



**PIQUA CITY SPECIAL COMMISSION MEETING
MONDAY, SEPTEMBER 9, 2024
5 PM
COMMISSION CHAMBER – 2nd FLOOR
201 WEST WATER STREET
PIQUA, OHIO 45356**

CALL TO ORDER

THE PLEDGE OF ALLEGIANCE

ROLL CALL

PIQUA CITY SPECIAL COMMISSION MEETING

MOTION TO APPROVE BUSINESS AGENDA

CONSENT AGENDA

1. APPROVAL OF MINUTES

Approval of the Minutes from the September 3, 2024, Piqua City Commission Meeting

OLD BUSINESS

2. ORDINANCE NO. O-15-24 (2nd Reading)

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

3. ORDINANCE NO. O-16-24 (2nd Reading)

An ordinance authorizing the issuance of not to exceed five million eight hundred thousand dollars (\$5,800,000) of notes in anticipation of the issuance of bonds for the purpose of paying the costs of construction, acquisition, and equipping of park improvements, facilities and all appurtenances relating thereto, refunding outstanding notes issued in anticipation of such bonds and paying the related costs of issuance thereof, and declaring an emergency

NEW BUSINESS

4. RESOLUTION NO. R-111-24

A resolution approving the tax rates for the city as determined by the Miami County Budget Commission

ADJOURNMENT

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 resolution and ordinance 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, and 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 person's 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.



**REGULAR CITY COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 3, 2024**

CALL TO ORDER

Piqua City Commission met at 6 p.m. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street, Piqua, Ohio.

ROLL CALL

Mayor Lee and Commissioners DeBrosse, Hohman, and Vetter were present. A motion was made by Commissioner DeBrosse to excuse Commissioner Simmons. The motion was seconded by Commissioner Vetter, and all were in favor.

PRESENTATION

Monthly Report from the Commissioners Committee on the Fire Training Facility – Nancy Roof read a statement with a summary of what she felt has transpired. She stated the committee meets every Thursday at 5 pm and said they have met 13 times to date. David Roth, Co-Chair gave a timeline of what has transpired in June and July. He expressed the committee’s disappointment with not being able to retain an attorney, as the one they were pursuing has withdrawn. Mr. Roth asked the commission if they wanted the committee to continue. He said the committee feels like the city dropped the ball in helping them retain Attorney Brown. Mayor Lee said he still would like the committee to finish. Joe Thompson talked and explained why they wanted an attorney separate from Frank Patrizio, saying Frank Patrizio was cc’d on a lot of the emails they have been reviewing. He added that they didn’t want to put any names in their final report without an attorney reviewing their report. Jerrica Drapp said she believes an attorney would be helpful and will give an independent perspective.

Frank DeBrosse thanked the committee for all the time they’ve spent on this. He asked Frank Patrizio if he ever talked to Attorney Brown. Frank Patrizio said they exchanged calls but never connected. Mr. Brown left a message for Mr. Patrizio stating that he is an environmental attorney and that’s not what they are looking for. He recommended a few other attorneys. Commissioner DeBrosse told the committee that the timeline they gave seems to be reasonable for how government works. He asked them to come up with an answer to the best of their ability of how the Fire Training Facility got from where it started to where it ended.

Frank Patrizio will provide a statement of work for David Roth to use when pursuing outside legal counsel. Nancy Roof asked the commission to assist with employee interviews and Mayor Lee said they can ask but cannot direct employees.

PROCLAMATION

National Adult Education & Family Literacy Week – Mayor Lee announced National Adult Education & Family Literacy week

Mayor Lee read the rules.

REGULAR PIQUA CITY COMMISSION MEETING

MOTION TO APPROVE BUSINESS AGENDA

A motion was made by Commissioner Vetter to approve the Business Agenda and seconded by Commissioner Hohman. All were in favor and the motion was carried unanimously.

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the Minutes from the August 20, 2024, Piqua City Commission Meeting

RESOLUTION NO. R-105-24

A resolution of appreciation for the public service of Rick R Beasley as a city employee. Mayor Lee presented the resolution to Rick Beasley.

A motion was made by Commissioner Hohman to approve the Consent Agenda, and Commissioner Vetter seconded the motion. All were in favor and the motion was carried unanimously.

NEW BUSINESS

ORDINANCE NO. O-15-24 (1st Reading)

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

Introduction: The changes to the appropriations are due to changes in plans and unforeseen circumstances at the time the 2024 budget was completed. Jerry O'Brien went over each section that had an increase.

SECTION 1:

Finance Department – The increase of \$65,000 includes 2 items which are:

Item 1 - An increase of \$20,000 to purchase a software program for compiling the annual financial report (ACFR). The ACFR is a complex report that takes a significant amount of time and effort to compile over the first six months of the year for the previous year's report.

