

**REGULAR PIQUA CITY COMMISSION MEETING  
TUESDAY, MARCH 15, 2011  
7:30 P.M. – COMMISSION CHAMBER – 2<sup>nd</sup> FLOOR  
201 WEST WATER STREET  
PIQUA, OHIO 45356**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**REGULAR CITY COMMISSION MEETING**

**PROCLAMATIONS**

- Proclamation honoring Mrs. Helen Dehlia Gilmore

**A. CONSENT AGENDA**

- a. APPROVAL OF MINUTES  
Approval of the minutes from the March 1, 2011 Regular City Commission Meeting

**B. NEW BUSINESS**

- a. RES. NO. R-29-11  
A Resolution awarding a contract for the purchase of two fairway mowers and two greens mowers for the Golf Course
- b. RES. NO. R-30-11  
A Resolution awarding a contract for the purchase of ten commercial zero turn mowers and one utility vehicle and one all-wheel drive tractor for the Streets, Parks and Water Departments
- c. RES. NO. R-31-11  
A Resolution requesting authorization to issue a purchase order to Kleingers & Associates for the Engineering Design on the County Road 25-A Phase II Reconstruction project
- d. RES. NO. R-32-11  
A Resolution appointing a member to the Civil Service Commission
- e. RES. NO. R-33-11  
A Resolution appointing a member to the Civil Service Commission
- f. RES. NO. R-34-11  
A Resolution appointing a member to the Civil Service Commission

- g. RES. NO. R-35-11  
A Resolution appointing a member to the Community Diversity Committee
- h. RES. NO. R-36-11  
A Resolution appointing a member to the Community Diversity Committee
- i. RES. NO. R-37-11  
A Resolution appointing a member to the Community Diversity Committee
- j. RES. NO. R-38-11  
A Resolution appointing a member to the Community Diversity Committee
- k. RES. NO. R-39-11  
A Resolution appointing a member to the Board of Zoning Appeals
- l. RES. NO. R-40-11  
A Resolution appointing a member to the Tree Committee
- m. RES. NO. R-41-11  
A Resolution appointing a member to the Tree Committee
- n. RES. NO. R-42-11  
A Resolution appointing a member to the Income Tax Board of Review
- o. RES. NO. R-43-11  
A Resolution appointing a member to the Park Board
- p. RES. NO. R-44-11  
A Resolution appointing a member to the Golf Advisory Board
- q. RES. NO. R-45-11  
A Resolution appointing a member to the Golf Advisory Board
- r. RES. NO. R-46-11  
A Resolution appointing a member to the Downtown District Design Review Board
- s. RES. NO. R-47-11  
A Resolution appointing a member to the Downtown District Design Review Board
- t. RES. NO. R-48-11  
A Resolution appointing a member to the Downtown District Design Review Board
- u. RES. NO. R-49-11  
A Resolution appointing a member to the Housing Council
- v. RES. NO. R-50-11  
A Resolution appointing a member to the Housing Council
- w. RES. NO. R-51-11  
A Resolution appointing a member to the Housing Council

**C. OTHER**

- a. Monthly Reports – January 2011

**D. ADJOURNMENT TO EXECUTIVE SESSION**

- a. To consider the appointment, employment, dismissal, discipline or compensation of the City Manager

**MINUTES  
PIQUA CITY COMMISSION  
Tuesday March 1, 2011  
7:30 P.M.**

Piqua City Commission met at 7:30 P.M. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street. Mayor Fess called the meeting to order. Also present were Commissioners Vogt, Martin, Terry, and Wilson. Absent: None.

**REGULAR CITY COMMISSION MEETING**

**PROCLAMATION**

American Red Cross Month in the City of Piqua

Mayor Fess read the proclamation and presented it to Kathy Sherman representing the American Red Cross

Kathy Sherman thanked Mayor Fess for the proclamation and gave a brief overview of the various services the Red Cross provides to the community.

**Consent Agenda**

**Approval of Minutes**

Approval of the minutes from the February 15, 2011 Regular Piqua City Commission Meeting

Moved by Commissioner Martin, seconded by Commissioner Terry, that the minutes of the February 15, 2011 Regular Piqua City Commission Meeting be approved. Voice vote, Aye: Wilson, Fess, Martin, Terry, and Vogt. Nay: None. Motion carried unanimously.

**NEW BUSINESS**

**RES. NO. R-26-11**

A Resolution accepting the Recommendations of the Tax Incentive Review Council of the City of Piqua for the purpose of the Administration of the City of Piqua's Enterprise Zone Program, as required by Section 5709.85 (C) (1) of the Ohio Revised Code

City Manager Enderle stated the Tax Incentive Review Committee met recently and they have recommended the City terminate the Enterprise Zone Agreements with B & L Labels and Miami Valley Steel due to the elimination of the Tangible Personal Property Tax by the State. There is no benefit to either of these companies to remain in the program at this time. The Committee also recommended the continuation of the Crane Pumps & Systems Agreement for another year.

Assistant City Manager/Economic Development Director Bill Murphy further explained the reasons for the termination of the two agreements and the reason for the continuation of the Crane Pumps Agreement at this time.

**Public Comment**

No one came forward to speak for or against Resolution No. R-26-11 at this time.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-26-11 be adopted. Roll call, Aye: Wilson, Terry, Martin, Fess and Vogt. Nay: None. Motion carried unanimously. Mayor Fess declared Resolution No. R-26-11 adopted.

**RES. NO. R-27-11**

A Resolution endorsing the need for the reauthorization of a multi-year Federal Surface Transportation Program

City Manager Enderle stated the Surface Transportation Program is a Federal funding source that provides grants to State and Local Governments for eligible roadway and enhancement projects. These dollars are typically distributed through Metropolitan Planning Organizations (MPO). As a member of the Miami Valley Regional Planning Commission, the City of Piqua has access to this funding source.

The City of Piqua has successfully utilized STP funds to complete a number of local projects such as the Downtown Traffic Signal Coordination Project, and the County Road 25-A Widening Project – Phase I. Future projects include: East Ash Street Reconstruction Project, College Street Signal Coordination Project, Garnsey/Commercial Connector Project, USR 36 Beautification Project, County Road 25-A Widening-Phase II, and County Road 25-A Widening-Phase III. The STP dollars most often cover up to 80% of the cost associated with the types of projects the city is planning. Any delay or reduction in the availability of STP funding would make it extremely difficult to move forward with the improvement projects.

**Public Comment**

No one came forward to speak for or against Resolution No. R-27-11 at this time.

Moved by Commissioner Wilson, seconded by Commissioner Martin, that Resolution No. R-27-11 be adopted. Roll call, Aye: Vogt, Fess, Martin, Terry, and Wilson. Nay: None. Motion carried unanimously. Mayor Fess declared Resolution No. R-27-11 adopted.

**RES. NO. R-28-11**

A Resolution requesting authorization to enter into a contract with Camp Dresser & McKee for Professional Services of the Sanitary Sewer Master Plan

City Manager Enderle stated this resolution would allow the City of Piqua to enter into a contract with Camp Dresser and McKee Corp, consulting engineers for professional engineering services to prepare a Sanitary Sewer Master Plan, at a cost not to exceed \$388,700. This work was budgeted for in the 2011 Budget year, with all work being performed without rate increases having to take place. If we do not approve this and the OEPA enforces Findings and Orders, the City could be at the mercy of OEPA on the type and amount of cost to be born.

Dave Davis, Piqua Wastewater Department and Bob Yoxthimer of Camp Dresser and McKee Corporation came forward and provided a brief overview of the project plans. There was discussion on the Sanitary Sewer Overflow and the Equalization Basin projects.

**Public Comment**

No one came forward to speak for or against Resolution No. R-28-11 at this time.

Moved by Commissioner Wilson, seconded by Commissioner Terry, that Resolution No. R-28-11 be adopted. Roll call, Aye: Fess, Vogt, Martin, Wilson, and Terry. Nay: None. Motion carried unanimously. Mayor Fess declared Resolution No. R-28-11 adopted.

