

# Whitehouse

January 9, 2025

Meeting Notice  
Village Council Meeting As  
A Committee of the Whole  
January 14, 2025  
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 708107151#. You may also access the meeting online by going to the Village website at [www.whitehouseoh.gov](http://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 as a Committee of the Whole on Tuesday, January 14, 2025 at 6:30 p.m.

## AGENDA

- I. Call to Order
- II. Roll Call
- III. Review and Approval of the December 10, 2024, Committee of the Whole Meeting Minutes
- IV. Citizen Comments on Committee of the Whole Agenda Items
- V. **General**
  - A. Economic Development/Target Project Planning Workshop
    - 1. **Supporting Information** – PowerPoint Outline of Key Discussion Points (Exhibit A)
  - B. Continued Discussion on Approach to Award Community Funds (Donations)
    - 1. **Supporting Information** – None
- VI. Citizen Comments
- VII. Consider Other Business as Appropriate Under the Village Charter
- VIII. Adjourn

**Village of Whitehouse  
Village Council Meeting As A  
Committee of the Whole  
Village Hall, Whitehouse, OH  
6:30 December 10<sup>th</sup>, 2024**

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**CALL TO ORDER – ROLL CALL**

Meeting called to order at 6:30pm by President of Council Louann Artiaga.

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

Council Members Absent: N/A

Staff Present: Administrator Jordan Daugherty, Deputy Administrator Joshua Hartbarger, Director of Public Services Steve Pilcher, Fire Chief Jason Francis, Clerk of Council Nicole Hartbarger

Guests Present: Jill Gundy, Mike Hill

Motion by Councilman Connelly, seconded by Councilman Riggenbach to approve the minutes of the December 3<sup>rd</sup>, 2024 Committee of the Whole meetings. 6 ayes

**Citizen Comments on Committee of the Whole Agenda Items**

Council President Artiaga asked if there were any citizens present to comment on the Committee of the Whole agenda items. There were none.

**FINANCE**

**Review Proposed Budgets**

Artiaga shares last week's review stopped around page 18. She shares she wants to open with time for any questions on items that have already been covered. Discussion on budget pages went as follows:

Page 2 – No questions from Council.

Page 3 – Fine wonders if we are underestimating our income. All agreed that under is better than over. Tuohy suggests next year a budget to actual for comparison would be helpful prior to budget review.

Fine suggests final budget at 4% less than what is actually showing – do not change what is being spent but change the actual budget numbers. Tuohy confirms if Fine is suggesting to just show less expenses on the budget, not expecting staff to actually spend less. Artiaga confirms typically spend 90% of allocated budget – Daugherty confirms yes that is typically the case. He comments that the general fund is different. Yunker comments that he's not sure we could accurately cut 4% of expenses across the board, especially with wages where we budget a lot closer to the actuals with those line items. Connelly comments the logic is

understood but could be hard for each line item as Yunker suggested. Tuohy suggests this is a good thought process for next year to coincide with more detailed year to date actuals, it is a tight time frame to try to readjust right now for this year. Artiaga comments on some discussion from last week regarding Police and Fire departments wish lists – possible idea of trimming Parks budget to put into Police and Fire; she confirms that Council can increase a budget but cannot take away from parks as it is a capital budget. Asks for Council opinion, do we want to add these into budget or keep as wish list items if funds become available. Tuohy suggests keeping track of expenses to budget through June then review.

Pages 12-17 – No questions from Council.

Page 18 – Tuohy asks about LED lights, confirms this is Toledo Edison; Daugherty confirms yes. She asks if there is a waiting list, is this a long process. Daugherty confirms Pilcher has talked with Toledo Edison VP, they do come when they have open employees, it will not be a one stop full conversion. Artiaga asked about County Health/Indigent Burial, have we ever actually had an expense for this; Daugherty confirms around 10 years ago it was used. He confirms this is a requirement by the State of Ohio to hold a budget for this, it falls on the municipality to care for the burial of anyone with no next of kin. In this line, \$23k is for County Health, \$1k for is for Indigent Burial; the \$23k includes all county health services such as flu shots, if there were ever any water issues, uninhabitable housing, etc. Daugherty comments when we become a city we will have to have our own health department; suggests we would contract with someone who already does it, such as Lucas County.

Pages 19 & 20 – Connelly asks what was removed from miscellaneous contractual services; Pilcher comments that street striping was moved down to road maintenance. Yunker comments that road maintenance budget has increased over the years. Pilcher confirms yes, roads are getting older, have required more maintenance over the last few years to keep them going until possible reconstruction. Artiaga comments on anticipating becoming a city in eight years or so, will there be additional maintenance for State Route 64, that will now become our burden not the state. Pilcher confirms yes, signs will also be our responsibility, currently the state maintains the signs on SR-64. Connelly asks about brine production line item; Pilcher confirms this is something that needs to be updated, required some extra funds for upcoming year.

