

FINANCE COMMITTEE AGENDA
December 11, 2023
Council Rotunda

Finance Committee (6:00 p.m.)

1. Assignment of Requests for Council Action
2. 23-236-12/11 – Agreement w/ Flock Safety – Police Dept.
3. 23-237-12/11 – Amend Ord. 42-23, Increase Exp. – Signal Service Co. - Streets
4. 23-238-12/11 – Exp. Over \$35,000 – Jet-A Fuel – Epic Aviation
5. 23-239-12/11 – Budget Amendments
 - #2023-065 – Misc. appropriations
 - #2023-066 – Check #38429
 - #2023-067 – Check #73484
 - #2023-068 – Clearing negatives
 - #2023-070 – Grant - License Plate Reader Program
6. 23-240-12/11 – Incr. Exp. – Green Home Solutions – 335 S. Prospect
7. 23-241-12/11 – 2024 Blanket P.O. – Technology Engineering – IT Dept.
8. 23-242-12/11 – Amend Grant Application – ODOD Building Demolition – ED
9. 23-243-12/11 – Exp. Over \$35,000 – CHIP Rehab – 520 N. State Road
10. 23-244-12/11 – Exp. Over \$35,000 – CHIP Rehab – 850 N. Huntington St.
11. 23-245-12/11 – Agreement w/ Cunningham & Assoc. – Medina Street Bridge
12. 23-246-12/11 – Water Infrastructure Grant Application – OH. Dept. of Development
13. 23-247-12/11 – Repeal Ord. 168-23 & Replace MOU w/County – Granger Rd.
14. 23-248-12/11 – Exp. Over \$35,000 – Software Solutions – Annual Support

REQUESTS FOR COUNCIL ACTION/DISCUSSION

Finance Committee

- 23-236-12/11 – Approve Flock Safety Contract
- 23-237-12/11 – Increase P.O. Signal Service Company – Street Dept.
- 23-238-12/11 – Exp. Over \$20,000 – Jet-A Fuel – Airport
- 23-239-12/11 – Budget Amendments
- 23-240-12/11 – Exp. Over \$20,000 – Green Home Solutions – 335 S. Prospect
- 23-241-12/11 – Blanket P.O. – Technology Engineering – IT Dept.
- 23-242-12/11 – Amend ODOD Building Demolition Grant Application – ED
- 23-243-12/11 – CHIP Private Rehab – 520 N. State St. – Green Home Solutions
- 23-244-12/11 – CHIP Private Rehab – 850 North Huntington – Green Home Solutions
- 23-245-12/11 – Agreement w/ Cunningham & Associates – Medina St. Bridge Replacement
- 23-246-12/11 – Water Infrastructure Grant Application w/ ODD – Engineering
- 23-247-12/11 – Repeal Ord. 168-23 & Replace – MOU w/County – Granger Rd. Water
- 23-248-12/11 – Exp. Over \$20,000 – Software Solutions – Annual Support

12/11/23

REQUEST FOR COUNCIL ACTION

No. RCA 23-236-12/11

From: POLICE DEPARTMENT
Chief Edward R. Kinney

[Handwritten Signature]

(Signature)

Committee Finance + Council
Mayor's Initials: _____

Guidelines: See information on back of form

Date: 11/30/23

Subject: Flock Safety Contract

Summary and Background: Flock Safety continues to provide the license plate reader cameras and service. The Medina Police Department respectfully requests the approval of a new Flock Safety contract. This contract will shield MPD from future price increases, locking in a \$25,000 annual recurring price for the next five years (60 months). This new contract is to take effect on January 1, 2024. This contract will supersede all other contracts we have in place with Flock Safety.

Estimated Cost: \$125,000 for entire term of contract, \$25,000 renewable annually

Suggested Funding: The first year will be covered by the second installment of existing OCJS grant, thereafter an appropriation will occur with the intent of securing another grant.

Sufficient Funds in Account: no

Transfer Needed From: To:

New Appropriation Needed: YES

Account No: 106 Fund

106-0101-53321 per Lori Bowers
\$25,000.00 12/5/23

Emergency Clause Requested:

No Yes If yes, reason: New Contract to supersede existing contract and deadline is December 30th, 2023.

Council Use Only:

Committee Recommendation:

Council Action Taken:

Ord./Res.No: Ord. 204-23
Date: 12-11-23

flock safety

ORD. 204-23
Exh. A

EXHIBIT A ORDER FORM

Customer: OH - Medina PD
 Legal Entity Name: OH - Medina PD
 Accounts Payable Email: slynn@medinaoh.org
 Address: 150 W Friendship St Medina, Ohio 44256

Initial Term: 60 Months
 Renewal Term: 24 Months
 Payment Terms: Net 30
 Billing Frequency: Annual - First Year at Signing
 Retention Period: 30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$25,000.00
Flock Safety Flock OS			
FlockOS™	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon®	Included	10	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			

Subtotal Year 1:	\$25,000.00
Annual Recurring Subtotal:	\$25,000.00
Discounts:	\$25,000.00
Estimated Tax:	\$0.00
Contract Total:	\$125,000.00

Effective start date: 12/30/2023

Billing Schedule

Billing Schedule	Amount ((USD))
Year 1	
At Contract Signing	\$25,000.00
Annual Recurring after Year 1	\$25,000.00
Contract Total	\$125,000.00

*Tax not included

Discounts

Discounts Applied	Amount ((USD))
Flock Safety Platform	\$25,000.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$0.00

Product and Services Description

Flock Safety Platform Items	Product Description	Terms
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.	The Term shall commence upon first installation and validation of Flock Hardware.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief

FlockOS Features & Description

Package: Essentials

FlockOS Features	Description
Community Cameras (Full Access)	Access to all privately owned Flock devices within your jurisdiction that have been shared with you.
Unlimited Users	Unlimited users for FlockOS
State Network (LP Lookup Only)	Allows agencies to look up license plates on all cameras opted in to the statewide Flock network.
Nationwide Network (LP Lookup Only)	Allows agencies to look up license plates on all cameras opted in to the nationwide Flock network.
Direct Share - Surrounding Jurisdiction (Full Access)	Access to all Flock devices owned by law enforcement that have been directly shared with you. Have ability to search by vehicle fingerprint, receive hot list alerts, and view devices on the map.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Flock Insights/Analytics page	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Flock Safety's maps are powered by ESRI, which offers the ability for 3D visualization, viewing of floor plans, and layering of external GIS data, such as City infrastructure (i.e., public facilities, transit systems, utilities), Boundary mapping (i.e., precincts, county lines, beat maps), and Interior floor plans (i.e., hospitals, corporate campuses, universities)
Real-Time NCIC Alerts on Flock ALPR Cameras	Alert sent when a vehicle entered into the NCIC crime database passes by a Flock camera
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: OH - Medina PD

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

PO Number: _____

ok
P.H. amend
12.5.2023

REQUEST FOR COUNCIL ACTION

No. RCA 23-237-12/11
Finance + Council

FROM: Nino Piccoli Service Director
DATE: December 5, 2023

SUBJECT: Expenditure Approval

SUMMARY AND BACKGROUND:

Amend Ord 42-23

Respectfully requesting Council's authorization to increase the Purchase Order No. 2023-990 for Signal Service Company in the amount of \$51,024.00. This increase is necessary to cover invoices related to a vehicle crash resulting in damage of the Traffic Control cabinet at W. Smith and S. Huntington. The expenditure has been reimbursed through the insurance company of the responsible party.

\$60,000 original P.O.

Suggested Funding: \$51,024.00

- Sufficient funds in Account No.
- Transfer needed from Account No. _____ to Account No. _____
- **NEW APPROPRIATION** needed in Account No. 102-0145-53321

Emergency Clause Requested: *Yes. So vender can get paid, work*
Reason: *Completed in 2022.*

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res. Date: *Ord. 205-23
12-11-23*

ORDINANCE NO. 42-23

AN ORDINANCE AUTHORIZING THE EXPENDITURE OF \$60,000 TO SIGNAL SERVICE COMPANY FOR THE STREET DEPARTMENT.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

- SEC. 1:** That the expenditure of \$60,000.00 is hereby authorized to Signal Service Company for the Street Department.
- SEC. 2:** That the funds to cover this expenditure, an increase of \$45,000.00 to Purchase Order No. 23-990, are available in Account No. 102-0145-53321.
- SEC. 3:** That in accordance with Ohio Revised Code §5705.41(D), at the time that the contract or order was made and at the time of execution of the Finance Director's certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.
- SEC. 4:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.
- SEC. 5:** That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: February 27, 2023 **SIGNED:** John M. Coyne, III
President of Council

ATTEST: Teresa Knox **APPROVED:** February 28, 2023
Deputy Clerk of Council

SIGNED: Dennis Hanwell
Mayor

REQUEST FOR COUNCIL ACTION

No. RCA 23-238-12/11

FROM: Keith H. Dirham, Finance Director
Lori Bowers, Deputy Finance Director

Committee: Finance + Council

DATE: December 4, 2023 \$35,000

SUBJECT: Expenditure greater than \$25,000 – Jet-A Fuel

SUMMARY AND BACKGROUND:

The Finance Department respectfully requests Council to authorize an expenditure not to exceed \$135,000 to EPIC Aviation LLC for the purchase of Jet-A fuel at the Medina Municipal Airport during 2024. NOTE: Through November 2023, the City paid EPIC Aviation \$75,821.99 for Jet-A fuel.

