboratory test data and other similar data, documents and work products (or copies thereof) in any form prepared by Kleinfelder pursuant to this Agreement are instruments of service (**Instruments of Service**), not products;
 - (b) Kleinfelder will retain exclusive ownership, copyright and title to all Instruments of Service, and Client has no rights to incomplete or partial data;
 - (c) all opinions, certifications, communications (oral or written) or Instruments of Service furnished to Client are intended for the benefit of Client for the specific purposes stated herein and therein, are not intended to inform, guide, or otherwise influence any entities or persons other than Client in relation to the Project, and are not intended or represented to be suited for reuse by Client or others, and;
 - (d) reuse without the specific prior written consent of Kleinfelder will be at the user's sole risk and without Kleinfelder liability, and Client agrees (i) to remove Kleinfelder's and Kleinfelder's consultants' names and seals therefrom, and (ii) to defend, indemnify and hold harmless Kleinfelder and Kleinfelder's contractors, consultants, affiliates, directors and employees from and against all losses, damages and liabilities (including all legal expenses) in connection with the unauthorized use.
- 10.3 Any requests by third parties for reliance upon any communication (oral or written), certification, report, opinion, or Instrument of Service provided by Kleinfelder pursuant to this Agreement will be subject to approval at Kleinfelder's sole discretion and to additional fees, terms and conditions.
-

11. CLIENT'S RESPONSIBILITIES

- 11.1 Client agrees to provide and discuss with Kleinfelder on an ongoing basis all available material, data, and information pertaining to the Services, including, without limitation, (i) the composition, quantity, toxicity, or potentially hazardous properties of any material known or believed to be present at any Site, (ii) any hazards that may be present, (iii) the nature and location of underground or otherwise not readily apparent utilities, (iv) summaries and assessments of the Site's past and present compliance status, (v) the status of any judicial or administrative action concerning the Site or Project, and (vi) Client records (in electronic format where possible) for such data as benchmarks, plans, maps, and property ownership; and
- 11.2 Client will ensure the cooperation of Client's employees, contractors and consultants with Kleinfelder.
- 11.3 Client acknowledges and agrees that Kleinfelder is entitled to rely upon the accuracy and completeness of any information given by Client, its employees, contractors and consultants.
- 11.4 Client will provide reasonable assistance to obtain data and records concerning the Site or Project in the possession, custody or control of third parties.

12. ALLOCATION OF RISK AND INDEMNITIES

- 12.1 Subject to the limitation of liability provisions of this Agreement, Kleinfelder indemnifies Client against all liabilities, losses or damages caused by the negligence or other fault of Kleinfelder and its employees, agents, representatives, subcontractors, and any other party for whom Kleinfelder is legally responsible (**Kleinfelder Parties**), but only to the extent such liabilities, losses or damages are caused by the negligence or other fault of the Kleinfelder Parties when compared to the negligence or other fault of all other persons and entities. If California law applies to this Agreement, the parties also expressly agree that this indemnity provision does not include, and in no event shall Kleinfelder be required to assume, any obligation or duty to defend any claims, cause of action, demands, or lawsuits in connection with or arising out of this Project or the Services rendered by Kleinfelder. This clause 12.1 is not intended to and will not in any way be limited by any insurance coverage available to Client under any Kleinfelder insurance policy.
- 12.2 Client indemnifies Kleinfelder against all liabilities, losses or damages caused by the negligence or other fault of Client and its employees, agents, representatives, subcontractors, and all other parties for whom Client is legally responsible (**Client Parties**), but only to the extent such liabilities, losses or damages are caused by the negligence or other fault of Client Parties when compared to the negligence or other fault of all other applicable persons and entities. If California law applies to this Agreement, the parties also expressly agree that this indemnity provision does not include, and in no event shall Client be required to assume, any obligation or duty to defend any claims, cause of action, demands, or lawsuits in connection with or arising out of this Project or services rendered by Client. This clause 12.2 is not intended to and will not in any way be limited by any insurance coverage available to Kleinfelder under any Client, Owner or Project insurance policy.
- 12.3 Subject to any applicable statutory limitations, the indemnity obligations in this clause 12 shall survive the expiration or termination of this Agreement.

13. LIMITATION OF LIABILITY

- 13.1 The maximum aggregate liability of Kleinfelder arising out of or related to this Agreement, as amended, whether based in contract or tort or otherwise in law or equity, will be limited to the greater of the compensation actually paid to Kleinfelder for the Services or \$50,000, and Client hereby releases Kleinfelder from any liability above such amount. This limitation of liability includes any losses payable to Client under clause 12.1 and will apply to any and all claims.
 - 13.2 This limitation of liability has been agreed after Client and Kleinfelder discussed the risks and rewards associated with the Project and the Services as well as the provision of the Services within both the obligations
-

of this Agreement and the associated compensation. Upon written request by Client, the parties may negotiate in good faith and agree, by way of a written Change Order in accordance with clause 8 herein, to increase the amount of this liability limitation or eliminate it in exchange for payment of increased compensation to Kleinfelder.

- 13.3 As used in this clause 13, "Kleinfelder" includes Kleinfelder, its affiliates, subconsultants and subcontractors, and their respective partners, officers, directors, shareholders and employees. The limitation of liability established in this clause 13 shall survive the expiration or termination of this Agreement.

14. WAIVER OF CONSEQUENTIAL DAMAGES

- 14.1 Neither party will be liable to the other party for any special, incidental, indirect, exemplary, punitive, penal or consequential damages however arising incurred by either Kleinfelder or Client or for which either may be liable to a third party.

15. NO CONTROL OF MEANS AND METHODS OF OTHERS

- 15.1 Client agrees:

- (a) Kleinfelder will have no control over or charge of or responsibility for the construction means, methods, techniques, sequences, or procedures, or for the safety precautions and programs of Client's employees, or contractors or consultants engaged by Client in connection with the Project;
- (b) Kleinfelder's performance of the Services does not include any job site safety obligations which may be required by or in connection with the Project or the Services or any applicable code or regulation, other than strictly in respect of its own employees; and
- (c) Kleinfelder will not have control over or charge of the acts or omissions of any contractor or contractors' agents, employees or subcontractors.

