



**PIQUA CITY SPECIAL COMMISSION MEETING
WEDNESDAY, AUGUST 14, 2024
5 PM
COMMISSION CHAMBERS – 2nd FLOOR
201 WEST WATER STREET
PIQUA, OHIO 45356**

CALL TO ORDER

THE PLEDGE OF ALLEGIANCE

ROLL CALL

ADJOURNMENT TO EXECUTIVE SESSION

ROLL CALL

EXECUTIVE SESSION

The Executive Session is to consider pending or imminent litigation and to consider confidential information related to economic development as further defined by Ohio Revised Code Section 121.22(g)(8) or as amended

ADJOURNMENT FROM EXECUTIVE SESSION

SPECIAL PIQUA CITY COMMISSION MEETING

CONSENT AGENDA

1. APPROVAL OF MINUTES

Approval of the Minutes from the July 30, 2024, City Commission Meeting

OLD BUSINESS

2. ORDINANCE NO. O-12-24 (3rd Reading)

An ordinance to repeal Piqua Code 30.15 in its entirety and to adopt new rules for Commission

3. ORDINANCE NO. O-13-24 (3rd Reading)

An ordinance to make appropriations for the City of Piqua, Ohio, for the year 2024

NEW BUSINESS

6. RESOLUTION NO. R-100-24

A resolution authorizing transfers of cash from the general fund to other funds for the fiscal year 2024

ADJOURNMENT

At the Mayor and Commissioners Corner Meeting on July 31, 2024, citizens asked the following questions:

Can signs be made for “No Littering,” and can the city fine for littering at Swift Run?

Yes, the City Manager will ask the Public Works Director and the Utilities Director to work out what makes sense. The State Route 66 lot will be abandoned this year, which will reduce foot traffic at that end of the Swift Run area.

Can cameras be put out there as well, such as trail cams, etc.?

No, cameras are expensive and ineffective at litter control. The city has installed cameras on the O2I Trail in town to minimize vandalism, and to date it has had no effect.

Will Park Avenue and Echo Lake Drive be mowed anytime soon?

The City Manager will ensure that the Utilities Department has it on their schedule and will ask the Utilities Director to confirm.

Mayor Lee received a phone call from Greg Johnson who resides at 1867 Wilshire Drive. Mr. Johnson advised that he is hearing a constant, loud frequency noise coming from Crayex . He stated that he spoke to a supervisor there, and they said that a resin pump is causing the noise and that it is unbearable.

Code Compliance Coordinators Aaron Morrison and Derrick Pearson went out and investigated the noise at Crayex. They did hear a noise on the Crayex property, but could not hear it any longer once off the site. They also sat in front of 1867 Wilshire Drive and did not hear anything except normal residential noise. In addition, they spoke with a neighbor who said she sits on her rear patio every night that faces south towards Crayex, and she reported that she does not hear any weird or nuisance noises.

Per City Planner Chad Henry, regarding a new use within the [IH] Industrial-Heavy district, Crayex being a plastic fabrication facility would be a permitted use within the district. It's description reads as:
"A facility where processing, fabricating, assembly, or disassembly of items that takes place primarily within an enclosed building, and noise, smells or other noxious or offensive effect is largely dissipated at the property line."
The intent behind the district is for sounds to be "largely dissipated" at the property line.

Is there any way to fix the drainage issue in front of the Piqua Public Library?

The city will need more details to understand this problem.

Can there be a time limit on presentations?

The Commission may set whatever time limits they wish.



Kim Heisler
1802 W. Parkway Dr.
Piqua, OH 45356

Saturday, June 22, 2024

City of Piqua
Commissioners
201 W. Water St.
Piqua, Ohio 45356

TO: Jim Vetter, Paul Simmons, Kris Lee, Thomas Hohman, Frank Debrosse

RE: Perception of the City, Software appropriations, Rules of Commission, Old Water Plant Evaluation

As commissioners, I feel these are all important questions that need to be asked; yes it is lengthy but all very important and should be looked at with a larger lens, and not be taken lightly.

Ms. Heisler, please review my responses in blue. To be up front, you are attempting to understand administrative operations which are complex and best handled by the professional staff that is long-tenured and credentialed public servants. The Commission Meeting is to be conducted for efficient adjudication of business and is not the forum to educate residents on operational decisions or processes they do not understand.

O-10-24 Software appropriations – w/REF to O-7-24

At this time Piqua may or may not need a new software, and feel a lot more questions need to be asked prior to ANY decisions. Well done commission, for questioning, and tabling so you could get more information. You had great points . . .

- Lack of clarity in presentation? Ms. Heisler, clarity was a procedural accounting issue having the appropriation in place before the award of a contract (the second agenda item). Funds must be in place before the award of a contract or execution of an agreement. The team decided to bring the agreement before the commission even though it was under the threshold for commission approval to demonstrate the administration is endeavoring to increase transparency and accountability. If we were attempting to obfuscate the truth, the resolution would not have been made public.

- Minimal amount of time spent researching 2 weeks or so? Your assumptions are factually incorrect. As I explained at the meeting, I have 34 years of public sector experience, and the leadership team is extremely long-tenured and have worked at other state and local agencies. The City Commission hired me as a public sector professional Chief Executive Officer who employs directors who are also highly skilled and qualified professionals. Unless you lead an organization of 192 employees with a budget of \$110M, you are not qualified to opine on how much time the administration has spent on identifying budget software.

- Why the push to pass? It is simple math; the solution was identified and to be a good steward of the taxpayer's funds the agreement must be executed by the end of the month to save \$4,000. We are addressing your complaint that the city has no cost-containment measures while operating at the speed of business.

With such a big financial commitment involving the entire city government and citizens who pay a per capita expenditure of \$26,540/yr per person (inaccurate), why not make sure it was a perfect presentation instead of rush it? Now we have to research, to see if THEY indeed, did theirs. You do not have public sector experience to opine on the administration's selection processes.