Item 2 - An increase of \$45,000 to hire a temporary employee through a temp agency. The critical position of accountant is vacant in the Department. We are trying to fill it, but it is proving to be a challenge. There is a shortage of accountants and especially in governmental accounting. In the meantime, we need to get someone to help keep work caught up until we can get someone on staff permanently. This amount assumes a contracted accountant through the remainder of the year.

SECTION 3:

The increase is to provide for an upgrade to our accounting system. The accounting system has never had a major upgrade since implementation. The system is severely out of date and is on a non-supported server at the end of its life. Currently, we are operating with an increased risk of losing financial data. The upgrade would move us from a hosted environment to a cloud environment with many significant changes that have been developed over the last several years. The upgrade will help us modernize and streamline processes as well as provide improved reporting.

Commissioners Comments: Commissioner Hohman thanked Jerry for going over these changes. Mayor Lee verified that one of the software requests was to upgrade Springbrook and the other was to

purchase reporting software. Frank DeBrosse asked if this is a one-time fee or if there is a yearly subscription and Jerry said there will be a yearly subscription fee. Jerry O'Brien said the amount request today is the onboarding cost.

Public Comment: Kim Heisler asked if the software being discussed is different than the Clear Gov subscription. She said it would be nice to see all the expenses associated with this software and not just the start up fee. Ms. Heisler asked if the Clear Gov software had a module that would do the reporting. Jerry said the ClearGov is a budgeting software, and he is seeking one for accruals and expenditures. He said he believes ClearGov is rolling out a new module, but he'd recommend using something that has been in use for a while.

ORDINANCE NO. O-16-24 (1st Reading)

An ordinance authorizing the issuance of not to exceed five million eight hundred thousand dollars (\$5,800,000) of notes in anticipation of the issuance of bonds for the purpose of paying the costs of construction, acquisition, and equipping of park improvements, facilities and all appurtenances relating thereto, refunding outstanding notes issued in anticipation of such bonds and paying the related costs of issuance thereof, and declaring an emergency.

Introduction: Jerry O'Brien explained the note was a one year note and is due to mature on September 26, 2024. The note must either be refunded as a new note or replaced by bonds by that date. We chose to issue a new note so that we could pay down a portion of the loan internally in 2024.

Jerry O'Brien said we plan to pay the Wastewater Fund \$2,226,728.44 which includes \$226,738.44 interest. Issuance costs are \$12,000 which will be paid to bond council. The new note will have an outstanding balance of \$3.8 million. The funds for the 2024 payment will come from the Lock 9 CIP Fund.

Commissioners Comments: Mayor Lee verified that the money we are paying back is from the grant money we received. Commissioner Hohman restated that we borrowed from ourselves, and we are paying 2 million back. Commissioner Hohman asked where the additional 3.8 would come from. Jerry O'Brien said it will come out of the general fund although there is still 600 or 700 thousand more in grants we'll be receiving. Mayor Lee noted that the Lock 9 project cost the city approximately 5.8 million. Commissioner Hohman asked if Jerry could strategize how many years it will take to pay back. Jerry O'Brien said he will get that information, and it will be part of the budget meetings. Commissioner Vetter thanked Jerry for providing him with information and said it would be nice to have a report by the end of September. Commissioner Hohman said that Lock 9 park is a fantastic addition and is exactly what we needed. Commissioner DeBrosse asked Jerry O'Brien why the title of the ordinance said it was declared an emergency. Jerry explained that the 3rd reading will have to be declared an emergency, so it goes into effect immediately.

Public Comment: Jeff Grimes asked why we are not issuing bonds for Lock 9. He asked if the interest goes back to the sewer fund, which Jerry replied yes. Mr. Grimes asked if there were any other grants and Jerry replied that he is not aware of any. Jeff asked how we will pay back the 3.8 million. Jerry O'Brien said that if we issued bonds, we'd be paying investors. The best option is to try to pay the debt back from the general fund.

Kim Heisler said that in Sec 9 it says the debt could go on citizens taxes. Commissioner Hohman said he believes that is just boiler plate language and saying if the debt cannot be paid by general funds or bonds then the last option would be to tax citizens.

Deron Yingst asked what the total cost was, and Jerry said we have not received all the expenditures. Jerry said that we don't have to have a finished project before we start repaying. Deron asked where the money will come from. Deron asked why we weren't setting the note up for 19 years instead of coming back each year. Jerry said because of legal procedures you must roll it over for up to 5 years and then can look at longer periods. Commissioner Hohman said he would prefer to roll it over yearly.