16. SITE ACCESS

- 16.1 Client agrees to:

- (a) provide unimpeded and timely access to the Site, including any third party sites, if required;
- (b) provide an adequate area for Kleinfelder's Site office facilities, equipment storage, and parking;
- (c) furnish all construction utilities and utility releases necessary for the performance of the Services; and
- (d) obtain all permits, licenses or authorizations necessary for the performance of the Services.

17. WARRANTY OF TITLE, WASTE OWNERSHIP

- 17.1 Kleinfelder will not take title to or be liable for any hazardous materials found at any Project Site. Any risk of loss with respect to all materials remains with Client or the Site owner, who will be considered the generator of such materials, execute all manifests as the generator of such materials, and be liable for the arrangement, transportation, treatment, and/or disposal of all material. All samples remain the property of Client. Client agrees to promptly, at its cost, remove and lawfully dispose of samples, cuttings, and hazardous materials.

18. DISPUTE RESOLUTION

- 18.1 If a dispute arises out of or relates this Agreement (**Dispute**), the parties agree to submit the Dispute to mediation pursuant to the Construction Industry Mediation Rules of the American Arbitration Association (**AAA**). The mediator will be an independent person agreed between the parties from a panel suggested by the Institute or, failing agreement, a mediator appointed by AAA. A party shall not call for mediation of any
-

Dispute after such period of time as would bar the initiation of legal proceedings to litigate such Dispute under the laws of the state in which the Project is located.

- 18.2 Client and Kleinfelder agree that in the event of a Dispute, they will not seek recourse against individual officers, employees, directors, or shareholders of the other party.
- 18.3 A party shall not start court proceedings in relation to a Dispute until it has exhausted the procedures in this clause, unless the party seeks injunctive or other interlocutory relief.
- 18.4 If the Dispute cannot be resolved through mediation, either party may file suit in an appropriate court in the state where the Services are performed.
- 18.5 This clause survives termination or expiry of this Agreement.

19. MISCELLANEOUS

- 19.1 This Agreement is governed and construed in accordance with the laws of the state where the Services are performed. The parties hereby submit to the jurisdiction of the courts of the state where the Services are performed and waive any right to object to any proceedings being brought in those courts.
 - 19.2 Waiver of any term, condition or breach of this Agreement will not operate as a subsequent waiver of the same term, condition or breach. A waiver is not valid or binding unless made in writing.
 - 19.3 If any provision of this Agreement is found by a duly constituted authority to be invalid, void, or unenforceable, all remaining provisions shall continue in force.
 - 19.4 This Agreement does not create, nor will it be construed to create, any benefit or right in any third party or any special relationship or fiduciary duty to third parties.
 - 19.5 Client and Kleinfelder shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.
-

- 19.6 This Agreement constitutes the entire understanding and agreement of the parties with respect to its subject matter. It supersedes all earlier conduct, prior agreements and understandings between the parties in connection with its subject matter.
- 19.7 Each party must do anything necessary to give full effect to this Agreement.
- 19.8 All notices, requests or instructions hereunder must be in writing and either hand delivered to the recipient, delivered by registered mail or express mail to the addresses given in this Agreement.
- 19.9 This Agreement cannot be assigned by either party without the prior written approval of the other party. Kleinfelder may subcontract performance of portions of the Services to a qualified subcontractor.
- 19.10 Any amendment or revision to this Agreement must be in writing and signed by both parties. Any oral modification or revision of this Agreement shall not operate to modify this Agreement.
- 19.11 This Agreement may be executed in counterparts, including photo or electronic copies, which taken together shall constitute one original document.

IN WITNESS WHEREOF, Client and Kleinfelder have caused this Agreement to be executed on the date first written above.

CLIENT:

KLEINFELDER:

By: _____

By:  _____

Printed Name: _____

Printed Name: Robert Desmond, P.E.

Title: _____

Title: Transportation Department Manager

ATTACHMENTS: Appendix A, Kleinfelder Proposal
Appendix B, Certificates of Owner's Attorney & Availability of Funds
Appendix C, Current Kleinfelder Rates

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(VILLAGE COUNCIL)

REVISED CODE, SECS. 5705.34-5705.35
11-2024

*The Council of the **Village of Whitehouse**, Lucas County, Ohio, met in open/public session on the
17th day September of 2024, at the office of the Village of Whitehouse with the following members present:*

Louann Artiaga

Steve Connelly

Steve Fine

Dave Riegenbach

Carrie Tuohy

Larry Yunker

Mr/Mrs. _____ moved the adoption of the following Resolution:

*WHEREAS, The Budget Commission of Lucas County, Ohio, has certified its action thereon to this
Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by
this Council, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it*

*RESOLVED, By the Council of the **Village of Whitehouse**, Lucas County, Ohio, that the
amounts and rates, as determined by the Budget Commission in its certification, be and the same are
hereby accepted; and be it further*

*RESOLVED, That there be and is hereby levied on the tax duplicate of said Village the rate of
each tax necessary to be levied within and without the ten mill limitation as follows:*

SCHEDULE A
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY
BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation				Amount Approved by Budget Commission Inside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to be Levied	
									Inside 10 M. Limit	Outside 10 M. Limit
	Column II				Column IV				V	VI
General Fund					550,000				3.50	
					200				1.85	
					8,500				1.75	
EMS and Fire	443,700									3.25
TOTAL	443,700				558,700				7.10	3.25

SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	Co. Auditor's Est. of Yield of Levy (Carry to schedule A, Column II)			
GENERAL FUND:					
Current Expense Levy authorized by voters on					
for not to exceed _____ years. _____, 20					
Current Expense Levy authorized by voters on					
for not to exceed _____ years. _____, 20					
Total General Fund outside 10 m. Limitation.					
Total EMS and Fire	3.25	443,700			

and be it further

RESOLVED, That the Clerk of this Council be, and he is hereby directed to certify a copy of this
Resolution to the County Auditor of Said County

Mr/Mrs. _____ seconded the Resolution and the roll being called
upon its adoption the vote resulted as follows:

Mr/Mrs. Louann Artiaga _____, _____

Mr/Mrs. Steve Connelly _____, _____

Mr/Mrs. Steve Fine _____, _____

Mr/Mrs. Dave Riggerbach _____, _____

Mr/Mrs. Carrie Tuohy _____, _____

Mr/Mrs. Larry Yunker _____, _____

Mr/Mrs. _____, _____

Adopted the 17th day of September, 2024.
Attest:

President of Council

Clerk of Council

CERTIFICATE OF COPY
ORIGINAL ON FILE

The state of Ohio, Lucas County, ss.