Page 21 – None

Page 22 – Artiaga asks about decrease in professional services from last year to this year. Chief Francis confirms dispatch expense is now in a separate line. Connelly asks about repair and maintenance line item, is there enough in there. Francis confirms some funding, and expenses have been moved around some to account for the difference.

Page 23 – None

Page 24 & 25 – Tuohy and Yunker ask about the cost of water that has gone down; Pilcher comments the large business, Ardagh, that went out of town has lowered the water cost some.

Page 26 & 27 – Yunker asks about FM Treatment line item, is this an ongoing expense; Pilcher confirms it is an ongoing expense, will be looking at applying for some OWPC funds to support this expense. Pilcher comments there is another system available that can be discussed for future updates. Discussion on future options was had.

Page 28 – Tuohy asks about the LED lights expense; will it all be done this year. Daugherty confirms if budget approved, they will get right on with Toledo Edison to get on the schedule for this year. Tuohy asks for details about the Village Park Improvements budget item; Daugherty shares that this is an open item that Council will be able to decide on projects that will be approved during the year. Tuohy asks about expense for RITA; Daugherty comments they handle collections, returns, questions that come up, it is a straight 3% expense of income tax revenue income. Artiaga brings up line item on Parks, is that only for the main park up town; Daugherty shares that it can be used for any area that Council deems necessary.

Page 30 – Fine asks to confirm that we are not approving individual projects, but the total amount. Artiaga confirms that is true. Fine comments that we are proposing to spend more in expense than the Income Tax A funding, did ask Daugherty about this – questions if we really should over spend in this area or if we should make it a break even spend. Discussion on some of the listed capital projects and if they can be removed or budget lowered. Pilcher comments on the Trail Lighting project, shares that when the Village is adding trails and paths it is expected that they will be lighted paths, so this goes in hand with other projects and updates in the budget, but this was removed and not spent for the recent bridge project. Connelly comments that he supports Fine's comments on taking down some of the capital project budget and appreciates the detail from Pilcher on the lighting line item that this could be removed. Artiaga confirms striking the trail lighting line item from the capital budget; consensus from all. Riegenbach asks for confirmation on striking the whole line for \$195k or stick to the required \$160k. All agree to cut the \$160k and leave \$30k for additional needs.

Motion by Councilman Connelly, seconded by Councilwoman Tuohy to recommend approval of the 2025 Appropriations Budget with requested updates. 6 ayes

## **OTHER BUSINESS**

Connelly shares congrats to Administrator Daugherty on the birth of his new baby.

Tuohy comments that she is looking forward to the Village staff lunch upcoming on Friday.

Artiaga brings up the additional funds request for Child Family Abuse Center, that was tabled until Daugherty could provide detail on amount spent so far. Information provided is \$750 in actual donations, other amounts were all in-kind donations. Tuohy asks if this is for an actual event, Artiaga confirms it is more of a year-end donation. Tuohy comments that it would be nice to keep the donations in the Village, if possible, something more direct. Artiaga agrees with Tuohy and would like to see the donations spent closer to home; comments on possible coverage of lunch outstanding balance at one of the school, or fees at the schools. Yunker asks the budget for this line for 2025; Daugherty confirms it is \$5k. Daugherty comments about a previously brought up community foundation idea where residents can petition the Village for donations; it is hard for the Village to know exactly where the needs are – a Whitehouse Foundation could help get some direct ideas.

Motion by Councilwoman Tuohy, seconded by Councilman Fine at 7:35pm to enter into an executive session regarding personnel. 6 ayes

Motion by Councilman Riegenbach, seconded by Councilman Yunker at 8:26pm to reconvene the Committee of the Whole meeting. 6 ayes

Artiaga shares there is a meeting scheduled with group of residents from Rue Du Lac at 5pm before next week's council meeting.

**ADJOURNMENT**

Motion by Councilman Yunker, seconded by Councilman Connelly to adjourn the meeting at 8:27pm. 6 ayes

*Respectfully submitted by Nicole Hartbarger, Clerk of Council*

# Whitehouse

## **Prioritizing Community Initiatives & Identifying Targets**

Village Council & Administration Work Session

January 14, 2025



# Village of Whitehouse Grant/Loan Project Financing Services





## Targets Phase: Work Session Goal

*Identify targets of focus within the community that advance the Village's overall community development goals and build a roadmap that supports pursuit of funding programs for project implementation...*



# Targets Phase: Define the “Why”

- What elements of community development are most important?
- Why are these elements important?



## Targets Phase: Sample Planning Elements

State Route 64  
Corridor  
Planning

Downtown  
Revitalization

Streetscapes

Uptown Area

Active/Passive  
Parks &  
Recreation

# Define Targets of Focus

Village of Whitehouse Council

Village of Whitehouse Administration

## Wrap Up & Next Steps

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