**OTHER**

Update of the ReDo Plan –Chris Schmiesing

City Planner Chris Schmiesing gave a brief update on the ReDo Plan. Mr. Schmiesing stated we identified sites that have a redevelopment potential, adding that a matrix was used to help identify

these specific properties. The top five projects include: Riverfront Mill District (East Main Street to Lock Nine Park; North County Road 25-A corridor (Exit 83 at I-75), South Main Street and Clark Avenue area (includes demolition of the city's power plant); East Ash Street corridor (west to Spring Street), and the Piqua Memorial Hospital site. The next step in the Piqua Memorial Hospital site is to secure more funding from the Clean Ohio Revitalization Fund and prepare a redevelopment plan for the property. The City will host a public hearing on Wednesday, March 9, at 7:00 P.M. in the Commission Chambers. The City will provide a briefing on the current status of the property and is inviting public comments, said Mr. Schmiesing.

So far the ReDo redevelopment opportunities have received \$6,200,000 in outside funding resources that been committed towards the top five projects, with another \$2,400,000 in additional funds pending approval, and they have also applied for another \$400,000 in community-wide assessment grants.

Also part of the ReDo plan was to define Piqua's retail trade areas and retail voids in the city's retail market, which will assist in future economic development, said Mr. Schmiesing.

Mayor Fess thanked Mr. Schmiesing for his update.

Mayor Fess stated she received several telephone calls regarding the city utility bills coming in envelopes this month. City Manager Enderle explained legislation is coming down from the Federal Trade Commission (FTC) requiring all utility companies cover any customer information such as account numbers and etc. to keep citizens safe from identity theft.

### **PUBLIC COMMENT**

Karen McNeil, Short Drive, came forward and invited citizens to attend the Piqua Catholic Schools Celebration on Friday, March 4th from 5:30 –7:00 at McCulloch Square at the Gazebo. Piqua Catholic Schools recently won the Pepsi Challenge for a new gym floor for the school.

Mrs. McNeil also wanted to thank all citizens who participated in the Pepsi Challenge voting for Team San Filippo, they also won the Pepsi Challenge receiving a \$250,000 grant for research of the disease. Mrs. McNeil has two grandchildren who have the disease and gave a brief background of the disease. A giant card was presented for all present to sign for her son Matt and daughter-in-law Shannon, and children.

Mayor Fess thanked all citizens for voting and supporting both of the projects, the Piqua Catholic Schools and Team San Filippo.

Jean Franz, came forward and asked if the women who came forward at the last City Commission meeting asking questions concerning the Piqua Water Treatment Plant and the supply of water was an employee of the City of Troy. Mayor Fess stated yes, she is an employee of the City of Troy.

Ms. Franz stated she wanted to announce some positive things going on in the City of Piqua. Ms. Franz thanked the Street Department for doing such a good job on clearing the City Streets during the ice and snow this winter; the Mote Park Community building has been completed and is very nice; Commercial Street has been repaired and is free from pot-holes; and last but not least the dog shelter on Clark Avenue, Mrs. Franz thanked the Piqua Health Department, Amy Welker, Health Department employees, and all the volunteers who provided assistance to the dogs.

Mrs. Franz stated she was so glad there was a Health Department in Piqua to oversee the situation, and thanked all who volunteered. Mrs. Franz further stated because of the Piqua situation the dogs in Clark County were also taken care of.

Mayor Fess stated Mrs. Franz had a lot to do with the renovations of the Mote Park Building, and thanked her for her persistence in helping to complete the project.

Mayor Fess also thanked Amy Welker and all the volunteers who help to clean up the area and provided food and other supplies. Currently at this time there are only 36 dogs left out of the 105 dogs that were found there. Mayor Fess further stated she felt Amy Welker and Law Director Stacy Wall handled the situation very well.

Commissioner Wilson stated he was glad the awful situation with the dog shelter turned out so well, and because of the situation in Piqua the Clark County Health Department was able to use Piqua as template for cleaning up their situation. Commissioner Wilson stated they received an email from "Grandpa Jake" a ten-year old lab-mix who has a new home and is very happy and grateful to his new owners.

Commissioner Terry thanked all residents who supported the City Commissioners during the recall process; words cannot express how much it means to have had their support.

Commissioner Martin thanked all the volunteers who helped the City of Piqua.

Mayor Fess congratulated City Manager Fred Enderle on receiving the 2011 Career Achievement Award from the Ohio City/County Managers Association at their recent annual meeting in Columbus.

**Adjournment**

Moved by Commissioner Vogt, seconded by Commissioner Martin, to adjourn from the Regular Piqua City Commission Meeting at 8:30 P.M. Voice vote, Aye: Martin, Wilson, Terry, Fess, and Vogt. Nay: None. Motion carried unanimously.

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-29-11**

**A RESOLUTION AWARDED A CONTRACT FOR  
THE PURCHASE OF TWO FAIRWAY MOWERS AND  
TWO GREENS MOWERS FOR THE GOLF COURSE**

WHEREAS, the present operations of the City require the purchase of two Fairway Mowers and two Greens mowers for the Golf Course; and

WHEREAS, on January 4, 2011, this Commission passed Resolution No. R-2-11 authorizing the City Purchasing Analyst to advertise for bids, according to law, for mowers for the Golf Course;

WHEREAS, after proper advertisement, bids were opened resulting in the tabulation of bids as listed in Exhibit "A" attached hereto;

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: Contracts for said mowers are hereby awarded to Century Equipment and Midwest Golf & Turf as the best, responsible bidders and the City Manager is hereby authorized to execute a contract with said bidders pursuant to contract specifications;

SEC. 2: The Finance Director is hereby authorized to draw her warrants from time to time on the appropriate account of the City treasury in payment according to contract terms, not exceeding a total of \$120,401.94;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION



## CITY COMMISSION MEETING REPORT

*For the Regular Meeting of March 15, 2011*

TO: Fred Enderle, City Manager

FROM: Cynthia A. Holtzapple, Assistant City Manager & Finance Director

SUBJECT: Purchase of Fairway and Greens Mowers for Echo Hills Golf Course

### **PURPOSE:**

Approve the Resolution No. R-29-11 approving the purchase of two Fairway mowers and two Greens mowers for the Echo Hills Golf Course.

### **RECOMMENDATION:**

I am requesting approval of Resolution No. R-29-11 approving the purchase of two Fairway mowers and two Greens mowers for the Echo Hills Golf Course.

### **BACKGROUND:**

Our current Fairway mowers are two 1995 Toro Reelmasters 5100-D, with 3918 & 3446 hours. Our current Greens mowers are two 1995 Jacobsen Greens King IV, with 3853 & 3547 hours. As you can see these units are 16 years old and have served our City well. Golf Course Superintendent Kirt Huemmer does his own maintenance on these units as much as possible. He feels these four units have gone over and above their useful lives.

We have decided to accept the trade-in values rather than trying to sell the mowers on govdeals.com for several reasons. Beverly Yount, Purchasing Analyst, did some research on the history of mower sales on govdeals.com looking one year back. There were two comparable Toro Reelmasters and four other Toro's sold which make us think the trade-ins were a good deal for us. Also, we have a timing issue with the golf course needing to use the mowers now and not having the new ones in for possibly up to 30 days. Normally when we sell items on govdeals.com the buyers want to receive the items right away. Whereas if we sold them, we would still need to use them and they technically wouldn't belong to us anymore. Our last consideration was that most golf courses may have already purchased for this season by the time we are able to list ours for sale, so we could potentially not sell them at all.

### **ALTERNATIVES:**

- 1) Approve Resolution No. R-29-11 - authorizing the purchase of 2 new Fairway mowers and 2 new Greens mowers.
- 2) Approve Resolution No. R-29-11 - authorizing the purchase of 2 new Fairway mowers and 2 new Greens mowers with changes being made to our proposal.

- 3) Do not approve the Resolution.

**DISCUSSION:**

1) *This* alternative will allow for us to keep our golf course and equipment in excellent condition. With the age of our current mowers, the maintenance costs are continually escalating. We have cut our staffing of maintenance at the golf course to just one person so he needs to have equipment that can be relied upon to keep up during the busy spring and summer seasons.