*I, Nicole Hartbarger, Clerk of the Council of the **Village of Whitehouse**, within and for said County, and in whose custody the Files and Records of said Council are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original Resolution 11-2024 accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor*

now on file, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 17th day of September, 2024.

Clerk of Council

RESOLUTION NO. 12 - 2024

A RESOLUTION REQUESTING THE ADVANCE OF MONIES ON TAXES COLLECTED BY THE LUCAS COUNTY, OHIO TREASURER AS SAME HAVE BEEN COLLECTED FOR THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, AND DECLARING AN EMERGENCY

WHEREAS, the Administrator of the Village of Whitehouse, Lucas County, Ohio, is desirous of filing the statutory request for collection of monies currently held by the Treasurer of Lucas County, Ohio, for and on behalf of the Village of Whitehouse for statutory tax collections; and,

WHEREAS, this Council is desirous of endorsing and authorizing said advance collections of tax dollars for the Village;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

SECTION I: That the Village Administrator of the Village of Whitehouse, Lucas County, Ohio, is hereby authorized and directed to apply for the collection of such tax monies as have been validly collected for and on behalf of the Village of Whitehouse, Lucas County, Ohio, by the Lucas County Treasurer, and further that the Mayor of the Village of Whitehouse, Lucas County, Ohio, is hereby authorized and directed to be signatory to such request for advance of taxes collected pursuant to Exhibit A attached hereto and incorporated by reference herein.

SECTION II: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted at an open meeting of this Council and the deliberations of this Council and any of its committees that resulted in such formal actions as contained herein were and are in compliance with all legal requirements as set forth by Village Charter.

SECTION III: This Resolution is hereby declared to be an EMERGENCY MEASURE necessary for the immediate preservation of the public peace, health and safety of said Village and for the further reason that immediate authorization at this time is necessary to secure the payment of the current collection of taxes assessed and collected on behalf of the Village of Whitehouse, Lucas County, Ohio, which taxes are an advance payment on the current tax collections for the Village of Whitehouse, Lucas County, Ohio, and are immediately to be used for operational expenses of the Village as set forth by Village Charter and pursuant to State Law.

WHEREFORE, this Resolution shall take effect and be in full force immediately upon its passage and approval.

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS ORDINANCE: _____, 2024.

Yeas: _____ Nays: _____

ADOPTED AND EFFECTIVE: _____, 2024.

Mayor

ATTEST:

Clerk of Council

Solicitor

REQUEST FOR ADVANCE OF TAXES COLLECTED
Municipalities, School Districts, Townships
Revised Code Section 321.34

To the Auditor of Lucas County, Ohio:

Toledo, Ohio, September 17, 2024

YOU ARE HEREBY REQUESTED TO ISSUE YOUR WARRANT UPON THE County Treasurer of said County, in favor of Jordan D. Daugherty as Treasurer of the Village of Whitehouse in said County for _____ dollars (\$), of the current collection of taxes assessed and collected for and on behalf of said Village of Whitehouse which shall be held and treated as an advance payment on the current collection of taxes due said Village of Whitehouse at the ensuing settlement, 2024 as provided by law.

Pursuant to a Resolution adopted by the Council adopted September 17, 2024, Resolution No. 12-2024.

Jordan D. Daugherty, Treasurer

Nicole Hartbarger, Clerk

EXHIBIT A

RESOLUTION NO. 13-2024

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL GOVERNMENT TRANSPORTATION IMPROVEMENT PROGRAM AND DESIGNATING THE ADMINISTRATOR AS THE SIGNATORY REPRESENTATIVE FOR THE VILLAGE OF WHITEHOUSE ON ANY AND ALL CONTRACTS WITH FULL POWER AND AUTHORITY TO EXECUTE SAME, AND DECLARING AN EMERGENCY.

WHEREAS, the State Capital Improvement Program and the local Transportation Improvement Program provides public assistance to political subdivisions for capital improvements and infrastructure; and,

WHEREAS, the Village of Whitehouse, Lucas County, Ohio has heretofore stated its intent to make capital improvements and utilize funding through the State Capital Improvement Program Local Transportation Improvement Program within the Village of Whitehouse as to certain improvements with reconstructing portions of Cemetery Road within the Village of Whitehouse; and

WHEREAS, the project hereinabove described is considered to be a priority need for the community and is a qualified project under Ohio Public Works Commission (OPWC) programs.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

SECTION I: The Village of Whitehouse Administrator, which position is currently held as of date hereof by Jordan D. Daugherty, is hereby authorized to apply to the OPWC for funds as described for said project hereinbefore.

SECTION II: That the Village Administrator, as designated in Section I hereof, is further authorized to enter into any and all agreements as same may be necessary and appropriate for obtaining this financial assistance.

SECTION III: If the enumerated project for the Village of Whitehouse is approved for financial assistance, the Village of Whitehouse, Lucas County, Ohio, will commit necessary funds to meet the local share as indicated in the corresponding project applications and as further set forth in legislation as denoted hereinbefore.

