

AMENDED- APRIL 16, 2012

**REGULAR PIQUA CITY COMMISSION MEETING
TUESDAY, APRIL 17, 2012
7:30 P.M. – COMMISSION CHAMBER – 2nd FLOOR
201 WEST WATER STREET
PIQUA, OHIO 45356**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OATH OF OFFICE – PIQUA POLICE DEPARTMENT

- LIEUTENANT RICHARD A. BYRON

PUBLIC HEARING - April 17, 2012

Renewal of an application for placement of farmland in an agricultural district filed by Ellen J. Allenbaugh for Parcel #44-100640 in the City of Piqua

PRESENTATION

Piqua Skate Park - Mr. Rich Donnelly

PROCLAMATION

Week of the Young Child

RESIDENCE PRIDE AWARDS

- | | |
|---------------------------|------------------------|
| ➤ 214 E. Main Street | Randy & Carla Baker |
| ➤ 1600 Manier Avenue | Michael & Reva Ray |
| ➤ 626 & 628 W. Ash Street | Carol Botts |
| ➤ 720 Park Avenue | Jonathan & Kim Stevens |
| ➤ 1010 Elm Street | Paul & Irene Graham |

REGULAR CITY COMMISSION MEETING

CONSENT AGENDA

1. APPROVAL OF MINUTES
Approval of the minutes from the April 3, 2012 Regular Piqua City Commission
2. RES. NO. R-77-12
A Resolution accepting the resignation of Larry Hamilton as a member of the Community Diversity Committee

NEW BUSINESS

3. RES. NO. R-78-12
A Resolution authorizing an agreement with Watchguard for the purchase of six (6) mobile video recorders for Police Department cruisers
4. RES. NO. R-79-12
A Resolution retaining the service of Horan to provide Health Insurance Consulting Services for the City of Piqua
5. RES. NO. R-80-12
A Resolution requesting authorization to enter into an agreement with O.R. Colan Associates for the right-of-way acquisition services for the County Road 25-A Phase II reconstruction project

OTHER

Monthly Reports – February 2012

PUBLIC COMMENT

(This is an opportunity for citizens to address the City Commission regarding issues or to provide information. Comments are requested to be limited to five (5) minutes and specific questions should be addressed to the City Manager's office.)

CITY MANAGER'S REPORT

- a. Economic Development Update
- b. Department Update – Police Department – Chief Bruce Jamison

COMMISSIONERS COMMENT

ADJOURNMENT

RENEWAL OF FARMLAND IN AN AGRICULTURAL DISTRICT
(O.R.C. Section 929.02)

TO CONTINUE in the Agricultural District, the owner **MUST FILE** a RENEWAL form **PRIOR TO** the **FIRST MONDAY IN APRIL** every fifth year with the MIAMI COUNTY Auditor

APPLICANT: ALLENBAUGH ELLEN J
5130 N FRONT ST
COVINGTON OH 45318

Application No: 382
Original Year: 12/2007
Renewal Year: 2012

Description of Land as shown on Property Tax Statement: N44-100640
Out lot 314

Location of Property: Fronting Spiker Rd. to West NW quarter Sec. 23 Washington Twp.
Spiker Rd. ~ Piqua

1. Do you want to renew the real estate list below in the AG District program? YES NO
2. Does any of the land lie within a municipal corporation limit? YES NO
3. Is the parcel(s) shown below presently being taxed at their Current Agricultural Use Valuation (CAUV) under section 5713.31, O.R.C.? YES NO #2585
4. Is the parcel(s) shown below exclusively devoted to agricultural purposes? YES NO
5. If the total acreage farmed in this unit is less than 10 acres, show gross income produced from agricultural purposes for the last three years:

1. _____ 2. _____ 3. _____

TAX DIST	PARCEL NUMBER	ACRES
N44	N44-100640	71.61
TOTAL ACRES		71.61

RECEIVED

CITY OF PIQUA
DEVELOPMENT OFFICE

I declare that this report has been examined by me and to the best of my knowledge and belief is true and correct. I authorize the County Auditor to inspect the property described above to verify the accuracy of the application.

Ellen Allenbaugh
SIGNATURE OF OWNER

3-23-12
DATE

937-773-3578
PHONE NUMBER

DO NOT COMPLETE FOR OFFICIAL USE ONLY

Action of County Auditor

Application Approved _____ Rejected _____ *

Date Filed with County Auditor 3-27-12

Date Filed (if required) with Clerk of Municipal Corporation _____

County Auditor's Signature _____ Date _____

Date Decision Mailed to Applicant _____ Certified Mail No. _____

Action of Legislative Body of Municipal Corporation

Application Approved _____ Approved with Modifications _____ * Rejected _____ *

Date Application Filed with Clerk 3-29-12 Date of Public Hearing 4-17-12

Date of Legislative Action _____ Clerk's Signature _____ Date _____

Date Decision Mailed to Applicant _____ Certified Mail No. _____

*IF MODIFIED OR REJECTED, ATTACH SPECIFIC REASONS FOR MODIFICATION OR REJECTION

**MINUTES
PIQUA CITY COMMISSION
Tuesday April 3, 2012
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

Approval of the minutes from the March 20, 2012 Regular Piqua City Commission Meeting. Moved by Commissioner Martin, seconded by Commissioner Vogt that the minutes of the Regular Piqua City Commission Meeting of March 20, 2012 be approved. Voice vote, Aye: Fess, Wilson, Martin, Terry, and Vogt. Nay: None. Motion carried unanimously.

New Business

ORD. NO. 9-12 (1st Reading)

An Ordinance enacting and adopting a supplement to the Code of Ordinances for the City of Piqua

Law Director Stacy Wall explained all the Ordinances adopted by the City Commission in 2011 were sent to American Legal Publishing Corporation. Ms. Wall stated she has reviewed all the changes and has recommended the revision or addition of certain sections of the Code of Ordinances, which are based on or make reference to the Ohio Code. It is the intent of the Piqua City Commission to accept these updated sections in accordance with the changes of the law of the State of Ohio, and accept the 2011 supplement to the Piqua Code of Ordinance of the City of Piqua that has been submitted by American Legal Publishing Corporation.

Public Comment

No one came forward to speak for or against Ordinance No. 9-12.

Moved by Commissioner Wilson, seconded by Commissioner Terry, that the rule requiring Ordinance No. 9-12 to be read fully and distinctly on three separate days be suspended. Roll call: Aye: Terry, Wilson, Vogt, Martin, and Fess. Nay: None. Motion carried unanimously.

Moved by Commissioner Terry, seconded by Commissioner Wilson, to adopt Ordinance No.9-12. Roll call, Aye: Wilson, Vogt, Martin, Fess, and Terry. Nay: None. Motion carried unanimously. Mayor Fess declared Ordinance No. 9-12 adopted.

RES. NO. R-72-12

A Resolution awarding a contract for the lease of a Pitney Bowes Mail Stream Postage Machine for the City of Piqua

Finance Director Cynthia Holtzapple stated the City has leased the postage machine and meter from Pitney Bowes for the last 5 years on the state bid award. We are proposing the same arrangement again with their newest machine available at this time. The Post Office continues to change their rate structures, postage price and etc. and with the Pitney Bowes lease, all of these types of changes are covered at no additional cost. The current lease expires June 30, 2012 and would like to have the new machine up and running by this date if possible.