We are recommending purchasing the two Toro Fairway mowers from Century Equipment for \$74,401.94. Even though they do cost a little more, Staff is familiar with their Fairway mowers as it is the only brand they have used. If we were to switch to the Jacobsen brand, staff would have to be retrained on its features, maintenance procedures and parts needed. We already have Toro supplies and parts on hand if any maintenance is needed. We have received good service from Century in the past. The sales representative did offer to give us a third year of warranty at no cost, which would be a value of \$3,600.

We are also recommending purchasing the two Jacobsen Greens mowers from Midwest Golf & Turf for \$46,000.00. These are the lowest price as well as being the same brand Staff would prefer. The Superintendent feels they have the best cut and some great features like using a single joystick and foot control. Midwest has undergone some changes and their service has really improved over the last five years.

2) This alternative will also allow us to still order all new mowers, but all would be the Jacobsen brand. As mentioned previously, staff would need to be trained on how to use their Fairway mowers and we would lose out on the value of our parts and supplies inventory currently kept for the Toro brand. Midwest Golf & Turf is offering us a 2- year warranty on their mowers.

3) This alternative is not recommended based on the age of our current equipment, increasing maintenance costs and decrease in maintenance staff. Delaying the purchase of new equipment could affect the ability to timely upkeep our golf course. In 2010, we had approximately 20,460 rounds of golf played.

**FINANCIAL IMPACT:**

- 1) Our 2011 budget included \$122,000 for the purchase of these new mowers. We are under that amount with our proposal of \$120,401.94.
- 2) If it were decided to order all Jacobsen mowers we would save \$4,401.94 and have a 2-year warranty. Century Equipment did offer to give us a third year of free warranty, which would be a \$3,600 value to us.
- 3) The Echo Hills Golf Course has wonderful reputation and has always been beautifully maintained. We would like to keep this level of expectation by continuing to invest in our

facility. If we do not approve this resolution, our maintenance costs would definitely increase this year due to the age of our current mowers.

**COMMUNITY IMPACT:**

A formal bid was done with advertising in the local newspaper including the Streets, Parks & Water Dept. mowers and the Golf mowers. We had a total of seven vendors respond, but only two were interested in bidding the golf type mowers.

**CONFORMITY TO CITY PLANS & POLICIES:**

We compete against the Piqua Country Club, Troy Country Club, Miami Shores and Versailles to attract golfers to our course. This investment is extremely important for us to be able to continue providing the excellent playing conditions we have provided in the past. The Echo Hills Golf Course is one of the best local amenities we have in the City of Piqua and we need to support it.

**IFB # 1105 Multiple Mowers, a Tractor & a Utility Vehicle**  
**Opened 2/15/11 at 2:00 p.m.**

Model Quoted	Qty	Century Equipment Toledo, OH	Century Equipment Toledo, OH	Century Equipment Toledo, OH	Midwest Golf & Turf Cincinnati, OH
		Toro	Toro	Jacobsen	
<b>1. Fairway mowers</b>					
Trade in's:					
1. 1995 Toro Reelmaster 5100-D, hrs 3918	each	Diesel	Diesel	Diesel	
	2	38,100.97	36,200.00	36,200.00	
2. 1995 Toro Reelmaster 5100-D, hrs 3446		76,201.94	72,400.00	72,400.00	
Net price with trade-ins	2	(900.00)	(1,200.00)	(1,200.00)	
		(900.00)	(1,200.00)	(1,200.00)	
		74,401.94	70,000.00	70,000.00	
<b>2. Greens mowers</b>					
Trade in's:					
1. 1995 Jacobsen Greens King IV, hrs 3853	each	Gas	Diesel	Diesel	
	2	24,643.80	28,381.01	24,100.00	
2. 1995 Jacobsen Greens King IV, hrs 3547		49,287.60	56,762.02	48,200.00	
Net price with trade-ins	2	(500.00)	(500.00)	(1,100.00)	
		(500.00)	(500.00)	(1,100.00)	
		48,287.60	55,762.02	46,000.00	

**Delivery dates** 14-28 days 21 days 30 days  
**Warranty** 2 years 2 years 2 years

No Bids from the following companies:  
 Neiderts Mowers, Elida, OH  
 Koenig Equipment, Greenville, OH  
 Apple Farm Service, Covington, OH  
 J&L Power Equipment, Wapakoneta, OH  
 Flora's Small Engine Repair, Bradford, OH

**IFB # 1105 Multiple Mowers, a Tractor & a Utility Vehicle**  
**Opened 2/15/11 at 2:00 p.m.**

Model Quoted	Qty	Century Equipment Toledo, OH Toro, Camryall	Neiderits Mowers Elida, OH Gravelly	Neiderits Mowers Elida, OH Exmark	Koenig Greenville, OH John Deere, VT	Midwest Golf & Turf Cincinnati, OH Jacobsen	Apple Farm Service, Inc. Covington, OH GrassHopper	J&L Power Equipment Wapakoneta, OH Snapper Pro, Kubota	Flora's Small Engine Repair Bradford, OH Dixon	Flora's Small Engine Repair Bradford, OH Husqvarna	Flora's Small Engine Repair Bradford, OH Husqvarna	Flora's Small Engine Repair Bradford, OH Exmark	Flora's Small Engine Repair Bradford, OH Exmark
<b>3. Commercial Zero Turn</b>	each	\$ 9,759.00	\$ 7,773.77	\$ 7,874.25		NB		\$ 7,730.00	\$ 7,799.97	NB	\$ 8,174.97	\$ 9,299.25	\$ 9,299.25
	2	\$ 19,518.00	\$ 15,547.54	\$ 15,748.50				\$ 15,460.00	\$ 15,599.94		\$ 16,349.94	\$ 18,598.50	\$ 18,598.50
Trade in:													
1. John Deere, model 1600, hrs 635	2	\$ (7,000.00)						\$ (5,500.00)					
Net price with trade-ins	2	\$ 12,518.00						\$ 9,960.00					
<b>4. Commercial Zero Turn</b>	each	\$ 6,960.00	\$ 6,788.27	\$ 6,561.75	\$ 8,218.08	NB		\$ 6,225.00	\$ 7,274.97	NB	\$ 7,499.97	\$ 7,649.25	\$ 8,249.25
	8	\$ 55,680.00	\$ 54,306.16	\$ 52,494.00	\$ 65,744.64			\$ 49,800.00	\$ 58,199.76		\$ 59,999.76	\$ 61,194.00	\$ 65,994.00
Trade in's:													
1. John Deere, model 757, hrs 1288		\$ (1,600.00)			\$ (2,000.00)			\$ (2,200.00)	\$ (2,000.00)		\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)
2. John Deere, model 757, hrs 605		\$ (2,750.00)			\$ (4,000.00)			\$ (2,200.00)	\$ (2,500.00)		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
3. John Deere, model 757, hrs 682		\$ (2,750.00)			\$ (4,000.00)			\$ (2,200.00)	\$ (2,500.00)		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
4. John Deere, model 757, hrs 669		\$ (2,800.00)			\$ (3,500.00)			\$ (2,200.00)	\$ (2,500.00)		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5. John Deere, model 757, hrs 1517		\$ (1,600.00)			\$ (3,250.00)			\$ (2,200.00)	\$ (1,800.00)		\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)
6. Xmark, model lazer z, hrs 274		\$ (5,000.00)			\$ (6,000.00)			\$ (3,000.00)	\$ (5,000.00)		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
7. Grasshopper, model 225, hrs 1817		\$ (1,200.00)			\$ (2,000.00)			\$ (1,500.00)	\$ (2,000.00)		\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)
8. Ferris, model IS4500, hrs 350		\$ (5,000.00)			\$ (7,000.00)			\$ (4,000.00)	\$ (3,500.00)		\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)
9. John Deere, model 455, hrs 1000		\$ (900.00)			\$ (1,000.00)			\$ (1,100.00)	\$ (1,200.00)		\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
10. John Deere, model 455, hrs 1000		\$ (900.00)			\$ (1,000.00)			\$ (1,100.00)	\$ (1,200.00)		\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
11. John Deere, model 1145, hrs 2230		\$ (1,000.00)			\$ (1,660.00)			\$ (1,800.00)	\$ (1,200.00)		\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
Net price with trade-ins	8	\$ 30,180.00			\$ 30,334.64			\$ 26,300.00	\$ 32,799.76		\$ 34,399.76	\$ 35,594.00	\$ 40,394.00
Net Price of Items 3 & 4 with trade-ins					\$ 29,565.30								
<b>5. Utility Vehicle</b>	1	\$ 9,476.10	NB	NB	\$ 8,287.09	NB		\$ 8,964.72	NB		Extreme Pkg \$ 9,224.97	NB	NB
Trade in:													
1. Toro Utility Vehicle, hrs 477		\$ (1,000.00)			\$ (4,000.00)			\$ (2,000.00)			\$ (500.00)		
Net price with trade-ins		\$ 8,476.10			\$ 4,287.09			\$ 6,964.72			\$ 7,626.18		
<b>6. All-wheel drive Tractor</b>	1	NB	NB	NB	\$ 22,574.60	\$ 22,500.00		\$ 8,964.72	NB		NB	NB	NB
Trade in:													
1. Steiner 430, hrs 807					\$ (6,000.00)	\$ (2,500.00)							
Net price with trade-ins					\$ 16,574.60	\$ 20,000.00							
<b>Delivery dates</b>		14-28 days	21 days	14 days	30 days	30 days	10-14 days	14-21 days	14-21 days	14-21 days	14-21 days	7 days	7 days
<b>Warranty</b>		2 years	2 years	2 years	2 years	2 years	2 years	3 years	3 years	2 years	3 years	3 years	3 years
			additional 15% discount on parts in future		1 year on gator	Item 3 will be net zero if not awarded item 4		2 years on # 5					