RESOLUTION NO. R-106-24

A resolution authorizing the sale and lease of city-owned real estate

Introduction: Chris Schmiesing explained that this resolution allows the City Manager to transfer a portion of the former Miami & Erie Canal land owned by the City of Piqua to an adjoining property owner. The portion of the property to be transferred is occupied by parking lot improvements that have supported the adjoining property for decades.

An abutting strip of former Miami & Erie Canal land owned by the City of Piqua is occupied by public utilities serving an ongoing public interest. This area will be leased to the same adjoining property owner.

Commissioners Comments: Commissioner Hohman asked if BZA or PC reviewed this. Chris Schmiesing said they have not as this is an existing land use condition. Commissioner Hohman asked if there have been any other properties handled like this and Chris Schmiesing named several. He said it is usually a building encroachment, but this one is a parking lot. Commissioner DeBrosse confirmed that 2 parcels are being discussed and that one is a sale, and one is a lease. Chris Schmiesing said the parking lot has been in existence since 1945. Commissioner Hohman asked if this would fall under squatters' rights and Chris Schmiesing said he didn't think so since it's government land. Commissioner Vetter said he has heard multiple questions about land along the canal. Chris said it is very complicated.

Public Comment: Kim Heiser asked if the Miami Canal or the City owned the land. Chris Schmiesing said ODNR and the State of Ohio. He also mentioned a government deed.

A motion was made by Commissioner Vetter to approve Resolution R-106-24, and Mayor Lee seconded the motion. All were in favor and the motion was carried unanimously.

RESOLUTION NO. R-107-24

A resolution to levy assessments to pay for the cost of nuisance abatements

Introduction: Jerry O'Brien said the city code authorizes the abatement of nuisance conditions on properties when necessary and such activity includes mowing high grass, removing trash, trimming trees, and demolishing structures. When abatement occurs the cost of the abatement activity plus an administration fee is billed to the property owner. If the property owner fails to pay for the cost of the abatement, the costs incurred by the City are certified to the County Auditor and placed on the property as a special assessment. The County Auditor accepts special assessment request from local governments once each calendar year.

Commissioners Comments: Commissioner Vetter said the addresses are not shown but most are for a grass violation. Jerry O'Brien said he could put the addresses on the list if they wanted. Commissioner Hohman asked about the procedure which Chris Schmiesing explained that the property owner had a chance to remedy before it got to this step. Commissioner Hohman asked where the money from the taxes gets credited to, and Chris Schmiesing said the general fund. Commissioner DeBrosse said there are 42 properties with high grass violations and suggested that several of these might have the same owner.

Public Comment: Jeff Grimes asked what the difference between code violations and nuisances are. He asked why the owners we are assessing were not taken to court. Chris Schmiesing said because of the length of grass being a health nuisance, it is too long of a process to take them to court. Chris Schmiesing said if there is a health reason the resident can't mow the property the code enforcement officer gives them resources that may be able to help. Commissioner Vetter pointed out that some are so bad it takes heavy equipment to cut the yard.

A motion was made by Commissioner Hohman to approve Resolution R-107-24, and Commissioner Vetter seconded the motion. All were in favor and the motion was carried unanimously.

RESOLUTION NO. R-108-24

A resolution to execute an economic development revolving loan agreement with Asbury Jerky, LLC

Introduction: RLF loan request more than \$10,000 require prior approval of the City Commission. The Economic Development Incentive Committee has reviewed the subject loan request and recommend approval of the loan. He said that Robert Asbury has been in operation for 1 year and has developed a business plan. He has had success in identifying vendors.

Commissioners Comments: Mayor Lee asked how many kinds of jerky they make, and Chris Schmiesing said he believes there are 6 different kinds.

Public Comment: Robert Asbury, co-owner spoke and said he launched his business 1 year ago. They vacuum, marinate and smoke jerky. He said they use a natural sweetener called agave. The Circle K gas station reached out to Asbury Jerky and are interested in selling the jerky in all Ohio Stores and if successful they'll expand the supplies to their stores nationwide. Mayor Lee asked if they'll be at the Piqua Center and Mr. Asbury said they will be there, and Lock 9 for events. He confirmed they make 12 kinds.

A motion was made by Commissioner Hohman to approve Resolution R-108-24, and Mayor Lee seconded the motion. All were in favor and the motion was carried unanimously.

RESOLUTION NO. R-109-24

A resolution to execute an economic development revolving loan agreement with Chocolate Nation, LLC

Introduction: RLF loan request more than \$10,000 require prior approval of the City Commission. The Economic Development Incentive Committee has reviewed the subject loan request and recommend approval of the loan. The request is to help with finishing building out the food hall and with outside finishes. This will be a 7 year note with a balloon payment. Chris Schmiesing said this is a combination of two businesses coming together and they are anxious to get started.