Public Comment

No one came forward to speak for or against Resolution No. R-72-12

Moved by Commissioner Vogt, seconded by Commissioner Martin, that Resolution No. R-72-12 be adopted. Roll call, Aye: Vogt, Martin, Fess, Terry, and Wilson. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-72-12 adopted.

RES. NO. R-73-12

A Resolution requesting authorization to enter into an agreement with Alpha Boats Unlimited for the purchase of an Aquatic Weed Harvester

Storm Water Coordinator Devon Alexander stated in late summer of 2011 the City was able to acquire a grant from the Lundgard Foundation Association in the amount of \$112,500 for the purchase of an Aquatic Weed Harvester. A weed harvester is a barge style boat that is used to remove aquatic weeds, also helps with water quality and gives a better aesthetic appearance throughout the lakes and canal systems. The weed harvester is about 30 feet long and will have a five-foot wide head. A total of five manufactures submitted bids. Due to other manufactures not meeting the specifications or price limitations, it was decided that the Alpha Boats Unlimited Weed Harvester would be the best fit for the City's needs. The funds received will cover the full purchase price of the machine, as well as allow the city to purchase a small parts package for future maintenance, said Mr. Alexander.

There was discussion concerning the locations for the harvester to be put in the water, what the noise level would be when in operation, if the engine was self-contained, what would be done with the weeds once they are removed from the water, how wide the cutting blade is, if the cutting blade was hinged to raise in and out of the water when not in use, and if the machine would be able to go under all of the bridges on the waterways Mr. Alexander stated the operators will have the ability to adjust the depth of the cutting head, which will limit the amount of damage to the waterways. After the plants have been harvested they will be taken to the city compost center. The weed harvester is powered by a diesel engine and will be operated at low RPM level to reduce noise during operation. There is one bridge in question that may cause a problem, but depends on the water level at the time it is be used. The weed harvester will be placed in the water at different locations, but may need to install several new ramps at Swift Run Lake and Franz Pond in the future.

It was noted that the Division of Wildlife would be contacted due to the time of year the fish would be spawning as to not disturb them. The delivery date on the harvester and trailer is about twenty-one days, and the conveyer should take about sixty days to come in once the order is placed, stated Mr. Alexander.

Public Comment

Jeff Lange came forward stating he applauded the City of Piqua and the Lundgard Foundation for purchasing the Aquatic Weed Harvester, as it is much needed to help with the preservation of our waterways. Mr. Lange noted this is not the first weed harvester the City has owned. The first one was about 12-14 feet long and was powered by a little Johnson Outboard Motor and was purchase in the 1960's, but only lasted about two to three years.

Mayor Fess thanked the Community Action Committee for doing the research on the weed harvester, and further stated the residents along the waterways will be happy to have some of the weeds removed.

Mr. Lange stated that Thursday, May 3rd is the first Annual Middle Great Miami River Watershed Alliance River Summit being held at the Fort Piqua Plaza at 7:00 P.M. and encouraged all to attend.

Mayor Fess thanked the Lundgard Foundation for helping the City purchase the much needed weed harvester.

Moved by Commissioner Martin, seconded by Commissioner Terry, that Resolution No. R-73-12 be adopted. Roll call, Aye: Martin, Fess, Terry, Wilson, and Vogt. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-73-12 adopted.

RES. NO. R-74-12

A Resolution awarding a contract for the collection of recyclable material in the City

Health & Sanitation Director Amy Welker explained the City of Piqua has operated a curb-side recycling program since 1992 with Piqua being a part of the Miami County Solid Waste District, which is under a recycling mandate from the EPA. The District has a goal of 25% residential waste reduction from recycling. The District is able to meet this goal due to the curb-side recycling programs in Piqua and Troy.

The City received two bids, the other one was from Waste Management. We also asked for an alternate bid for the wheeled bins, stated Ms. Welker. Rumpke of Ohio offered to rent 64 gallon wheeled containers with lids directly to customers at a cost of \$2.50 per month-billed quarterly, but did not want to bid a contract.

The curb-side recycling in Piqua has seen an increase in tonnage over last year going from 13% to 16% in recycling. The City of Piqua and the City of Troy have jointly bid this service and asked for a cost reduction if both cities awarded the contract to the same contractor. Rumpke of Ohio offered a 3% reduction on the bid price if both cities signed contracts with them. Rumpke will also provide educational materials which includes flyers mailed to residents, news releases, curriculum packets for school used, videos, and participation by the vendor at festivals or other public events, stated Ms. Welker.

Matthew McNelly, representing Rumpke of Ohio came forward and gave a brief overview of the recycling program, and the type of bins they would supply. Mr. McNeely also explained what type of other recycling containers they would accept for recycling. One of the problems with customers using other recycling bins other than Rumpke owned ones is the liability for damage to a container that is not their own, stated Mr. McNelly.

Public Comment

Brad Boehringer, Mound Street asked if it would be possible for residents that live in apartments to recycle since they have a private hauler and are not on the City refuse program. Mr. Boehringer stated he would be willing to purchase one of the larger bins and let his neighbors use it if possible. City Manager Huff stated he would look into the questions raised regarding the larger bins and the issue with apartment residents and recycling.

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-74-12 be adopted. Voice vote, Aye: Fess, Terry, Wilson, Vogt, and Martin. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-74-12 adopted.

RES. NO. R-75-12

A Resolution authorizing a three-year lease with Piqua Youth Soccer Association (PYSA)

Law Director Wall stated the Piqua Youth Soccer Association has expressed their desire to renew the lease for the use of the Soccer Fields located at Pitsenbarger Park for a three-year period. The lease will be the same as the last one with the exception it will be a three year lease instead of five, with a yearly rent of One Dollar (\$1.00) due the first day of March each year. There have been several issues over the years with the five-year lease and City Manager Huff stated he would like to see how things work out with the shorter lease. There was also some concern raised over the Strawberry Festival Soccer Tournament held at Pitsenbarger, and the mowing of the grass on the fields.

Commissioner Wilson stated the City has addressed the past misunderstandings and they have all been resolved. Law Director Wall stated she and Bill Murphy met with the Soccer Association and were able to resolve all the issues they had.

Public Comment

No one came forward to speak for or against Resolution No. R-75-12

Moved by Commissioner Terry, seconded by Commissioner Wilson, that Resolution No. R-75-12 be adopted. Roll call, Aye: Terry, Wilson, Vogt, Martin, and Fess. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-75-12 adopted.

RES. NO. R-76-12

A Resolution authorizing a three-year lease with Piqua Youth Football Association

Law Director Wall stated the Piqua Youth Football Association has expressed their desire to renew the lease for the use of the fields located at Pitsenbarger Park for a three-year period. The lease will be the same and there was an amendment regarding the use of some of the property that was incorporated in the new lease, and this will also be a three year lease instead of five, with a yearly rent of One Dollar (\$1.00) due the first day of March each year. There is a building at Pitsenbarger currently being used by the PYFA for storage and it is not in the best condition and may have to be torn down. The PYFA is aware the City is not responsible for finding a new storage area for them if the current building is torn down, stated Law Director Wall.