Model Quoted	Qty	Century Equipment Toledo, OH Toro, Camryall	Neiderits Mowers Elida, OH Gravelly	Neiderits Mowers Elida, OH Exmark	Koenig Greenville, OH John Deere, VT	Midwest Golf & Turf Cincinnati, OH Jacobsen	Apple Farm Service, Inc. Covington, OH GrassHopper	J&L Power Equipment Wapakoneta, OH Snapper Pro, Kubota	Flora's Small Engine Repair Bradford, OH Dixon	Flora's Small Engine Repair Bradford, OH Husqvarna	Flora's Small Engine Repair Bradford, OH Husqvarna	Flora's Small Engine Repair Bradford, OH Exmark	Flora's Small Engine Repair Bradford, OH Exmark
<b>3. Commercial Zero Turn</b>	each	\$ 9,759.00	\$ 7,773.77	\$ 7,874.25		NB		\$ 7,730.00	\$ 7,799.97	NB	\$ 8,174.97	\$ 9,299.25	\$ 9,299.25
	2	\$ 19,518.00	\$ 15,547.54	\$ 15,748.50				\$ 15,460.00	\$ 15,599.94		\$ 16,349.94	\$ 18,598.50	\$ 18,598.50
Trade in:													
1. John Deere, model 1600, hrs 635	2	\$ (7,000.00)						\$ (5,500.00)					
Net price with trade-ins	2	\$ 12,518.00						\$ 9,960.00					
<b>4. Commercial Zero Turn</b>	each	\$ 6,960.00	\$ 6,788.27	\$ 6,561.75	\$ 8,218.08	NB		\$ 6,225.00	\$ 7,274.97	NB	\$ 7,499.97	\$ 7,649.25	\$ 8,249.25
	8	\$ 55,680.00	\$ 54,306.16	\$ 52,494.00	\$ 65,744.64			\$ 49,800.00	\$ 58,199.76		\$ 59,999.76	\$ 61,194.00	\$ 65,994.00
Trade in's:													
1. John Deere, model 757, hrs 1288		\$ (1,600.00)			\$ (2,000.00)			\$ (2,200.00)	\$ (2,000.00)		\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)
2. John Deere, model 757, hrs 605		\$ (2,750.00)			\$ (4,000.00)			\$ (2,200.00)	\$ (2,500.00)		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
3. John Deere, model 757, hrs 682		\$ (2,750.00)			\$ (4,000.00)			\$ (2,200.00)	\$ (2,500.00)		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
4. John Deere, model 757, hrs 669		\$ (2,800.00)			\$ (3,500.00)			\$ (2,200.00)	\$ (2,500.00)		\$ (2,500.00)	\$ (2,500.00)	\$ (2,500.00)
5. John Deere, model 757, hrs 1517		\$ (1,600.00)			\$ (3,250.00)			\$ (2,200.00)	\$ (1,800.00)		\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)
6. Xmark, model lazer z, hrs 274		\$ (5,000.00)			\$ (6,000.00)			\$ (3,000.00)	\$ (5,000.00)		\$ (5,000.00)	\$ (5,000.00)	\$ (5,000.00)
7. Grasshopper, model 225, hrs 1817		\$ (1,200.00)			\$ (2,000.00)			\$ (1,500.00)	\$ (2,000.00)		\$ (2,000.00)	\$ (2,000.00)	\$ (2,000.00)
8. Ferris, model IS4500, hrs 350		\$ (5,000.00)			\$ (7,000.00)			\$ (4,000.00)	\$ (3,500.00)		\$ (3,500.00)	\$ (3,500.00)	\$ (3,500.00)
9. John Deere, model 455, hrs 1000		\$ (900.00)			\$ (1,000.00)			\$ (1,100.00)	\$ (1,200.00)		\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
10. John Deere, model 455, hrs 1000		\$ (900.00)			\$ (1,000.00)			\$ (1,100.00)	\$ (1,200.00)		\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
11. John Deere, model 1145, hrs 2230		\$ (1,000.00)			\$ (1,660.00)			\$ (1,800.00)	\$ (1,200.00)		\$ (1,200.00)	\$ (1,200.00)	\$ (1,200.00)
Net price with trade-ins	8	\$ 30,180.00			\$ 30,334.64			\$ 26,300.00	\$ 32,799.76		\$ 34,399.76	\$ 35,594.00	\$ 40,394.00
Net Price of Items 3 & 4 with trade-ins					\$ 29,565.30								
<b>5. Utility Vehicle</b>	1	\$ 9,476.10	NB	NB	\$ 8,287.09	NB		\$ 8,964.72	NB		Extreme Pkg \$ 9,224.97	NB	NB
Trade in:													
1. Toro Utility Vehicle, hrs 477		\$ (1,000.00)			\$ (4,000.00)			\$ (2,000.00)			\$ (500.00)		
Net price with trade-ins		\$ 8,476.10			\$ 4,287.09			\$ 6,964.72			\$ 7,626.18		
<b>6. All-wheel drive Tractor</b>	1	NB	NB	NB	\$ 22,574.60	\$ 22,500.00		\$ 8,964.72	NB		NB	NB	NB
Trade in:													
1. Steiner 430, hrs 807					\$ (6,000.00)	\$ (2,500.00)							
Net price with trade-ins					\$ 16,574.60	\$ 20,000.00							
<b>Delivery dates</b>		14-28 days	21 days	14 days	30 days	30 days	10-14 days	14-21 days	14-21 days	14-21 days	14-21 days	7 days	7 days
<b>Warranty</b>		2 years	2 years	2 years	2 years	2 years	2 years	3 years	3 years	2 years	3 years	3 years	3 years
			additional 15% discount on parts in future		1 year on gator	Item 3 will be net zero if not awarded item 4		2 years on # 5					

**RESOLUTION NO. R-30-11**

**A RESOLUTION AWARDING A CONTRACT FOR THE PURCHASE OF TEN COMMERCIAL ZERO TURN MOWERS AND ONE UTILITY VEHICLE AND ONE ALL-WHEEL DRIVE TRACTOR FOR THE STREETS, PARKS & WATER DEPARTMENTS**

WHEREAS, the present operations of the City require the purchase of ten commercial zero turn mowers, one utility vehicle, and one all-wheel drive tractor for the Streets, Parks and Water Departments; and

WHEREAS, on January 4, 2011, this Commission passed Resolution No. R-2-11 authorizing the City Purchasing Analyst to advertise for bids, according to law, for this equipment for the Streets, Parks and Water Departments;

WHEREAS, after proper advertisement, bids were opened resulting in the tabulation of bids as listed in Exhibit "A" attached hereto;

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: Contracts for said mowers, utility vehicle and tractor are hereby awarded to Koenig Equipment as the best, responsible bidder and the City Manager is hereby authorized to execute a contract with said bidder pursuant to contract specifications;

SEC. 2: The Finance Director is hereby authorized to draw her warrants from time to time on the Street Fund (101) account of the City treasury in payment according to contract terms, not exceeding a total of \$23,896.87; on the Parks Fund (105) account of the City treasury in payment according to contract terms, not exceeding a total of \$3,806.66; and on the Water Dept. Fund (403) of the City treasury in payment according to contract terms, not exceeding a total of \$22,723.46.