SECTION IV: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted at an open meeting of this

Council and the deliberations of this Council and any of its committees that resulted in such formal actions as contained herein were and are in compliance with all legal requirements as set forth by Village Charter.

SECTION V: This Resolution is hereby declared to be an EMERGENCY MEASURE necessary for the immediate preservation of the public peace, health and safety of said Village and for the further reason that the designation of the Village Administrator as set forth herein is necessary to continue the process for immediate application and funding for said project through the OPWC and other state funding sources.

WHEREFORE, this Resolution shall take effect and be in full force immediately upon its passage and approval.

VOTE ON EMERGENCY MEASURE: Yeas: _____ Nays: _____

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS RESOLUTION: _____, 2024

Mayor

ATTEST:

Clerk

Solicitor

RESOLUTION NO. 14-2024

A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, FOR AND ON BEHALF OF THE STATE OF OHIO AND/OR THE OHIO PUBLIC WORKS COMMISSION; TO REIMBURSE THE VILLAGE'S STREET IMPROVEMENT FUND FOR THE CL13AA/CL14AA, SWANTON STREET AND NEAPOLIS-WATERVILLE ROAD IMPROVEMENTS WITH THE PROCEEDS OF TAX EXEMPT DEBT OF THE STATE OF OHIO AND DECLARING AN EMERGENCY.

WHEREAS, the Village of Whitehouse, Lucas County, Ohio, hereby desires to express its intent for and reasonable expectation of the reimbursement of certain monies expended or to be expended on an Ohio Public Works Commission (OPWC) project during calendar year 2024 and further specifically as identified as OPWC Project No. CL13AA/CL14AA.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, three-fourths (3/4) of all members elected thereto concurring:

SECTION I: The Village of Whitehouse reasonably expects to receive a reimbursement for the Swanton Street and Neapolis-Waterville Road Improvements as set forth in Appendix A of the Project Agreement with the proceeds of bonds to be issued by the State of Ohio.

SECTION II: The maximum aggregate principal amount of bonds, other than for costs of issuance, expected to be issued by the State of Ohio for reimbursement to the local subdivision is Three Hundred Thirty-Two Thousand, Four Hundred Sixty-Five Dollars (\$332,465).

SECTION III: The Clerk of the Whitehouse Village Council and/or Administrator is hereby directed to file and maintain a copy of this Resolution with the Village of Whitehouse for the public inspection and examination of all persons interested therein and to forthwith deliver a copy of this Resolution to the Ohio Public Works Commission.

SECTION IV: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted at an open meeting of this

Council and the deliberations of this Council and any of its committees that resulted in such formal actions as contained herein were and are in compliance with all legal requirements as set forth by Village Charter.

SECTION V: This Resolution is hereby declared to be an EMERGENCY MEASURE necessary for the immediate preservation of the public peace, health and safety of said Village and its inhabitants and for the further reason that immediate documentation is necessary for project verification and project reimbursement to the Village of Whitehouse.

WHEREFORE, this Resolution shall take effect and be in full force immediately upon its passage and approval.

VOTE ON EMERGENCY MEASURE: Yeas: _____ Nays: _____

FINAL VOTE ON THE MEASURE: Yeas: _____ Nays: _____

First Reading: _____

Second Reading: _____

Third Reading: _____

EFFECTIVE DATE OF THIS RESOLUTION: _____

Mayor

ATTEST:

Duly Appointed Clerk of Council

Kevin A. Heban, Solicitor



WHITEHOUSE · OHIO

ADMINISTRATION

Joshua Hartbarger
DEPUTY ADMINISTRATOR, COO

9/11/2024

TO: Mayor and Council
CC: Jordan Daugherty
RE: Operations Report

All,

Presented to you is the September 17th operations update. As always, if you have any questions, please don't hesitate to contact me.

Administration

- Access Whitehouse Update
- Upcoming Events
- Flu Clinic

Police Department

- Whitehouse citizens police survey
- Link is open for COGS
- Homecoming Parade (Road Closures)
- Statistics (Exhibit A)

Fire Department

- Platoon Chief Hibbard Retirement
- Statistics (Exhibit B)

Public Service Department

- Project updates
 - o SR64 Multiuse path and Bridge
 - o Hydrant Painting
 - o Fall Preparation
 - o Seasonal Employee – Michelle Cichocki

MAYOR
RICHARD BINGHAM

COUNCIL
LOUANN ARTIAGA
STEVE CONNELLY
STEVE FINE
DAVE RIGGENBACH
CARRIE TUOHY
LARRY YUNKER

Respectfully,

Joshua Hartbarger

Joshua Hartbarger



WHITEHOUSE POLICE DEPARTMENT

6925 PROVIDENCE STREET, P.O. BOX 2476

WHITEHOUSE, OHIO 43571

PHONE 419-877-9191 FAX 419-877-1014

ALLAN D. BAER, CLEE - CHIEF OF POLICE

BRADLEY A. BAKER - POLICE CAPTAIN

AGENCY CORE VALUES

HONESTY - INTEGRITY - RESPECT - EXCELLENCE - PROFESSIONALISM

EXHIBIT A

**TO: Mayor Richard E. Bingham
Village Council**

09/03/2024

Subj: August 2024 Mayors/Council Report

See Attached:

- 1) Calls by Nature of Call- Summary- 93 Total
- 2) Traffic Stop by Offense- Summary 78 Total
- 3) Incidents by Nature: 23
- 4) Adult Arrests- 7
- 5) Traffic Citation: 25
- 6) Traffic Warnings: 43
- 7) Traffic Crashes: 8

We are still in the process of creating summary reports in our new Record Management System.