Public Comment

No one came forward to speak for or against Resolution No. R-76-12

Moved by Commissioner Martin, seconded by Commissioner Terry, that Resolution No. R-76-12 be adopted. Roll call, Aye: Wilson, Vogt, Martin, Fess, and Terry. Nay: None. Motion carried unanimously. Mayor Fess then declared Resolution No. R-76-12 adopted.

Monthly Reports – January 2013

Monthly Reports for January 2013 were accepted.

Public Comment

This is an opportunity for citizens to address the City Commission regarding issues or to provide information. Comments are requested to be limited to five (5) minutes and specific questions should be addressed to the City Manager's office.

Ralph Pritchard, Fourth Street inquired as to when the restrooms at Fountain Park would be opening. City Manager Huff stated they should be opening any day now.

Jeff Lange thanked the City and especially City Planner Chris Schmiesing for their help at the 5th Annual River Summit held at the University of Dayton recently. There were about 170 attendees, 25 displays from all around Ohio's Great Corridor, three speakers from the City of Chattanooga and the Lyndhurst Foundation. Piqua businessman Jim Hartzell was also a guest speaker. Mr. Lange stated Scott Phillips, Randy Kirchner, and Stu Sherear also attended the event and thanked the City for their part in representing Piqua at the River Summit. Mr. Lange also thanked Beth Royer of the Piqua Daily Call for her coverage of the event.

Mr. Lange asked when the next Commission Work Session would be held to discuss with the public the opportunity of building a new Water Treatment Plant, and the possibility of joining with the City of Troy. City Manager Huff stated they have not received all of the information that was requested from the consultants as of yet, and as soon as it comes they will present it to the Commissioner in a work session. This could possibly be in May, stated City Manager Huff.

Mr. Lange further stated the Adopt- A- Park Program is listed on the City website, and encouraged citizens to get out and adopt any public place, a Park, boulevard, street, etc.

City Manager Huff explained how the Adopt-A-Park Program works when citizens adopt a specific area, and stated he has even received a request to Adopt A Fire Hydrant.

Larry Hamilton, Maplewood Drive, came forward and voiced his opinion on naming of public property in the City of Piqua. Mr. Hamilton further stated at this time he was withdrawing from the Community Diversity Committee, and his resignation from this group is effective immediately.

Mr. Hamilton encouraged the community to come together for a grassroots discussion providing input to the Piqua Board of Education on the naming of three new schools at the Hartzell Center for the Performing Arts at the Piqua High School on April 24, 2012 at 6:30 P.M.

Mayor Fess thanked Mr. Hamilton for his comments and his service on the Committee.

City Manager's Report

Economic Development Update

City Manager Huff stated Economic Development Director/Assistant City Manager was out of town and gave a brief update. Westcon, Inc. has announced they plan an expansion of about 30,000 square feet, and plan to add another 40 employees. Currently they have about 40 employees on site now. This is great news for the City, and we anticipate having another announcement shortly on a similar expansion project within the community, said City Manager Huff.

Community Development Director Bill Lutz gave a brief update on several new programs that include the INVOLVE, Adopt- A- Program, and the Piqua Government Academy. All of these programs work to enhance our community's quality of life. Mr. Lutz explained how these initiatives are designed to encourage community participation and provide a sense of pride and ownership and make the City of Piqua a desirable place to live, work, and play with family, friends, and neighbors.

INVOLVE stands for Interested Neighbors Volunteering Valuable Energy and was launched in December of 2011. The program assists residents with small no cost property maintenance issues they are unable to handle by themselves. Some of the activities include: snow shoveling, raking lawns, house and window washing etc. Anyone interested in helping or in need of assistance can go to the website for an application. They will match those people in need with those people who have offered their assistance. Mr. Lutz stated currently he has five volunteers and one volunteer group.

The Adopt-a-Program is a program for individuals, groups or organizations to help provide maintenance to various public areas such as Parks, Trails, even parking lots that need attention. There is a list of available adoption sites on the city website along with a registration form. Almost anything in the community can be adopted, stated Mr. Lutz. Participants are encouraged to take care of their adopted area as needed and to report any problems or issues to the City. City Manager Huff explained the Park Board would set the requirements for any of the Park issues. Also the Park board will approve the applicants and they will be given a packet of information.

Mr. Lutz stated May 5th, 2012 is the citywide cleanup day. This is a citywide volunteer effort to clean up the parks, paths, and any public areas and will begin at 8:00 A.M. and conclude at 12:00 with an old fashion picnic at Mote Park hosted by the Southview Neighborhood Association. Anyone wishing to participate is encouraged to go online at www.piquaoh.org and register.

The City's first Government Academy will begin on Wednesday evening, April 4th and run for eleven consecutive weeks with 23 participants signed up. The Academy is designed to give participants a behind-the-scenes look at the city's operations. Further information on any of the programs can be found at www.piquaoh.org or by contacting Program Manager Bill Lutz at 778-2062.

Mayor Fess thanked Mr. Lutz for his presentation, and stated the city is very excited about these new programs and the response they have received. City Manager Huff commented that Mr. Lutz came forward and offered his initiative and energy to these programs and we certainly appreciate it.

Department Update – Piqua Fire Department – Chief Mike Rindler

Fire Chief Mike Rindler gave a very informative power point presentation on what the Fire Department provides to the community, and showing the Fire Department Organizational chart. The City of Piqua Firefighters receive the highest level of training possible. Fire Chief Rindler explained the various types of call and assignments starting with the basic Structure Fire where six firefighters are sent out leaving no one in the Fire Department for other calls. Vehicle Accidents usually require four Firefighter/Paramedics being sent out leaving only two on station. EMS runs where a Code comes in when a person is not breathing/has no pulse or is an unstable patient usually requires two to six Firefighter/Paramedics being sent out depending on the nature of the call, leaving a minimum number on station. Haz-Mat and Weapons of Mass Destruction calls require a (Technician Level Group) be sent out. Rope Rescue, Confined Space Rescue, High Angle and Tower Rescue, River Rescue, Public Safety Dive Team are all manned by all the same Paramedics/ Firefighters and may also include Police and the Buckeye Search and Rescue. Several photos of local fires and paramedic rescues were shown. Fire Chief Rindler stated they are short one Firefighter Level II Paramedic, Haz-Mat- WMD Technician, Public Safety Diver, Rope and River Rescue he is Sgt. Timothy Risner who is serving in the United States Army National Guard and deployed at this time, but hope to have him back home soon. Fire Chief Rindler further explained Fire Prevention and the Investigation Bureau duties, along with Fire Safety Education in the community. A response comparison chart was presented showing the Fire runs, EMS runs, and the number of staff from 1986 to 2011. The cost of Fire/EMS Services listed in 2003 with expenses were \$2,909,622 with revenue of \$103,412 and a balance of \$2,806,210. In 2011 the expenses were \$3,333,112 with revenue of \$1,015,145 and a balance of \$2,317,967. The ICMA per Capita Cost per citizen is \$137.73, with the US Average Annual per Capita Cost per citizen being \$167.96 compared to communities of similar population. Fire Chief Rindler stated he is very proud of his Firefighters/Paramedics and their level of expertise they offer to the community.