Estimated Cost: \$135,000

Suggested Funding: Medina Municipal Airport Fund

- sufficient funds in Account No. 547-0650-53314
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

Emergency Clause Requested: Yes

Reason: To pay for fuel purchased in January.

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

Batch Number
(Finance use only)
Batch Posted?

[]
[]

RCA Number
(Council use only)

RCA 23-239-12/11
Finance

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE
FINANCE COMMITTEE
COUNCIL

[]
[X]
[X]

NO. 2023-065
(Finance use only)

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	REASON
		102-0145-53321	Traffic control - maint of eq	51,024.00		x	appropriate insurance payment
		102-0610-53321	St Repair - maint of eq	100,000.00		x	cover st accts for ye
		138-0460-52215	contractual - py20	8,614.00		x	clear neg
		157-0705-52226	Pre trial drug testing - prof svc	10,000.00		x	clear neg
		380-0689-56615	adv out - #1080 s prospect	493,940.00		x	repay adv
		547-0650-53315	airport - tools / minor	7,000.00		x	Airport software
		574-0350-54412	Bulldings & Structures	460,000.00		x	fitness room addition
			Total Increases to fund:	1,130,578.00			
			Total reductions to fund:				
			Total transfers within fund:				

EXPLANATION:

[]

DEPARTMENT HEAD: Kelth Dlrham / Lori Bowers

DATE: 12/5/2023

MAYOR'S APPROVAL:
(WHEN NECESSARY) _____

DATE: _____

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO. 206-23

ROUTING: ORIGINAL TO FINANCE
COPY TO DEPT. HEAD
COPY TO COUNCIL

CLERK OF COUNCIL/DATE

(Finance use only)

RCA Number
(Council use only)

RCA 23-239-12/11

REQUEST FOR APPROPRIATION ADJUSTMENT

NO. 2023-066

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE
FINANCE COMMITTEE
COUNCIL

X

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS
		104-0301-53313	Parks Maintenance - Operating Supplies	\$158.36		*

Accept check #38429 from Mini Melts of America, Inc, revenue sharing from Ice cream vending machine at Fred Greenwood Park

DEPARTMENT HEAD: [Signature]

DATE: 11/21/23

MAYOR'S APPROVAL
(WHEN NECESSARY) [Signature] 11/21/2023

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO: 206-23

CLERK OF COUNCIL/DATE

ROUTING: ORIGINAL TO FINANCE
COPY TO DEPT. HEAD
COPY TO COUNCIL

(Finance use only)

RCA Number: ROA 23-239-12/11
(Council use only)

REQUEST FOR APPROPRIATION ADJUSTMENT

NO. 2023-067

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE _____
FINANCE COMMITTEE _____
COUNCIL X

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS
		001-0420-53313	Forestry - Operating Supplies	\$164.00		X

Accept check #7384 from Elaine Jackson to purchase a tree for the City to plant

DEPARTMENT HEAD: [Signature]
MAYOR'S APPROVAL: [Signature]
(WHEN NECESSARY)

DATE: 11/21/23

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO. 206-23

CLERK OF COUNCIL/DATE:

ROUTING: ORIGINAL TO FINANCE
COPY TO DEPT. HEAD
COPY TO COUNCIL

Batch Number
(Finance use only)
Batch Posted?

RCA Number
(Council use only)

RCA 23-239-12/11
Finance

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE
FINANCE COMMITTEE
COUNCIL

X

X

NO. 2023-068
(Finance use only)

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	REASON
102-0620-50111	Strm Sewer - wages	102-0145-50111	TRAFFIC CONT - SALARIES & WAGES	26,000.00	X		clear negatives
102-0620-50111	Strm Sewer - wages	102-0145-51121	TRAFFIC CONT-EMP RETIREMENT	10,000.00	X		clear negatives
102-0620-50111	Strm Sewer - wages	102-0145-53321	TRAFFIC CONT-MAINT OF EQUIP	46,000.00	X		clear negatives
103-0610-53312	St Hwy - Chemicals	103-0610-50111	ST HWY - SALARIES & WAGES	35,000.00	X		clear negatives
103-0610-53312	St Hwy - Chemicals	103-0610-50111	ST HWY - EMPLOYEE RETIREMENT	4,000.00	X		clear negatives
103-0610-53312	St Hwy - Chemicals	103-0610-51126	ST HWY-MEDICARE	300.00	X		clear negatives
103-0610-53312	St Hwy - Chemicals	103-0610-52213	ST HWY-INSURANCE AND TAXES	1,500.00	X		clear negatives
103-0610-53312	St Hwy - Chemicals	103-0610-51123	ST HWY - WORKERS COMP	2,000.00	X		clear negatives
574-0303-53315	Tools & Minor	574-0303-51121	Salaries	2,466.00	X		clear negatives
574-0351-50111	Salaries	574-0357-50111	Salaries	7,500.00	X		clear negatives
574-0350-50111	Salaries	574-0364-50111	Salaries	26,000.00	X		clear negatives
574-0356-53312	Chemicals	574-0357-53313	Operating Supplies	13,500.00	X		clear negatives
			Total increases to fund:				
			Total reductions to fund:				
			Total transfers within fund:	174,266.00			

EXPLANATION:

DEPARTMENT HEAD: Keith Dirham / Lori Bowers

DATE: 12/5/2023

MAYOR'S APPROVAL:
(WHEN NECESSARY) _____

DATE: _____

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO. 206-23 ✓

CLERK OF COUNCIL/DATE

ROUTING: ORIGINAL TO FINANCE
COPY TO DEPT. HEAD
COPY TO COUNCIL

Batch Number
(Finance use only)
Batch Posted?

RCA Number
(Council use only)

RCA 23-039-011

2023-070

REQUEST FOR APPROPRIATION ADJUSTMENT

TYPE OF ADJUSTMENT
(CHECK ONE)

ADMINISTRATIVE
FINANCE COMMITTEE
COUNCIL

X

X

NO. 2023-0xx
(Finance use only)

FROM ACCOUNT NUMBER	ACCOUNT DESCRIPTION	TO ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT	TRANSFER OF EXISTING APPROPRIATION	UNAPPROPRIATED FUNDS	REASON
		53321 106-0101-52215	Main of Equipment	30,000.00	X	X	OCS Grant award for Flock
			Total increases to fund:	30,000			
			Total reductions to fund:				
			Total transfers within fund:				

EXPLANATION:

Medina Police Department received this donation from The Park Foundation.

Grant money for license plate reader program

DEPARTMENT HEAD: ERL

DATE: 11/30/2023

MAYOR'S APPROVAL:
(WHEN NECESSARY)

DATE:

COUNCIL/COMMITTEE ACTION:

APPROVED: _____
DENIED: _____
RETURNED FOR EXPLANATION: _____
RETURNED TO USE EXISTING ACCOUNT FUNDS: _____

ORD. NO. _____

CLERK OF COUNCIL/DATE

ROUTING: ORIGINAL TO FINANCE
COPY TO DEPT. HEAD
COPY TO COUNCIL

RCA 23-240-12/11
Finance Only

City of Medina
Board of Control/Finance Committee Approval
Administrative Code: 141

- Department Heads can authorize expenditures up to \$2,000.00 (requisition)
- Board of Control authorizes expenditures from \$2,000.01 to \$20,000.00 (BOC form).
- Finance Committee authorizes expenditures from \$20,000.01 to \$35,000.00 (BOC form).
- Council authorizes expenditures/bids over \$35,000.00 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 77-23)

Date: 11/27/2023

Department: Grants

Amount: \$24,460.00

B.O.C. Approval Date: _____
(Finance Use Only)

Account Number: 138-0462-52215; 129-0462-52215

Vendor: Geen Home Solutions

Department Head/Authorized Signature: 

Item/Description:

A request to increase a purchase order to Green Home Solutions for a PY22 CHIP Home Repair project at 335 South Prospect Street in Medina. The original \$21,900 is requested to be increased by \$2,560 for a concrete pad for an entrance ramp and a fence. The total requested is \$24,460 with \$17,460 from CHIP CDBG funds (Project Number AC-22-03) and \$7,000 from CHIP OHTF Funds (Project Number SC-22-05).