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION



**CITY COMMISSION MEETING REPORT**

*For the Regular Meeting of March 15, 2011*

TO: Fred Enderle, City Manager

FROM: Amy Havenar, City Engineer  
Don Freisthler, Water Dept. Superintendent

SUBJECT: Purchase of Mowers, Utility Vehicle and All-wheel drive Tractor for the Street, Parks and Water Departments

**PURPOSE:**

Approve the Resolution No. R-30-11 approving the purchase of 10 Commercial Zero Turn (CZT) mowers and one Utility Vehicle and one All-wheel drive Tractor. Streets will be purchasing 4 CZT mowers and splitting the cost of the tractor with Water. Parks will be purchasing 4 CZT mowers and the utility vehicle. Water will be purchasing 2 CZT mowers and splitting the cost of the tractor with Streets.

**RECOMMENDATION:**

We are requesting approval of Resolution No. R-30-11 approving the purchase of 10 Commercial Zero Turn (CZT) mowers and one Utility Vehicle and one All-wheel drive Tractor. Streets will be purchasing 4 CZT mowers and splitting the cost of the tractor with Water. Parks will be purchasing 4 CZT mowers and the utility vehicle. Water will be purchasing 2 CZT mowers and splitting the cost of the tractor with Streets.

**BACKGROUND:**

We currently have 9 John Deere mowers, 1 Exmark mower, 1 Grasshopper mower, 1 Ferris mower, 1 Toro utility vehicle, and 1 Steiner all-wheel drive tractor in use at the Street, Parks and Water Departments. These mowers are requiring a lot of money in maintenance as they continue to have more hours put on them. We have approved in our budget this year the money to spend on getting new equipment. This purchase should make our work more efficient.

We have decided to accept the trade-in values rather than trying to sell the mowers on govdeals.com for several reasons. Beverly Yount, Purchasing Analyst, did some research on the history of mower, utility vehicle and tractor sales on govdeals.com looking one year back. There were comparables sold which make us think the trade-ins are a good deal for us. Also, we have a timing issue with the departments needing to use the mowers now and not having the new ones in for possibly up to 30 days. Normally when we sell items on govdeals.com the buyers want to receive the items right away. Whereas if we sold them, we would still need to

use them and they technically wouldn't belong to us anymore. Our last consideration was that most entities may have already purchased for this season by the time we are able to list ours for sale, so we could potentially not sell them at all.

**ALTERNATIVES:**

- 1) Approve Resolution No. R-30-11 - authorizing the purchase of 10 Commercial Zero Turn mowers and one Utility Vehicle and one All-wheel drive Tractor. Streets will be purchasing 4 CZT mowers and splitting the cost of the tractor with Water. Parks will be purchasing 4 CZT mowers and the utility vehicle. Water will be purchasing 2 CZT mowers and splitting the cost of the tractor with Streets.
- 2) Approve Resolution No. R-30-11 – authorizing the purchase of 10 Commercial Zero Turn mowers and one Utility Vehicle and one All-wheel drive Tractor for the Streets, Park & Water Departments with changes being made to our proposal.
- 3) Do not approve the Resolution.

**DISCUSSION:**

1) This alternative will allow for us to keep our equipment in excellent condition. With the age of our current mowers, the maintenance costs are continually escalating. We have cut our staffing of maintenance at the departments so we need to have equipment that can be relied upon to keep up during the busy spring and summer seasons.

We are recommending purchasing two Commercial Zero Turns from Koenig Equipment for \$0. They are willing to give us enough for our trade-in that these two new mowers will not cost us anything. We are also recommending purchasing 8 Commercial Zero Turns from Koenig Equipment for \$30,334.64 after our trade-in credit is given. This amount will be lowered to \$29,565.30 if all CZT mowers are awarded to Koenig Equipment. Even though they do cost a little more, our staff is very familiar with the John Deere mowers and how they work. We also know from experience that these mowers can handle all of our difficult hills. If we were to switch to the Snapper brand, we would have to retrain our employees on the features, maintenance procedures and parts needed. We already have John Deere supplies and parts on hand if any maintenance is needed. We have always received good service from Koenig Equipment in the past.

We are also recommending purchasing the Utility vehicle and the All-wheel drive Tractor from Koenig Equipment at a net price of \$4,287.09 and \$16,574.60 respectively. These are the lowest prices and the type of equipment we need to have.

2) This alternative will also allow us to still order all new mowers, but some would be the Snapper brand. However, before we would purchase this brand of mower, we would need to have the representative bring the mowers in so that we could try their model out on our steep hills to see how they will perform as the City has no experience with this brand of mower. If this alternative is chosen, we would not recommend approving the resolution at this time until we could test out the mowers, which will put us that much farther behind in trying to obtain the new mowers before the mowing season begins.

3) This alternative is not recommended based on the age of our current equipment, increasing maintenance costs and decrease in staff. Delaying the purchase of new equipment could affect the ability to timely upkeep our city and park areas.

**FINANCIAL IMPACT:**

- 1) Our 2011 budget for all three departments included \$63,298 for the purchase of these new mowers, utility vehicle and all-wheel drive tractor. We are under that amount with our proposal of \$50,426.99. Of that amount, the Street Dept. will be paying for \$23,896.87, the Parks Dept. will be paying for \$3,806.66 and the Water Dept. will be paying for \$22,723.46.
- 2) If it was decided to order the Snapper mowers we would save \$3,265.30. However, it may be determined that these mowers cannot do the daily work that is required of this machinery.
- 3) The City and its parks have a wonderful reputation and have always been beautifully maintained. We would like to keep this level of expectation by continuing to invest in our equipment. If we do not approve this resolution, our maintenance costs would definitely increase this year due to the age of our current mowers.

**COMMUNITY IMPACT:**

A formal bid was done with advertising in the local newspaper including the Street, Parks & Water Departments' mowers, Utility vehicle, All-wheel drive Tractor and the Golf mowers. We had a total of seven vendors respond, but only five were interested in bidding the Commercial Zero Turn type mowers, Utility vehicle and All-wheel drive Tractor.

**CONFORMITY TO CITY PLANS & POLICIES:**

This investment is extremely important for us to be able to continue providing the excellent services we have provided in the past. The City facilities, parks and public areas are beautiful amenities we have and we need to show our citizens that we will continue to care for our community in this way.

**IFB # 1105 Multiple Mowers, a Tractor & a Utility Vehicle**  
**Opened 2/15/11 at 2:00 p.m.**

Model Quoted	Qty	Century Equipment Toledo, OH	Century Equipment Toledo, OH	Century Equipment Toledo, OH	Midwest Golf & Turf Cincinnati, OH
		Toro	Toro	Jacobsen	
<b>1. Fairway mowers</b>					
Trade in's:					
1. 1995 Toro Reelmaster 5100-D, hrs 3918	each	Diesel	Diesel	Diesel	
	2	38,100.97	36,200.00	36,200.00	
2. 1995 Toro Reelmaster 5100-D, hrs 3446		76,201.94	72,400.00	72,400.00	
Net price with trade-ins	2	(900.00)	(1,200.00)	(1,200.00)	
		(900.00)	(1,200.00)	(1,200.00)	
		74,401.94	70,000.00	70,000.00	
<b>2. Greens mowers</b>					
Trade in's:					
1. 1995 Jacobsen Greens King IV, hrs 3853	each	Gas	Diesel	Diesel	
	2	24,643.80	28,381.01	24,100.00	
2. 1995 Jacobsen Greens King IV, hrs 3547		49,287.60	56,762.02	48,200.00	
Net price with trade-ins	2	(500.00)	(500.00)	(1,100.00)	
		(500.00)	(500.00)	(1,100.00)	
		48,287.60	55,762.02	46,000.00	