Mayor Fess thanked Fire Chief Rindler for his very informative presentation. Further stating she is very proud of the Piqua Fire and Police Departments who do more with less in these hard economic times, acknowledging they always put safety first.

City Manager Huff stated the Piqua Government Academy will begin on April 3, 2012, the Community Workshop on the Downtown Riverfront Redevelopment will be held on April 9 from 7:00-8:30 P.M. at the Fort Piqua Plaza, and the City Commission Work Session is scheduled for Thursday, April 12th, at 7:30 P.M. in the City Commission Chambers.

Mayor Fess thanked City Manager Huff for his input and all the work he has been doing in moving the city forward.

Commissioner Comments

Commissioner Wilson stated the Safety Services Banquet was held recently at the YWCA and acknowledged the Police and Fire award recipients. The Piqua Area Chamber of Commerce are sponsors for the banquet, the K of C provides the special awards, and donations are also received from local businesses. We all tend to take the Police and Fire Departments for granted, and this is a great way to show our appreciation, stated Commissioner Wilson.

Commissioner Wilson asked for an update on the hospital site demolition project. Bill Lutz gave a brief update on the status of the demolition project, which is scheduled to begin within a week or so, with a completion date scheduled for mid July 2012. There was discussion of the possibility of a web cam to watch the demolition; this is something they are still looking into stated City Manager Huff.

Commissioner Wilson also inquired about the status of the Skateboard Park, and a possible completion date. City Manager Huff explained they are in the process of getting some drawings together and possibly a scale model rendering that can be brought in soon. The plan is to have the Skateboard Park completed in June of 2012, stated City Manager Huff.

Commissioner Terry stated she attended the Piqua Dancing with the Stars sponsored by the Piqua Arts Council. It was a lot of fun and a very nice event that raised \$28,000 for the Piqua Arts Council.

Commissioner Terry inquired about the city grass cutting especially in the boulevard areas. City Manager Huff stated they met recently and there are plans to start mowing in the near future. Commissioner Terry reminded residents not to blow their grass clippings out into the gutter, stating clippings should be picked up and put in bags or trashcans and set out for the refuse trucks.

Commissioner Terry also mentioned a Historical Presentation is scheduled for April 12, 2012 at 7:30 P.M. at the Johnston Farm; "An Evening With General Sherman" and encouraged citizens to attend.

Commissioner Vogt stated City Manager Huff implemented a new program, "Breakfast with City Departments". So far they have had breakfast with the Police and Fire Departments and stating "we are all safe after seeing the thorough training they go through". We get a lot from these individuals and we need to thank them all for their dedication to the community.

Commissioner Vogt stated the City Parks and the Municipal Golf are open now; also season passes are also available for the Community Swimming Pool. Commissioner Vogt encouraged citizens to participate to support the city facilities.

Commissioner Martin thanked all who are participating in the recycling program as tonnage is up, and encouraged citizens to continue to recycle to keep the refuse fees down.

Mayor Fess congratulated the Police and Fire Award recipients, and thanked the YWCA for providing the wonderful meal.

Mayor Fess stated at the Breakfast with the Fire Department Commissioner Martin and Commissioner Terry had the courage to go up in the ladder truck to see the city from a birds eye view.

Mayor Fess stated she attended the Piqua Dancing WithThe Stars and congratulated winners Scott Phillips and Laura Bates, further stating all of the dancers did a great job.

Mayor Fess reminded citizens the Third Annual Soring Swing Dance will be held on May 12, 2012 at 7:30 in the Grand Ballroom at the Fort Piqua Plaza. Tickets are still available at the YWCA.

Moved by Commissioner Vogt, seconded by Commissioner Martin, to adjourn from the Regular Piqua City Commission Meeting at 9:00 P.M. Voice vote, Aye: Martin, Wilson, Vogt, and Terry. Nay: None. Motion carried unanimously.

LUCINDA L. FESS, MAYOR

PASSED: _____

ATTEST: _____
REBECCA J. COOL
CLERK OF COMMISSION

RESOLUTION NO. R-77 -12

**A RESOLUTION ACCEPTING THE RESIGNATION
OF LARRY HAMILTON AS A MEMBER OF THE
COMMUNITY DIVERSITY COMMITTEE**

WHEREAS, Larry Hamilton was appointed to the Community Diversity Committee on May 19, 2008 by Resolution No.R-62-08; and

WHEREAS, Larry Hamilton resigned on April 3, 2012 from the Community Diversity Committee.

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: This Commission hereby accepts the resignation of Larry Hamilton as a member of the Community Diversity Committee.

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-78-12

**A RESOLUTION AUTHORIZING AN AGREEMENT
WITH WATCHGUARD FOR THE PURCHASE OF SIX
(6) MOBILE VIDEO RECORDERS FOR POLICE
DEPARTMENT CRUISERS**

WHEREAS, the City of Piqua has received a grant through the Ohio Department of Public Safety, Office of Criminal Justice Services, under the 2011 Edward Byrne Justice Assistance Grant Program for the purchase of cruiser cameras;

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 to Watchguard, for six (6) digital mobile video recorders, and parts, not to exceed \$32,000.00.

SEC. 3: The Finance Director is authorized to draw her warrant on the appropriate account of the City treasury in payment for said equipment purchase.

SEC. 4: 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



Commission Agenda Staff Report

MEETING DATE	April 17, 2012			
REPORT TITLE (Should match resolution/ordinance title)	A resolution authorizing an agreement with Watchguard for the purchase of six (6) mobile video recorders for police department cruisers.			
SUBMITTED BY	Name & Title: Bruce A. Jamison, CLEE, Chief of Police			
	Department: Police			
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Regular
ORDINANCE/RESOLUTION	<input checked="" type="checkbox"/> 1 st Reading	<input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> 3 rd Reading	
	Ordinance #:		Resolution #: R-78-12	
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager		<input checked="" type="checkbox"/> Asst. City Manager/Finance	
	<input type="checkbox"/> Asst. City Manager/Development		<input type="checkbox"/> Law Director	
	<input type="checkbox"/> Department Director		<input type="checkbox"/> Other:	
BACKGROUND (Includes description, background, and justification)	<p>The Police Department has been utilizing various grant opportunities over the past three years to revert to replace in-car VHS camera systems with digital recorders. The transition has included decisions related to an appropriate “back-end” system, besides the replacement of the units inside the cruisers. Watchguard is the manufacturer of the chosen system, which includes mobile video recorders compatible with an in-house indexing and digital filing system for the recordings obtained in the field.</p> <p>Last May we responded to a Request for Proposals for JAG funding. We requested funding in the amount of \$27,536.25 with a cash match of \$9,178.75 to replace seven recorders. We requested a waiver of the cash match. In January of this year we entered an agreement for an award of \$23,405.78 with no cash match required.</p> <p>Best practices and our own department policy call for recording certain police/citizen contacts. Society has come to expect these recordings in the court system and in the public domain. The recordings have become critical for successful prosecution of crimes such as OVI, as well as in defense of accusations against our officers.</p> <p>The collaboration board established for this project in accordance with the requirements of the grant has met and determined the best model to be purchased to meet the goals of the program. The amount planned in the 2012 Police budget, along with the grant funds, would support the purchase of six (6)</p>			