FINANCE COMMITTEE APPROVAL: (expenditures from \$20,000.01 to \$35,000.00)

Date Approved/Denied by Finance Committee: _____

Date to Finance: _____

Clerk of council

- Please have all BOC items for the agenda to the Mayor's Office before 5 p.m. on Friday before the scheduled BOC meeting.
- Please have all Finance Committee items for the agenda to the Clerk of Council's Office before 5 p.m. on Tuesday before the scheduled Finance Committee meeting.

Thank you.

CHANGE ORDER # 1

Owners Deborah Taber
Address 335 S. Prospect Street
Medina, Ohio 44256

Contractor Green Home Solutions
Address 4900 Brookpark Rd.
Cleveland, Ohio 44134

Add Items
Description

Price (+)

- 1. Install concrete pad for rear ramp.
- 2. Install wood fence & gate w/ 4x4 posts
footers for posts, lock hardware for gate.
- Both per city inspectors requirements

\$ 1,260.00
\$ 1,300.00

\$ 2,560.00

Total Additions:

Delete Items

Specification #

Description

Price (-)

Total Deletions:

\$ 0

Net Difference:

\$ + 2,560.00

Original Contract Amount		<u>\$ 21,900.00</u>
Total Change Orders to Date	(+)	<u>\$ 0</u>
Additions to Contract this change order	(+)	<u>\$ 2,560.00</u>
Deletions to Contract this change order	(-)	<u>\$ 0</u>
New Contract Amount	(=)	<u>\$ 24,460.00</u>

Revised contract completion date 12-29-23 Reason Contractor Behind

Deborah Taber
Owner

9/26/23
Date

Pasquale Caporaso
Contractor

9-26-23
Date

[Signature]
Housing Staff

9-26-23
Date

RCA 23-241-12/11

Finance Only

City of Medina
Board of Control/Finance Committee Approval
Administrative Code: 141

- Department Heads can authorize expenditures up to \$2,000.00 (requisition)
- Board of Control authorizes expenditures from \$2,000.01 to \$20,000.00 (BOC form).
- Finance Committee authorizes expenditures from \$20,000.01 to \$35,000.00 (BOC form).
- Council authorizes expenditures/bids over \$35,000.01 (RCA form). Board of Control awards all bids, unless otherwise specified in authorizing ordinance. (Ord. 101-05)

Date: 12/26/2023

Department: IT

Amount: \$30,000.00

B.O.C. Approval Date: _____
(Finance Use Only)

Account Number: 388-0714-52226

Vendor: TECHNOLOGY ENGINEERING

Department head/Authorized signature: 

Item/Description:

2024 Blanket PO: IT Services - Maintenance/Support

FINANCE COMMITTEE APPROVAL: (expenditures from \$20,000.01 to \$35,000.00)

Date Approved/Denied by Finance Committee: _____

Date to Finance: _____

Clerk of council

- Please have all BOC items for the agenda to the Mayor's Office before 5 p.m. on Friday before the scheduled BOC meeting.
- Please have all Finance Committee items for the agenda to the Clerk of Council's Office before 5 p.m. on Tuesday before the scheduled Finance Committee meeting.

Thank you.

Technology Engineering Group LLC
3593 Medina Rd, #239
Medina, OH 44256
(330) 974-1249
info@tegoh.com
www.tegoh.com



Estimate

ADDRESS

Mr. Darin Zaremba
City of Medina
150 W. Friendship
Medina, OH 44256

SHIP TO

Mr. Darin Zaremba
City of Medina
150 W. Friendship
Medina, OH 44256

ESTIMATE # 1692

DATE 12/04/2023

ITEM	QTY	RATE	AMOUNT
IT-Support TEG IT Support - 1/1/24 thru 12/31/23	1	30,000.00	30,000.00
TOTAL			\$30,000.00

Accepted By

Accepted Date

*Dr. Hammer
12-4-2023*

REQUEST FOR COUNCIL ACTION

No. RCA 23-242-12/11

FROM: Kimberly Marshall, Economic Development Director Committee: Finance

DATE: December 4, 2023

SUBJECT: Amend ODOT Building Demolition Site Revitalization Grant Application

SUMMARY AND BACKGROUND:

On November 13, 2023 Council passed Resolution 189-23 to apply for the Ohio Department of Development Building Demolition Site Revitalization Grant to demo the Totts House and accessory structures located at the Medina Municipal Airport and execute any and all paperwork pertaining to the grant.

The County Review Committee met on December 4, 2023 and approved the grant application however, the city will need to contribute \$6,230 in matching funds to move the project forward. We did not know at the time of original application there would be a match required.

The project is estimated at \$126,671

Estimated Cost: \$6,230 per above @ 15
Suggested Funding:)

Sufficient funds in Account No. Airport Fund – 547-0650-52215 or
General Purpose 301-0707-52215

- Transfer needed from Account No. _____
to Account No. _____

NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: **NO**

Reason:

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:

REQUEST FOR COUNCIL ACTION

No. RCA 23-243-12/11

FROM: Andrew Dutton

Committee: Finance

DATE: December 4, 2023

SUBJECT: PY 2022 CHIP, Private Rehab Project at 520 North State Road

SUMMARY AND BACKGROUND:

A purchase order request to Green Home Solutions for a PY22 CHIP Private Rehabilitation project at 520 North State Road in Medina. This is a large project with a contract for \$50,065.00.

Exterior work for the project includes installing new gutters and downspouts, windows, and doors.

Interior work for the project includes a new water heater, water supply lines in the basement, sump pump, laundry washer/dryer area, microwave and dishwasher, smoke detectors and carbon monoxide detectors, a full bathroom remodel, and updated electrical throughout the home.

Project Number: AC-22-07

Estimated Cost: \$50,065.00

Suggested Funding:

- sufficient funds in Account No. 139-0462-52215
- transfer needed from Account No. _____ to Account No. _____
- NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: Yes

Reason: The contractor is ready to begin the project and make repairs on the home

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:



December 4, 2023

Mr. Andrew Dutton
Community Development Director
City of Medina
132 North Elmwood Avenue
Medina, Ohio 44256
adutton@medinaoh.org

Re: City of Medina PY2022 CHIP
Kleinfelder Project No.: 20233423.002A-6012

Dear Mr. Dutton:

The following project has been put out to bid and we are hereby ready to begin construction with your concurrence.

Applicant

Senesa C. Peterson
520 North State Road
Medina, Ohio 44256
(Private Owner Rehab)

Bid Amount

\$50,065.00
(CHIP HOME Funds)

Contractor

Green Home Solutions
4900 Brook Park Road
Cleveland, Ohio 44134
Federal Tax ID#: 27-1075386

The project is using CHIP HOME funds for Private Owner Rehab in the amount of \$50,065 (hard cost) and \$12,500 (soft cost).

The total project cost is estimated at \$62,565 (including \$12,500 for Kleinfelder soft costs). Should you have any questions or concerns, please do not hesitate to contact me directly at (567) 331-2679.

Sincerely,

KLEINFELDER

Brandi Cowell

Brandi Cowell
Housing Specialist
Representative for the City of Medina CHIP

REQUEST FOR COUNCIL ACTION

No. RCA 23-244-12/11

FROM: Andrew Dutton

Committee: Finance

DATE: December 4, 2023

SUBJECT: PY 2022 CHIP, Private Rehab Project at 850 North Huntington Street

SUMMARY AND BACKGROUND:

A purchase order request to Green Home Solutions for a PY22 CHIP Private Rehabilitation project at 850 North Huntington Street in Medina. This is a large project with a contract for \$40,575.00.

Exterior work for the project includes installing new gutters and downspouts, a new kitchen vent, the reconstruction of a concrete patio, new vinyl replacement windows, and new doors.

Interior work for the project includes new doors, ceiling repair, a new dryer vent, a new gas range and vent, a dishwasher, smoke and carbon monoxide detectors, and updated electrical throughout the home.

The project will utilize \$25,575 of CHIP HOME Funds and \$15,000 of CHIP-LAP Funds.

Project Number: AC-22-07

Estimated Cost: \$40,575.00

Suggested Funding:

- sufficient funds in Account No. 139-0462-52215
- transfer needed from Account No. _____ to Account No. _____
- NEW APPROPRIATION needed in Account No. _____

Emergency Clause Requested: Yes

Reason: The contractor is ready to begin the project and make repairs on the home

COUNCIL USE ONLY:

Committee Action/Recommendation:

Council Action Taken:

Ord./Res.