Respectfully,

**Allan D. Baer
Chief of Police**

*THE MISSION OF THE WHITEHOUSE POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE
IN OUR COMMUNITY BY PROVIDING SUPERIOR POLICE SERVICES, IN PARTNERSHIP WITH CITIZENS,
TO PREVENT CRIME AND TO ENSURE A SAFE ENVIRONMENT.*



Whitehouse Police Department

ORINUM: OH0481200

Date: 08/29/2024

Calls by Nature of Call - Summary

Page 1 of 2

Selection Criteria Calls Received Date From: 08/01/2024 Calls Received Date To: 08/29/2024 Nature of Call: All

Nature Code	Nature Description	Total Calls Received
21	Prisoner	1
2	Property damage accident	6
80	Traffic jam/road blocked	1
C-4	Disorderly Conduct	2
78	Alarm drop	4
82A	Abandoned vehicle	1
60A	Suspicious vehicle	3
76	Mental	1
64	Vandalism	1
15M	Misdemeanor warrant	2
C-19	Property Damage	2
26	Fight	1
C-2	Check Safety	4
29	Emergency squad needed	2
C-7	Meet Complainant	11
C-15	Motorist Assist	1
82	Disabled vehicle	1
34	Juvenile complaint	2
18A	Animal complaint	7
91	911 hang-up	1
60	Suspicious person	3
12A	Burglary in progress	1
C-8	Assist Outside Agency	9
C-16	Vehicle Unlock	1
9	Investigate complaint	5
C-14	Found Property	5
2A	Property damage hit-skip	1
38	Missing person	1
17	Meet in person	1
20A	Neighbor complaint	1
36	Theft	3
Unknown		1
28C	Person possibly inside	1



Whitehouse Police Department

ORINUM: OH0481200

Calls by Nature of Call - Summary

Date: 08/29/2024

Page 2 of 2

Selection Criteria

Calls Received Date From: 08/01/2024 Calls Received Date To: 08/29/2024 Nature of Call: All

28B	Structure fire	1
Total Calls Received		93



Whitehouse Police Department

ORINUM: OH0481200

Date: 08/29/2024

Page 1 of 2

Citation by Offense - Summary

Selection Criteria

From Date: 08/01/2024 To Date: 08/29/2024 Offense: All

Offense Code	Description	Number of Citations
333.03	Speed	40
Offense Code	Description	Number of Citations
4503.21	Tag/Sticker Violation	8
Offense Code	Description	Number of Citations
331.19a	Stop Sign	3
Offense Code	Description	Number of Citations
313.01	OBEDIENCE TO TRAFFIC CONTROL DEVICES	6
Offense Code	Description	Number of Citations
4509.101	Operate Vehicle Without Proof Of Financial Responsibility	1
Offense Code	Description	Number of Citations
335.10a	Expired Plates (Driven or Parked)	3
Offense Code	Description	Number of Citations
333.03a	Assured Clear Distance Ahead	1
Offense Code	Description	Number of Citations
337.04	Taillights required 1 for Motor Vehicle and trailers	2
Offense Code	Description	Number of Citations
4511.34	Following Too Close	1
Offense Code	Description	Number of Citations
331.34a	Failure to control	1
Offense Code	Description	Number of Citations
337.02a1	Lighted Lights: Sunset to Sunrise	2
Offense Code	Description	Number of Citations
337.03a	Two Headlights Required	2
Offense Code	Description	Number of Citations
4511.12	Traffic Control Dev/Signs	2
Offense Code	Description	Number of Citations
4511.28	Improper Passing	1
Offense Code	Description	Number of Citations
4511.38	VIO-Starting/Backing	1



Whitehouse Police Department

ORINUM: OH0481200

Citation by Offense - Summary

Date: 08/29/2024

Page 2 of 2

Selection Criteria

From Date: 08/01/2024 To Date: 08/29/2024 Offense: All

4511.43A	Failure To Stop/Yield At A Stop Sign	1
Offense Code	Description	Number of Citations
4513.04	Head Lights	1
Offense Code	Description	Number of Citations
337.30b	Failure to use turn signal	1
Offense Code	Description	Number of Citations
4511.32	VIO-One Way Traf	1

Total Number of Citations:

78

Incident Number	OF	Report Date/Time	Incident Na	Offense Co	Offense Description
24-000000122	Of	8/4/2024 8:21	Vandalism	2909.07A1	Criminal Mischief _ move, deface, tamper, etc.
24-000000123	Of	8/4/2024 8:40	Misdemeanor	9999.99	Warrant - Offense Not Specified
24-000000124	Of	8/4/2024 14:09	Domestic	2919.25A	Domestic Violence _ knowingly cause physical
24-000000127	Of	8/5/2024 13:00	Threats/Ha	2917.21	Telecommunications Harassment
24-000000128	Of	8/8/2024 5:40	Burglary	2907.06A1	Sexual Imposition _ offensive contact
24-000000128	Of	8/8/2024 5:40	Burglary	2911.12A1	Burglary _ trespass in occupied structure, separ
24-000000128	Of	8/8/2024 5:40	Burglary	2913.02A1	Theft _ without consent
24-000000131	Of	8/12/2024 15:22	Criminal D	2909.06A1	Criminal Damaging/Endangering _ knowingly ar
24-000000132	Of	8/12/2024 18:00	Disorderly C	2917.11A3	Disorderly Conduct _ insulting, taunting
24-000000132	Of	8/12/2024 18:00	Disorderly C	2917.11A4	Disorderly Conduct _ interfering w/ others
24-000000133	Of	8/14/2024 20:24	Misdemeanor	9999.99	Warrant - Offense Not Specified
24-000000134	Of	8/15/2024 19:42	Criminal D	2909.07	Criminal Mischief
24-000000134	Of	8/15/2024 19:42	Criminal D	2911.21	Criminal Trespass
24-000000135	Of	8/16/2024 20:32	Animal Cor	505.01c1	Dogs and Other Animals Running at Large
24-000000136	Of	8/19/2024 13:46	Fraud	2913.02	Theft
24-000000137	Of	8/19/2024 18:30	Juvenile Co	2919.25A	Domestic Violence _ knowingly cause physical
24-000000138	Of	8/22/2024 18:54	Animal Cor	505.01c1	Dogs and Other Animals Running at Large
24-000000139	Of	8/24/2024 13:23	Theft	2913.02	Theft
24-000000140	Of	8/25/2024 1:02	Suspicious	2921.331	Failure to Comply with Order or Signal of P.O.
24-000000140	Of	8/25/2024 1:02	Suspicious	521.13	Curfew for Minors
24-000000141	Of	8/24/2024 13:01	Suspicious	2911.21	Criminal Trespass
24-000000142	Of	8/25/2024 13:45	Animal Cor	505.01c1	Dogs and Other Animals Running at Large
24-000000144	Of	8/26/2024 16:30	Theft	2913.02	Theft