	units as recommended by the collaboration board.	
BUDGETING AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	36,800
	Expenditure \$:	32,000
	Source of Funds:	JAG Grant - \$23,405.78 General Fund – \$8,594.22
	Narrative:	Although the entire amount requested in our RFP was not funded, by decreasing the number of units purchased, we can still update a majority of our cruisers with slightly less impact to the General Fund than if we had received the full award with a required cash match.
OPTIONS (Include Deny /Approval Option)	1.	Approve the resolution to allow the police department to update six cruisers to digital mobile video recording technology.
	2.	Deny the resolution and close out the grant without accepting the funds awarded.
	3.	Deny the resolution and direct staff to prepare a resolution authorizing the update of only four cruisers to digital mobile technology, using most of the grant funds awarded and none of the City of Piqua General Fund as previously allocated.
PROJECT TIMELINE	Equipment purchased and installations complete no later than September 30, 2012.	
STAFF RECOMMENDATION	Approve Resolution R-78-12.	
ATTACHMENTS	None	

RESOLUTION NO. R-79-12

**A RESOLUTION RETAINING THE SERVICE OF HORAN TO PROVIDE
HEALTH INSURANCE CONSULTING SERVICES FOR THE
CITY OF PIQUA**

WHEREAS, proposals were requested according to City Ordinance Section 34.17 for professional services for the City's health insurance consulting services; and

WHEREAS, HORAN submitted a proposal along with six other vendors and was selected by the Health Insurance Committee and was retained for a two year period (June 2010 – May 2012) by the City Commission by adoption of Resolution R-52-10; and

WHEREAS, HORAN quoted a third year (June 2012 – May 2013) for health insurance consulting services; and

WHEREAS, it is the desire of the City Administration to exercise the third year of HORAN's quote as they are currently assisting the City with a major project and a change in health insurance consultants at this time could have a negative impact on the progress that has been made.

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: HORAN is hereby retained by the City of Piqua for health insurance consulting services.

SEC 2: For such services, HORAN'S consulting fees are \$32,000

SEC 3: The Finance Director is authorized to draw her warrant on the appropriate account of the city treasury from time to time in payment for said services rendered.

SEC 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

LUCINDA L. FESS, MAYOR

PASSED: _____

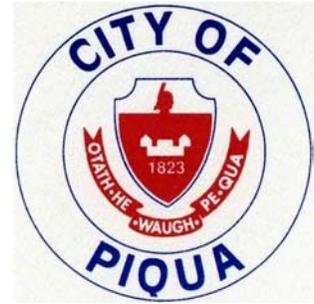
ATTEST: _____
REBECCA J. COOL
CLERK OF COMMISSION



Commission Agenda Staff Report

MEETING DATE	April 17, 2012			
REPORT TITLE (Should match resolution/ordinance title)	A RESOLUTION RETAINING THE SERVICE OF HORAN TO PROVIDE HEALTH INSURANCE CONSULTING SERVICES FOR THE CITY OF PIQUA			
SUBMITTED BY	Name & Title: Elaine Barton			
	Department: Human Resources			
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Regular
ORDINANCE/RESOLUTION	<input type="checkbox"/> 1 st Reading	<input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> 3 rd Reading	
	Ordinance #:		Resolution #: R-79-12	
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager	<input type="checkbox"/> Asst. City Manager/Finance		
	<input type="checkbox"/> Asst. City Manager/Development	<input type="checkbox"/> Law Director		
	<input checked="" type="checkbox"/> Department Director;	<input type="checkbox"/> Other:		
BACKGROUND (Includes description, background, and justification)	<p>The City of Piqua requested proposals for health insurance consultant in February 2010. Seven companies responded to the proposal and four of those companies were interviewed by the Health Insurance Committee. The Committee selected HORAN as their choice and the City Commission adopted Resolution No. R-52-10 to retain HORAN for a two year period. HORAN'S original proposal also included a third year of consulting services. The City Administration would like to exercise the option for the third year. HORAN has been very instrumental in working with us on setting up an on-site clinic by bringing two different vendors to review proposals for this project. HORAN has met not only with the City but also with the school system to discuss our needs with regard to an on-site clinic. Their participation in this project has been invaluable and their expertise will be necessary moving forward. They have also negotiated lower health insurance premiums for the City for the past two years. HORAN was successful in negotiating a rate pass (0%) for the 2011 benefit plan year and a single digit (9%) increase for the 2012 plan year. Each of these years a higher rate was initially released but through negotiations HORAN was able to save the City thousands of dollars. In addition, HORAN has kept us informed with regard to changes in the recent health care law. It is felt that a change in health insurance consultant at this time would be detrimental to the on-site clinic project. The City does not incur broker fees with HORAN, that is, they are paid a flat fee rather than a percentage of whichever health insurance coverage that we choose.</p>			

BUDGETING AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	\$32,000
	Expenditure \$:	\$32,000
	Source of Funds:	All Funds with employees with insurance coverage
	Narrative:	
OPTIONS (Include Deny /Approval Option)	1.	Adopt Resolution No. R-79-12 retaining HORAN as the City's health insurance consultant
	2.	Reject Resolution No. R-79-12 and provide staff with further direction
	3.	
	4.	
PROJECT TIMELINE	June 1, 2012 through May 31, 2013	
STAFF RECOMMENDATION	It is recommended that Resolution No. R-79-12 be approved and HORAN be retained for another year as the City's health insurance consultant. As stated above, HORAN is currently working with City staff to examine the feasibility of an on-site clinic. In addition, HORAN has been instrumental in securing lower rates for employee health insurance saving the City thousands of dollars.	
ATTACHMENTS	HORAN Stewardship Report dated January 31, 2012	



STEWARDSHIP REPORT JANUARY 31, 2012

HORAN understands the City of Piqua's primary goals and objectives are as follows:

- Maintain competitive benefits at the most favorable pricing
- Enhance the wellness program and create incentives through the UHC APEX Budget, Care 24 Educational Sessions and Simply Engaged Program
- Help employees achieve their wellness goals and understand how to best utilize their benefits through consumer awareness
- Provide current trends in benefits and provide proactive review of claims utilization and renewal strategies to the benefits committee

2010-2012 ACCOMPLISHMENTS

2011 Renewal-HORAN negotiated a "rate hold" on behalf of the City for the 2011 UHC renewal by 10/1/10 in conjunction with union negotiations

- **UHC renewal development called for a 12.9% increase; with competitive pressure renewal was lowered to a rate pass.** This follows 2010 renewal increase from MMO of 70% with the City changing carriers to UHC for a 40% overall increase to plan costs in 2010.
- **Additional wellness benefit included in the renewal –a \$35,000 value to the City.** To encourage wellness promotion, UHC agreed to include the "Simply Engaged Program, at no additional charge to the City, The event includes biometric screenings and \$75 reward for the online Health Risk Assessment completion by the covered employee and spouse.
- **Proactive and timely review of claims utilization.** Horan was selected as the City of Piqua's broker for 2010-2012 partly as a result of our proactive review and sharing of claim utilization. HORAN met with the committee 3 times in the second half of 2010 to review and share claims data. The ongoing review has continued into 2011 with the benefits committee.