Date:



December 4, 2023

Mr. Andrew Dutton
Community Development Director
City of Medina
132 North Elmwood Avenue
Medina, Ohio 44256
adutton@medinaoh.org

Re: City of Medina PY2022 CHIP
Kleinfelder Project No.: 20233423.002A-6027

Dear Mr. Dutton:

The following project has been put out to bid and we are hereby ready to begin construction with your concurrence.

<u>Applicant</u> Richard F. Hurst 850 North Huntington Street Medina, Ohio 44256 (Private Owner Rehab)	<u>Bid Amount</u> \$25,575.00 (CHIP HOME Funds)	<u>Contractor</u> Green Home Solutions 4900 Brook Park Road Cleveland, Ohio 44134 Federal Tax ID#: 27-1075386
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The project is using CHIP HOME funds for Private Owner Rehab in the amount of \$25,575 (hard cost) and \$12,500 (soft cost).

<u>Applicant</u> Richard F. Hurst 850 North Huntington Street Medina, Ohio 44256 (Private Owner Rehab)	<u>Bid Amount</u> \$15,000.00 (CHIP-LAP Funds)	<u>Contractor</u> Green Home Solutions 4900 Brook Park Road Cleveland, Ohio 44134 Federal Tax ID#: 27-1075386
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The project is using CHIP-LAP funds for Private Owner Rehab in the amount of \$15,000 (hard cost).

The total project cost is estimated at \$53,075 (including \$12,500 for Kleinfelder soft costs). Should you have any questions or concerns, please do not hesitate to contact me directly at (567) 331-2679.

Sincerely,

KLEINFELDER

Brandi Cowell

Brandi Cowell
Housing Specialist
Representative for the City of Medina CHIP

REQUEST FOR COUNCIL ACTION

*As Handled
12-5-2023*

NO. RCA 23-245 12/11

FROM: Patrick Patton *[Signature]*
DATE: December 5, 2023
SUBJECT: Engineering Design Services for Medina Street Bridge Replacement

COMMITTEE REFERRAL: Finance

The City of Medina submitted and was awarded grant funds through the Ohio Public Works Commission for the replacement of the Spring Grove and N. Broadway Bridges (see attached). The City was awarded a matching grant to fund 79% of the cost of the project, up to a maximum of \$490,000..

We have conducted qualifications based selection process to select for the design consultant. This selection process is now complete. We have determined that Cunningham & Associates is the most qualified consultant for this work. This requests asks for Council to authorize an agreement to Cunningham & Associates, Inc. from Medina, Ohio in the amount of \$72,850 for this work. Attached please find the fee proposal from Cunningham for this work.

Thank you for your consideration.

ESTIMATED COST: \$72,850.

SUGGESTED FUNDING: 108 0610 54411:

Sufficient Funds in Account Number:

Transfer Needed From:
To:

New Appropriation:

Emergency Clause Requested:

Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

ENGINEERING AND SURVEYING AGREEMENT

for the

MEDINA STREET BRIDGE REPLACEMENT
DESIGN SERVICES CONTRACT

in the

CITY OF MEDINA, OHIO

THIS IS AN AGREEMENT effective as of _____, pursuant to Ordinance No. _____

between the **City of Medina, Ohio**, 132 North Elmwood Avenue, Medina, Ohio ("Owner")

and **Cunningham & Associates, Inc.**, 203 West Liberty Street, Medina, Ohio ("Engineer").

Owner's Project of which Engineer's services under this Agreement are a part, is generally identified as follows:

Medina Street Bridge Replacement - Design Service Contract

Engineer's Services under this Agreement are generally identified as follows:

Refer to Engineering and Surveying Proposal – See Exhibit A attached

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.
- B. Engineer shall complete its services within a reasonable time as agreed upon by the Engineer and the City.
- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete

construction. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:

1. For cause,

- a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.

b. By Engineer:

- 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
- 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any

failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; and (3) such limited license to Owner shall not create any rights in third parties.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability

for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.

- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment:*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:

- 1. A Lump Sum Design Fee of \$72,850.00**

- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.

- 7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are listed as part of Exhibit A, attached.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Medina, Ohio

ENGINEER: Cunningham & Associates, Inc.

By: _____

By: _____

Title: Dennis Hanwell, Mayor

Title: Nils E. Johnson, P.E. - President

Date Signed: _____

Date Signed: _____

Engineer License or Firm's Certificate
Number: 01536

State of: Ohio


Approved for Legal Form:

Director of Law
City of Medina, OH

REQUEST FOR COUNCIL ACTION

OK
Bo-Howell
12-5-2023

NO. RCA 23-246-12/11

FROM: Patrick Patton 

DATE: December 5, 2023

COMMITTEE REFERRAL: Finance

SUBJECT: Application for grant assistance with the Ohio Department of Development (ODD)

This request is for Council's authorization to submit a Water Infrastructure Grant application with the Ohio Department of Development (ODD). See attached for more information.

The project we are seeking grant assistance on will replace aging water lines in the historic district. Specifically, along South Court Street from Washington to Liberty, then along West Liberty from Court St. to South Elmwood, then along South Elmwood from West Liberty to West Washington. Proposed funding for the project is as follows:

- ODD Water Infrastructure Grant: \$748,800 (90%)
- City share (108 Fund): \$ 83,200 (10%)*
 - o TOTAL PROJECT COST: \$832,000 (100%)
- Please note, the Grant does NOT require a local match. As you can see on page 2 of the attached, they state "Utilizing matching funding is strongly encouraged". While I suggest we offer a 10% match; the final decision will be up to Council.

Finally, please note that in addition to the authorization to submit the grant application, this requests asks that if successful, the Mayor be authorized to enter into an agreement with OPWC to accept the grant.

Thank you for your consideration.

ESTIMATED COST: No cost to submit the application. If the grant application is successful, the City will be responsible for the local share of the project (\$83,200).

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed From:
To:

New Appropriation:

Emergency Clause Requested: Yes

Reason: The grant is due no later than January 17, 2024. Due to the upcoming Council break, this legislation will not be on Council's agenda until January 8th, so at that point we will need the emergency clause.

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:



Water and Wastewater Infrastructure Grant Fiscal Year 2024-2025 Program Guidelines

House Bill 33 provided funds for the Water and Wastewater Infrastructure Grant program to help Ohio communities make necessary investments in water and wastewater infrastructure. Projects receiving funds will improve access to clean drinking water and wastewater infrastructure.

The program is being administered by the Ohio Department of Development (Development) in partnership with the Ohio Environmental Protection Agency (Ohio EPA).

Eligible Applicants

All political subdivisions with the authority to own and operate public water and sewer systems and non-profit, non-community public water systems may submit an application. Political subdivision means a county, township, municipal corporation, or other body corporate and politic responsible for governmental activities in a geographic area smaller than that of the state.

Eligible Projects

There is one type of eligible project: construction.

Eligible construction projects can receive a maximum grant amount of \$5 million. At the discretion of the Director of Development, additional grant funding may be awarded for an individual project due to lack of matching funds and other inhibiting factors. Maximum project awards in these circumstances shall not exceed \$10 million and are solely at the discretion of the Director.

Examples of infrastructure construction projects could include, but are not limited to:

- Sewer/wastewater treatment plant (WWTP) improvements/expansion
- New/replacement sanitary sewer lines
- Excess sanitary sewer infiltration/inflow correction
- Improvements to public drinking water treatment facilities
- Drinking water line improvements or extensions
- Repair, replacement, and construction of drinking water storage towers

Total project awards are determined at the discretion of Development.

Eligible Costs

Eligible costs include:

- Water or wastewater treatment facility and collection/distribution system improvements
- Covering tap-in fees for households connecting to a centralized sewer system or drinking water distribution system
- Professional fees (cannot exceed 10% of total request)
- Administrative costs (cannot exceed 10% of total request)
- Other (detailed description of other costs must be provided)

Administrative costs are for costs related to submitting reimbursement requests and submitting reporting information as requested by Development. Administrative costs must adhere to all uniform cost guidance.

Applicants are encouraged to ensure that projects use strong labor standards, including project labor agreements and community benefit agreements that offer wages at or above the prevailing rate. Local hiring is also strongly encouraged.

If a project includes operational and information technology systems, the applicant must demonstrate cybersecurity risks, relevant to the type and scale of the project, were considered and a plan was developed. Please see the Cybersecurity Requirements for State of Ohio Critical Infrastructure Grants document [here](#) if you have questions.

Ineligible Costs

Projects cannot charge costs associated with planning or design. Costs incurred prior to the grant period are ineligible but may be counted toward matching funds. The American Rescue Plan Act (ARPA) aligns program eligibility with that of the State Revolving Fund programs, and as such, some other costs may be determined to be ineligible (ex.: excessive pavement replacing, land acquisition, indoor plumbing, etc.).