Incident Nu	ORI Numbe	Report Date	Incident Nature	Suspect/Ar	Suspect/Ar	Suspect/Ar	Arrest Date/Tin
24-000000	OH048120	#####	Burglary	1 WILSON	THEODORE	#####	
24-000000	OH048120	#####	Animal Complaint	1 ROUDEBUS	CHERYL	#####	
24-000000	OH048120	#####	Disorderly Conduct	1 WITTES	JOHN	#####	
24-000000	OH048120	#####	Disorderly Conduct	2 BETTS	AARON	#####	

CR Number	ORI Numbe	Crash Date
OH1-24-00029	OH048120	8/2/2024 15:11
OH1-24-00030	OH048120	8/6/2024 17:26
OH1-24-00031	OH048120	8/7/2024 8:53
OH1-24-00033	OH048120	8/10/2024 13:25
OH1-24-00034	OH048120	8/11/2024 19:15
OH1-24-00035	OH048120	8/12/2024 11:14
OH1-24-00036	OH048120	8/16/2024 19:30
OH1-24-00037	OH048120	8/22/2024 17:30

Ticket Num	ORI Numbe	Case Num	Court	County	Traffic Warr	Violation Date
TRC-2024-I OH0481200				Maumee M Lucas	YES	7/31/2024 2:20
TRC-2024-I OH0481200				Maumee M Lucas	YES	7/31/2024 20:49
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/2/2024 7:23
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/3/2024 20:06
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/3/2024 23:29
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/4/2024 5:02
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/4/2024 19:14
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/4/2024 23:06
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/5/2024 5:20
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/7/2024 0:45
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/7/2024 21:12
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/7/2024 21:57
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/9/2024 15:00
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/9/2024 19:43
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/10/2024 18:12
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/11/2024 12:22
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/11/2024 17:15
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/13/2024 5:08
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/13/2024 20:25
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/14/2024 20:24
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/14/2024 22:11
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/15/2024 2:12
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/15/2024 20:55
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/16/2024 3:20
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/16/2024 21:52
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/17/2024 20:19
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/17/2024 21:54
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/17/2024 23:05
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 8:04
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 8:48
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 15:20
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 19:54
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 21:05
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 22:23
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 21:36
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/18/2024 21:16
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/19/2024 10:50
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/19/2024 16:06
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/19/2024 23:09
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/20/2024 4:52
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/20/2024 19:57
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/20/2024 22:30
TRC-2024-I OH0481200				Maumee M Lucas	YES	8/20/2024 22:58

Ticket Number	ORI Numbe	Case Numt	Court	County	Traffic War	Violation Date
13191	OH0481200		Maumee M	Lucas	NO	7/31/2024 21:24
12994	OH0481200		Maumee M	Lucas	NO	8/1/2024 14:33
12995	OH0481200		Maumee M	Lucas	NO	8/1/2024 14:46
13604	OH0481200		Maumee M	Lucas	NO	8/2/2024 8:13
12996	OH0481200		Maumee M	Lucas	NO	8/3/2024 16:44
12997	OH0481200		Maumee M	Lucas	NO	8/6/2024 14:38
13216	OH0481200		Maumee M	Lucas	NO	8/7/2024 8:53
13217	OH0481200		Maumee M	Lucas	NO	8/7/2024 8:53
13512	OH0481200		Maumee M	Lucas	NO	8/10/2024 19:24
13218	OH0481200		Maumee M	Lucas	NO	8/12/2024 11:14
13592	OH0481200		Maumee M	Lucas	NO	8/13/2024 19:19
13593	OH0481200		Maumee M	Lucas	NO	8/14/2024 23:59
13606	OH0481200		Maumee M	Lucas	NO	8/16/2024 22:10
13595	OH0481200		Maumee M	Lucas	NO	8/18/2024 1:10
13594	OH0481200		Maumee M	Lucas	NO	8/17/2024 18:58
13607	OH0481200		Lucas Cour	Lucas	NO	8/16/2024 19:30
13608	OH0481200		Maumee M	Lucas	NO	8/18/2024 14:13
13596	OH0481200		Maumee M	Lucas	NO	8/20/2024 23:54
13597	OH0481200		Maumee M	Lucas	NO	8/21/2024 4:31
13726	OH0481200		Maumee M	Lucas	NO	8/23/2024 15:04
12998	OH0481200		Maumee M	Lucas	NO	8/27/2024 13:47
12999	OH0481200		Maumee M	Lucas	NO	8/27/2024 15:12
13000	OH0481200		Maumee M	Lucas	NO	8/27/2024 15:40
13609	OH0481200		Maumee M	Lucas	NO	8/28/2024 17:10
13598	OH0481200		Maumee M	Lucas	NO	8/28/2024 21:27

Filter statement

EXHIBIT "B"

Filters

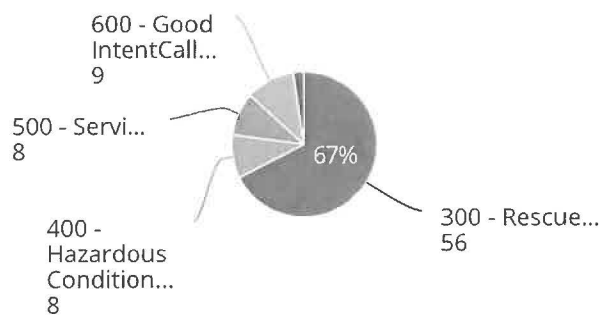
Days in Alarm DateTime 8/1/24 to 8/31/24 | **Is Active** true | **Is Locked** true | **Aid Given Or Received**