2012 Renewal-HORAN negotiated a 9% renewal increase on behalf of the City for the 2012 UHC renewal by 10/13/11

- **UHC renewal development called for a 17.6% increase, UHC released a 14.9% renewal based on Piqua's wellness engagement; with competitive pressure renewal was lowered to a 9% increases.** As part of renewal negotiations, the dental insurance was moved to UHC for a savings of 5.9% off the incumbent carrier's premium rates. Also by switching the dental to UHC, a \$3.00 PEPM discount off of the enrolled medical lives will be applied in 2012, resulting in a \$5760 savings off of the annual medical premium.

2010-2012 Wellness

- **Care 24 Lunch and Learn Sessions.** As part of a limited wellness budget in 2010 HORAN encouraged the scheduling of 6 free Care 24 Lunch and Learn sessions. These sessions were well received by the employees, shown by repeat attendance throughout the 6 sessions.
- **HORAN encouraged Piqua to attend all APEX events.** By attending all 4 events in 2010, Piqua earned \$1368 towards their 2011 wellness program. Piqua continued to attend and earn APEX rewards in 2011.
- **2011 Simply Engaged Biometric Screening Event.** The biometric screening event was held in May with HORAN obtaining approval for spouses to be part of the program. Aggregate reporting was reviewed by the combined committees in June who will provide data to focus on wellness topics in the upcoming months and selection of the Care 24 topics. In conjunction with the event, HORAN arranged for the American Heart Association to attend and provided a Nutritional Display for the event.
- **UHC Bend the Trend introduced to the committees to show how their data will help mitigate future trend.** UHC Account manager provided the committees with the "what if" scenario had this program was in place for the 2010 renewal. The data shared resulted in a negative renewal for 2011.
- **HORAN On-Site Clinic Review.** At the request of Gary Huff, Horan invited NoviaCare to our office for a capabilities presentation. NoviaCare has been invited to the City on February 10, 2012 to review the proposed clinic site and meet with the City and the superintendent of the Piqua City Schools to discuss their clinic model and review next steps. HORAN is also reviewing other clinic providers for this initiative.

Education and Communication

- **HORAN attended the Open Enrollment Event in November alongside UHC.** Members were encouraged to register on myuhc during this event. Employees were also given consumerism materials, suggesting ways for employees to utilize the appropriate place of service, shopping for prescription drugs and other tools to educate them on available resources to assist them with their health care needs.
- **2011 Care 24 scheduling assistance.** HORAN will assist in coordinating the 6 training hours and selecting the topics that will compliment the aggregate reporting areas that are relevant to the City's overall health.

Health Care Reform

- **2010-2011 Health Care Reform Educational Series.** The City attended HORAN Health Care Reform Educational series held both in Dayton and Piqua. We have sent timely Reform communication and held the three seminars within 30 days of passage in an effort to help you navigate the changing landscape.

Claims and Service Representative Support

- **Anne Paulus Service Representative dedicated to the City of Piqua.** Anne is the employee advocate and positively resolved service and/or employee claim issues through 2010 and 2011.

COMPENSATION

Our goal is to deliver excellent service with the most experienced benefit personnel in the market.

Line of Coverage	Carrier	Estimated Premium	Estimated Fee
Medical	UHC	\$1,845,500	\$32,000

HORAN may, in some cases, be eligible for industry bonuses based on volume. These will appear on Schedule (A) if they are earned.



Fee for Services

HORAN will deliver the services and capabilities outlined in the Scope of Work as outlined in the Consulting Services Proposal. Additional services would be subject to additional fees.

We are recommending the following compensation based on approximately 166 employees on the plan to be:

Year 1	\$28,000
Year 2	\$30,000
Year 3	\$32,000

We believe strongly in developing a three year strategy for the City and we are offering a three year price guarantee.

Performance guarantees based on HORAN services offered and expectations / outcomes will be established between HORAN and the City of Piqua.

Additional Services:

Administration for FSA, HSA, and COBRA, dependent audit outsourcing, and wellness initiatives would be a straight pass through at our preferred vendor rates. HORAN does not receive commission for these services.

Our objective is to provide excellent customer service with the most professional people at a fair value with full transparency.

RESOLUTION NO. R-80-12

**A RESOLUTION REQUESTING AUTHORIZATION
TO ENTER INTO AN AGREEMENT WITH O.R.
COLAN ASSOCIATES FOR THE RIGHT-OF-WAY
ACQUISITION SERVICES FOR THE COUNTY
ROAD 25-A PHASE II RECONSTRUCTION
PROJECT**

WHEREAS, on January 3, 2012 this Commission passed Resolution No. R-2-12 authorizing the City Purchasing Analyst to advertise for bids, according to law, for Right-of-Way Acquisition Services for the County Road 25-A Phase II Reconstruction Project; and

WHEREAS, after solicitation of Request for Qualifications, O.R. Colan 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 to O.R. Colan Associates for the necessary Right-of-Way acquisition 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 \$36,000;

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



Commission Agenda Staff Report

MEETING DATE	April 17, 2012		
REPORT TITLE <small>(Should match resolution/ordinance title)</small>	A Resolution requesting authorization to enter into an Agreement with O.R. Colan Associates for the Right-of-Way Acquisition Services for the County Road 25-A Phase II Reconstruction Project.		
SUBMITTED BY	Name & Title: Amy Havenar, City Engineer		
	Department: Engineering		
AGENDA CLASSIFICATION	<input type="checkbox"/> Consent	<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Regular
ORDINANCE/RESOLUTION	<input type="checkbox"/> 1 st Reading	<input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> 3 rd Reading
	Ordinance #:		Resolution #: R-80-12
APPROVALS/REVIEWS	<input checked="" type="checkbox"/> City Manager		<input type="checkbox"/> Asst. City Manager/Finance
	<input type="checkbox"/> Asst. City Manager/Development		<input type="checkbox"/> Law Director
	<input type="checkbox"/> Department Director		<input type="checkbox"/> Other:
BACKGROUND <small>(Includes description, background, and justification)</small>	<p>The project construction limits are County Road 25-A from Country Club Road to Looney Road with the project scope being consistent with the improvements made on the County Road 25-A Phase I Reconstruction Project which was completed in 2008. The roadway will be widened to 4 lanes and will be modified from a rural cross-section to an urban cross-section with the utilities being updated as necessary. New curb and gutter and sidewalk will be installed the full length of the project.</p> <p>We are to the point in the design of the project that we need to proceed with the right-of-way acquisition. The Right-of-way acquisition will consist of the following components:</p> <ul style="list-style-type: none"> • Title Searches & Reports • Appraisals • Acquisitions • Title Updates & Closings <p>As with all projects utilizing federal money, the selected consultants must be on ODOT's prequalified consultants list. Utilizing that list, Request for Qualifications were sent out to three consultants. From the qualifications submitted and keeping in compliance with ODOT's requirements, one consultant was selected to submit a price proposal based upon the scope of services provided to them. O.R. Colan Associates was selected as the most</p>		