**Delivery dates** 14-28 days 21 days 30 days  
**Warranty** 2 years 2 years 2 years

No Bids from the following companies:  
 Neiderts Mowers, Elida, OH  
 Koenig Equipment, Greenville, OH  
 Apple Farm Service, Covington, OH  
 J&L Power Equipment, Wapakoneta, OH  
 Flora's Small Engine Repair, Bradford, OH



**PARKS DEPT.**

<b><u>Purchase</u></b>	<b><u>Cost</u></b>	<b><u>Discount</u></b>	<b><u>Trade-in Value</u></b>	<b><u>Trade-in</u></b>	<b><u>Final Cost</u></b>
Z925A	\$11,929.00	\$3,877.00	\$3,250.00	R-47 2004	\$4,802.00
Z925A	\$11,929.00	\$3,877.00	\$3,500.00	R-32 2007	\$4,552.00
Z925A	\$11,929.00	\$3,877.00	\$2,000.00	R-9 2001	\$6,052.00
Z925A	\$11,929.00	\$3,877.00	\$6,000.00	Xmark ?	\$2,052.00
Z950A	\$13,999.00	\$4,550.00	\$20,000.00	R-31 2007	-\$10,551.00
Gator	\$9,899.00	\$1,612.00	\$4,000.00	R-48 2004	\$4,287.00
<b><u>Total Capital</u></b>					<b><u>\$11,194.00</u></b>
<b>5 year lease</b>					
Debt Service Principal		\$2,239.00			
Debt Service Interest 4.75%		\$107.00			

<b>STREET DEPT.</b>					
<b><u>Purchase</u></b>	<b><u>Cost</u></b>	<b><u>Discount</u></b>	<b><u>Trade-in Value</u></b>	<b><u>Trade-in</u></b>	<b><u>Final Cost</u></b>
Z925A	\$11,929.00	\$3,877.00	\$2,000.00	John Deere 757	\$6,052.00
Z925A	\$11,929.00	\$3,877.00	\$4,000.00	John Deere 757	\$4,052.00
Z925A	\$11,929.00	\$3,877.00	\$4,000.00	John Deere 757	\$4,052.00
Z950A	\$13,999.00	\$4,550.00	\$7,000.00	Ferris	\$2,449.00
VT 4200	\$13,765.00	\$2,478.00	\$3,000.00	Steiner	\$8,287.00
<b><u>Total Capital</u></b>					<b><u>\$24,892.00</u></b>
<b><u>5 year lease</u></b>					
Debt Service Principal		\$4,978.00			
Debt Service Interest 4.75%		\$236.00			

<b>WATER DEPT.</b>					
<b><u>Purchase</u></b>	<b><u>Cost</u></b>	<b><u>Discount</u></b>	<b><u>Trade-in Value</u></b>	<b><u>Trade-in</u></b>	<b><u>Final Cost</u></b>
Z925A	\$11,929.00	\$3,877.00	\$1,000.00	John Deere 455	\$7,052.00
Z925A	\$11,929.00	\$3,877.00	\$1,000.00	John Deere 455	\$7,052.00
VT 4200	\$13,765.00	\$2,478.00	\$3,000.00	Steiner	\$8,287.00
<b><u>Total Capital</u></b>					<b><u>\$22,391.00</u></b>
<b><u>5 year lease</u></b>					
Debt Service Princiapal		\$4,478.00			
Debt Service Interest 4.75%		\$213.00			

## Breakdown of Recommendation

### Streets Dept

	Qty		Bid Price		Trade Ins		Applied to Budget
Item # 3 Commerical Zero Turn Z950A	1	\$	9,615.33	\$	(7,000.00)	\$	2,615.33
Item # 4 Commerical Zero Turn Z925A	3	\$	24,654.24	\$	(11,660.00)	\$	12,994.24
Item # 6 All Wheel Drive Tractor (split with Water)	0.5	\$	11,287.30	\$	(3,000.00)	\$	8,287.30
		\$	45,556.87	\$	(21,660.00)	\$	23,896.87

### Parks Dept

Item # 3 Commerical Zero Turn Z950A	1	\$	9,615.33	\$	(20,000.00)	\$	(10,384.67)
Item # 4 Commerical Zero Turn Z925A	3	\$	24,654.24	\$	(14,750.00)	\$	9,904.24
Item # 5 Utility Vehicle	1	\$	8,287.09	\$	(4,000.00)	\$	4,287.09
		\$	42,556.66	\$	(38,750.00)	\$	3,806.66

### Water Dept

Item # 4 Commerical Zero Turn Z925A	2	\$	16,436.16	\$	(2,000.00)	\$	14,436.16
Item # 6 All Wheel Drive Tractor (split with Streets)	0.5	\$	11,287.30	\$	(3,000.00)	\$	8,287.30
		\$	27,723.46	\$	(5,000.00)	\$	22,723.46

\$ 50,426.99

**RESOLUTION NO. R-31-11**

**A RESOLUTION REQUESTING AUTHORIZATION TO  
ISSUE A PURCHASE ORDER TO KLEINGERS &  
ASSOCIATES FOR THE ENGINEERING DESIGN ON  
THE COUNTY ROAD 25-A PHASE II RECONSTRUCTION  
PROJECT**

WHEREAS, on January 4, 2011, this Commission passed Resolution No. R-2-11 authorizing the City Purchasing Analyst to advertise for bids, according to law, for Engineering Design Services for the County Road 25-A Phase II Reconstruction Project;

WHEREAS, after solicitation of Request for Proposals, Kleingers & Associates has been determined to be the most qualified provider of these services; and

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: A purchase order is hereby authorized for a not to exceed amount of \$103,000 to Kleingers & Associates for the necessary Engineering Design services for the County Road 25-A Phase II Reconstruction Project;

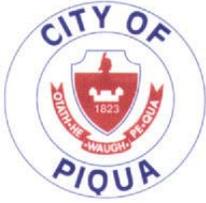
SEC. 2: The Finance Director is hereby authorized to draw her warrants from time to time on the appropriate account of the city treasury in payment according to contract terms, not exceeding a total of \$103,000;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION



## CITY COMMISSION MEETING REPORT

*For the Regular Meeting of March 15, 2011*

TO: Fred Enderle, City Manager

FROM: Amy Havenar, City Engineer

SUBJECT: Award a contract to Kleingers & Associates for the Engineering Design of the County Road 25-A Phase II Reconstruction Project

### **PURPOSE:**

*Request for City Commission authorization to enter into an agreement with the Kleingers & Associates for the engineering design of the County Road 25-A Phase II Reconstruction Project. Total cost not to exceed \$103,000.*

### **RECOMMENDATION:**

*Approval of the Resolution to allow for engineering design to begin on the County Road 25-A Phase II Reconstruction Project.*

### **BACKGROUND:**

*The County Road 25-A Reconstruction Project will consist of the reconstruction of County Road 25-A from Country Club Road to Looney Road and will include new granular base, asphalt pavement, concrete curb & gutter, sidewalks and the installation of new storm sewer.*

*As with all projects utilizing federal money, the selected consultants must be on ODOT's prequalified consultants list. Utilizing that list, Request for Proposals were sent out to three consultants. From the proposals submitted, Kleingers & Associates was selected as the most qualified consultant to perform the design services as identified in the RFP Scope of Services.*

*The County Road 25-A Phase II Reconstruction Project is scheduled for construction in 2013.*

### **ALTERNATIVES:**

- 1) Approve the Resolution to enter into an agreement with Kleingers & Associates for the engineering design of the County Road 25-A Phase II Reconstruction Project.*
- 2) Do not approve the Resolution and do not complete the County Road 25-A Reconstruction Project.*

### **DISCUSSION:**

*The project will be similar in scope to that of the first phase of the County Road 25-A Reconstruction project (Main Street Bridge to Country Club Road) which was completed in 2008. County Road 25-A from the Main Street bridge to Looney Road was originally programmed as one project. However, due to the escalating construction costs, the project was broken down into two phase.*

*County Road 25-A Reconstruction – Phase I included the reconstruction of County Road 25-A between the Main Street bridge and Country Club Road.*