Right off the bat, along with the questions you all had on how it was presented, I am asking, . . . is this, their answer, to not having to figure the books or look over incidents in the past and just blame it on old limiting software, bad excel tables/sheets, and human error? [Springbrook is limited and the current version is 13 years old and unsupported](#). I as a individual have Quicken, and with a click of a button I easily get info. [The idea that you believe Quicken and an Enterprise Resource Program \(ERP\) are comparable demonstrates your lack of operational understanding of public finance and why the city staff is the most qualified to run the city](#). I understand the govnt, has layers I can't even imagine, but to flat out say, " We don't have a list of settlements over the last 10 years ([The records were not required to be kept, even by prior administrations.](#)), Public records law does not require the city to provide something it does not have." . . . I find a bit ridiculous ([Please familiarize yourself with the Sunshine Laws: Statutory definition – R.C. 149.43\(A\)\(1\): "Public record' means records kept by any public office."](#) This short definition joins the previously detailed definitions of "records" and "public office," with the words "kept by." What "kept by" means:

[A record is only a public record if it is "kept by" a public office. Records that do not yet exist – for example, future minutes of a meeting that has not yet taken place – are not records, much less public records, until actually in existence and "kept" by the public office. A public office has no duty to furnish records not in its possession or control. Similarly, if the office kept a record in the past, but has properly disposed of the record, then it is no longer a record of that office. For example, where a school board first received and then returned superintendent candidates' application materials to the applicants, those materials were no longer "public records" responsive to a newspaper's request. But "so long as a public record is kept by a government agency, it can never lose its status as a public record."](#) Isn't that a line item that has to be tracked? The money came to/from somewhere in the books? If a ordinance that is passed (O-7-24) stating, that any amount up to \$25,000 can be approved by the city manager without city commissions approval, with a cap of \$200K, THEN how can a max amount be enforced when it can't be tracked???? [The Commission requested settlements be tracked, so from here forward tracking will be maintained](#). What else is not being tracked? I still feel allowing the limit to go up without any cases to prove the point, other than saying prices have gone up, was a grave mistake. [Again, you have no experience in public administration or operations and therefore this is simply an opinion](#). This opens the doors to many more concerns and possible issues with the City in the future. Per the city manager, he could only recall 2 cases that fit that category and fell well below that threshold of \$2,500. WHY NOW? WHY PASS something not needed? [Previous city administrations were not following the rules in place and that is how the limit was not increased. The current administration recognized the issue and resolved the problem with compliance.](#)

This is the same for this software . . . WHY THE RUSH? [Beyond savings for the taxpayer, implementation will put us at the beginning of the budget season and improve process and transparency](#). We are all familiar with the sales pitch, better hurry, or you will miss out. A lot of times, fear to rush into things are the very reasons we need to take a pause. If this truly was a reputable company and wanted our business, of course they would still offer a discount later. They know you want improvements, and aren't willing to let you go, over \$4k, when they will be making \$27,975 per year just by you having it. Especially if they know you have been shopping around with others. I say table it again, let the deadline pass. Do your due diligence as well as holding them to do theirs, by asking the right questions to truly find the best software fit for the city's needs. [This is your limited opinion. You do not understand the roles of local government, both legislative for the commission and administrative for the city manager under a city manager form of government.](#)

QUESTIONS:

Q1. Has there been any other software considered / evaluated? Any proposals? How many? At least 3 bids is what a prudent responsible person would do. [Many systems have been evaluated by the leadership team. The purchase is a cooperative contract purchase, which is the lowest awarded contract bid. The city can use cooperative purchasing to take advantage of this pricing.](#)

Q2. A quick google search for best municipal software is all over the place, yet ClearGov does not show up. Once I did find it, the company claimed it had hundreds of communities that trust their cloud-native suites, BUT why only 1 review?? That's pretty suspect, isn't it?? Independent reviews are always best! I did go directly into ClearGov, and show they have many case studies, but why no independent reviews elsewhere? Is it a proven company? Who owns it? Is it stateside, or overseas? [Google University does not equate to a degree in public administration. You are attempting to understand operational decisions in an area of expertise you do not have.](#)

Q3. Have they talked with multiple other municipalities using it, to find out what they feel are the strengths and weaknesses? There is no better education than hands on, because salesman will tell you anything to make a sale. Have they actually seen what charts will look like that they will need, or only examples of others? Every city's needs are different, and every question is immensely valuable. [Mr. O'Brien stated it was the same system he used in his previous employment at a well-respected local government.](#)

Q4. Have the important questions been asked?

- Quick overview search of this type of software ranges from \$55. to over \$2,000 per month. Do we really need one this expensive? As proposed will be \$27,975 per year, that's \$2,331.25 per month.
- How much are we paying now?
- What benefit do you get with spending \$27,975 per year? Seems outrageous for something you already have once you purchase as a subscription service? Any way to take ownership over a period of time?
- Was it well researched, with plenty of time to decide
- Does the software vendor you choose take privacy and security seriously?
- What are their response times for help when emergencies occur? What/how often is their server downtime?
- What are the software limitations you may run into?
- Are you bound by their reports or can you add your own?
- If you are bound, what will be the cost of implementation of what you need?
- Will this software provide me with the results I need, without creating them myself? , Does this software allow for this, this and this?
- How much do I get right out of the box? Are there any reports needing to be created?
- How much time will it take our 3-4 IT guys to make additional reports needed, or provide support when requested, when they are already stressed for time. Let's face it, they can't even get the volume corrected for the citizens of Piqua, to hear what's even being presented on the TV format.
- Will we have to hire other IT guys to fulfil this need with this new software, creating even more burden on city finances?
- Is the startup training with them or is it only self-directed?
- Will this eliminate your excel sheet problems? Totally, partially or none at all?
- Where does this software stand in the ranks of other governmental software?
- Can certain reports be created prior to implementation in Piqua by the software company so that when it is being implemented, you can start running those reports immediately?

- What are the add-ons, and how often, and costs for their upgrades?
- Will this software and will the City be willing to input data for the past few years, so it can be reconciled, and rolled forward to make history searches readily available in all areas of government? Especially now, since there has been so much controversy? Will only create more of a burdon, if not.
- Will there be an independent audit of the city prior to the implementation of the new software taking place to ensure we are starting at a proper balance?
- We all know what happens when data goes from one software to another . . . it basically gets buried, never to be seen again. The questions I have are of the previous expenditures, even going back to the old water plant. How will we ever know fraud did not take place? We all know it's easy to start from scratch when all you need is a basic number. Who checks if they are actually accurate at the beginning, being we don't have a good track record of checks and balances and clearly inadequate internal controls. This based on the response of "We can't give you what we don't have" when asked for list of claims over \$2,500, and by law absolutely should. And this is just one incident witnessed in a very short period of time. *All of your questions demonstrate your lack of understanding as basic as we have managed IT services and not an IT department. I submit that you believe we do not have the proficiency or qualifications to implement software and find your assertions offensive.*

Q5. What is the reasoning for so many turnovers in finance directors? What is being done about it? Is there something going on that folks don't want to be a part of? Typically if someone works for the city, they are there long term because of the benefits. Seems odd, so many in a short period of time would leave, but why? *You do not understand the employment ecosystem in the public sector. Employees no longer stay at one employer for long periods due to the decline in total compensation and few qualified candidates in the pool. Ms. Holtzapple and the city parted service in 2021. Ms. Kahle left to work in a locality with more resources and for a larger salary. Mr. O'Brien is well-credentialed, and experienced, and we are fortunate to have him on our team. Your line of questioning demonstrates your lack of public sector acumen.*

Q6. Kris, you had asked if I would like to get a list of all claims over \$2,500, in which the commission had to approve, and Yes, I would, that would be great! . . . thank you for asking.