Commissioners Comments: Commissioner Hohman said the revolving loan fund is great and is a good way to start new businesses. Chris Schmiesing said the businesses they've helped are very appreciative.

Public Comment: None

A motion was made by Commissioner Hohman to approve Resolution R-109-24, and Commissioner DeBrosse seconded the motion. All were in favor and the motion was carried unanimously.

RESOLUTION NO. R-110-24

A resolution to execute an economic development revolving loan agreement with Meal Prep Life, LLC

Introduction: RLF loan request more than \$10,000 require prior approval of the City Commission. The Economic Development Incentive Committee has reviewed the subject loan request and recommend approval of the loan. Chris Schmiesing said this one is for Smoothie Life who currently operates in Sidney. They have a lot of customers from Piqua visit their Sidney store, and they have requested that they open a Piqua location. This is for the purchase of kitchen equipment. The smoothies are more of a protein based. The owner is very eager.

Commissioners Comments: Commissioner Hohman said it is great to see this opening in Piqua. Mayor Lee said his kids go to Lehman in Sidney and Smoothie Life is generous to the school.

Public Comment: None

A motion was made by Commissioner Hohman to approve Resolution R-110-24, and Commissioner Vetter seconded the motion. All were in favor and the motion was carried unanimously.

COMMISSIONERS COMMENT

Commissioner DeBrosse has a desire to increase the Revolving Loan Fund. This is done right. Investments with friendly interest rates. He thanked Chris Schmiesing and said hopefully we can do more. He said he hoped all kids had as good as a start to school as his kids did.

Commissioner Vetter thanked Amy for coming to the Southview neighborhood meeting. They talked about the Mote Park building and the concerns they have for it sitting empty. He reminded citizens of the Town Hall on the 12th of September. He said he's heard interest in taking a tour of Hance Pavilion and is looking into that. Commissioner Vetter thanked the electric system for doing a great job as survey results ranked the electric department high. He also pointed out that they received the diamond level award and won \$50,000 for tech training.

Commissioner Hohman did not have any comments.

Mayor Lee thanked everyone for coming out and bearing with us while we implement the new format. (the use of cards for questions). He said he hoped everyone had a good holiday and asked citizens to watch out for busses. Mayor Lee announced board openings.

ADJOURNMENT AT 8:00 pm

A motion was made by Commissioner DeBrosse to adjourn the Business Agenda, and Commissioner Hohman seconded the motion. All approved and the motion was carried unanimously.

KRIS LEE, MAYOR

Passed: _____

Attest: _____
COMMISSION CLERK



City of

PIQUA

Q & A

8/22/2024

There were no questions asked by citizens at the City Commission Meeting on September 3, 2024, that were not answered.

Commission Agenda Staff Report

MEETING DATE	September 9, 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: Finance Department – The increase of \$65,000 includes 2 items which are: Item 1 - An increase of \$20,000 to purchase a software program for compiling the annual financial report (ACFR). The ACFR is a complex report that takes a significant amount of time and effort to compile over the first six months of the year for the previous year's report.</p> <p>Our current process for this large task is utilizing multiple Excel and Word files. A great deal of data entry is involved which takes time and allows for data entry errors. The files are complex with many links across multiple files. Links can become broken, so hours and hours are wasted just following links and checking to determine if numbers are flowing through the files correctly. We spend an inordinate amount of time trying to verify numbers that must reconcile in multiple places and fixing problems solely caused by formula problems. Not only is the process inefficient, but there is a heightened risk of errors which can lead to audit adjustments.</p> <p>The type of reporting software that we are reviewing contains all the various sections of the ACFR in a software program. As information is entered, it flows to all of the correct parts of the report. Much of the information can be loaded from the accounting system to the reporting software as an import thus eliminating much of the data entry associated with compiling a report. This solution will provide a much more efficient and safer process for producing our annual report. It will strengthen internal controls over</p>			