Incident Total

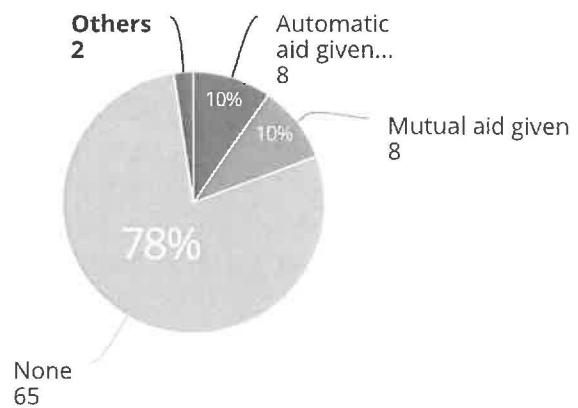
Incident Total

83

Incident Types



Mutual Aid

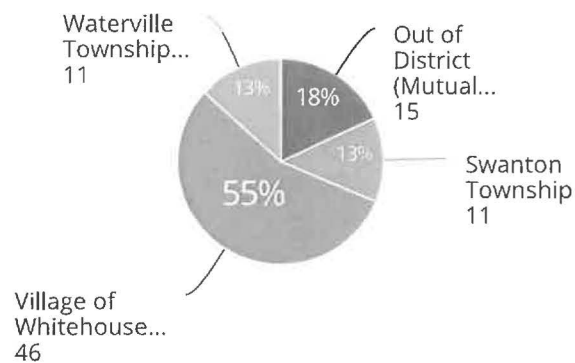


Filter statement

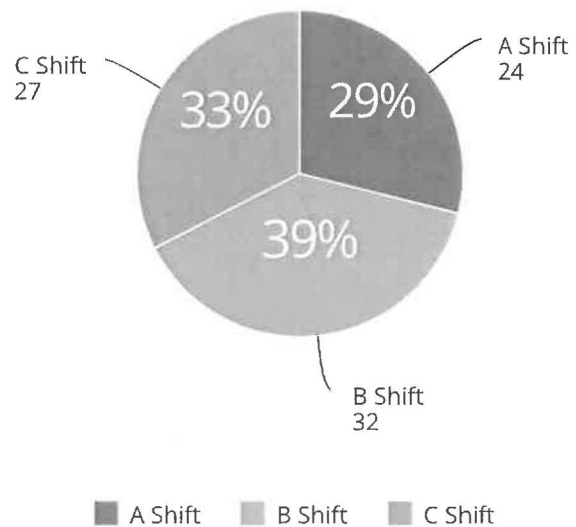
Filters

Days in Alarm DateTime 8/1/24 to 8/31/24 Is Active true Is Locked true Aid Given Or Received

Districts



Incidents by Shift



Incident Type Codes

Incident Type Code	Incident Type	Incident Count
321	EMS call, excluding vehicle accident with injury	53
322	Motor vehicle accident with injuries	3
411	Gasoline or other flammable liquid spill	1
424	Carbon monoxide incident	1
444	Power line down	6
553	Public service	2
554	Assist invalid	6
611	Dispatched & canceled en route	5
622	No incident found on arrival at dispatch address	3
631	Authorized controlled burning	1
813	Wind storm, tornado/hurricane assessment	2
Incident Count		83

Filter statement

Filters

Days in Alarm DateTime 8/1/24 to 8/31/24 | **Is Active** true | **Is Locked** true | **Aid Given Or Received**

Incidents by hour of Day

Hours in Alarm DateTime	Incident Count
00:00	4
01:00	3
02:00	3
03:00	1
04:00	3
05:00	3
06:00	4
07:00	2
08:00	4
09:00	1
10:00	5
11:00	3
12:00	1
13:00	3
14:00	6
15:00	2
16:00	5
17:00	4
18:00	7
19:00	4
20:00	7

Filter statement

Filters

Days in Alarm DateTime 8/1/24 to 8/31/24 **Is Active** true **Is Locked** true **Aid Given Or Received**

Incident Dispatch Code

Initial Dispatch Code	Incident Count
ACCINJ-Acc Personal Injury	4
ANASHOCK-Anaphylactic Shock	2
ASSIST-In-Service Assist	6
ASTFIRE-Assist Fire Division/R	1
BREATH-Breath Difficulty Breat	9
CKSAFETY-Check Safety - Person	2
CO-CO Leak	1
COMFRALM-Commercial Fire Alarm	2
DOMVIO-Domestic Violence	1
HEART-Heart Prob/Chest Pain	2
HEM-Hemorrhage/Bleeding	5
ILL-Ill Person	17
INJ-Injured Person	7
INVEST-Fire Investigation	1
MEDICALM-Medical Alarm	2
OD-Possible Overdose	1
OUTDOOR-Outdoor Fires	2
SEIZ-Seizure	4
SPILLAN-Spill on Land Petro	1
STROKE-Possible Stroke/CVA	1

VILLAGE OF WHITEHOUSE

September 17, 2024

ADMINISTRATION

- 09-17-24 1. August 31, 2024: Income Tax Collection = \$2,533,350.95
Compared to last year = \$2,570,456.19 (1.44% decrease)
JEDD & JEDZ collections = \$2,080,939.95
- 02-19-19 2. Safety and Health Report: Last lost time injury was January 14, 2019

ADMINISTRATIVE ACTIVITIES

COMMUNITY DEVELOPMENT

SUBDIVISION DEVELOPMENTS

- 02-20-24 1. **Savanna Lake Plat 2** – All utilities completed. Construction of street underway. Construction completed-awaiting Toledo Edison to install electrical utility.