RULES OF COMMISSION – work session

This is just one more way to slowly take our rights away, we as citizens have a hard time being heard the way it is. Putting limitations on this takes our voices away and I feel should not be compromised.

I am strongly against a sign-up sheet or pre registering to speak, leaving as is, is working. Who speaks first and in what order should be irrelevant, all subjects or concerns are equally important and should be heard. . .if someone really wants to speak it won't matter how long it takes, and will most likely, head for the podium earlier, than later anyway.

I am strongly against public comment at the beginning of the meeting. Changing this to the beginning, does not allow for questions stemmed from the discussion that often takes on different shapes after. Speaking prior would leave us out of that flow and be disrespectful to citizens. Often time's things are added last minute to the agenda, without any foresight with the public. This would put us at a disadvantage, and ask that public comment remain after the commissioners have discussed it, but before any vote as it is now.

I am opposed to setting any time limit to total public comments. If the city is doing their job, this should flow quickly and effortlessly. It is only when there are things that have gone awry that it has been much later, and rightly so. All concerns should be heard, regardless. You are there to hear our voices – however many that is. If it takes us 1250 signatures to truly make change in an ordinance, then you should be willing to hear at least 1250 of us. If that is too many, place a number on it, and we can change the charter to allow for less signatures to level playing field. Putting any limitation on total time is disrespectful to citizens, just because the meetings are held to one evening by charter. We could change to multiple nights if need be.

Holding answers to the end of public comment could be beneficial, if enforced. Problem is, often times there are so many questions asked, with minimal or no answers being given anyway, it would not be acceptable to me. If they were all written down, and responded to in a timely manner, it may be acceptable.

Q1. What differentiates a Citizen of Piqua? All Piqua addresses or only inside city limits? These has been brought up many times, and feel all citizens with a Piqua address should also be a part of the conversation and concerns, after all, they are a part of the 20,000 (I THINK, IS THIS CORRECT?) They are advocates, and patrons regularly to our city bringing in profits across the board whether it be from going out to eat, work, buying groceries, to buying gas, they all contribute!! Something happens here – ex: battery burn, they are effected depending on where they live. They are a part of us, we are all one, regardless if they have a business here or not. This outcome could be biased depending on who is making the decision within the city which is not good.

WATER PLANT EVALUATION Parcel N44-250084

This may be trivial to you and past the point, since it was so long ago, however the fact, that it has been asked several times, by several different people, and passed off as “probably a mistake, and that they may not have known exactly what was involved in the property”, AND that “it doesn’t really matter since the city does not have to pay taxes on it”, I DO, and this makes it look suspect. Yes, of course it could be a mistake, everyone is human. The problem comes in when you look at the facts.

A 7 million dollar increase in evaluation took place in 2017 based on improvements. This, after the new water plant went on line up the road, so building or land wasn’t being used – or was it??. Then in 2019, an additional 1.5 million dollars went on top of that. In 2021 the evaluation was minimal, but similar to the previous time. This would have to assume a CERTIFIED PROFESSIONAL/S 3 times would have had to make the same similar mistake years apart, AND not know how to read the specific plotted piece of land clearly outlined on the public website for that parcel (fig A -maimicountyohioauditor.gov). That does not sound like someone I would want to assess my property by any means. OR, they were indeed correct with the evaluation, but not wanting to tell us what the improvements were. [The County professionals are the employees that assess the valuation of your property. If you have an issue with the county staff, please contact the County Commissioners.](#)

The fact that no one from the City seems to be concerned about a possible 8.5 million dollar mistake is very disturbing. Doesn’t that evaluation go on the books somewhere? Are they borrowing against it in some way or did someone just make a general mistake, and just do a chair audit? Do you see why we question this?? [The mistake has little effect on overall city operations or accounting. The city does not borrow against this asset.](#)

QUESTIONS:

Q1. Has there been a request submitted for the re-evaluation and what was the response? Is it possible to do an emergency evaluation? [Miami County is the agency you should contact about this question. The administration has made a request but has no authority.](#)

Q2. Regardless of the first answer, what were the improvements shown on the evaluation? Does anyone know of any? [Not determined.](#)

Q3. Where are the checks and balances regarding the same issue (if indeed it is a mistake) that has occurred 3 times over multiple years and possibly different evaluators? [Please contact the county.](#)

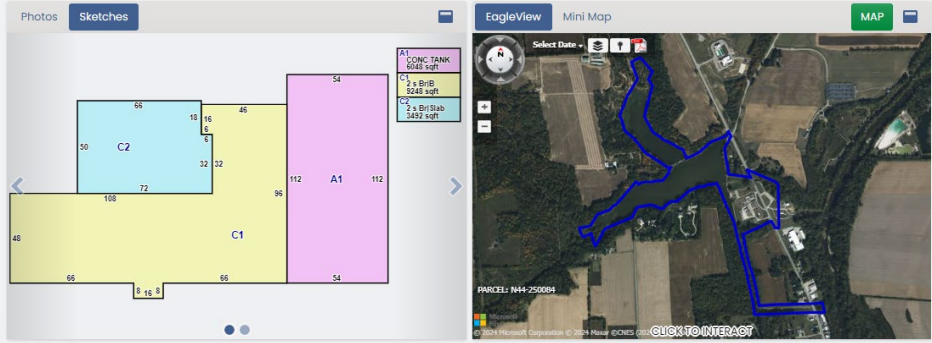
Q4. How come the old water plant was last evaluated in 2021, yet the new water plant has been evaluated each year since it's been in operation from 2015-2019, but nothing after? [Please refer to the Miami County Auditor for answers.](#)

Q5. Was it pumped up to be used as collateral for a loan that the city took out for Lock 9 or something else???