Matching Funds

Utilizing matching funds is strongly encouraged. If a project cannot demonstrate match funds, the eligible applicant must describe why match funds cannot be obtained and how the project will be successful without additional resources. Matching fund sources can include local ARPA funding, other local, state, or federal grant dollars, or other sources. Match funds can be counted for project related expenditures up to two years prior to the grant start date. In addition, the on-going operation and maintenance costs associated with construction of new infrastructure can be submitted as match contribution.

Application Evaluation Criteria

Projects must be “shovel ready” to be completed by October 2026 and meet Project Completion Deadlines listed below. Projects must demonstrate alleviation of a public health concern, and/or increase access to public sewer or drinking water. Documentation to demonstrate alleviation of a public health concern can include, but is not limited to Notices of Violation, Director’s Final Findings and Orders, Consent Orders, etc.

Application Process

Applications will be reviewed in the order received. In order to access the application, individuals will be required to login using an existing OH|ID or create a new OH|ID, which provides users with secure access to state of Ohio services and programs. For more information on creating an OH|ID, please click [here](#).

Upon submission of a complete application, the applicant will receive an email from Development confirming that the application has been received. Submission of a complete application does not ensure the applicant will be awarded. If Development determines that an application is ineligible, or the documentation attached does not meet the requirements, the applicant will be notified via email that the application has not been accepted for funding.

Awards will be given for priority projects until funds are depleted. If a project funded in previous rounds that was awarded less than \$10,000,000 requires additional funds, applications to close this gap will be accepted.

Eligible applicants will be required to provide the following on each application:

- Applicant Contact Information (including indicating a primary contact)
- Project Name
- Project location (city/village)
- County(ies) to be served, identify primary county served (include map)
- List construction Project type
 - Construction grant for a public drinking water infrastructure project
 - Construction grant for a wastewater infrastructure project
 - Construction grant for a combination drinking water and wastewater infrastructure project
- Project description – include the projected project completion date
- Estimated population number to be served
- Median Household income for the area served is less than the statewide average Median Household Income (check if yes)
- Is the community unemployment rate greater than the current state unemployment rate (check if yes)
- Project will provide public water in an unserved area (check if yes)
- Project will provide sewer services in an unserved area (check if yes)
- Project will regionalize or connect two or more community systems (check if yes)
- Project will address a significant water quality and/or public health concerns (check if yes)
 - If yes, provide documentation (Notices of Violation, Director's Final Findings and Orders, Consent Orders, etc.)
- Project will achieve compliance with a current compliance-related order (check if yes)
- The project area has a large number of failing home sewage treatment systems (check if yes)
- The project area experiences sewage back-ups into basements (check if yes)
- The project area experiences either sanitary sewer overflows or combined sewer overflows (check if yes)
- The project area has contaminated drinking water wells (check if yes)
- The Public Water System has consistently not met treatment standards (check if yes)
- The project will address a high-risk for critical infrastructure failure (check if yes)
- The project received a design award from Development in a previous funding round
- For eligible projects (check all that apply):

- Engineering/design plans are in development
- Engineering/design plans are complete and approved
- Project has received applicable permits from the Ohio EPA
- Construction on the project can begin with 1-6 months
- Construction on the project can begin with 6-12 months
- Construction on the project can begin with 12-18 months
- Construction on the project can begin with 18 months
- Total Project Costs
- Total Requested Amount
- Project budget and Match budget (including sources)
- Documentation (as applicable)
 - Engineering agreements
 - Project Map
 - Documentation of match funds
 - Engineering reports
 - Approved permits
 - Economically disadvantaged criteria verification
 - Verification of Ohio Supplier ID
 - Verification of registration in Sam.Gov and Unique Entity Identification
 - Other supporting documentation

Reimbursement Requests

Once a project has been identified by Development to receive a grant award, Development will notify the eligible application of the process to receive grant funds. Applicants may submit for funding reimbursement as needed but must ensure grant funds greater than \$5,000 will not reside in the eligible applicants account for longer than 30 days.

An Ohio Supplier ID is required for disbursement and should be sent to Development along with the signed Grant Agreement. If the eligible applicant does not currently have an Ohio Supplier ID, the business will be required to register for an Ohio Supplier ID at Supplier.Ohio.gov.

Businesses will only be able to receive an award once a valid Ohio Supplier ID matching the FEIN/SSN provided in the application has been obtained and is verified by Development. Applicant businesses that need assistance obtaining an Ohio Supplier ID or need to make changes to an existing Ohio Supplier ID should visit: <https://ohiopays.ohio.gov>

Sam.gov Registration

Grantees are required to have an active registration at SAM.gov to receive any funds. The Unique Entity Identification (UEID) number will be required, along with its expiration date, on the Grant Agreement. [Please follow this link for questions about your UEID.](#)

Maintenance of Records

Eligible applicants shall maintain records of all specific expenses for which the funds were used for a period of five (5) years from the final expenditure of received funds. These records shall include but not be limited to paid invoices, cancelled checks, payroll records and other documentation acquired when the permissible expense occurred. Upon request, the eligible applicant shall provide access to

these records to the State of Ohio, its agencies, agents, directors, and/or any party who has contracted with the State for the exclusive purposes of evaluating or ensuring compliance. At their own expense, eligible applicants shall prepare photocopies of all of the requested records to the State or any of the aforementioned parties upon written request of the State within a reasonable time of the request. Failure to abide by the requirement may result in a demand to repay.

Eligible Applicant Certification

Providing the signature of a duly authorized representative on an application, an applicant is certifying to Development and the state of Ohio that each of the certifications is true as of the date of signature and that each of the documents submitted are accurate and appropriate for the project requesting funds. By providing a signature on an application, the applicant also acknowledges that any person who knowingly makes a false statement to obtain an award of financial assistance may be required under Section 9.66(C) of the Revised Code to repay such financial assistance and shall be ineligible for any future economic development assistance from the State of Ohio, any state agency, or political subdivisions. Also, any person who provides a false statement to secure economic development assistance may be guilty of falsification, a misdemeanor of the first degree, pursuant to Section 2921.13(F)(1) of the Revised Code.

Public Records of Information

Public Records Information, documents, or other materials submitted to Development as part of an application are public records unless a statutory exception exists under Section 149.43 of the Revised Code or other relevant law that exempts the information, document, or other material from public release.

Project Completion Deadlines

All funds must be obligated (i.e., in contract) by the grantee no later than Dec. 31, 2024. Final reimbursements must be submitted by Aug. 1, 2026, and funds obligated by this date must be reimbursed no later than Oct. 1, 2026.

Failure to obligate funds by Dec. 31, 2024, will result in the cancellation of grant funds, and no extensions on this obligation deadline will be issued after that date, in accordance with the requirements of the American Rescue Plan Act and federal regulations.

OK
D. Harnell
12-5-2023

REQUEST FOR COUNCIL ACTION

NO. RCA 23-247-12/11

FROM: Patrick Patton

DATE: December 5, 2023

COMMITTEE

REFERRAL: Finance

SUBJECT: Repealing Ord. #168—23 and approving a revised Memorandum of Understanding with Medina County regarding the Granger Road Water Line

On October 23, 2023 Council adopted Ord #168-23 (attached) which authorized a Memorandum of Understanding (MOU) with Medina County regarding the Granger Road Water. Subsequent to that approval, Medina County submitted a revised MOU (also attached). The revised MOU added language to clarify the agreement, however it does not change the intent nor any of the responsibilities for each entity.

This request asks that Council repeal Ord. #168-23 and adopt the revised MOU with Medina County.

Thank you for your consideration

ESTIMATED COST: \$130,000 (Medina County to provide 50% of this funding)

SUGGESTED FUNDING:

Sufficient Funds in Account Number:

Transfer Needed from Account Number:

To Account Number:

New Appropriation Account Number:

Emergency Clause Requested: No
Reason:

COUNCIL USE ONLY:

COMMITTEE RECOMMENDATION:

Council Action Taken:

Ord./Res. Number:

Date:

ORDINANCE NO. 168-23

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE MEDINA COUNTY BOARD OF COMMISSIONERS PERTAINING TO THE GRANGER ROAD WATER LINE.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Mayor is hereby authorized and directed to execute a Memorandum of Understanding with the Medina County Board of Commissioners pertaining to the transfer of water service provider for parcels located in the Township of Medina on Granger Road (addresses from #3733 though #4056) and Weymouth Road (addresses #4463 and #4483).

SEC. 2: That a copy of the Memorandum of Understanding is marked Exhibit A, attached hereto and incorporated herein, and is subject to the final approval of the Law Director.