	<p>financial reporting and reduce audit risk. Rather than incrementally improve our process, it will revolutionize it.</p> <p>Item 2 - An increase of \$45,000 to hire a temporary employee through a temp agency. The critical position of accountant is vacant in the Department. We are trying to fill it but it is proving to be a challenge. There is a shortage of accountants and especially in governmental accounting. In the meantime, we need to get someone to help keep work caught up until we can get someone on staff permanently. This amount assumes a contracted accountant through the remainder of the year.</p> <p>SECTION 2: The increase to operations and maintenance is to allow for continued street and alley repair. There have been issues that have created the need for more repairs than anticipated.</p> <p>SECTION 3: The increase is to provide for an upgrade to our accounting system. The accounting system has never had a major upgrade since implementation. The system is severely out of date and is on a non-supported server at the end of its life. Currently, we are operating with an increased risk of losing financial data. The upgrade would move us from a hosted environment to a cloud environment with many significant changes that have been developed over the last several years. The upgrade will help us modernize and streamline processes as well as provide improved reporting.</p>	
<p>BUDGETING AND FINANCIAL IMPACT</p>	<p>Appropriations \$:</p>	<p>\$165,000 net increase to the budget</p>
	<p>Source of Funds:</p>	
	<p>Narrative</p>	
<p>OPTIONS</p>	<p>1.</p>	<p>Approve Ordinance No. O-15-24 accepting the Amended Ordinance to make Appropriations for the City of Piqua for the Year 2024.</p>
	<p>2.</p>	<p>Not approve Ordinance No. O-15-24 accepting the Amended Ordinance to make Appropriations for the City of Piqua for the Year 2024 with changes being made to the amounts requested.</p>
<p>PROJECT TIMELINE</p>		
<p>STAFF RECOMMENDATION</p>	<p>We are requesting approval of Ordinance No. O-15-24 to make Appropriations for the City of Piqua for the year 2024.</p>	
<p>REASON FOR SELECTING CONSULTANT/COMPANY</p>	<p>N/A</p>	
<p>ATTACHMENTS</p>		

ORDINANCE NO. O-15-24
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>Finance</u>			
Personal Services/Administrative Support	\$746,836		\$746,836
Operation and Maintenance	\$90,374	\$65,000	\$155,374
Allocated Expenses	(\$569,497)		(\$569,497)
TOTAL	\$267,713	\$65,000	\$332,713

SEC. 2: That there be appropriated from the STREET DEPARTMENT FUND (101)

Personal Services/Administrative Support	\$1,493,267		\$1,493,267
Operation and Maintenance	\$1,744,816	\$60,000	\$1,804,816
Capital Outlay (including labor)	\$500,000		\$500,000
TOTAL	\$3,738,083	\$60,000	\$3,798,083

SEC. 3: That there be appropriated from the INFORMATION TECHNOLOGY FUND (408)

Personal Services/Administrative Support	\$250,621	\$0	\$250,621
Operation and Maintenance	\$924,211	\$30,000	\$954,211
TOTAL	\$1,174,832	\$30,000	\$1,204,832

SEC. 4: 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. 5: 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. 6: 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. 7: 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. 8: 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	September 9, 2024		
REPORT TITLE	An ordinance authorizing the issuance of not to exceed five million eight hundred thousand dollars (\$5,800,000) of notes in anticipation of the issuance of bonds for the purpose of paying the costs of construction, acquisition, and equipping of park improvements, facilities and all appurtenances relating thereto, refunding outstanding notes issued in anticipation of such bonds and paying the related costs of issuance		
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>Ordinance O-9-23 passed by Commission September 5, 2023, authorized the issuance of a note in anticipation of the issuance of bonds for the purpose of financing the construction of park improvements in Lock 9 Park. This note was an internal borrowing of funds in which the Lock 9 Capital Improvement Fund borrowed \$5.8 million from the Wastewater Fund.</p> <p>The note was a one year note and is due to mature on September 26, 2024. The note must either be refunded as a new note or replaced by bonds by that date. We chose to issue a new note so that we could pay down a portion of the loan internally in 2024.</p> <p>We plan to pay the Wastewater Fund \$2,226,728.44 which includes \$226,738.44 interest. Issuance costs are \$12,000 which will be paid to bond council. The new note will have an outstanding balance of \$3.8 million. The funds for the 2024 payment will come from the Lock 9 CIP Fund.</p>		
BUDGETING AND FINANCIAL IMPACT	Budget:	\$2,238,728.44	
	Source of Funds:	Lock 9 Capital Project fund	
	Narrative		
OPTIONS	1.	Approve Ordinance No. O-16-24 Issuing the Park Improvement Refunding Notes	

	2.	Not approve Ordinance No. O-16-24 Issuing the Park Improvement Refunding Notes
PROJECT TIMELINE		
STAFF RECOMMENDATION	We are requesting approval of Ordinance No. O-16-24 to issue the Park Improvement Refunding Notes.	
REASON FOR SELECTING CONSULTANT/COMPANY	N/A	
ATTACHMENTS		

CERTIFICATE OF ESTIMATED LIFE AND MAXIMUM MATURITY

To: The Commission of the City of
Piqua, Ohio

The undersigned Finance Director of the City of Piqua, Ohio (the "City") as the fiscal officer of the City, hereby certifies as follows:

1. The estimated life or period of usefulness of the permanent improvements described as follows (the "Improvements") exceeds five (5) years:

Financing the construction, acquisition and equipping of park improvements, facilities and appurtenances related thereto

The maximum maturity of the bonds proposed to be issued to pay the cost of the Improvements, calculated in accordance with Ohio Revised Code Section 133.20 is twenty-seven (27) years; provided that if notes are issued in anticipation of the issuance of such bonds, the maximum maturity of such notes nineteen (19) years.