[No. Again, assets are not used as pledges of debt service.](#)

Fig A

Photos Sketches EagleView Mini Map MAP



A1 CONC TANK 6548 sqft
 C1 2 & 3 Driv 6648 sqft
 C2 2 & 3 Driv 3452 sqft

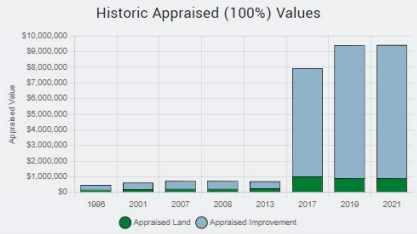
PARCEL: N44-250084

CLICK TO INTERACT

LOCATION VALUATION LEGAL NOTES RESIDENTIAL AGRICULTURAL COMMERCIAL SALES LAND IMPROVEMENTS TAX

Location		Deeded Owner Address		Tax Payer Address	
Parcel	N44-250084	Mailing Name	CITY OF PIQUA	Mailing Name	CITY OF PIQUA
Owner	CITY OF PIQUA	Mailing Address	SR 66	Mailing Address	124 N WAYNE ST
Address	9300 SR 66	City, State, Zip	PIQUA OH 45356	Address	
Municipality	PIQUA CITY			City, State, Zip	PIQUA OH 45356
Township					
School District	PIQUA CSD				

Year	Appraised (100%)			Assessed (35%)		
	Land	Improvements	Total	Land	Improvements	Total
2021	\$902,000.00	\$8,515,300.00	\$9,417,300.00	\$315,700.00	\$2,980,360.00	\$3,296,060.00
2019	\$902,000.00	\$8,510,000.00	\$9,412,000.00	\$315,700.00	\$2,978,500.00	\$3,294,200.00
2017	\$1,018,000.00	\$6,926,900.00	\$7,944,900.00	\$356,300.00	\$2,424,420.00	\$2,780,720.00
2013	\$253,700.00	\$446,100.00	\$699,800.00	\$88,800.00	\$156,140.00	\$244,940.00
2008	\$220,900.00	\$496,000.00	\$716,900.00	\$77,320.00	\$173,600.00	\$250,920.00
2007	\$220,900.00	\$496,000.00	\$716,900.00	\$77,320.00	\$173,600.00	\$250,920.00



Category	Pre-Abatement / Exemption		Abatement / Exemption		Post-Abatement / Exemption	
	Market Value	Assessed (35%)	Market Value	Assessed (35%)	Market Value	Assessed (35%)
Land	\$902,000.00	\$315,700.00	\$902,000.00	\$315,700.00	\$0.00	\$0.00
Improvements	\$8,515,300.00	\$2,980,360.00	\$8,515,300.00	\$2,980,360.00	\$0.00	\$0.00
Total	\$9,417,300.00	\$3,296,060.00	\$9,417,300.00	\$3,296,060.00	\$0.00	\$0.00

In summary

This is just a small picture of things that need to be looked at with a larger lens. They all intertwine to show the big picture, which is what the citizens see. Large expenditures for a software should be looked at thoroughly, as well as passing the buck on financials, a city should clearly have. The citizens are who you are working for, so please consider our voices and take appropriate action, so we can know, we have been heard, loud and clear.

Thank you for your time and reading through this thoroughly.

Sincerely,
Kim Heisler

§ 30.15 RULES OF CONDUCT FOR MEETINGS.

(A) When adopting a resolution or ordinance, the following procedures shall be followed:

- (1) The heading of the proposed resolution or ordinance shall be read by the City Clerk;
- (2) The City Manager, or appropriate department head, shall briefly explain the proposed ordinance or resolution;
- (3) The Commissioners shall have an opportunity to ask the department heads and City Manager questions regarding the ordinance or resolution. No public comment will be permitted during the Commissions' inquiries;
- (4) The Mayor shall ask the public for comments or questions about the ordinance or resolution. Comments and questions regarding the ordinance or resolution shall be addressed to the Mayor and/or City Manager in a civil, respectful manner and shall be limited to a five minute period per person. The Mayor shall notify any person commenting on an ordinance or resolution as to when his five-minute period for comments is about to expire. The person commenting can request additional time and it shall be within the Mayor's discretion to permit the person to comment longer than five minutes. No person shall be permitted to comment twice on the same resolution or ordinance at the same meeting;
- (5) Finally, the Commission shall have its final debate and complete its deliberation on the ordinance or resolution. No comments from the public shall be permitted during said debate and/or deliberation.

(B) When conducting open forum at the end of the meeting, the following rules be followed:

- (1) Comments and questions by the public shall be addressed to the Commission, Mayor and/or City Manager in a civil, respectful manner and shall be limited to a five minute period per person. The Mayor shall notify any person commenting as to when his five-minute period for comments is about to expire. The person commenting can request additional time and it shall be within the Mayor's discretion to permit the person to comment longer. No person shall be permitted to comment twice in open forum at the same meeting;
- (2) Under no circumstances shall any member of the public address or ask questions, other than the City Manager, to city staff members. If appropriate, the City Manager may direct a city staff member to answer questions or respond to comments from the public.

(C) During the entire commission meeting, the following rules of conduct shall apply to any person attending the Commission meeting:

- (1) Persons shall conduct themselves in a civil, respectful manner;
- (2) No one shall express himself or herself in a manner that interrupts the orderly conduct of the meeting, for example, talking (other than when addressed by the Commission or City Manager), yelling, clapping, jeering or cheering;
- (3) Any person violating any of the rules of conduct shall be warned by the Mayor to cease his or her violation of the rule. If said person fails to comply with the Mayor's request to cease his or her conduct, the Mayor shall direct the person to leave the city premises. Failure to leave the premises when directed to do so may result in criminal prosecution;
- (4) If a person fails to cease commenting after his or her comment time has expired without extension, the public microphone shall be cut off, the television camera shall not focus upon the person, and the person will be asked by the Mayor to sit down. If the person fails to sit down, the Mayor shall direct the person to leave the city premises. Failure to leave the premises when directed to do so may result in criminal prosecution;
- (5) At any time during open forum, if any Commissioner believes that the public comment session no longer serves the public's interest, he or she may make a motion to adjourn the meeting. If said motion is seconded, all public comments shall cease and the Mayor shall direct the Clerk to call the roll to determine if the motion to adjourn shall pass. If the motion passes, the meeting shall be adjourned;
- (6) These Rules of Conduct shall be posted at the entrance of the City Commission Chambers.

(Ord. 24-06, passed 8-7-06; Am. Ord. 22-12, passed 10-16-12)

AMENDED
ORDINANCE NO. O-12-24

AN ORDINANCE TO REPEAL PIQUA CODE 30.15 IN ITS ENTIRETY AND TO
ADOPT NEW RULES FOR COMMISSION

Whereas, the Piqua City Charter authorizes the Piqua City Commission to adopt rules for its meetings;

Whereas the Piqua City Commission finds it necessary and in the best interest of the City to create and adopt the rules attached as Exhibit A for the conduction of its meeting along with a separate non-agenda public comment forum.