SEC. 3: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 4: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: October 23, 2023

SIGNED: James A. Shields
President of Council Pro-Tem

ATTEST: Kathy Patton
Clerk of Council

APPROVED: October 24, 2023

SIGNED: John M. Coyne, III
Acting Mayor

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into by and between the City of Medina ("CITY") and Medina County Board of Commissioners ("COUNTY") on this ____ day of _____, 2023.

WHEREAS, the City of Medina wishes to transfer the provision of water service *for PARCELS LOCATED in the TOWNSHIP OF MEDINA* on GRANGER ROAD (Addresses from #3733 though #4056) and WEYMOUTH ROAD (Addresses #4463 and #4483) to the Medina County Board of Commissioners.

WHEREAS, the Medina County Board of Commissioners will accept the transfer of the provision of water service in the Township of Medina on GRANGER ROAD (Address from #3733 through #4056) and WEYMOUTH ROAD (Address #4463 and #4483).

WHEREAS, the Parties agree that the transfer of the provision of water services pursuant to this Memorandum of Understanding ("MOU") shall be as follows:

Section I: Project Description

The CITY is currently the water service provider for 33 residential properties within the roads noted above and as shown in Exhibit "A" that are within Medina Township outside the CITY limits. The CITY'S existing 8" and 10" water main services these areas along Granger and Weymouth Road.

Due to an emergency break of the City's 8" water main running under the West Branch of the Rocky River, the City is no longer able to serve these customers. The City and the County installed a temporary connection between adjacent City and County fire hydrants near 3733 Granger Road to supply the City's customers temporarily.

The COUNTY currently owns existing 16" water mains that run near the CITY'S 8" and 10" water mains at the intersection of Granger Road and Weymouth Road (SR 3) and near 3733 Granger Road that can provide permanent water service to these properties.

The CITY requests that the COUNTY become the water service provider for the 33 residential properties by connecting the City's 10 inch water line to the County's 16 inch water line at both the intersection of Granger Road and Weymouth Road (SR 3) and near 3733 Granger Road as indicated on Exhibit "A". With the transfer of service the COUNTY will assume ownership and maintenance responsibilities of all existing CITY water mains that service these properties.

Construction of the two (2) interconnects from the CITY'S 10 inch water line to the COUNTY'S 16 inch water line will begin as soon as possible.

Section II – Consent Statement

Being in the public interest, the COUNTY gives consent to the CITY to complete the transfer of water service(s) from the CITY'S water supply system to the COUNTY'S water supply system.

Section III - Cooperation Statement

The CITY and the COUNTY shall cooperate as follows:

1. The CITY and COUNTY shall each bear fifty percent (50%) of the total costs for engineering, materials, labor, equipment, construction, inspection, surveying and project administration for this project.
2. The CITY has engaged Rolling, Hocevar, Inc., to complete the design and prepare the construction plans for the two interconnections from the CITY'S 10 inch water main to the COUNTY's 16 inch water main on Granger Road; as referenced in Exhibit "B". The COUNTY will review this improvement plan for approval. Once approved by the COUNTY, the COUNTY will submit the plans to the Ohio Environmental Protection Agency (OEPA) for approval.
3. Once the interconnect plans have been approved by the Ohio EPA, the CITY shall solicit proposals from contractors based on the agreed upon scope of work for the two (2) water transfer locations. The CITY shall provide the proposals to the COUNTY for review and the CITY and COUNTY shall both agree upon the proposal to be selected.
4. The CITY shall enter into a contract with the selected contractor for the completion of the water service transfer work. All payments per the contact shall be made by the CITY.
5. Upon completion of the water service transfers, the COUNTY shall furnish and install new water meters to each of the water meter service locations. The CITY and the COUNTY shall each bear 50% of the costs for the purchase of the new water meters.
6. A preliminary cost estimate to fully complete the two (2) interconnections and complete the water service transfer of all properties from the CITY's water supply system to the COUNTY'S is as follows:
 - Interconnect from the CITY's 10 inch water line to the COUNTY'S 16 water line at the intersection of Granger Road and Weymouth Road: \$40,000.
 - Interconnect from the CITY's 10 inch water line to the COUNTY'S 16 water line at 3733 Granger Road \$80,000.
 - Water meter change out equipment costs: \$10,000.
 - Total preliminary cost estimate = \$130,000
7. The COUNTY agrees to provide all costs and invoices to the CITY for required equipment and materials associated with the water meter change outs.
8. The actual final total cost for the project shall be calculated by the CITY upon completion of all project components as listed above and provided to the COUNTY for review. The

COUNTY and CITY shall agree upon the final total project cost prior to the CITY invoicing the COUNTY. The CITY shall provide the COUNTY with an invoice for County's share (50%) of the total cost for the project subtracting out the amount the City owes to the County for 50% of the costs for the purchase of the new water meters.

9. The COUNTY shall submit payment for their total share (50%) to the CITY within sixty (60) days after receiving the invoice from the CITY.
10. The CITY hereby grants permission to the COUNTY and their respective authorized agents and employees to enter upon the Property known as (parcel 026-06D-16-01.1) to inspect, maintain, and repair said water main until said time the water main is relocated within the Granger Road right-of-way.

Section IV – Future Work

1. There are five (5) existing service addresses on Granger Road that are currently tapped into the CITY's old 8 inch water line (Addresses #4014, #4024, #4034, #4044 and #4056). These five (5) service addresses are a part of the 23 services that will be served immediately upon completion of the interconnection project referenced herein. The City will transfer these services from the 8 inch water line on Granger to the 10 inch water line on Granger within three (3) months of the date of this MOU. The City will pay for the costs to complete this work.
2. The CITY will transfer two existing services on Weymouth Road (Addresses #4440 and #4454) to the COUNTY'S 16 inch water line on Weymouth Road within six (6) months of the date of this MOU. The CITY will pay for the cost to transfer these services. The COUNTY will become the water service provider for these two properties.
3. There are two (2) existing services on Granger Road that are currently tapped into the City's 6 inch water line located on the water plant property (Addresses #3744/#3770 and #3746). The City will transfer these services from the 6 inch water line to the new 12 inch water line within three (3) months of the date of this MOU. The City will pay for the costs to complete this work.
4. The CITY will transfer one (1) existing service located at 3821 Granger Road from the CITY's 20 inch water main to the COUNTY'S 10 inch water line on Granger Road within six (6) months of the date of this MOU. The CITY will pay for the cost to transfer this service. The COUNTY will become the water service provider for this property.
5. Both parties acknowledge that the existing 10 inch water line that crosses the Rocky River just west of the CITY'S Water Plant at 3733 Granger Road must be replaced within nine (9) months of this agreement. Both parties agree to share 50% of the cost of the engineering, design, plan preparation, right of way acquisition and construction to replace approximately 200 linear feet of this water line where it crosses the Rocky River at a time to be determined by the COUNTY. The total estimated cost for this work is \$200,000.
6. There are ten (10) existing CITY customers served from a 2 inch private line running east from the CITY'S old water plant at 3733 Granger Road (Exhibit "C"). These ten (10) residences will continue to be CITY customers after the interconnection work is complete. Water will be provided through the CITY'S service connection at 3733 Granger. At some point in the future after a mutually agreeable resolution pertaining

to ownership and maintenance responsibilities of the 2 inch private line has been reached by all parties the Parties intend to transfer these ten (10) customers to the County.

Section V – Ownership and Maintenance

The COUNTY shall take ownership and maintenance responsibilities for all current CITY owned water mains and appurtenances described within this MOU and the project limits described on the attached Exhibit "B" that shall be remain in service and be used for water supply by the COUNTY.

IN WITNESS WHEREOF; the Parties to this MOU, have executed this MOU as of the date and year first written above.

MEDINA COUNTY COMMISSIONERS

CITY OF MEDINA, OHIO

By (signature): _____

By (signature): _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Exhibit A.1

IMMEDIATE TRANSFERS - No Further Work Required

These services currently on City's 10 inch line on Granger that will be served by the County immediately after interconnection project is completed. No further work is required.