*Kleingers & Associates has worked with the City on past projects, including the completion of the Intersection Improvements Study, the design of the W. Water Street Streetscape Project and they are in the process of completing the mapping of our storm water system.*

**FINANCIAL IMPACT:**

*The City has received outside funding from the Federal Highway Administration through the Miami Valley Regional Planning Commission in the amount of \$2,046,000. The total project cost, excluding right-of-way, is estimated to be approximately \$3.1 million. The City has also applied for grant money through the Ohio Public Works Commission to help offset some of the local share portion of the project.*

*In order to receive this funding, certain requirements have to be met, hence the need to hire ODOT pre-qualified consultants for each of the project phases.*

*Portions of the project area lie within the corporation limits of the City of Piqua, and portions of the project area lie beyond the corporation limits of the City of Piqua, being located in Springcreek Township, under the jurisdiction of the Miami County Commissioners. The breakdown of the right-of-way on the project is 50% of the project is within the City of Piqua corporation limits and 50% of the project falls outside of the City of Piqua corporation limits. Therefore, all costs associated with the engineering design of the project will be split 50/50 between the City of Piqua and Miami County.*

*The City has been anticipating this project for a number of years and therefore has budgeted funds in the 2011 budget for the engineering design. This request includes 15% contingency for items which may be required as the plan preparation evolves.*

**COMMUNITY IMPACT:**

*The community has stressed the importance of improving the condition of the streets throughout the City. The reconstruction of County Road 25-A will greatly enhance the aesthetics and the drivability of this roadway. County Road 25-A is one of the major entrances to the City. This portion of County Road 25-A has an average daily traffic of approximately 15,300 vehicles/day.*

*The improvements planned for this section of County Road 25-A will build upon the improvements already made to the portion of County Road 25-A from Country Club Road to the Main Street bridge.*

**CONFORMITY TO CITY PLANS & POLICIES:**

*As stated in the Comprehensive Plan Update, one of the main goals is to improve the entrances to the City. The reconstruction of County Road 25-A will achieve just that. This project is part of the Ten Year Plan for major capital improvement projects.*

## PROJECT OVERVIEW AND SCOPE OF SERVICES

K&A acts as an extension of your staff. We work hard to first understand your goals and expectations and then carry that hard work throughout the project to achieve your goals and exceed your expectations. At the project's inception, members of the project team will meet with City officials, ODOT staff, and other interested agency stakeholders as appropriate to clarify and further define the scope of services. At this initial meeting, we will discuss any specific project issues and special requirements. This level of communication will continue throughout the duration of the project. Nathan Moore, PE will manage the project and maintain frequent communication with designated contacts from City and ODOT staff to inform you of the status of the project as it progresses. Although every member of the project team will be available to you for discussion as you need, Mr. Moore will serve as a single primary point of contact for communication, streamlining the coordination between you and your project team.

### PROJECT OVERVIEW

The MIA-CR25A-18.31 project will reconstruct and widen County Road 25-A from Country Club Road to Looney Road, a length of approximately 3,100-feet. Also included with the project is the construction of curb/gutter and sidewalk on both sides of CR 25-A along with storm sewer and adjustments of existing utilities to accommodate the improvements.

We understand that this project (Phase II) was initially part of a larger project that extended from the Main Street Bridge to Looney Road and that, due to funding reasons, the original project was divided into two phases after Stage 1 plans had been prepared and reviewed by ODOT. At that time, design and construction were advanced for "Phase I" of the project to improve CR 25-A from the Main Street Bridge to Country Club Road. We understand that "Phase II" will now be advanced from the approved Stage I plans through completion of Final Tracings in anticipation of construction to occur in 2013.

### SCOPE OF SERVICES

#### Overview

We understand that ODOT will administer construction for this project (ODOT-Let) and that design and plan preparation will follow ODOT's traditional staged-review and Project Development Process (PDP) for a Minor Project. As Stage I Detailed Design plans and the NEPA document have been approved, we understand that this scope of services generally includes activities outlined in Steps 5 (Develop Stage 2 Design Plans) through Step 10 (Construct Project).

We are assuming that all calculations, correspondence, surveying and engineering documentation, and similar project files from work already completed for this project will be provided — in electronic and/or hardcopy information, as appropriate — by the City of Piqua. We are also assuming that all design drawings for work already completed will be provided in AutoCAD format and will also be provided, for reference, in hardcopy and/or PDF format. Incomplete, inaccurate, and/or insufficient information requiring Kleingers & Associates to recreate work that we understand to have already been completed, excepting as expressly outlined in the following scope of services, will be considered additional services and may constitute the need for adjustments to the fee and/or schedule.

## SCOPE OF SERVICES (CONTINUED)

The following sections outline the scope of services we propose to complete for this project.

### Project Initiation

- Attend kick-off meeting with City staff to discuss project goals and define expectations for the project.
- Perform detailed review and verification of available project information (design documents, calculations, survey records, correspondence, etc.) ♦

### Update Project Basemap

- Perform research of the public records to obtain the most current deeds for the project area and adjoining parcels along with associated survey records.

*Note: Only those easements discovered in the normal course of research will be identified and shown on the survey. For a more complete treatment of possible easements, we recommend that you retain the services of a certified title examiner.*

- Utilize previously prepared project survey information as the basis for field verification of existing monumentation and occupation lines of property lines and rights of ways within project limits. ♦
- Review and verify the boundary lines and rights of ways depicted in previously prepared project survey information. ♦
- Contact Ohio Utilities Protection Service to mark underground utilities and furnish record drawings, if available.
- Obtain the location of physical features and visible utilities within the project area known or believed to have changed since the original field survey was completed. Utilities will be shown on the plans by combining the field locations from our survey data with record information as obtained from the utility companies and/or others. Kleingers & Associates makes no guarantee as to the extent of utilities. Physical features include but are not limited to visible utilities, pavement, drives, traffic control items, structures, fences, retaining walls, and vaults.
- Incorporate updated property owner information and topography into previously prepared basemap to create an updated AutoCAD drawing as the basis for future project activities, design, and plan preparation.
- Submit updated basemap to the City along with a description of changes made from the previous project basemap.

---

♦ As indicated in the scope of services overview, if insufficient, incomplete, and/or inaccurate data is provided and/or if, during the verification process, we determine that previously prepared work will need to be recreated / corrected / modified, we will discuss with you the extent of additional work needed along with the related impacts to the scope and schedule, if any.

## SCOPE OF SERVICES (CONTINUED)

### Engineering Design and Plan Preparation

- Prepare and submit Stage 2 Design documents based on the roadway design depicted in the approved Stage 1 design documents. ♦ Design will be completed in accordance with ODOT and City design guidelines. The submittal will include pertinent information outlined in the Request for Proposal and in general accordance with the requirements of ODOT Location and Design Manual Volume 3 - §1400.
- Address Stage 2 Design comments.
- Prepare and submit Stage 3 Design documents. Design will be completed in accordance with ODOT and City design guidelines. The submittal will include pertinent information outlined in the Request for Proposal and in general accordance with the requirements of ODOT Location and Design Manual Volume 3 - §1400.
- Address Stage 3 Design comments.
- Prepare and submit Final Tracings. Design will be completed in accordance with ODOT and City design guidelines. The submittal will include pertinent information outlined in the Request for Proposal and in general accordance with the requirements of ODOT Location and Design Manual Volume 3 - §1400.
- Prepare engineer's opinion of probable construction cost to accompany each design submittal.
- Support City staff during bidding and construction by answering questions from contractors and providing interpretation/clarification of information provided in design drawings.

*It is our understanding that ODOT will be preparing the project manual and related documents required for bidding and administration of the project as well as providing construction management / administration / inspection services for the project.*

- Compile contractor, inspector, and other notes and documentation related to field changes and modifications to the design drawings during construction. Incorporate the collected information into post-construction Record Drawings. Provide the Record Drawings to the City in AutoCAD format and as a hard-copy mylar drawing set.

### Right-of-Way Documents and Monumentation

- Prepare and submit Preliminary Right-of-Way (step 5 of The ODOT Minor PDP Process) in accordance with ODOT and County guidelines. The submittal will include pertinent information outlined in the Request for Proposal and in general accordance with the requirements of ODOT Location and Design Manual Volume 3 - §1400.