BE IT ORDAINED by the Commission of the City of Piqua, State of Ohio, a majority of all members elected thereto concurring, that:

SECTION I: the Attached Exhibit A shall be adopted as the Rules for City Commission Meetings;

SECTION II: the Commission may by resolution or majority vote adopt additional rules as it desires from time to time as it is intended that the rules for commission may be amended or repealed at any time by a majority of the Commission; and

SECTION III: This ordinance shall be effective at the earliest time permitted by law.

APPROVED: August __, 2024

Kris E. Lee, Mayor

Clerk of Commission

The Motion to adopt the foregoing Ordinance was offered by _____,
seconded by _____, and on roll call the following vote ensued:

Mayor Kris Lee	_____
Commissioner James Vetter	_____
Commissioner Frank DeBrosse	_____
Commissioner Thomas Hohman	_____
Commissioner Paul Simmons	_____

PROCEDURAL RULES AND RULES OF CONDUCT FOR CITY COMMISSION MEETINGS

BUSINESS AGENDA

1. Commission meetings shall be called to order by the Mayor or presiding officer of the meeting. The clerk shall call the roll of the Commissioners.
2. The Mayor or presiding officer shall thereafter lead the commission in the pledge of allegiance.
3. Upon roll call being completed, the Business Meeting of the Commission shall commence.
4. The Commission shall, if necessary, add or remove items to the business agenda and approve the agenda once it is established.
5. After approval of the agenda, the commission shall vote on approval of the minutes of prior meetings.
6. After the establishment of the agenda, the Commission shall permit public comment by the citizens of Piqua as required by Section 4 of the Piqua Charter on any approved agenda item. Any person providing public comment shall provide his or her name and street address prior to making any comments.
7. Any non-citizen may also participate in public comment if an ordinance or resolution made part of the agenda affects his or her business located within the city of Piqua or utility service they receive within the city of Piqua. Any non-citizen shall state his or her name and either what business he or she operates that is being affected by an ordinance or resolution, or what property address inside the city limits that he or she is receiving utility service.
8. Any person providing public comment may speak once for up to a total of five minutes on each resolutions and ordinances made part of the agenda. No person shall be permitted to comment twice on an agenda item.
9. Once public comment is completed, the commission shall immediately begin debate and deliberate on each agenda item. No public comments from the public shall be permitted during the debate and/or deliberation of ordinances and resolutions by the commission.

10. After deliberation on ordinances and resolutions, Votes on ordinances shall be recorded by roll call and votes on resolutions may be recorded by voice vote; if a commissioner wishes to have a roll call vote on a resolution, any commissioner may request the clerk to call the roll to record the vote. The clerk of commission shall record the vote tally for each ordinance and resolution.
11. During the business agenda, only city employees including department heads and guests of department heads to discuss matters affecting the city, the Piqua Chamber Director, the Main Street Piqua Director, may make presentations during the business agenda part of the meeting.
12. At the completion of the business agenda, the Mayor may or may not permit commissioners to address the community for the good of the city. Afterwards, the commissioners shall call the business meeting of the commission to a close and city staff may be excused.

NON AGENDA PUBLIC COMMENT

13. Non-Agenda public comment sessions may, upon the discretion of the commission, commence after the regular business meeting of the commission adjourns.
14. Any Non-Agenda Public comment shall not begin after 9 p.m. and shall not continue after 9 p.m.
15. Comments by the public shall be addressed to the Commission and Mayor and shall be limited to a five-minute period per person. Under no circumstances should the Commission or Mayor interrupt any persons five-minute time period unless the individual violates the rules of conduct or the individual commenting requests interactive dialogue. Interactive dialogue shall not extend the five minute period. No person may speak more than one time during any Non-Agenda public comment session.
16. All comments shall be related to city business or activities.
17. The clerk of commission shall not be under any obligation to keep minutes of the Non-Agenda public comment session.
18. Public comment shall be only afforded to persons who live within the City of Piqua city limits, own property within the city, or own a business within the city limits.
19. Any person providing public comment shall provide his or her name and street address prior to making any comments.

RULES OF CONDUCT

Recognizing that the city has a compelling and significant interest in conducting its meetings in an efficient manner, the following Rules of Conduct shall be enforced during the Commission Business meeting and the Non-Agenda Public Comment session:

- 1. Obscene comments, physically threatening remarks, and disruptive conduct are prohibited;**
- 2. Profanity that is disruptive is prohibited;**
- 3. Racist and hate-filled epithets are prohibited;**
- 4. Loud and boisterous conduct or comments are prohibited;**
- 5. Cheering, jeering or clapping, unless for ceremonial purposes as determined by the Mayor, are prohibited;**
- 6. Signs and noisemakers are prohibited;**
- 7. All persons shall remain seated during commission meetings unless they are leaving the commission chambers or are addressing the commission from the podium;**
- 8. Any person desiring to make a public comment shall complete a public comment request card provided by the clerk of commission and shall deposit the card in the public comment request box. The box will be monitored throughout public comment sessions and cards will be given to the Mayor or presiding officer by the commission's designee during public comment sessions;**
- 9. The mayor shall call the persons requesting to make public comment during the appropriate public comment periods;**
- 10. When called by the mayor to address the commission, the individual called shall address the commission from the commission podium unless the person so called has a medical condition that prevents the individual from doing so; in such case, the**

Mayor will make every attempt to accommodate the individual so his or her comments are heard by the public;

11. If during the non-agenda public comment session, the public comment cards have not all been called prior to the end of the meeting, the individuals not called will be placed at the top of the list for presenting comments at the next scheduled meeting;

12. If during the non-agenda public comment session, the public comment cards have been exhausted and the meeting has not been concluded, individuals who have not spoken may request to do so until the conclusion of the meeting.

Any individual violating a commission rule shall be warned by the Mayor or presiding officer of the violation and if such individual does not cease the activity so warned, he or she shall be asked to leave city hall. If an individual refuses to comply with the Mayor or presiding officer's directive to leave city hall, the individual may be charged criminally for his or her conduct.

§ 30.15 RULES OF CONDUCT FOR MEETINGS.

(A) When adopting a resolution or ordinance, the following procedures shall be followed:

- (1) The heading of the proposed resolution or ordinance shall be read by the City Clerk;
- (2) The City Manager, or appropriate department head, shall briefly explain the proposed ordinance or resolution;
- (3) The Commissioners shall have an opportunity to ask the department heads and City Manager questions regarding the ordinance or resolution. No public comment will be permitted during the Commissions' inquiries;
- (4) The Mayor shall ask the public for comments or questions about the ordinance or resolution. Comments and questions regarding the ordinance or resolution shall be addressed to the Mayor and/or City Manager in a civil, respectful manner and shall be limited to a five minute period per person. The Mayor shall notify any person commenting on an ordinance or resolution as to when his five-minute period for comments is about to expire. The person commenting can request additional time and it shall be within the Mayor's discretion to permit the person to comment longer than five minutes. No person shall be permitted to comment twice on the same resolution or ordinance at the same meeting;
- (5) Finally, the Commission shall have its final debate and complete its deliberation on the ordinance or resolution. No comments from the public shall be permitted during said debate and/or deliberation.