	qualified consultant to perform the above-listed services in part due to their most recent involvement with the E. Ash Street Project.	
BUDGETING AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	\$200,000 (Includes costs for both the consultant services for right-of-way and also the purchase of right-of-way)
	Expenditure \$:	\$36,000 (will be split 50/50 with Miami County).
	Source of Funds:	Local
	Narrative:	<p>This project is a joint project with Miami County and costs for the Right-of-Way Services will be shared with Miami County 50/50. Costs associated with the actual purchase of the right-of-way will be paid for 100% by the entity in which the property is located.</p> <p>The City received \$2,046,000 in grant funding from MVRPC for the construction of this project. The total cost is estimated to be \$3,200,000. As with all federally funded projects, the engineering and right-of-way costs associated with the project are funded with 100% local funds.</p> <p>The money is budgeted in the 103 Fund to complete the Right-of-Way Acquisition.</p>
OPTIONS (Include Deny /Approval Option)	1.	Approve the Resolution to enter into an agreement with O.R. Colan Associates for the right-of-way acquisition services for the County Road 25-A Phase II Reconstruction Project.
	2.	Do not approve the Resolution and do not complete the County Road 25-A Phase II Reconstruction project and return the funding.
	3.	
	4.	
PROJECT TIMELINE	The right-of-way acquisition would begin immediately with project construction scheduled for the summer of 2013.	
STAFF RECOMMENDATION	Approval of the Resolution to allow for the right-of-way acquisition to begin on the County Road 25-A Phase II Reconstruction Project.	
ATTACHMENTS	Technical Proposal for the right-of-way services.	



O. R. Colan
ASSOCIATES

REAL ESTATE SOLUTIONS FOR PUBLIC AGENCIES

March 25, 2012

City of Piqua Engineering Department
Amy L. Havenar, P.E.
201 W. Water Street
Piqua, Ohio 45356

Re: *Technical Proposal – Right of Way Services*
MIA-CR25A-18.31, PID 86659, County Road 25-A Phase II Reconstruction Project

Dear Ms. Havenar:

O. R. Colan Associates (ORC) is pleased to submit our Technical Proposal, along with proposed costs, to the City of Piqua as requested in your letter dated March 15, 2012.

- Please note that our Project Schedule has a completion date prior to the right-of-way certification date required by the District. ORC is confident that we can accelerate the project schedule without affecting the quality of the services provided.

ORC is prepared to begin this project upon notice to proceed received from the City of Piqua. We look forward to working with the City of Piqua on this important initiative. Thank you for your time, and I look forward to hearing from you.

Respectfully,

Stephen J. Toth
Chief Operating Officer

1. PROJECT ORGANIZATION

A. SUBCONSULTANTS

Because we have more than adequate in-house resources to manage all turn-key acquisition activities, ORC is not proposing sub-consultants for this project; however, ORC maintains cooperative relationships with many of the best right-of-way service providers in the State, and we will utilize these relationships to supplement our proposed staff should the City's scope of services expand.

B. KEY PERSONNEL

ORC has provided the attached **ODOT Pre-qualifications Table** to demonstrate our depth of staff and individual areas of expertise. As illustrated by this table, the ORC Team can provide all right-of-way services with in-house resources. Though we are prepared to assign a specific Team (listed below) to the MIA-CR25A-18.31 project, we are also prepared to draw from our entire in-house staff in order to effectively manage any assignment; especially if additional capacity is needed to clear the project at an accelerated schedule.

Tracy Jones – Project Management

Proposed **Project Manager Tracy Jones** brings with her 17 years of ROW experience. Along with Ms. Jones project management experience, she possesses a high level of field experienced performing title research, value analysis/review, negotiation, relocation/review, and closings, which lends to her ability in guiding her staff through some of the more difficult situations that may arise during the acquisition process. In addition, to her previous experience with the ODOT NE Ohio Real Estate Regional Office, as well as the Regional Real Estate Department Manager at a large engineering firm, has provided her with expertise in both the public and private sectors, and she has applied this expertise to the following projects: HAM-75-2.30, HAM-75-6.78, HAM-75-7.72, HAM-75-12.60, MOT-741-3.15 (*Ohio Department of Transportation*); CLA-794-0.60 (*Clark County Engineer*); Dayton-Xenia Intersection Project (*Beaver Creek LSD*); WAR-BUT Butler Warren Rd (*Warren County Engineer and Butler County Engineer*).

Gary Kundert – Titles

Mr. Gary Kundert has 27+ years' experience in right of way acquisition, title research, reviewing title policies and commitments, closings, payoff, document preparation and document fillings. Mr. Kundert has performed title research on over 2000 parcels. The following is a sampling of his project experience; MOT-75-6.36 (116 parcels), MOT-75-6.36 (4 parcels), City of Beavercreek GRE-Hanes Road (3 parcels) and GRE-CR-1-1.02 (4 parcels), Beavercreek Township GRE-Factory Road (5parcels), MOT-75-12.00 (85 parcels), Five River Metro Parks North Great Miami Bike Trail (16 parcels), City of Beavercreek GRE- Dayton Xenia Road (68 parcels), City of Beavercreek GRE-Indian Ripple Road (24 parcels), WAR-SR73 (18 parcels), ODOT WAR-SR48 (16 parcels), HAM-50 (50 parcels), Miami County Engineer MIA-SR28A (80 parcels City of Cleveland Ackley Road CUY-14-3.74 (5 parcels), NEORS title research CUY-Westerly Low Level Interceptor (4 Parcels),City of Cleveland CUY-Waterloo Road Reconstruction (1 parcel).

Annalee Durastanti – Acquisition, Relocation, Relocation Review

Ms. Durastanti has been involved with acquisition and relocation services for public agencies for the last 15 years. She has significant experience with ODOT policies and procedures,

especially as they apply to the delivery of relocation advisory services and relocation file review. Her duties included ensuring compliance with 49 CFR, ODOT Policies and Procedures, and the Uniform Relocation Act. Ms. Durastanti has reviewed approximately 300 consultant relocation files and performed relocation services for complex residential and businesses for ODOT. Projects include: TRU 711-0.00; STA Cleveland Avenue/Mt. Pleasant Street Improvements; STA 77-10.33; SUM 82-4.14; POR Crain Avenue Bridge Replacement Project; POR 43-7.67; LAK Vrooman Road; CLA Gerlaugh Road; LAK-86-1.32; and various projects for the Cuyahoga County Engineer, the City of Cleveland and the City of Cleveland/Cuyahoga County Port Authority. Ms. Durastanti also managed the title research activities performed by the ORC Team in support of the initial design stages of the LOR 57-9.00 project and has performed all QA/QC activities associated with this initial work.