Dated: September 3, 2024

Finance Director
City of Piqua, Ohio

ORDINANCE NO. O-16-24

AN ORDINANCE AUTHORIZING THE ISSUANCE OF NOT TO EXCEED FIVE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$5,800,000) OF NOTES IN ANTICIPATION OF THE ISSUANCE OF BONDS FOR THE PURPOSE OF PAYING THE COSTS OF CONSTRUCTION, ACQUISITION, AND EQUIPPING OF PARK IMPROVEMENTS, FACILITIES AND ALL APPURTENANCES RELATING THERETO, REFUNDING OUTSTANDING NOTES ISSUED IN ANTICIPATION OF SUCH BONDS AND PAYING THE RELATED COSTS OF ISSUANCE THEREOF, AND DECLARING AN EMERGENCY.

WHEREAS, the City Commission (the "Commission") of the City of Piqua, Ohio (the "City") issued its "Park Improvement Notes, Series 2023" dated September 27, 2023, in the amount of \$5,800,000 (the "Outstanding Notes") in anticipation of the issuance of the Bonds described and defined herein, which Outstanding Notes will mature on September 26, 2024; and

WHEREAS, the city anticipates that it will pay down principal of the Outstanding Notes in the amount of \$2,000,000 and interest in the amount of \$226,728.44 on the Outstanding notes; and.

WHEREAS, it is advisable in lieu of issuing the Bonds at this time to issue new notes in anticipation of the issuance of said Bonds and to retire the Outstanding Notes; and

WHEREAS, the Finance Director of the City of Piqua, Ohio (the "City") has certified to this Commission that the estimated life of the improvements stated in the title of this Ordinance that are to be financed with the proceeds of bonds and notes hereinafter referred to exceeds 5 years, the maximum maturity of bonds being twenty (27) years and notes being nineteen (19) years;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF PIQUA, STATE OF OHIO, THAT:

SEC. 1: It is hereby declared necessary to issue bonds (the "Bonds") of the City in the amount of not to exceed the sum of \$5,800,000, for the purpose described in the title of this Ordinance.

SEC. 2: The Bonds shall be dated prior to the maturity date of the Notes (as defined in Section 3 hereof), shall bear interest at the maximum average annual interest rate presently estimated to be five per centum (5.00%) per annum, payable semiannually until the principal sum is paid or provision for payment has been duly made therefor. The Bonds shall mature in twenty-seven (27) annual installments. Debt service payments on the Bonds in years in which principal of the Bonds is payable shall be substantially equal.

SEC. 3: It is necessary to issue, and this Commission hereby determines that notes (the "Notes") in the principal amount of not to exceed \$5,800,000 shall be issued in anticipation of such Bonds. Such anticipatory note shall bear interest at a rate not to exceed four percent, 4.0%, per annum, payable annually. Such Note shall be dated September 27, 2024, or such other date as determined by the Finance Director, and shall mature September 25, 2025, or such date as determined by the Finance Director. The Notes shall be designated as "Park Improvement Refunding Notes, Series 2024" or as otherwise determined by the Finance Director, along with other terms that are not inconsistent with this Ordinance, that may be provided in a Certificate of Fiscal Officer Relating to Terms of Notes ("Certificate of Fiscal Officer") executed by the Finance Director.

SEC. 4: The Finance Director is hereby authorized and directed to execute the Certificate of Fiscal Officer setting forth and determining such final terms and other matters pertaining to the Notes, including, but not limited to, the principal amount of the Notes, as required by, and is consistent with, the terms of this Ordinance.

SEC. 5: Such Note shall be executed by the City Manager and Finance Director and shall bear the seal of the City, if any. It shall be payable at Piqua, Ohio and shall express upon its face the purpose for which it is issued and that it is issued pursuant to this Ordinance.

SEC. 6: Said Note shall be offered to the officer in charge of the Bond Retirement Fund for investment in such fund and if not taken by said fund shall be offered to the officers in charge of the treasury investment account for purchase, and if said Note is not so taken, it shall be sold by the treasurer at private sale for not less than par and accrued interest and at the interest rate specified in the offer of the purchaser which shall not exceed the rate mentioned in section three hereof. Proceeds of said sale shall be paid into the Park Improvements Project Fund.