(B) When conducting open forum at the end of the meeting, the following rules be followed:

- (1) Comments and questions by the public shall be addressed to the Commission, Mayor and/or City Manager in a civil, respectful manner and shall be limited to a five minute period per person. The Mayor shall notify any person commenting as to when his five-minute period for comments is about to expire. The person commenting can request additional time and it shall be within the Mayor's discretion to permit the person to comment longer. No person shall be permitted to comment twice in open forum at the same meeting;
- (2) Under no circumstances shall any member of the public address or ask questions, other than the City Manager, to city staff members. If appropriate, the City Manager may direct a city staff member to answer questions or respond to comments from the public.

(C) During the entire commission meeting, the following rules of conduct shall apply to any person attending the Commission meeting:

- (1) Persons shall conduct themselves in a civil, respectful manner;
- (2) No one shall express himself or herself in a manner that interrupts the orderly conduct of the meeting, for example, talking (other than when addressed by the Commission or City Manager), yelling, clapping, jeering or cheering;
- (3) Any person violating any of the rules of conduct shall be warned by the Mayor to cease his or her violation of the rule. If said person fails to comply with the Mayor's request to cease his or her conduct, the Mayor shall direct the person to leave the city premises. Failure to leave the premises when directed to do so may result in criminal prosecution;
- (4) If a person fails to cease commenting after his or her comment time has expired without extension, the public microphone shall be cut off, the television camera shall not focus upon the person, and the person will be asked by the Mayor to sit down. If the person fails to sit down, the Mayor shall direct the person to leave the city premises. Failure to leave the premises when directed to do so may result in criminal prosecution;
- (5) At any time during open forum, if any Commissioner believes that the public comment session no longer serves the public's interest, he or she may make a motion to adjourn the meeting. If said motion is seconded, all public comments shall cease and the Mayor shall direct the Clerk to call the roll to determine if the motion to adjourn shall pass. If the motion passes, the meeting shall be adjourned;
- (6) These Rules of Conduct shall be posted at the entrance of the City Commission Chambers.

(Ord. 24-06, passed 8-7-06; Am. Ord. 22-12, passed 10-16-12)

**Commission Agenda
Staff Report**

MEETING DATE	7-30-2024		
REPORT TITLE	An ordinance to repeal Piqua Code 30.15 in its entirety and to adopt new rules for Commission		
SUBMITTED BY	Name & Title: Frank Patrizio		
	Department: Law		
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution <input type="checkbox"/> Regular
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager		<input type="checkbox"/> Asst. City Manager/Finance
	<input type="checkbox"/> Asst. City Manager/Development		<input checked="" type="checkbox"/> Law Director
BACKGROUND (Includes description, background, and justification)	The rules for commission meetings have not been reviewed and/or updated since 10-16-2012. With the changes in technology and other factors, these rules need to be updated.		
BUDGETING AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:		
	Expenditure \$:		
	Source of Funds:		
	Narrative:		
OPTIONS (Include Deny /Approval Option)	1.	Adopt the new rules.	
	2.	Deny the new rules and keep the previous rules in effect from 12 years ago.	
	3.	Amend the proposed new rules.	
PROJECT TIMELINE	1 st Reading 7-16-24 2 nd Reading 7-30-24 3 rd Reading 8-14-24		
STAFF RECOMMENDATION	Adopt the new rules.		
REASON FOR SELECTING CONSULTANT/COMPANY	N/A		
ATTACHMENTS	Rules of Conduct for Meetings		

ORDINANCE NO. O-13-24
AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE
CITY OF PIQUA, OHIO FOR THE YEAR 2024

BE IT ORDAINED by the Commission of the City of Piqua, Miami County,
Ohio, the majority of all members elected or appointed thereto concurring:

SEC. 1: That there be appropriated from the GENERAL FUND (001)

<u>ACCOUNT</u>	<u>2024 BUDGET</u>	<u>INCREASE (DECREASE)</u>	<u>2024 REVISED BUDGET</u>
<u>City Building</u>			
Operation and Maintenance	\$269,509	(\$22,000)	\$247,509
Capital Outlay (including labor)	\$90,460	\$22,000	\$112,460
Allocated Expenses	(\$20,430)		(\$20,430)
TOTAL	\$339,539	\$0	\$339,539
<u>City Commission</u>			
Personal Services/Administrative Support	\$61,737		\$61,737
Operation and Maintenance	\$40,681		\$40,681
TOTAL	\$102,418	\$0	\$102,418
<u>City Manager</u>			
Personal Services/Administrative Support	\$302,063		\$302,063
Operation and Maintenance	\$34,431		\$34,431
Allocated Expenses	(\$246,213)		(\$246,213)
TOTAL	\$90,281	\$0	\$90,281
<u>Civil Service</u>			
Operation and Maintenance	\$38,870		\$38,870
TOTAL	\$38,870	\$0	\$38,870
<u>Engineering</u>			
Personal Services/Administrative Support	\$372,019		\$372,019
Operation and Maintenance	\$207,624	\$10,150	\$217,774
Allocated Expenses	(\$469,340)		(\$469,340)
TOTAL	\$110,303	\$10,150	\$120,453
<u>Finance</u>			
Personal Services/Administrative Support	\$746,836		\$746,836
Operation and Maintenance	\$90,374		\$90,374
Allocated Expenses	(\$569,497)		(\$569,497)
TOTAL	\$267,713	\$0	\$267,713
<u>Law</u>			
Personal Services/Administrative Support	\$0		\$0
Operation and Maintenance	\$128,984		\$128,984
Allocated Expenses	(\$76,805)		(\$76,805)
TOTAL	\$52,179	\$0	\$52,179
<u>Income Tax</u>			
Personal Services/Administrative Support	\$62,016		\$62,016
Operation and Maintenance	\$460,770		\$460,770
TOTAL	\$522,786	\$0	\$522,786
<u>Planning & Zoning</u>			
Personal Services/Administrative Support	\$430,295	\$26,000	\$456,295
Operation and Maintenance	\$83,436	\$18,850	\$102,286
TOTAL	\$513,731	\$44,850	\$558,581
<u>General Government</u>			
Operation and Maintenance	\$735,715	\$55,000	\$790,715
Capital Outlay (including labor)	\$500,000		\$500,000
TOTAL	\$1,235,715	\$55,000	\$1,290,715
<u>Human Resources</u>			
Personal Services/Administrative Support	\$371,751		\$371,751
Operation and Maintenance	\$81,878	\$5,400	\$87,278
Allocated Expenses	(\$384,741)		(\$384,741)
TOTAL	\$68,888	\$5,400	\$74,288
<u>Public Relations</u>			