- | | | |
|----|--|-------------------------------------|
| 1 | 3733 GRANGER ROAD (old City Water Treatment Plant) | |
| 2 | 3800 GRANGER ROAD | |
| 3 | 3820 GRANGER ROAD | |
| 4 | 3830 GRANGER ROAD | |
| 5 | 3831 GRANGER ROAD | |
| 6 | 3831 GRANGER ROAD | |
| 7 | 3864 GRANGER ROAD | |
| 8 | 3887 GRANGER ROAD | |
| 9 | 3896 GRANGER ROAD | |
| 10 | 3920 GRANGER ROAD | |
| 11 | 3929 GRANGER ROAD | |
| 12 | 3939 GRANGER ROAD | |
| 13 | 3956 GRANGER ROAD | |
| 14 | 3966 GRANGER ROAD | |
| 15 | 3976A GRANGER ROAD | |
| 16 | 3976B GRANGER ROAD | |
| 17 | 3986A GRANGER ROAD | |
| 18 | 3986B GRANGER ROAD | |
| 19 | 3996A GRANGER ROAD | |
| 20 | 3996B GRANGER ROAD | |
| 21 | 4004 GRANGER ROAD | |
| 22 | 4463 WEYMOUTH RD | This service is tapped from Granger |
| 23 | 4483 WEYMOUTH RD | This service is tapped from Granger |

TOTAL IMMEDIATE TRANSFERS - No further work

23

Exhibit A,2

IMMEDIATE TRANSFERS - Further Work Required

These services currently on City's 8 inch line on Granger that will be served by the County immediately after interconnection project is completed. The City will transfer these services to the existing 10 inch line on Granger within three (3) months of the date of the Memorandum of Understanding (reference item #1 of Section IV - Future Work in the MOU).

- 1 4014 GRANGER ROAD
- 2 4024 GRANGER ROAD
- 3 4034 GRANGER ROAD
- 4 4044 GRANGER ROAD
- 5 4056 GRANGER ROAD

TOTAL IMMEDIATE TRANSFERS - Further work required

5

Exhibit A.3

FUTURE TRANSFERS

The City will transfer two (2) services on Weymouth Road to the County's 16 inch water line on Weymouth Road within six (6) months of the date of the Memorandum of Understanding (reference Item #2 of Section IV - Future Work in the MOU).

- 1 4440 WEYMOUTH RD. (Blue Fox Meadow Apartments)
- 2 4454 WEYMOUTH RD

There are two (2) existing services on Granger Road that are currently tapped into the City's 6 inch water line located on the water plant property (Addresses #3744/#3770 and #3746). The City will transfer these services from the 6 inch water line to the new 12 inch water line within three (3) months of the date of the Memorandum of Understanding (reference Item #3 of Section IV - Future Work in the MOU).

- 1 3744/3770 GRANGER ROAD
- 2 3746 GRANGER ROAD

There is one (1) existing service located at 3821 Granger Road that is currently served by the City's 20 inch water main. The City will transfer this service to the 10 inch water line on Granger Road within six (6) months of the date of the Memorandum of Understanding (reference Item #4 of Section IV - Future Work in the MOU).

- 1 3821 GRANGER ROAD

TOTAL FUTURE TRANSFERS

5

PROPOSED WATER MAIN CONNECTION
FOR CITY OF MEDINA & C.S.E.
SITuated IN THE TOWNSHIP OF MEDINA
COUNTY OF MEDINA & STATE OF OHIO

PLAN & PROFILE - WATER MAIN EXTENSION
DATE: 07/21/11
SCALE: AS SHOWN
BY: M.C.S.E. APPROVAL

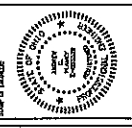
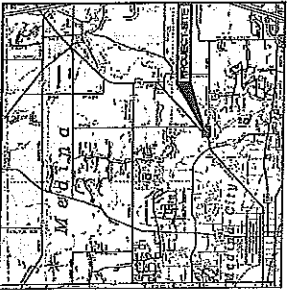


Table with 2 columns: Description, Quantity. Includes items like 12" WATER MAIN, 18" WATER MAIN, etc.



VICINITY MAP
SITE LOCATION
LATITUDE = 41.52829° N
LONGITUDE = -81.62707° W

M.C.S.E. APPROVAL

SYMBOL LEGEND & ABBREVIATIONS

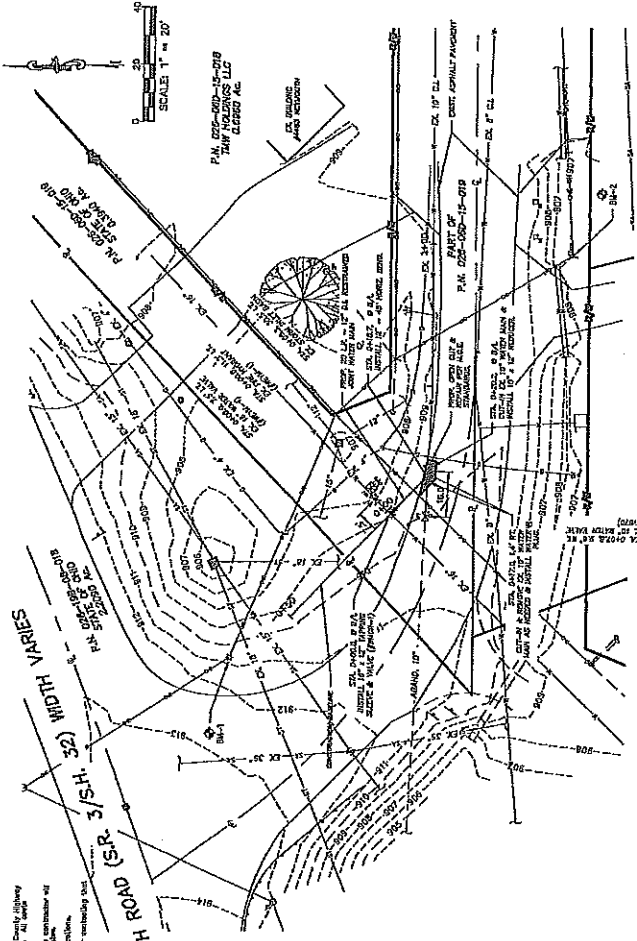
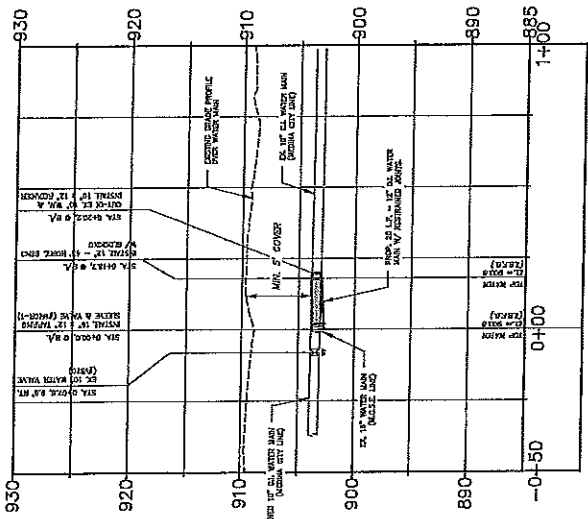
- STORM MAINS, WATER MAINS, GAS MAINS, TELEPHONE LINES, etc. with corresponding symbols.

LINE TYPE LEGEND

- STORM MAIN, WATER MAIN, GAS MAIN, TELEPHONE MAIN, etc. with corresponding line styles.

PROJECT BENCHMARKS:
TOP OF SUB AT LIGHT POLE CROSS 40 S
ELEVATION = 914.57 (NAD83)
TOP OF SUB AT UTILITY POLE CROSS 40 18
ELEVATION = 908.42 (NAD83)

THE HORIZONTAL COORDINATE SYSTEM FOR THIS WATER MAIN EXTENSION IS BASED ON THE NAD83 OHIO STATE DATUM. THE VERTICAL DATUM IS NAVD83.



GRANGER ROAD (C.H. 21) WIDTH VARIES

1. GENERAL: This project is located in Medina County, Ohio, and is subject to the jurisdiction of the Medina County Engineer. The project is to be constructed in accordance with the Medina County Engineering Code and the Ohio Public Utilities Code. The project is to be constructed in accordance with the Medina County Engineering Code and the Ohio Public Utilities Code. The project is to be constructed in accordance with the Medina County Engineering Code and the Ohio Public Utilities Code.

GENERAL CONSTRUCTION NOTES:
1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE MEDINA COUNTY ENGINEER AND THE STATE OF OHIO. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE MEDINA COUNTY ENGINEER AND THE STATE OF OHIO. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE MEDINA COUNTY ENGINEER AND THE STATE OF OHIO.

UTILITY COMPANY CONTACT INFORMATION:
MEDINA COUNTY SANITARY ENGINEER: 419-523-3200
MEDINA COUNTY WATER ENGINEER: 419-523-3200
MEDINA COUNTY GAS ENGINEER: 419-523-3200

EXISTING UNDERGROUND UTILITIES NOTE:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING ALL EXISTING UNDERGROUND UTILITIES AND FOR PROTECTING THEM DURING THE CONSTRUCTION OF THIS PROJECT.