SEC. 7: The City of Piqua hereby covenants that it will restrict the use of the proceeds of the Note in such manner and to such extent, if any, as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute arbitrage bonds under section 103(c) of the Internal Revenue Code and the regulations prescribed under that section. The fiscal officer or any other officer including the Clerk of Commission having responsibility with respect to the issuance of these Notes is authorized and directed to give an appropriate certificate on behalf of the City of Piqua, for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to said section 103(c) and regulations thereunder.

SEC. 8: Said Note shall be the full general obligation of the City and the full faith, credit and revenue of said City are hereby pledged for the prompt payment of same. The par value to be received from the sale of the bonds anticipated by said Note and any excess funds resulting from the issuance of said Note shall to the extent necessary be used

only for the retirement of said Note at maturity, together with interest thereon and is hereby pledged for such purpose.

SEC. 9: During the year or years while such Note runs there shall be levied on all taxable property in said City in addition to all other taxes, a direct tax annually not less than that which would have been levied if bonds had been issued therefore without the prior issue of said Note. Said tax shall be and is hereby ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers, in the same manner and at the same time that taxes for general purposes for each of said years are certified, extended and collected. Said tax shall be place before and in preference to all other items and shall be for the full amount thereof. The funds derived from said tax levies hereby required shall be placed in a separate and distinct fund, which, together with interest collected on the same, shall be irrevocably pledged for the payment of the principal and interest of said Notes or Bonds in anticipation of which they are issued when and as the same falls due.

SEC. 10: It is hereby determined and recited that all acts, conditions and things necessary to be done, precedent to and in the issuing of said Note in order to make it legal, valid and binding obligation of the City of Piqua have happened, been done and performed in regular and due form and as required by law; and that no limitation of indebtedness or taxation, either statutory or constitutional, will have been exceeded in the issuance of said Note.

SEC. 11: It is found and determined that all formal actions of this Commission concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Commission and that all deliberation of this Commission and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements including Revised Code Section 121.22

SEC. 12: This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Kris Lee, Mayor

PASSED:_____

ATTEST:_____
CLERK OF THE COMMISSION

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

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

Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

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Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

Sources & Uses

Dated 09/26/2024 | Delivered 09/26/2024

Sources Of Funds

Par Amount of Bonds	\$3,800,000.00
City Contributions	2,238,728.44
Total Sources	\$6,038,728.44

Uses Of Funds

Costs of Issuance	12,000.00
Deposit to Current Refunding Fund	6,026,728.44
Total Uses	\$6,038,728.44

Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
09/25/2025	Serial Note	3.500%	3.500%	3,800,000.00	100.000%	3,800,000.00
Total	-	-	-	\$3,800,000.00	-	\$3,800,000.00

Bid Information

Par Amount of Bonds	\$3,800,000.00
Gross Production	\$3,800,000.00
Bid (100.000%)	3,800,000.00
Total Purchase Price	\$3,800,000.00
Bond Year Dollars	\$3,789.44
Average Life	0.997 Years
Average Coupon	3.5000001%
Net Interest Cost (NIC)	3.5000001%
True Interest Cost (TIC)	3.4700649%

Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
09/25/2025	3,800,000.00	3.500%	132,630.56	3,932,630.56
Total	\$3,800,000.00	-	\$132,630.56	\$3,932,630.56

Yield Statistics

Bond Year Dollars	\$3,789.44
Average Life	0.997 Years
Average Coupon	3.5000001%
DV01	380.00
Net Interest Cost (NIC)	3.5000001%
True Interest Cost (TIC)	3.4700649%
Bond Yield for Arbitrage Purposes	3.4700649%
All Inclusive Cost (AIC)	3.7929941%

IRS Form 8038

Net Interest Cost	3.5000001%
Weighted Average Maturity	0.997 Years

Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
09/25/2025	3,932,630.56	3,932,630.56	6,026,728.44	2,094,097.88
Total	\$3,932,630.56	\$3,932,630.56	\$6,026,728.44	\$2,094,097.88

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings	2,238,728.44
Net PV Cashflow Savings @ 3.793%(AIC)	2,238,728.44
Total Cash contribution	(2,238,728.44)
Net Present Value Loss	-2.37E-08
Net PV Loss / \$5,800,000 Refunded Principal	-4.09E-13
Net PV Loss / \$3,800,000 Refunding Principal	-6.25E-13
DV01	380.00

Refunding Bond Information

Refunding Dated Date	9/26/2024
Refunding Delivery Date	9/26/2024

Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

Current Refunding Escrow

Date	Rate	Receipts	Disbursements	Cash Balance
09/26/2024	-	6,026,728.44	6,026,728.44	-
Total	-	\$6,026,728.44	\$6,026,728.44	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	Securities
Default investment yield target	Unrestricted
Cash Deposit	6,026,728.44
Total Cost of Investments	\$6,026,728.44
Target Cost of Investments at bond yield	\$6,026,728.44
Yield to Receipt	-
Yield for Arbitrage Purposes	3.4700649%