STREETS

- 08-20-24
1. **Pedestrian Bridge** – A TMACOG funded tap project to install a 10' wide path along the north side of SR 64 between Whitehouse Square Blvd. and Finzel Rd. project includes a 14' wide pedestrian bridge over Blue Creek. – Construction year 2023. 80/20 Grant. Engineers Estimate \$652,000. Grant \$521,600. Conducted ODOT Field Review on 4-27-21. Design Engineering Completed. Legislation for ODOT Bridge Inspection. Project out to bid. Bid over Engineers estimate – bids rejected. Will rebid. Out to bid. Bid opening date – 4/20/23. Bid Over Engineer's Estimate. Will need rebid. Out to bid - bid opening date 9/21/23. Bid awarded to Geddis Paving & Excavating in the amount of \$845,000.00. Construction started 3/1. Anticipated substantial completion-August 2024.
 2. **Swanton Street Reconstruction** – Total Reconstruction of Swanton Street, from Maumee to Texas St. This is in the OPWC project pipeline for FY 2024. Plans completed. Bid completed – Low Bid B&J Concrete and Construction - \$226,774.25. Construction started May 8, 2024.
 3. **North Texas St. (Lone Oak Ditch to Swan Creek), Bond St., Cemetery Rd (Intersection at SR 64)** – 2025 OPWC Street Resurfacing
 4. **Waterville St. Resurfacing** – Providence St. to Oak Crossing Lane. Approved through OPWC/Small Government Funding Program-schedule year 2025. Mill & Fill project.

PARKS & RECREATION

- 07-16-24
1. **Providence St. Plazas at Wabash Cannonball Trail** – Reconstruction of both East & West plazas to include a pop fountain area. Plans in engineering – under Council review. Postponed until 2026.
 2. **Disc Golf** – Public Works Staff is working with volunteers on construct improvements at Sandra Park to include the disc golf course.

WATER

08-20-24

1. **Elevated Storage** - A new .5MG Water Tower is currently in the design engineering phase. Design engineer is Poggemeyer Design Group. Grant awarded for construction of new .5 MG Elevated Water Storage Tower - \$1,874,138.00. Plans to OEPA for review. Bid opening-July 12th. Apparent low bidder-Maguire Iron for \$2,753,000. Awaiting award.

WASTE WATER

08-20-24

1. **Sanitary Sewer Trunk Main** –Working with Jones & Henry Engineering on the installation of a sanitary sewer trunk main to be constructed to replace current force mains and sewage pumping stations which are nearing the end of their useful life and needing replaced. Wrapping up plans to submit to OEPA. Easement acquisitions underway. Awarded to Mark Shaffer’s Excavating & Trucking for \$2,486,185.00. Construction Spring 2021-Project started March 2021. Presently on hold-delay in material acquisition. Material acquired-construction has resumed. Cemetery Rd closing July 26th for 35 days. Cemetery Rd. & Wabash Cannonball Trail are open. Currently constructing final connections at Logan and Field Ave. All underground construction completed. Earth work & pavement restoration is underway. Final clean up completed. Awaiting project closeout.
2. **Sanitary Sewer Collection System Evaluation** – Contacted with Jones & Henry to review sanitary sewer inspection data and make recommendation for future maintenance efforts. Recommendation to perform cast in place sectional liners and rehab manholes. Estimated project cost \$1,050,456.00. Council approved project for Water Pollution Control Fund nomination. Jones & Henry to make application – Fall 2024.

STORM SEWER

08-20-24

1. Staff working with Lucas County Engineer to move forward petition process for the maintenance of Swan Creek to include all of the Swan Creek Watershed west of I-475 in Lucas County. Petitions to be filed with Lucas County. Ditch petition hearing to begin Spring 2021. Petition Filed. First reading held 12-2-21. Approved by unanimous vote to continue with determining the need for ditch maintenance and costs. Expected to take 24 months to gather information. Lucas County Representatives will be at Whitehouse answering ditch petition questions on July 30, 2024 – 4-8 p.m. Final Hearing is August 6, 2024 at 2 p.m. at the Lucas County Commissioners. Hearing postponed. Recessed to July 15, 2025.
2. **Decant Pad** – A decant pad will be constructed in 2023 utilizing ARPA funds. The decant pad will be constructed at the Public Work Facility and will be utilized as a dewatering area for wet material waste. Estimated \$50,000.00. Project completed.

SANITATION

08-20-24

1. Established 2024 bulk drop off dates. The drop off dates will be January 6 & 13, March 22 & 23, June 21 & 22, September 27 & 28, 2024. Rescheduled September as curbside collection on the 28th. Public notification of the change ongoing.

MISCELLANEOUS

09-17-24

1. **Building Permits:** 8 new homes as of 09-12-24.

08-20-24

2. **Public Works:**
 1. Water Department
 - a. Valve Exercising
 - b. Hydrant Inspections
 - c. Hydrant Painting
 2. Sewer Flushing & Manhole Evaluations
 3. Storm Water Inspections – Outfalls & Asst. Management
 4. Tree Trimming
 5. Sandra Park Improvements
 6. Ball Diamond Fencing Improvement

Boards and Commissions

- A. Board of Zoning Appeals
 1. Pending approval of August 7, 2024 meeting minutes
- B. Charter Revision Commission
 1. Pending approval of March 7, 2024 meeting minutes
- C. Fire Dependency Board
 1. Pending approval of January 10, 2024 meeting minutes
- D. Planning Commission
 1. Pending approval of September 9, 2024 meeting minutes
- E. Records Commission
 1. Pending approval of June 4, 2024, meeting minutes
 2. Pending 2025 Reorganization Meeting
 3. Pending Review of Records Set for Destruction in 2025
 4. Pending Review of Records Policies
- F. Tree Commission
 1. Pending approval of July 25, 2024 meeting minutes
 2. Pending Tree Inventory

Council Committee of the Whole

- A. Economic Development
 1. Pending Monitoring of Economic Development Plan (ongoing)
- B. Finance, Audit & Investment

- C. Franchise, Lands & Buildings
- D. Parks & Recreation
- E. Public Services Committee
- F. Personnel & Safety
- G. General