Personal Services/Administrative Support	\$238,908		\$238,908
Operation and Maintenance	\$90,708		\$90,708
Allocated Expenses	(\$194,191)		(\$194,191)
TOTAL	\$135,425	\$0	\$135,425
<u>Facilities</u>			
Personal Services/Administrative Support	\$126,289		\$126,289
Operation and Maintenance	\$1,500		\$1,500
Allocated Expenses	(\$127,789)		(\$127,789)
TOTAL	\$0	\$0	\$0
<u>Purchasing</u>			
Personal Services/Administrative Support	\$251,840		\$251,840
Operation and Maintenance	\$19,758		\$19,758
Allocated Expenses	(\$259,592)		(\$259,592)
TOTAL	\$12,006	\$0	\$12,006
<u>Transfers</u>			
Transfer to Parks Fund 105	\$1,000,000	\$50,130	\$1,050,130
Transfer to Safety Fund 106	\$3,550,000		\$3,550,000
Transfer to Forest Hill Mausoleum Fund 110	\$25,000		\$25,000
Transfer to Pro Piqua Fund 128	\$60,000		\$60,000
Transfer to Community Development Fund 135		\$60,000	\$60,000
Transfer to Golf 409	\$225,000		\$225,000
Transfer to Fort Piqua Plaza 410	\$425,000		\$425,000
TOTAL	\$5,285,000	\$110,130	\$5,395,130
TOTAL GENERAL FUND	\$8,774,854	\$225,530	\$9,000,384
SEC. 2: That there be appropriated from the PARK AND RECREATION FUND (105)			
Personal Services/Administrative Support	\$768,536	\$58,500	\$827,036
Operation and Maintenance	\$620,619	\$91,630	\$712,249
Capital Outlay (including labor)	\$122,000		\$122,000
TOTAL	\$1,511,155	\$150,130	\$1,661,285
SEC. 3: That there be appropriated from the PUBLIC SAFETY FUND (106)			
<u>009 Fire Department</u>			
Personal Services/Administrative Support	\$4,945,636		\$4,945,636
Operation and Maintenance	\$987,421	(\$8,068)	\$979,353
Capital Outlay (including labor)	\$318,432	\$63,068	\$381,500
TOTAL	\$6,251,489	\$55,000	\$6,306,489
<u>014 Police Department</u>			
Personal Services/Administrative Support	\$5,863,299		\$5,863,299
Operation and Maintenance	\$924,764	\$23,700	\$948,464
Capital Outlay (including labor)	\$210,757		\$210,757
TOTAL	\$6,998,820	\$23,700	\$7,022,520
TOTAL PUBLIC SAFETY	\$13,250,309	\$78,700	\$13,329,009
SEC. 4: That there be appropriated from the DEMOLITION DEFENSE FUND (126)			
Operation & Maintenance	\$100,000	\$40,000	\$140,000
TOTAL	\$100,000	\$40,000	\$140,000
SEC. 23: That there be appropriated from the COMMUNITY DEVELOPMENT FUND (135)			
Personal Services/Administrative Support	\$420,854		\$420,854
Operation and Maintenance	\$115,965	\$60,000	\$175,965
Allocated Expenses	(\$536,819)		(\$536,819)
TOTAL	\$0	\$60,000	\$60,000
SEC. 5: That there be appropriated from the GARBAGE AND REFUSE FUND (405)			
Personal Services/Administrative Support	\$860,048		\$860,048
Operation and Maintenance	\$1,391,251	\$30,000	\$1,421,251
TOTAL	\$2,251,299	\$30,000	\$2,281,299
SEC. 6: That there be appropriated from the CITY HEALTH INSURANCE FUND (614)			

Personal Services/Administrative Support	\$0	\$240,000	\$240,000
Operation and Maintenance	\$155,000	(\$145,000)	\$10,000
TOTAL	\$155,000	\$95,000	\$250,000

SEC. 7: That the sum appropriated are actual expenditures for goods and services or other government functions performed in the calendar year 2024. Future commitments representing encumbrances of fund balance or future receipts will be appropriated in the future year when those services or goods are rendered to the city.

SEC. 8: That the sums expended from the appropriations and which are proper charges against any other department or against any person, firm or corporation which are repaid with the period covered by such appropriations shall be considered reappropriated for such original purposes; provided, that the net total of expenditures under any item of said appropriations shall not exceed the amount of the item.

SEC. 9: That the Director of Finance is hereby authorized and directed to draw her warrant upon the City Treasury for the amounts appropriated in this order when claims are properly presented and approved, the same to be chargeable to the appropriations for the year 2024 when passed and legally contracted for in conformity by law.

SEC. 10: That the Finance Director at the discretion of the City Manager make temporary advances from the General Fund to any Fund to cover temporary shortages of cash until revenues or permanent transfers become available to repay that temporary advance. That these advances may not exceed \$1,000,000 in the aggregate nor extend past December 31, 2024; except those that are to be reimbursed by federal, state or other grant programs that were previously approved by this Commission.

SEC. 11: That all ordinances, or parts of ordinances, inconsistent with this ordinance be and they are hereby repealed.

KRIS LEE, MAYOR

PASSED: _____

ATTEST: _____
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by _____

seconded by _____ and on roll call the following vote ensued:

Mayor Kris Lee _____
 Commissioner Thomas Hohman _____
 Commissioner James Vetter _____
 Commissioner Paul Simmons _____
 Commissioner Frank DeBrosse _____