Preliminary, subject to change

\$3,800,000

The City of Piqua, Ohio

Park Improvement Refunding Notes, Series 2024 (Lock 9 Park)

Dated September 26, 2024

Summary Of Bonds Refunded

Issue	Maturity	Type	of Bond	Coupon	Maturity Value	Call Date	Call Price
Dated 9/27/2023 Delivered 9/27/2023							
2023 Internal Notes (9.11.23)	09/26/2024	Serial	Note	3.920%	5,800,000	-	-
Subtotal	-			-	\$5,800,000	-	-
Total	-			-	\$5,800,000	-	-

Preliminary, subject to change

\$5,800,000

The City of Piqua, Ohio

Park Improvement Notes, Series 2023 (Lock 9 Park)

Dated September 27, 2023

Total Refunded Debt Service

Date	Principal	Coupon	Interest	Total P+I
09/26/2024	5,800,000.00	3.920%	226,728.44	6,026,728.44
Total	\$5,800,000.00	-	\$226,728.44	\$6,026,728.44

Refunding Bond Information

Refunding Dated Date	9/26/2024
Refunding Delivery Date	9/26/2024

Preliminary, subject to change

\$5,800,000

The City of Piqua, Ohio

Park Improvement Notes, Series 2023 (Lock 9 Park)

Dated September 27, 2023

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
09/26/2024	5,800,000.00	226,728.44	6,026,728.44	5,800,000.00	3.920%	226,728.44	6,026,728.44
Total	\$5,800,000.00	\$226,728.44	\$6,026,728.44	\$5,800,000.00	-	\$226,728.44	\$6,026,728.44

Refunding Bond Information

Refunding Dated Date	9/26/2024
Refunding Delivery Date	9/26/2024

**Commission Agenda
Staff Report**

MEETING DATE	September 9, 2024		
REPORT TITLE	A resolution approving the tax rates for the city as determined by the Miami County Budget Commission		
SUBMITTED BY	Name & Title: Jerald O'Brien, Finance Director		
	Department: Finance		
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Regular
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager		<input checked="" type="checkbox"/> Finance Dir.
	<input type="checkbox"/> Development Director		<input type="checkbox"/> Law Director
BACKGROUND	Every year about this time, we request an approval of the certified tax rates which will be used to levy property tax on all general duplicates for 2024 to be collected in 2025. These certified rates require the approval of our Commission and certification to Miami County before October 1, 2024.		
BUDGETING AND FINANCIAL IMPACT	Budgeted \$:	N/A	
	Expenditure \$:	N/A	
	Source of Funds:	N/A	
	Narrative:	Passage of this will allow the city to continue to receive the collection of property tax revenue from the County. These revenues are vitally important to the General Fund and our day-to-day operations.	
OPTIONS	1.	Approve the resolution for the approval of the tax rates for the city as determined by the Miami County Budget Commission.	
	2.	Do not approve the resolution and cause our revenues to drop substantially.	
STAFF RECOMMENDATION	We are requesting approval of the resolution approving the tax rates for the city as determined by the Miami County Commission.		
ATTACHMENTS	Tax Year 2024 Rates and Amounts Certification		

RESOLUTION NO. R-111-24

**A RESOLUTION APPROVING THE TAX RATES FOR
THE CITY AS DETERMINED BY THE MIAMI COUNTY
BUDGET COMMISSION**

WHEREAS, on August 27, 2024, the Miami County Budget Commission has, pursuant to general law, certified the following rates of tax to be levied in the City of Piqua for municipal purposes on the general tax duplicate of 2024, subject to any additional levies approved by the electorate; and

WHEREAS, said certified rates of tax require the approval of this Commission;

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: The rates of tax to be levied as follows in the City of Piqua for municipal purposes on the general tax duplicate of 2023 (subject to any additional levies approved by the electorate) are hereby approved and certified;

<u>FUND</u>	<u>MILLS</u>	<u>AMOUNT</u>
<u>Ten Mill Limitation</u>		
General	3.70	\$1,490,009.17
Police Pension	.30	\$ 120,811.55
Fire Pension	.30	\$ 120,811.55
<u>No Limitation</u>		
General Conservancy	.13	\$ 52,351.67

SEC. 2: The Clerk of this Commission is directed to file a certified copy of this Resolution with the Miami County Auditor forthwith.

SEC. 3: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Kris Lee, MAYOR

PASSED: _____

ATTEST: _____
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 Jim Vetter	_____
Commissioner Thomas Hohman	_____
Commissioner Frank DeBrosse	_____
Commissioner Paul Simmons	_____