Beth Riggs – Value Analysis, Appraisals, Appraisal Review

Ms. Beth Riggs has 22 years of private and public real estate appraisal experience, she is a prequalified appraiser and review appraiser with the Ohio Department of Transportation (ODOT), and she has extensive experience in the appraisal of complex residential, multi-family and small commercial properties. She has also provided appraisals for the U. S. Department of Housing and Urban Development, as well as various lending institutions. Ms. Riggs is dedicated to Ohio’s southwest quadrant, including Cincinnati, Dayton, Columbus and all outlying municipalities. She has been actively involved with various projects such as MIA 36-10.77; MOT 75-0.75; HOC 33-19.40; BUT WAR 122-10.94/0.00; MEG 124-56.02; MAG 124-43.60; HAM 127-14.18; HAM-27; HAM-22-10.22; CLE-125-7.140; MEG-338-19.40; CLE-28-3.81; WAR-22/3-8.642; BUT/WAR CR 19-21.082; HAM-22-11.40; MOT-CR 99-20.50. Appraisal review projects include: Dorothy Lane and Wilmington Pike Intersection–City of Kettering; South Dixie Drive-Phase III-City of Kettering; North Dixie Drive- Phase IV–Montgomery County Engineer; Great Miami Blvd. Connector–City of Dayton; Melrose Avenue- City of Findlay; HAM 127- 7.07; HAM 125-5.31; BUT-73-10.55; SUM-CR-762-2.37- Summit Co. Engineer; HAM-127-7.72.

C. STAFF AVAILABILITY

Our proposed agents are currently completing acquisition projects throughout Ohio, and they will be able to mobilize immediately and commit a minimum of 50% or more of their time to the MIA-CR25A-18.31 project. The flexibility of our large and diverse staff afforded to our clients can be applied to ensure the successful completion of assignments within identified schedules.

2. TECHNICAL APPROACH

A. PROJECT UNDERSTANDING

The project corridor is centered along County Road 25A from Country Club Road to Looney Road. The intent of this project is to create an urban cross section with full depth replacement of approximately .60 miles of County Road 25A, curbs, gutters, sidewalks on both sides, grading and seeding and mulching. Associated improvements include widening of the existing roadway. Along with the addition and/or modification of pavement markings, traffic signals, signage, associated utilities and storm sewer.

Overall, the project will enhance the flow of traffic through this corridor improving the roadway/pedestrian safety and mobility.

The right of way acquisition begins east of the railroad tracks crossing CR 25A and will affect 8 property owners/parcels requiring one (1) standard highway easement and eleven (11) temporary easement. The acquisition section of this project is composed of three (3) commercial properties, two (2) special purpose property/Church, one (1) vacant land and two (2) residential properties.

B. DEFINITION OF TASKS

Title Research – This is the first task needing to be accomplished in the acquisition process. This task is necessary to determine all interest holders for each parcel being affected by the project. The title process will take 30 days to complete.

Appraisals - An appraisal scoping meeting will be scheduled immediately upon notice to proceed in order to begin the appraisal process. The appraisal process will begin at the same time as the title task is started. The title report will be included within the appraisal. It is important to begin the appraisal process simultaneous with the appraisal as this process will take between 45 and 60 days to complete.

Acquisition - Acquisition/Negotiation is the process of making an offer and settlement to purchase the interest needed for this project. This process will take a minimum of 30 days. It is preferable to have 90 days to adequately negotiate with each property owner.

Closing - The closing process is the final step in completing the acquisition for each parcel. This task takes a minimum of 15 days to 60 days

Project Management – Includes attending Project Mobilization Meeting and project meetings, processing Administrative Reviews, Appropriation Coordination, processing complete billing packages (signed parcels or appropriations), provide Project Status, preparing Project Certification and Final File submittal.

C. INNOVATIVE APPROACH

ORC will take a proactive approach to address specific impacts within the project corridor, in the early acquisition phase, so the project can be completed with the least amount of time and cost to the City. ORC will address areas where our expertise can provide cost containment and time savings to the City for the acquisition involved in completion of the project.

In addition, ORC reviewed the right of way plans with an in-house staff appraiser who has anticipates simplistic appraisal issues (e.g. standard highway and temporary only takings with no damages). With this type of property take, ORC has been successful on other projects in obtaining donations.

ORC knows from past experience that commercial entities require additional negotiating time in order to identify the appropriate representatives of the company and to negotiate with their legal counsel. The earlier these parcels are addressed, the more assurance can be provided to

the City that the project be completed within the planned acquisition schedule; thus, maximizing savings in construction costs by not delaying the project.

D. PROPOSED SCHEDULE

See Attached Project Schedule

E. PRICE PROPOSAL

See Attached Price Proposal

R/W SERVICES COST PROPOSAL

Project: MIA-CR25A-18.31
 ODOT PID No.: 86659

Pay Item	Type of Unit	Number of Units	Fee Per Unit	Total Amount
1. Title ¹				
a. 42 year - Based on Auditor's Permanent Parcel Number	APN	12	\$575	\$6,900
b. Railroad, Transit or Public Agency	Parcel	0	\$0	\$0
2. Appraisal				
a. Right of Way Cost Estimate	Each	0	\$0	\$0
b. Appraisal Scoping Meeting	Each	1	\$450	\$0
c. Summary Narrative - Complex	Parcel	0	\$0	\$0
d. Summary Narrative - Non Complex	Parcel	0	\$0	\$0
e. Value Finding	Parcel	0	\$0	\$0
f. Value Analysis	Parcel	8	\$650	\$5,200
3. Acquisition ²				
a. Negotiation	Parcel	8	\$1,450	\$11,600
b. RE 95	Parcel	2	\$325	\$650
c. Bill of Sale	Parcel	0	\$1,425	\$0
4. Closing & Title Update ³				
a. Informal (includes preparing forms and mail out)	Parcel	8	\$225	\$1,800
b. Formal (includes preparing forms RE 30, 31, 44, 45 & 57 etc.)	Parcel	0	\$0	\$0
c. Title Update	Parcel	8	\$125	\$1,000
d. Mortgage Release	Parcel	0	\$400	\$0
6. Project Administration ²				
	Parcel	8	\$600	\$4,800
TOTAL				\$31,950

¹ Copy Fees will be invoiced as actual cost to the project as set by the Miami County Recorder's Office (County receipts provided)

² Billing Terms for Acquisition & Project Administration Tasks
 Acquisition-Task will be billed for each parcel @ 50% of its fee once this milestone is met: Offer Presented
 Project Administration - Task will be billed for each parcel at the following percentages per each milestone completed:

- 1. Titles/Appraisals 50%
- 2. Acquisition/Closing 50%

³ Recording Fees will be invoiced as actual cost to the project as set by the Miami County Recorder's Office (County receipts provided)

If Authorized				
Pay Item	Type of Unit	Number of Units	Fee Per Unit	Total Amount
Miscellaneous Contingency Items (20% of overall Authorized Fee)	Lump Sum			\$6,390
TOTAL				\$6,390
TOTAL AUTHORIZED AND "IF AUTHORIZED"				\$38,340