**Commission Agenda
Staff Report**

MEETING DATE	July 16, 2024		
REPORT TITLE	An Amended Ordinance to make appropriations for the City of Piqua, Ohio for the year 2024		
SUBMITTED BY	Name & Title: Jerald O’Brien, Finance Director		
	Department: Finance		
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution <input type="checkbox"/> Regular
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager		
	<input checked="" type="checkbox"/> Law Director		
	<input checked="" type="checkbox"/> Department Director		
BACKGROUND	<p>The changes to the appropriations are due to changes in plans and unforeseen circumstances at the time the 2024 budget was completed.</p> <p>SECTION 1: City Building – Funds in the amount of \$22,000 were originally budgeted for the Google room project. That project did not go forward this year so these funds are being reallocated to the capital outlay line to purchase equipment for the Commission Chambers.</p> <p>Engineering and Planning and Zoning – The increases of \$10,150 and \$18,850 which total \$29,000 are to purchase a new permit processing software. The Community Services Director will be providing more information about this software to the Commission in Resolution 94-24.</p> <p>Planning and Zoning – The need for an Administrative Assistant has been identified in the Planning and Zoning Department. The increase of \$26,000 is to pay for the salary of the new employee for the remainder of 2024.</p> <p>General Government – \$50,000 of this increase is to budget for investment fees for the remainder of 2024. Now that we have a history of investment activity, we are better able to estimate the amount of fees. \$5,000 of this increase is for the indigent burial program which is required by Ohio law.</p> <p>Human Resources – The increase of \$5,400 is for outside legal counsel, including our labor attorney.</p> <p>Transfers out – An increase in budgeted transfers is necessary to the Park Fund to allow for an increase in the appropriations in that fund.</p> <p>An increase in budgeted transfers is necessary to the Community Development Fund to allow for an increase in the appropriations in that fund.</p>		

SECTION 2:

The increase to personal services is to allow for the hiring of a Program Manager for parks and recreation events. In the operations and maintenance line, \$75,000 of the increase is for parks programming and events in the parks. \$16,650 of the increase is for security cameras at Lock 9 Park.

SECTION 3:

Fire Department – There were additional repairs that needed to be made to the new fire truck that were identified while the truck was in the repair shop. The additional repairs were \$17,000 of the total. \$12,000 of the increase was for the concrete pad work at the fire training facility. \$26,000 of the increase was for a new pump for the grass truck. The old pump failed and needed costly repairs so the decision was made to purchase a new pump rather than pay for expensive repairs on an old pump that was due to be replaced. \$8,068 is being reallocated from operations & maintenance for a net increase in appropriations to the capital line item of \$55,000.

Police Department – \$13,200 of this increase is to the vehicle repair line item. An insurance check in this amount was received in 2023 to pay for the repair but the repair was not completed until 2024 due to parts being on backorder. \$10,500 of the increase is to purchase a K9 unit. This will be funded by a grant of \$10,500.

SECTION 4:

The Demolition Fund – This fund is used collect insurance settlements on buildings that have been damaged and are either being repaired or demolished by the property owner. The checks are held by the City until the project passes the City’s inspection process and has been determined to meet City codes. The increase to the budget appropriates money that has been received from the insurance company for a project that has met City requirements and is eligible for release to the property owner.

SECTION 5:

Refuse Department – This \$30,000 appropriation is to increase the vehicle repair line item for estimated repairs for the remainder of 2024. \$17,469 of the repairs made from this line were for repairs to a damaged vehicle for which the City received an insurance reimbursement for the repairs in that amount.

SECTION 6:

City Health Insurance Fund – This fund was used when the City was fully self-insured for healthcare costs. It currently has a fund balance of \$1.2 million. In 2024, the City participated in a limited self-insurance program to help save costs on healthcare insurance. At the time of the original budget, the estimated costs were budgeted based on the information available at the time. This increase is to budget for the City’s portion of estimated healthcare costs for the remainder of 2024.

SECTION 23:

An increase in this fund is necessary to pay for legal fees related to Economic Development. Normally, the expenditures in this fund are allocated to several funds and the budget is created at the beginning of the year. However, in order

	to pay for these unexpected expenditures, a transfer from the General Fund is being used to pay for them.	
BUDGETING AND FINANCIAL IMPACT	Appropriations \$:	\$679,360 net increase to the budget
	Source of Funds:	
	Narrative	
OPTIONS	1.	Approve Ordinance No. O-13-24 accepting the Amended Ordinance to make Appropriations for the City of Piqua for the Year 2024.
	2.	Approve Ordinance No. O-13-24 accepting the Amended Ordinance to make Appropriations for the City of Piqua for the Year 2024 with changes being made to the amounts requested.
PROJECT TIMELINE		
STAFF RECOMMENDATION	We are requesting approval of Ordinance No. O-13-24 to make Appropriations for the City of Piqua for the year 2024.	
REASON FOR SELECTING CONSULTANT/COMPANY	N/A	
ATTACHMENTS		

RESOLUTION NO. R-100-24

**A RESOLUTION AUTHORIZING TRANSFERS OF CASH
FROM THE GENERAL FUND TO OTHER FUNDS FOR
THE FISCAL YEAR 2024**

WHEREAS, This Commission has authorized ORDINANCE O-13-24 which includes General Fund transfers to two funds.

WHEREAS, The Auditor of State Ohio Compliance Supplement provides that: "Transfers require a resolution authorizing the transfers."

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring, that:

SEC. 1: That the Finance Director be authorized to transfer funds from the General Fund to the Community Development Fund in the amount of \$60,000 and to the Parks and Recreation Fund in the amount of \$50,130.

SEC. 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

KRIS LEE, MAYOR

PASSED: _____

ATTEST: _____
MELISSA KINNEY
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by _____ seconded by _____ and on roll call the following vote ensued:

Mayor Kris Lee _____
Commissioner Frank DeBrosse _____
Commissioner Jim Vetter _____
Commissioner Paul Simons _____
Commissioner Thomas Hohman _____

**Commission Agenda
Staff Report**

MEETING DATE	August 14, 2024		
REPORT TITLE	A Resolution to Authorize Transfers from the General Fund to Other Funds for the year 2024		
SUBMITTED BY	Name & Title: Jerald O'Brien, Finance Director		
	Department: Finance		
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution X <input type="checkbox"/> Regular
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager		
	<input checked="" type="checkbox"/> Law Director		
	<input checked="" type="checkbox"/> Department Director		
BACKGROUND	Ordinance O-13-24 authorizes appropriations to transfer funds from the General Fund to the Community Development and the Parks and Recreation Funds. However, Ohio Revised Code requires that transfers be authorized by the Commission in addition to being properly authorized in the appropriations ordinance.		
BUDGETING AND FINANCIAL IMPACT	Appropriations \$:	\$110,130 net increase in transfers	
	Source of Funds:	General Fund	
	Narrative		
OPTIONS	1.	Approve Resolution No. R-100-24 authorizing the transfers for the Year 2024.	
	2.	Not approve Resolution No. R-100-24 authorizing the transfers for the Year 2024.	
PROJECT TIMELINE			
STAFF RECOMMENDATION	We are requesting approval of Resolution No. O-13-24 to authorize the transfers.		
REASON FOR SELECTING CONSULTANT/COMPANY	N/A		
ATTACHMENTS			