---

♦ As indicated in the scope of services overview, if insufficient, incomplete, and/or inaccurate data is provided and/or if, during the verification process, we determine that previously prepared work will need to be recreated / corrected / modified, we will discuss with you the extent of additional work needed along with the related impacts to the scope and schedule, if any.

## **SCOPE OF SERVICES (CONTINUED)**

- Address Preliminary Right-of-Way plan comments.
- Prepare and submit DRAFT Final Right-of-Way plans (step 6 of The ODOT Minor PDP Process) in accordance with ODOT and County guidelines. The submittal will include pertinent information outlined in the Request for Proposal and in general accordance with the requirements of ODOT Location and Design Manual Volume 3 - §1400.
- Provide legal descriptions and closure calculations for up to 8 permanent and 8 temporary Right-of-Way takes. Coordinate with Miami County to verify format and content of legal descriptions are acceptable and approvable.
- Address comments received on DRAFT Final Right-of-Way plan and legal description submittal and resubmit updated Final Right-of-Way plans and legal descriptions.
- Set temporary monumentation at corners of up to 8 permanent Right-of-Way takes within project.
- Set final monumentation at corners of up to 8 permanent Right-of-Way takes within project.

### **Meetings**

- Attend meetings outlined in the Request for Proposal. The hours and fee estimate for meetings included with this proposal is based on attending a total of 15 meetings. We anticipate that some monthly progress meetings will be combined with or replaced by review meetings, utility meetings, and/or other required meetings.

We have included an estimate of personnel work-hours and associated fee required for the scope of services described above and a detailed project schedule on the following pages.

**BUDGET HOURS AND FEE ESTIMATE**

	PM RATE: 118	PE 100	Tech 75	PS 85	Sr PS 100	Crew 150	TOTAL	BASE FEE
<b>Updated Basemap &amp; Preliminary Right-of-Way</b>								
Review Existing Survey Data from Stg 1					16		16	
Records Research				8			8	
Field Location & Updated Mapping				24		34	58	
Prelim R/W Sheets (per L&D \$1400)				66			66	
Project Administration					24		24	
SUB-TOTAL	0	0	0	98	40	34	172	\$ 17,430
<b>Stage 2 - Concurrent with Final Right-of-Way</b>								
Review Existing Engineering Data from Stg 1	4	16					20	
Roadway Design		24	48				72	
Stage 2 Plan Components (per L&D \$1400)		24	80				104	
Utility Coordination		2	8				10	
Cost Analysis	2	2	8				12	
Internal Review	4	8					12	
Stage 2 Package Submittal (per L&D \$1400)		2	8				10	
Project Administration	24	8					32	
SUB-TOTAL	34	86	152	0	0	0	272	\$ 24,012
<b>Final Right-of-Way - Concurrent with Stage 2</b>								
Right-of-Way Plans (per L&D \$1400)				50			50	
Legal Descriptions				24			24	
Revisions, Coordination, & Pkg Submittal				20	20		40	
Monumentation						14	14	
Project Administration					20		20	
SUB-TOTAL	0	0	0	94	40	14	148	\$ 14,090
<b>Stage 3</b>								
Revisions from Stage 2 Comments		8	60				68	
Quantities and Updated Cost Analysis		8	40				48	
Internal Review	4	16					20	
Stage 3 Package Submittal (per L&D \$1400)		4	8				12	
Project Administration	12	8					20	
SUB-TOTAL	16	44	108	0	0	0	168	\$ 14,388
<b>Final Tracings</b>								
Revisions from Stage 3 Comments			40				40	
Updated Quantities and Cost Analysis		4	8				12	
Internal Review	8	8					16	
Final Tracings Submittal (per L&D \$1400)		4	8				12	
Record Drawings & Project Closeout	2		8				10	
Project Administration	12	8					20	
SUB-TOTAL	22	24	64	0	0	0	110	\$ 9,796
<b>Meetings</b>								
Kick-off Meeting & Project Initiation	4	4			4		12	
Other Meetings (assume 14)	42	21			9		72	
SUB-TOTAL	46	25	0	0	13	0	84	\$ 9,228
<b>LABOR TOTAL</b>	<b>118</b>	<b>179</b>	<b>324</b>	<b>192</b>	<b>93</b>	<b>48</b>	<b>954</b>	<b>\$ 88,944</b>

**RESOLUTION NO. R-32-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
CIVIL SERVICE COMMISSION**

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: Michael Gutmann is hereby appointed as a member of the Civil Service Commission for a three-year term to expire on March 1, 2014 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-33-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
CIVIL SERVICE COMMISSION**

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: Alissa Blankenship is hereby appointed as a member of the Civil Service Commission for a three-year term to expire on March 1, 2014 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-34-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
CIVIL SERVICE COMMISSION**

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: Paul Jackson is hereby appointed as a member of the Civil Service Commission for a three-year term to expire on March 1, 2014 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-35-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
COMMUNITY DIVERSITY COMMITTEE**

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: Larry Hamilton is hereby appointed as a member of the Community Diversity Committee for a term to expire on March 1, 2014 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-36-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
COMMUNITY DIVERSITY COMMITTEE**

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: Gordon L. Wise is hereby appointed as a member of the Community Diversity Committee for a term to expire on March 1, 2014 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-37-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
COMMUNITY DIVERSITY COMMITTEE**

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: Barbara Miller is hereby appointed as a member of the Community Diversity Committee for a term to expire on March 1, 2012 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-38-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
COMMUNITY DIVERSITY COMMITTEE**

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: Karen L. Schultz is hereby appointed as a member of the Community Diversity Committee for a term to expire on March 1, 2013 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-39-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
BOARD OF ZONING APPEALS**

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: Skip Murray is hereby appointed as a member of the Board of Zoning Appeals for a five-year term to expire on March 1, 2016 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-40-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
TREE COMMITTEE**

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: Brenda Vetter is hereby appointed as a member of the Tree Committee for a four-year term to expire on March 1, 2015 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-41-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
TREE COMMITTEE**

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: Larkin Cornett is hereby appointed as a member of the Tree Committee for a four-year term to expire on March 1, 2015 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-42-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
INCOME TAX BOARD OF REVIEW**

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: Jeff Ortlieb is hereby appointed as a member of the Income Tax Board of Review for a five-year term to expire on March 1, 2016 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-43-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
PARK BOARD**

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: Cheryl L. Burkhardt is hereby appointed as a member of the Park Board for a five-year term to expire on March 1, 2016 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-44-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
GOLF ADVISORY BOARD**

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: Richard (Gene) Hill is hereby appointed as a member of the Golf Advisory Board for a four-year term to expire on March 1, 2015 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-45-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
GOLF ADVISORY BOARD**

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: Scott Rasor is hereby appointed as a member of the Golf Advisory Board for a four-year term to expire on March 1, 2015 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-46-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
DOWNTOWN DISTRICT DESIGN REVIEW BOARD**

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: Brenda Vetter is hereby appointed as a member of the Downtown District Design Review Board for a three-year term to expire on March 1, 2014 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-47-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
DOWNTOWN DISTRICT DESIGN REVIEW BOARD**

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: Ann DeBrosse Comer is hereby appointed as a member of the Downtown District Design Review Board for a three-year term to expire on March 1, 2014 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-48-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
DOWNTOWN DISTRICT DESIGN REVIEW BOARD**

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: Ruth A. Koon is hereby appointed as a member of the Downtown District Design Review Board for a three-year term to expire on March 1, 2014 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-49-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
HOUSING COUNCIL**

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: Jean E. Kiser is hereby appointed as a member of the Housing Council for a three-year term to expire on March 1, 2014 or until her successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-50-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
HOUSING COUNCIL**

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: Dan Whitson is hereby appointed as a member of the Housing Council for a three-year term to expire on March 1, 2014 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION

**RESOLUTION NO. R-51-11**

**A RESOLUTION APPOINTING A MEMBER TO THE  
HOUSING COUNCIL**

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: Jim Vetter is hereby appointed as a member of the Housing Council for a three-year term to expire on March 1, 2014 or until his successor is confirmed and qualified;

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

\_\_\_\_\_  
LUCINDA L. FESS, MAYOR

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
REBECCA J. COOL  
CLERK OF COMMISSION