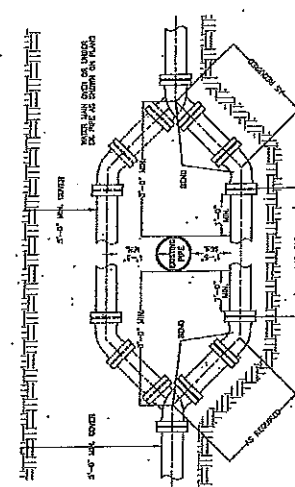
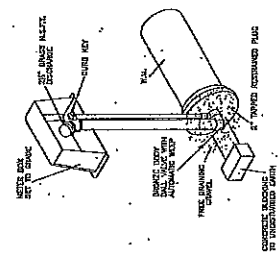
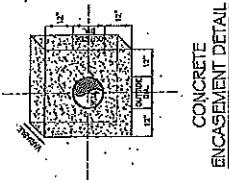
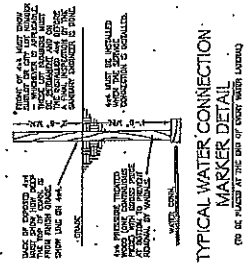
DATE	DESCRIPTION
10/20/22	UPDATE TO TYPICAL TRENCH SECTION
04/20/21	UPDATE OF LAYOUT FOR CATCHER PIPES
02/20/21	REVISED DETAIL SHEETS
01/20/21	SCALES - HORIZONTAL AND VERTICAL
01/20/21	REVISIONS

DATE: 10/20/22
 DESCRIPTION: UPDATE TO TYPICAL TRENCH SECTION
 DRAWN BY: [REDACTED]
 CHECKED BY: [REDACTED]
 COUNTY: [REDACTED]
 PROJECT TITLE: WATER MAIN STANDARDS -
 ROAD NAME: [REDACTED]

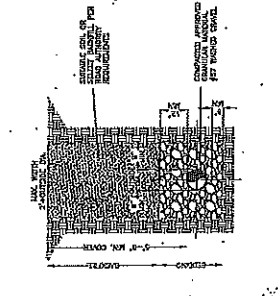
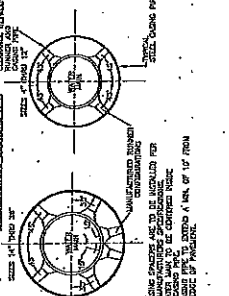
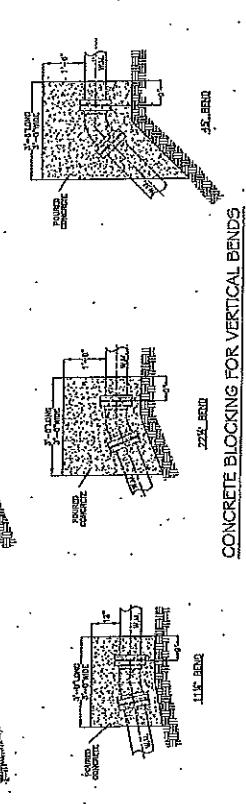
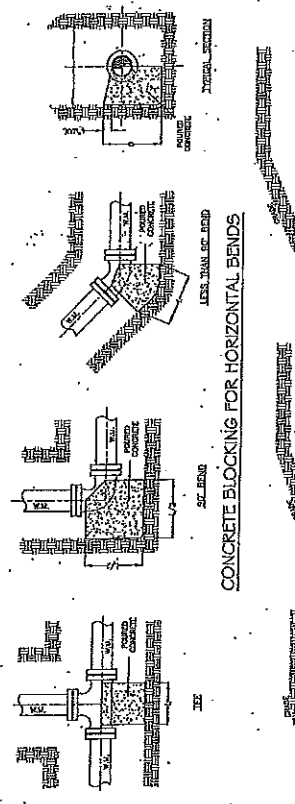
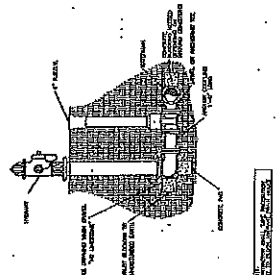
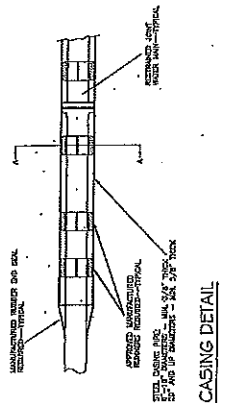
PLAN PREPARED BY: MEDINA COUNTY SANITARY ENGINEERS
 221 WEST BROADWAY
 MEDINA, OHIO 44028
 (419) 724-4433
 PROJECT NUMBER: SW-50000-
 SHEET NUMBER: 4 of 4

SIZE OF PIPE	DEGREE OF BEND
1 1/2"	45°
2"	45°
3"	45°
4"	45°
6"	45°
8"	45°
10"	45°
12"	45°
15"	45°
18"	45°
24"	45°
30"	45°
36"	45°
42"	45°
48"	45°
60"	45°
72"	45°
84"	45°
96"	45°
108"	45°
120"	45°
144"	45°
168"	45°
192"	45°
216"	45°
240"	45°
264"	45°
288"	45°
312"	45°
336"	45°
360"	45°

SIZE OF PIPE	DEGREE OF BEND
1 1/2"	45°
2"	45°
3"	45°
4"	45°
6"	45°
8"	45°
10"	45°
12"	45°
15"	45°
18"	45°
24"	45°
30"	45°
36"	45°
42"	45°
48"	45°
60"	45°
72"	45°
84"	45°
96"	45°
108"	45°
120"	45°
144"	45°
168"	45°
192"	45°
216"	45°
240"	45°
264"	45°
288"	45°
312"	45°
336"	45°
360"	45°



PIPE SIZE	CLASING SIZE
1 1/2"	2"
2"	3"
3"	4"
4"	5"
6"	8"
8"	10"
10"	12"
12"	14"
15"	18"
18"	22"
24"	28"
30"	34"
36"	40"
42"	46"
48"	52"



TYPICAL FLUSHING ASSEMBLY

TYPICAL HYDRANT SECTION

TYPICAL TRENCH SECTION

END OF WATERMAIN DETAIL

Exhibit C

**City Customers on the private 2 inch water line
extending east from the old City water plant**

These services on Granger Road and Bagdad Road are on the 2 inch private water that extends east from the old City water plant. These services will continue to be served as City customers after completion of the interconnect. The City intends to transfer these customers to the County after a resolution pertaining to future maintenance responsibilities for this 2 inch line has been reached.

- 1 3362 GRANGER ROAD
- 2 3425 GRANGER ROAD
- 3 3458 GRANGER ROAD
- 4 3459 GRANGER ROAD
- 5 3566 GRANGER ROAD
- 6 3687 GRANGER ROAD
- 7 4457 BAGDAD ROAD
- 8 4385 BAGDAD ROAD
- 9 4259 BAGDAD ROAD
- 10 4260 BAGDAD ROAD

TOTAL 2 inch private customers

10

REQUEST FOR COUNCIL ACTION

No. RCA 23-248-12/11

FROM: Keith H. Dirham, Finance Director
Lori Bowers, Deputy Finance Director

Committee: Finance

DATE: December 5, 2023

SUBJECT: Expenditure over \$35,000 – Annual Software Support – Software Solutions

SUMMARY AND BACKGROUND:

The Finance Department requests Council's approval of an expenditure of \$60,000.00 to Software Solutions, Inc. (SSI) for annual support services for the City's VIP Professional accounting system. The effective period for support services is from March 1, 2024, through February 28, 2025.

Accounts to be charged for the 2024 support service fee is as follows:

Line	Department	Account	Amount	Percent
001	General Admin	001-0707-53321	\$ 19,800.00	33%
002	Streets	102-0610-53321	\$ 1,800.00	3%
003	Parks	104-0301-53321	\$ 2,400.00	4%
004	Police	106-0101-53321	\$ 3,600.00	6%
005	Fire	107-0110-53321	\$ 3,600.00	6%
006	IT	388-0714-53321	\$ 1,800.00	3%
007	Water office	513-0531-53321	\$ 16,800.00	28%
008	WTP	513-0533-53321	\$ 1,800.00	3%
009	Sanitation	514-0543-53321	\$ 4,200.00	7%
010	MCRC	574-0350-53321	\$ 2,400.00	4%
010	Veh maint	676-0746-53321	\$ 1,800.00	3%
		Total	\$ 60,000.00	100%

Estimated Cost: \$60,000.00

Suggested Funding: See departments listed above

- sufficient funds in Account No. See accounts listed above
- transfer needed from Account No. to Account No.
- NEW APPROPRIATION needed in Account No.

Emergency Clause Requested: NO
Reason:

COUNCIL USE ONLY:
Committee Action/Recommendation:

Council Action Taken:

Ord./Res.
Date: