

William Biddlecombe Joe Dike Sam Artino Monty Tapp Mark Claus Matt Grieves Joel Hagy
Councilmember Councilmember Councilmember Mayor Vice-Mayor Councilmember Councilmember

CITY COUNCIL — REGULAR COUNCIL MEETING

Tuesday, August 26, 2025 @ 6:30 PM
City Council Chambers
417 Main Street
Huron, Ohio 44839

- I. Call To Order Moment of Silence followed by the Pledge of Allegiance to the Flag
- II. Roll Call of City Council
- III. Oath of Office

Interim City Manager Stuart Hamilton will administer the Oath of Office to Patrol Officer Logan Demuth.

IV. Approval of Minutes

V. Audience Comments

Citizens may address their concerns to City Council. Please state your name and address for the recorded journal. (3-minute time limit)

VI. Old Business

- VI.a Ordinance No. 2025-18 (third and final reading) (submitted by Stuart Hamilton)
 An ordinance amending Title 3 (Utilities), Part 9 (Streets, Utilities & Public Services Code) of Huron Codified Ordinances to establish a new Chapter 925 (Huron Public Power Regulations and Rates).
- VI.b Ordinance No. 2025-19 (second reading) (submitted by Christine Gibboney)

 An ordinance to amend the official Zoning Map of the City of Huron to rezone approximately 15.49 +/acres of land located on River Road, Erie County, Ohio Permanent Parcel Numbers 42-01720.000, 4201720.001 & 42-01719.000, from I-2 General Industrial District) to B-3 (Business District).
- VI.c Ordinance No. 2025-21 (second and final reading) (submitted by Isaac Phillips)

 An ordinance establishing the rate to be paid by residential property owners for the period of January 2026 through December 2026 for residential solid waste collection and disposal; and further authorizing and directing the Director of Finance to certify the costs of same to the Erie County Auditor for placement on the tax duplicate for collection with other City taxes in 2026.

VII. New Business

VII.a Resolution No.51-2025 (submitted by Isaac Phillips)

A resolution certifying unpaid mowing charges to the Erie County Auditor for collection.

VII.b Resolution No. 52-2025 (*submitted by Chief Terry Graham*)

A resolution authorizing the purchase of 15 replacement rifles and related equipment from Tactical Assault Specialists for the Huron Police Department in the amount of \$30,020.

VII.c Resolution No. 53-2025 (submitted by Stuart Hamilton)

A resolution authorizing acceptance of a proposal from Maintenance Systems of Northern Ohio for

roadway crack sealing services in the amount of \$45,680.

VII.d Resolution No. 54-2025 (*submitted by Stuart Hamilton*)

A resolution authorizing payment of the annual invoice from the Ohio Department of Transportation for lane mile reimbursement for State Route 2 in the amount of \$60,929.71.

VII.e Resolution No. 55-2025 (submitted by Isaac Phillips)

A resolution certifying delinquent water charges to the County Auditor.

VII.f Resolution No. 56-2024 (*submitted by Stuart Hamilton*)

A resolution ordering the repair of public sidewalks abutting certain premises in the City of Huron (District 4).

VII.g Resolution No. 57-2025 (submitted by Stuart Hamilton)

A resolution authorizing the Interim City Manager to submit an application to the Ohio Public Works Commission (OPWC), SCIP and LTIP Program Year 40, FY 2027 grant and/or loan relating to the US 6 Phase 2 Project in the aggregate amount of \$600,000, and further authorizing the Interim City Manager to accept said grant award should the application be successful.

VII.h Resolution No. 58-2025 (submitted by Stuart Hamilton)

A resolution authorizing the Interim City Manager to submit an application to the Ohio Public Works Commission (OPWC), SCIP and LTIP Program Year 40, FY 2027 grant and/or loan relating to the South Main St Streetscape Project in the aggregate amount of \$600,000, and further authorizing the Interim City Manager to accept said grant award should the application be successful.

VII.i Ordinance No. 2025-23 (submitted by Stuart Hamilton)

An ordinance ratifying acceptance of forfeited vacant land located at 531 Berlin Road in the City of Huron (PPN: 42-01067.000) and ratifying the filing of a petition in response to the Judgment Entry issued by the Erie County Court of Common Pleas in Case No. 2024 CV 0194.

VIII. City Manager's Discussion

- IX. Mayor's Discussion
- X. For the Good of the Order
- XI. Executive Session(s)
- XII. Adjournment



TO: Mayor Tapp and City Council FROM: Stuart Hamilton, Service Director

RE: Ordinance No. 2025-18 (third and final reading) (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

There has been one change made to this legislation since its first reading on July 22, 2025 - the effective date has been changed to October 1, 2025.

As a reminder, HPP was created as an economic development tool to help attract new businesses and to help existing businesses succeed. To this day, this is still our goal.

HPP rates have previously been legislated through Council as more of an agreement type rate structure. This time we are actually codifying them the same way as we do our water rates. This brings consistency and stability. We will amend the streets, utilities and public services code section by adding chapter 925, Huron Public Power Regulations and Rates.

We understand that any increase is painful, and we do not take this decision lightly. But to continue as a utility to provide low-cost service to our customers necessitates this change. We have notified our customers via email and a flyer will be added to their next bill.

In 2024 we retained a third party to carry out a cost-of-service study with the new debt coming online this year and additional projects and maintenance. The results of this study were too aggressive for our liking, so we reassessed internally and adjusted to bring the increases down as low as we could. These increases are designed to cover the additional debt for the new third transformer, associated equipment, and of course the ever-rising cost of doing business. These rates are still far below the investor lead utility's rates and will remain so. We will monitor these rates, and as soon as the opportunity arises, we will reduce them again as market conditions change. Outside of the rate increase, there is an additional capital rider per kWh of \$0.0005, the \$650,000 cap will be removed, and a monthly service fee of \$15 will be added to each account. If passed, these rates will come into effect on October 1st, 2025

Please see the flyer attached hereto as Exhibit 1 for more detail.

Financial Review

Distribution revenue will be accounted for in the HPP operating fund (654) and the capital rider will be accounted for in the HPP Capital Account (653).

Legal Review

The matter has been reviewed, follows normal administrative procedures and is properly before you.

Recommendation

If Council is in agreement with the request, a motion placing Ordinance No. 2025-18 on its third and final reading is in order.

Ordinance No. 2025-18 Exh 1 HPP Rate Letter.pdf
Ordinance No. 2025-18 New Chapter 925 HPP Rates Terms and Conditions (1).docx
Ordinance No. 2025-18 Exh A HPP Rates New Chapter 925.docx



2025 Rate Review

Huron Public Power (HPP) in 2025 purchased a new transformer and associated electrical equipment for the Rye Beach substation. This third transformer brings a level of energy security that HPP did not previously have. It means that we can now support all of our customers if one of our transformers goes off-line through failure or through service needs. This investment totaled around \$2.5 million.

We are also bringing in a second source of electricity for redundancy purposes. This will mean if our main line that feeds the substation should be interrupted, we will have another source to keep service continuation. Again, increasing our level of service.

All this comes at a cost. I would like to remind everyone that HPP is primarily an economic development tool and our rates reflect this. We keep them down to an absolute minimum to cover our costs and a small reserve. We performed a Cost-of-Service study to review our additional investments and our ever-increasing cost of doing business, and unfortunately, we will need to implement a modest rate increase. Even with the increase, our distribution rates are far below the local utility. We do not take any increase lightly and will constantly review our rate structure to ensure we are passing on the lowest rates possible.

Our existing rate structure vs. our new rate structure is shown below:

kWh Used		Current Rate/kWh	New Rate/kWh
From kWh	To kWh		
0 kWh	100,000 kWh	\$0.018	\$0.028
100,001	2,000,000	\$0.012	\$0.02
2,000,001 kWh	8,000,000	\$0.007	\$0.0075
+8,000,000 kWh		\$0.003	\$0.0035

There are also some additional charges that you will see on your invoice:

- A flat monthly service availability fee of \$15.00.
- A Capital Rider charge that will be calculated per kWh consumed at a rate of \$0.0005.

I wanted to ensure that each of you have a chance to have your say, as we pass this new Rate Ordinance through Council. It will be presented in three (3) readings on the following dates:

- July 22nd at 6:30PM in the Council Chambers
- August 12th at 6:30PM in the Council Chambers
- August 26th at 6:30PM in the Council Chambers

If passed, the new rates would take effect September 1st, 2025.

We would like to thank you for being valued customers!



ORDINANCE NO. 2025-18

Introduced by Matt Grieves

AN ORDINANCE AMENDING TITLE THREE (UTILITIES) UNDER PART NINE (STREETS, UTILITIES & PUBLIC SERVICES CODE) OF THE CODIFIED ORDINANCES OF HURON, OHIO TO ESTABLISH A NEW CHAPTER 925 (HURON PUBLIC POWER REGULATIONS AND RATES).

WHEREAS, the Council hereby determined the changes and amendment set forth within this Ordinance, including Exhibit "A", are in the best interest of the City of Huron and its citizens.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That Title Three (Utilities) under Part Nine (Streets, Utilities & Public Services Code) is hereby amended to add new Chapter 925 (Huron Public Power Regulations and Rates), as set forth on Exhibit A attached hereto, and shall be, and hereby is, adopted and thereafter shall be in full force and effect as of October 1, 2025.

SECTION 2. That it is hereby 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 all legal requirements, including O.R.C. §121.22.

SECTION 3. In accordance with Section 3.06 of the Charter of the City of Huron, Ohio, this Ordinance shall take effect thirty (30) days following its adoption.

	Monty Tapp, Mayor	
ATTEST:		
Clerk of Council		
ADOPTED:		

CHAPTER 925 HURON PUBLIC POWER REGULATIONS AND RATES

925.01	Definitions
925.02	Rates and Charges for Electric Service
925.03	Miscellaneous Charges for Utility Service
925.04	Service and Physical Property
925.05	Metering and Billing
925.06	General

CROSS REFERENCES

kWh Tax – See R.C. 5727.81.

Self-Assessment of kWh Tax – See R.C. 5727.81(C)(2); R.C. 5727.81(C).

Service Boundary – See Article XVIII of the Ohio Constitution

925.01 – DEFINITIONS.

As used herein:

- A. "City" shall mean the City of Huron, Ohio.
- B. "Council" shall mean the City of Huron, Ohio, City Council;
- C. "Utility" shall mean Huron Public Power of the City of Huron, Ohio;
- D. "Customer" shall refer to an individual, partnership, corporation, or other legal entity receiving one class of service through one meter at one structure at one location, subject to these Codified Ordinances;
- E. "Landlord/Customer" refers to the owner of the structure and/or premises where electric service is being delivered if: (1) the owner is different from the end consumer of electric service (e.g., an apartment tenant) and (2) the owner is responsible for paying the Utility for delivery of electric service to the structure and/or premises.
- F. "Month" shall mean the elapsed time between two successive meter readings, approximately thirty (30) days apart;
 - G. "Service" shall mean electric unless otherwise specified;
 - H. "Meter" shall mean electric, unless otherwise specified.

925.02 - RATES AND CHARGES FOR ELECTRIC SERVICE

- A. Residential Service. [SERVICE NOT CURRENTLY AVAILABLE]
- B. <u>General Service</u>.
- (1) <u>Availability</u>. Available to non-Residential installations requiring secondary, primary, or transmission voltage service. Where a Customer desires both single and/or three phase service, all

service shall be metered through one (1) three phase meter and so billed, unless circumstances not under the control of the Utility make it impractical or not feasible to do so.

(2) <u>Service</u>. Service for General Service customers will be alternating current, 60 Hz, at nominal voltages of 120/240 or 120/208 single phase, or 120/208 or 277/480 three phase. Such service will be determined based on the location suitable distribution facilities, the capacity distribution facilities, and the location of the load be served. At the Utility's discretion, other secondary voltages or service from primary or transmission facilities may be obtained from available facilities provided the Customer owns, operates and maintains all necessary transforming, controlling, regulating and protective equipment. All rates and services provided under this tariff shall be consistent with and in accordance with this Ordinance. The Utility will own and provide the transformation facilities up to 1000 kVa. For customers that exceed 1000 kVa, the customer shall be responsible for purchasing and maintaining the transformation facilities.

Customer will also be responsible for operating its facilities in a manner that complies with the requirements of this Ordinance.

- (3) <u>Power and Energy Charge; AMP Service Costs</u>. Utility shall pass through all costs to Customer related to the Utility's purchase of energy, power, ancillary services, and other related services from American Municipal Power, Inc. ("AMP") regarding the provision of utility service to Customer.
- (4) Customers who use at least 100,000 kWh per year may, enter into an agreement with the Utility regarding AMP's purchase and delivery of power and energy on Customer's behalf. Utility shall charge Customer each month for any and all costs incurred related to AMP's services as it relates to the Customer's utility service. The Customer must commit to be financially liable for all costs the Utility incurs purchasing power and energy on the Customer's behalf. In addition, the Utility may require the Customer to provide collateral as part of such any such agreement.
- (5) <u>Rates for Distribution Service.</u> The distribution rate shall be charged on a per kWh usage basis in incremental blocks. The charge per kWh shall decrease as set forth in following blocks:

The first 0 – 100,000 kWh used during the applicable month:	\$0.028/kWh
The next 100,001 – 2,000,000 kWh used during the applicable month:	\$0.02/kWh
The next 2,000,001 – 8,000,000 kWh used during the applicable month:	\$0.0075/kWh
All kWh used above 8,000,000 kWh during the applicable month:	\$0.0035/kWh
All kWh used during the applicable month. Capital Rider	\$0.0005/kWh

- (6) <u>Service Availability Charge</u>. This charge will be flat fee charge on all accounts of \$15 per billing cycle.
- (7) <u>Taxes.</u> Customers under this schedule shall be subject to the applicable kWh Tax as specified in Ohio Revised Code 5727.81 and will be paid to the City via their monthly invoice.
- (8) <u>Cost of Connection</u>: This is calculated as the cost to extend the distribution service to point of service and connection costs. This cost is to be paid by the customer, 50% upon invoice and 50% upon connection. Utility will reduce the cost of connection up to the actual amount of cost, based upon a calculation of 100% of the expected revenue for be first 12 months of service, or \$50,000, whichever is less.
- (9) <u>Terms of Payment</u>. If a bill payment is not received by Utility offices or by Utility's authorized agent on or before the specified payment date, Utility shall impose a late penalty fee of 10 percent (10%) of the amount of the bill or \$5,000.00, whichever is greater, which will become due and payable as part of Customer's total obligation. Where the due date falls on a weekend or holiday, the due date shall be the next business day.
- (10) <u>Billing</u>. Utility shall bill the Customer each month based upon actual usage. However, the Utility may also modify its billing practices to pre-bill Customer. Utility will provide Customer notice of any modification of its billing practices.
- (11) <u>Modifications to the Total Charge.</u> Utility has the right to assess Customer charges related to regulatory events. Upon the occurrence of a regulatory event or change in law that results in a cost increase for the Utility, Utility shall give written notice to Customer that such event has occurred. Upon such event, Utility shall increase customer's rate to recover the increased cost, effective with the first month after such notice to Customer.
- (12) <u>Demand Measurement</u>. The billing demand in KW shall be taken each month as the highest single 60-minute peak in KW as registered during the month by a demand meter or indicator.
- C. <u>General Service Large</u>. [SERVICE NOT CURRENTLY AVAILABLE]
- D. <u>Private Area Lighting Service</u>. [SERVICE NOT CURRENTLY AVAILABLE]
- E. Kilowatt Hour (kWh) Tax.
- (1) <u>Applicability</u>. The kWh Tax is based on actual kWh delivered to all Customers for all service (including the municipality) on the distribution system, excluding Federal facilities and will be invoiced on their monthly invoice. If no meter is used, usage shall be estimated. kWh usage is based on a 30-day billing cycle. If the billing cycle is more or less that 30 days, the tax shall be based on the total of daily calculation during such billing cycle. All charges assessed under this tax shall be consistent with R.C. 5727.81.
- (2) <u>Self-Assessor</u>. A Customer that is determined to be eligible for self-assessment by the State of Ohio under R.C. 5727.81(C)(2) shall pay the Utility the self-assessment amount as set forth in R.C. 5727.81(C).

925.03 - MISCELLANEOUS CHARGES FOR UTILITY SERVICES

- A. <u>Reconnection Charge</u>. When a customer has previously requested disconnection and then request to be reconnected at the same service address, or if a reconnection is made subsequent to a service disconnection made not authorized by the Utility under these Rules and Regulations, a reconnection charge of Fifty Dollars (\$50.00) will be made if the reconnection is made during regular business hours. If the reconnection is made after business hours, the charge is Seventy-Five Dollars (\$75.00).
- B. <u>Dishonored Check Charge</u>. Whenever a Customer pays a bill and the payment is either denied or returned to the Utility by the Customer's financial institution for lack of sufficient funds, the Customer will be assessed a dishonored check charge of Fifty Dollars (\$50.00) for each payment returned.
- C. <u>Meter Test Charge</u>. The Utility shall test the meter at the request of the Customer. Such test shall be performed by an independent certified test facility. If the meter is found to be reading accurately, as defined in Section 925.05, Paragraph (e), the Customer shall pay all costs related to the test.

925.04 - SERVICE AND PHYSICAL PROPERTY

- A. <u>Service Boundary</u>. Unless waived by Council, the Utility shall exclusively supply all electric service within the corporate limits of Huron. Subject to Article XVIII of the Ohio Constitution, the Utility may extend service to Customers outside the corporate limits of the City.
- B. Application for Service/Required Installations Before Service. A Customer can apply for service from the Utility by contacting Utility and requesting electric service. The Utility, in its sole discretion, shall determine if the Customer is eligible for service. Utility shall make this determination based upon the adequacy of Customer's current facilities and whether safe and reliable service can be provided from existing facilities. If the Utility determines that certain upgrades are necessary for it to initiate electric service for the Customer, Utility shall inform Customer of the installations and/or upgrades that will be required before the provision of electric service. Unless otherwise addressed in this tariff, Customer shall be responsible for all costs of the installations/upgrades needed for the Utility to initiate safe and adequate electric service for the Customer.

A copy of the schedules and standard terms and conditions under which service is rendered to Customers will be furnished upon request at the Utility Office. The Utility Office shall determine which schedule is applicable to serve Customers. If a Customer desires delivery of energy at more than one point of service, a separate application shall be required for each separate point of delivery. Service delivered at each point of delivery shall be billed separately under the applicable schedule.

The Customer (or Landlord/Customer), after making proper application for service, shall notify the Utility when Customer desire service to be established. In no case shall the Customer, Landlord/Customer, Customer's agent, or Customer's employee turn on service. Service shall be turned on, upon the date specified, by an authorized agent of the Utility. If the Utility finds itself unable to establish service on the date specified, it shall notify the Customer as much in advance as possible and a new day shall be established by mutual agreement.

Where Landlord/Customer make application for service, the tenant(s)' name(s) shall be included on the application.

- C. <u>Service Not Transferable</u>. No person may commence the use of service until after making application therefore and requesting the Utility to turn on the service in accordance with Paragraph (b) above. In the event of the violation of this provision, in addition to other rights of the Utility, such person shall be liable for all electricity consumed in the premises. Any successor in interest to a Customer, including without limitation, heirs, executors, administrators, assignees, trustees, guardians, receivers, and conservators, shall be deemed to be a person who must make application for service, provided that any successor in interest whose rights arise from death or incompetence of the Customer shall have thirty (30) days in which to make application.
- D. <u>Customer Indebted to Utility</u>. Service will not be supplied to any premises if at the time of application for service, the applicant is indebted to the City or Utility for service previously supplied at the same or other premises, until payment of such indebtedness or other arrangement satisfactory to the Utility shall have been made. Unpaid balances of previously rendered final bills may be transferred and included on the initial or subsequent bill for a like service account. Such transferred final bills, if unpaid, will be part of the past due balance of the transferred account and subject to the Utility's collections and disconnection procedures. The transfer of final bills is limited to like service, i.e., electric-to-electric, residential-to-residential, commercial-to-commercial. The Utility may not transfer a delinquent Commercial Service account to any account where any end user is a Residential Service Customer.
- E. <u>Service Connections</u>. The customer assumes all responsibility for property owned by the Customer on the Customer's side of the point of delivery. For electric service, it is generally the outlet side of the meter box. The Customer is also responsible for the service supplied or taken, as well as for the installation of appliances used in connection therewith, and will save the Utility harmless from and against all claims for injury or damage to persons or property occasioned by or in any way resulting from such service or the use thereof on the Customer's side of the point of delivery.

When electric service is provided from an overhead system, the Customer's wiring must extend at least 15 inches beyond the building. Where a Customer installs service entrance facilities which have capacity and layout specified by the Utility, and/or install and use certain utilization equipment specified by the Utility, the Utility may provide or offer to own facilities on the Customer's side of the point where service wires attach to the building. All inside wiring must be grounded in accordance with the requirements of the *National Electric Code*, or the requirements of any local inspection service authorized by the City of Huron. When a Customer desires that energy be delivered at a point or in a manner other than that designated by the Utility, the Customer shall pay the additional cost of same. Where service is supplied from an underground distribution system, the Customer shall supply and install a continuous run of cable conductors, including necessary ducts from the transformer, manhole or connection box to the meter base. The Customer shall pay the cost of installing the portion of cable and duct from the property line to the terminus or able outside the building. When a real estate developer desires an underground distribution system within the property which they are developing or when a Customer desires an underground service, the real estate developer or the Customer shall bear the costs for such underground facilities.

F. <u>Continuity of Service</u>. The Utility shall furnish necessary and adequate service and facilities. The Utility shall not be liable in damages for failure to supply electricity, or for interruptions in service, and shall be relieved of its obligation to serve and may discontinue or modify service, if such failure or interruption is due to acts of God or the public enemy, military actions, wars, insurrections, riots, civil disturbances, vandalism, strikes, fires, floods, washouts, explosions, acts or orders of any civil, judicial or

military authorities, and without limitation by the foregoing accidents, contingencies or other causes beyond the control of the Utility.

Without incurring any liability therefor, the Utility may also suspend service for such periods as may be reasonably necessary in order to make repairs to or changes in its facilities or other property; provided that the Utility shall keep a record of any interruption of service affecting its entire system, or a major division thereof, including a statement of time, duration and cause of interruption. It will also notify Customers affected by the interruption in advance of the contemplated work, and approximately how long the interruption will last.

Subject to Section 925.05, Paragraph (i), the Utility shall not discontinue service to any Customer without giving the Customer reasonable notice. Such notice shall be delivered either personally, electronically or telephonically when possible and practical. In circumstances, however caused, when time does not permit the giving of such notice in advance of a discontinuance of service or a change in services caused by circumstances beyond the control of the Utility, reasonable notice shall be given whenever possible and practical to all Customers affected advising them that service is off and of the time at which service is expected to be restored.

In the event that there has been an interruption of service to any premises, however caused, the Utility shall, before restoring such service, ascertain and assure itself that precautions have been taken to prevent accidents.

- G. <u>Customer's Liability</u>. In the event of loss or injury to the property of the Utility through misuse, or the negligence of, the Customer or agents of the same, the Customer thereof shall pay the cost of the necessary repairs or replacement to the Utility. No one except the agents of the Utility shall be allowed to make any internal or external adjustments of any meter or other piece of apparatus, which shall be the property of the Utility. The Utility shall have the right at all reasonable hours to enter the premises of the Customer for the purpose of installing, reading, removing, testing, replacing or otherwise disposing of its apparatus and property, and the right of entire removal of the Utility's property in the event of the termination of service for any cause.
- H. <u>Service Not to be Disturbed</u>. No Customer shall attach or use any appliance which may result in the altering of service provided through Utility's electric lines. Without prior approval from the Utility, no Customer shall attach or use any appliance or device which will increase, decrease or otherwise alter service provided through the Utility's lines to such extent as to interfere at any time with continuous service to other Customers.
- I. <u>No Customer Shall Sell to Another</u>. Service furnished by the Utility is for the sole use of the Customer and shall not be resold by the Customer except on written permission obtained from the Utility. The renting of premises with the cost of service included in the rental as an incidence of tenancy will not be considered a resale of such services.
- J. <u>Access to Premises</u>. Neither the Utility nor its agents or employees shall enter into the interior of any structure on the premises of a Customer without the express permission of such Customer except in cases of emergency. Any agent or employee seeking entrance into or upon the premises of Customer shall have and show symbols of identification. Any agent or employee seeking entrance to the interior of any structures on the premises shall advise the owner or occupant as to their purposes in doing so. Except in cases of emergency, no Customer shall be obligated to afford entrance or access to their premises except

during normal business hours and then only to such parts of the premises as may be the location of the Utility-owned property.

- K. <u>Right-of-Way</u>. The Customer, without reimbursement, will make or procure conveyance to the Utility of right-of-way or right of entry and installed electric lines satisfactory to the Utility to permit the Utility to cross property between the Utility's lines and the Customer's property at the location where service is to be furnished, including property owned or controlled by the Customer for the Utility's electric distribution lines, extensions thereof or appurtenances necessary or incidental to the supplying of service to the Customer.
- L. <u>Meter Furnished</u>. The Utility will furnish each Customer with a meter and appropriate socket of such size and type as the Utility may determine will adequately serve the Customer's requirements. Such meter and equipment shall be and remain the property of the Utility, and the Utility shall have the right to replace it, as the Utility may deem necessary.
- M. <u>Meter Location</u>. The Utility shall determine the location of the meter. When changes in building or arrangements there render the meter inaccessible or exposed to hazards, the Utility may require the Customer, at the Customer's expense, to relocate the meter setting together with any portion of the Customer's service line necessary to accomplish such relocation.
- N. Only Utility Can Connect Meter. As used in this section, "Tamper" means to interfere with, damage, or bypass a utility meter, conduit or attachment with the intent to impede the correct registration of a meter or the proper functions of a conduit or attachments so as to reduce the amounts of utility service that is registered on the meter.

No customer shall tamper with a meter, conduit, or attachment of the Utility that has not been disconnected by the Utility. Customer shall not permit anyone who is not an authorized agent of the Utility to connect or disconnect the Utility's meters, or in any way alter or interfere with the Utility's meters. Proof that a meter, conduit, or attachment of the Utility has been tampered with is prima facie evidence that the person who is obligated to pay for the service rendered through the meter, conduit, or attachment and is in possession or control of the meter, conduit, or attachment at the time the tampering occurred has caused the tampering with intent to commit a theft offense.

Tampering with or bypassing a meter constitutes a theft offense that could result in the imposition of criminal sanctions.

O. <u>Meter Test</u>. All meters shall be tested at such intervals and using such methods as may be prescribed by generally accepted standards. The meter shall be removed from the Customer's premises for such test and a substitute meter, newly tested, shall be installed in its place. After the meter has been tested and before it is returned to service at the same or a different location, it shall be adjusted to be accurate within three percent (3%) plus or minus.

The Utility shall also test the meter at any time, at the request of the Customer. If the meter is found to be correct, as defined below, the Customer shall pay the fee as listed in Section 925.03, Paragraph (c) for the testing. The date of inspection shall be stamped on the meter.

P. <u>Correct Meter</u>. A meter registering between three percent (3%) fast and three percent (3%) slow shall be deemed for all purposes to be registering correctly. A meter registering incorrectly shall be replaced by the Utility at its expense.

- Q. <u>Indoor Wiring and Piping</u>. For electric service, the Customer shall install and maintain, at the Customer's expense, indoor wiring from the outlet of the meter. The Utility shall have no obligation to install, maintain or repair said wiring.
- R. <u>Appliances</u>. The Customer shall install and maintain all electric appliances. The Utility shall have no obligation to install, maintain or repair appliances.
- S. <u>Inspection of Altered Service</u>. It shall be the duty of the Customer to notify the Utility promptly of any additions, changes, alterations, remodeling or reconstruction affecting service on the Customer's premises.
- T. <u>Distributed Generation</u>. No Customer shall operate any distributed generation facility to self-generate electricity or interconnect with the Utility's system without obtaining written authorization from the Utility. The Utility, in its sole discretion, may enter into an interconnection agreement with a Customer to allow the Customer to operate its distributed generation facility in parallel with the Utility's system. The Utility may establish a distributed generation policy and regulations governing the potential interconnection and operation of distributed generation within its service territory. "Distributed generation" shall mean all or part of a system of an electrical generator installed at or near the Customer's facility that is intended to operate in parallel with the Utility's system and generate electricity for the Customer or other customers.

925.05 – METERING AND BILLING

- A. <u>Quantity of Service Delivered by Meter</u>. Meters installed by the Utility, which shall be and remain the property of the Utility, will measure electricity. Subject to certain exceptions, enumerated below, consumption shall be determined on the basis of the meter registration and bills shall reflect the consumption so registered.
- B. <u>Billing Periods</u>. Electric bills will be rendered by the Utility to the Customer on a monthly basis. Non-receipt of bills by Customer does not release or diminish the obligation of the Customer with respect to payment thereof. Electric meters will be read at monthly intervals.
- C. <u>Estimated Bill</u>. When the meter is not read, the Utility may estimate the quantity of service consumed and render a bill for such quantity.
- D. <u>Incorrect Meter Readings/Billing</u>. During any period that an incorrect meter reading is established, the meter reading and bills based there on shall be adjusted by the Utility on the basis of all available information concerning the use of service by the Customer.

Whenever the Utility has overcharged any customer as the result of a meter or metering inaccuracy or other continuing problem under its control, the Utility will, for the period of time that incorrect billings can be established, adjust the meter readings and billings to reflect available information concerning the actual use by the Customer. The reimbursement of overcharges shall take the form of a credit to the Customer's account.

Except as provided below, any underpayment as a result of a meter or metering inaccuracy, or other continuing problem, will be billed to the Customer. The Utility will, at the Customer's request, attempt to arrange a reasonable payment schedule in the event of underpayment. Should the amount of the

adjustment be under bona fide dispute, the Utility shall continue to supply service and the Customer shall continue to pay all amounts billed until a final determination is made.

Whenever the Utility has undercharged any customer as the result of a meter or metering inaccuracy or other continuing problem under its control, the Utility may only bill the customer for the amount of the unmetered service rendered in the three hundred sixty-five (365) days immediately prior to the date the Utility remedies the meter inaccuracy. The Utility, in the first bill to collect the amount for unmetered service, shall state the entire amount that it seeks to collect. The maximum portion of the undercharge for unmetered service rendered that may be recovered from the Customer in any billing month shall be determined by dividing the amount of the undercharge by twelve (or the corresponding number of adjustable months) and the quotient is the maximum portion of the undercharged that the Utility may recover from the Customer in any billing month, in addition to either regular monthly charges or any type or regular level payment amounts billed in accordance with an agreement between the Customer and the Utility. The time period over which the undercharge may be billed shall be twelve (or the corresponding number of adjustable months) consecutive months.

The Utility shall not recover any interest charge, service charge, or fee, whether or not a percentage is utilized for its computation, for the portion of billings due to incorrect meter readings as provided for under this section.

Nothing in this section shall be construed to prevent the customer from paying an undercharge or any portion thereof in a time shorter than that stated in this section. Nothing in this section shall be construed to prevent the Utility from collecting an undercharge or any portion thereof in a time longer than that stated in this section.

This section does not apply to any act that is a theft offense, as defined in Section IV of these Rules and Regulations that involves tampering with utility equipment or theft of utility service, or where a physical act of a customer or its agent causes inaccurate or no recording of the meter reading, or inaccurate or no measurement of electricity rendered.

E. <u>Payment of Bills</u>. The Customer shall pay bills at the Utility office during the regular office hours or to any of the Utility's authorized collecting agents during the regular office hours of such agent, or online available 24 hours a day. Any remittance received by mail at any office of the Utility bearing U.S. Postal Office cancellation date corresponding with or previous to the last date on which said bill is payable "Net" will be accepted as within the net payment period.

Any payment received after 4:00 p.m. shall be processed during the next business day.

F. <u>Initial and Final Meter Readings</u>. When service is terminated for any reason, the Utility will render a final bill addressed to the Customer's forwarding address, if known, or to the last known address, for the entire balance of the account, including a calculation from the last reading date to the requested final bill date. The Customer may request that the Utility attempt to obtain an actual final meter reading. However, the Utility may estimate the reading for the final bill date, or allow the Customer to provide the final meter read subject to the Utility's review for reasonableness, and if necessary, the actual reading.

All final bills are due upon receipt.

When the Customer begins use of service, an initial bill is normally rendered for the period from the initial date of service to the first regular meter reading date, this period normally being less than thirty (30) days,

except no bill will be rendered if the period is less than seven (7) days. However, the Customer's usage for that unbilled period will be included and billed in the next month's bill.

The Utility may estimate the reading for the initial date of service. However, upon Customer request, the Utility will attempt to obtain an actual reading at the initial date of service or allow the Customer to provide the initial meter read.

G. <u>Deposits</u>. A deposit of 150% of an average monthly bill may be required if the Customer at any time, or from time to time before or after service is commenced. Deposit criteria will be affected by, but not limited to: (1) past general credit history; (2) past payment history (with the City or Utility); (3) end use of service; and (4) duration of service.

The Utility office shall have a reasonable time in which to ascertain that the obligations of the Customer have been fully performed before being required to return any deposit. Said deposit shall be credited to the Customer's account when payments have been made by the due date on twelve (12) consecutive months, unless the Customer's account has been terminated. The Customer, in writing, must request refunds. Where the account has been terminated, any remaining deposit not used to credit the account shall be directly reimbursed to the Customer within thirty (30) calendar days.

H. <u>Charges and Payment for Temporary Service</u>. In addition to regular payments for service used, the Customer shall pay the cost for all material, labor, and other necessary expense incurred by the Utility in supplying service to the Customer at their request for any temporary purpose or use. The Utility may, at its option, require that any Customer for temporary service deposit with the Utility a sum equal to the Utility's estimate of the cost to be incurred by it for temporary service.

I. Right to Discontinue Service.

- (1) After giving notice as specified in Paragraph (j) below, the Utility shall have the right to discontinue service for any of the following reasons or purposes:
 - (a) Refusing reasonable access to the Utility's facilities;
 - (b) Non-payment of bills for service when bills are due;
 - (c) Failure to furnish or maintain a required security deposit; and
 - (d) Material violation of any of these Rules and Regulations not otherwise covered in this provision.
- (2) The Utility shall have the right, without notice, to discontinue service, and disconnect and remove from the premises of a consumer, the meter and any other property belonging to the Utility for any of the following reasons or purposes:
 - (a) Non-use of service;
 - (b) Fraudulent representation or practice and theft of service; and
 - (c) Whenever deemed necessary by the Utility for safety reasons.

J. <u>Termination Procedures</u>. It is determined that a Customer is delinquent in rendering payment for service when the billing for service remains unpaid after five (5) business days from the due date. Whenever a Customer is delinquent in providing payment for service from the due date of the bill, the Utility shall mail a Delinquency Notice to the Customer (and Landlord/Customer if applicable).

The Utility may, after proper and reasonable notice of pending termination of service (not less than ten (10) days), terminate the Customer's service during normal Utility business hours in compliance with the following condition:

- (1) No delinquent bill disconnections may be made after 12:30 p.m. on the day preceding a day that all services necessary for the Customer to arrange and the Utility to perform reconnection are not regularly performed.
- (2) On the day of termination of service, the Utility will provide the Customer with a Termination Notice, securely attached in a conspicuous location, prior to termination.
- (3) Those Utility employees who normally perform the termination of service will be authorized to either:
 - (a) be able to accept payment, or
 - (b) be otherwise able to make available to the Customer means to avoid disconnection.

Such employees at the premises shall not be authorized to make extended payment arrangements.

- (4) In conjunction with service to the Customer of the termination notice provided for herein, the Utility shall advise Customer of the business address, telephone number, business hours, and a Utility representative to contact in the event the Customer desires to dispute the reasons for such termination and of the Customer's right to complain or appeal to the Service Representative, should they or she be dissatisfied with the Utility's reasons for terminating service. Upon request of the Customer, the Utility shall provide an opportunity for review of the initial decision concerning such dispute.
- (5) The notice of termination sent to the service address (and billing address, if different) shall be in writing, and shall:
 - (a) identify the amount owed, the date which service may be terminated, and the reason for termination; and
 - (b) include an explanation of the payment alternatives available to a Customer whose account is delinquent.

Termination of service due to nonpayment is prohibited without the approval of Council when the termination of service would make operation of necessary medical or life-supporting equipment, known by the Utility to be in service, impossible or impractical. Service shall not be terminated if the Customer enters into and makes payments in accordance with an extended payment plan.

If a guarantor is required to reestablish service, the guarantor must sign an acknowledgment or willingness to accept the responsibility for payment of the Customer's bill in case of the Customer's default.

- K. <u>Landlord-Tenant Provision</u>. The Utility may terminate utility service to individuals whose utility services are included in rental payments and of consumers residing in master-metered premises owned by Landlord/Customers, in accordance with the following:
 - (1) The Utility has provided the notices as required by provisions of these Rules and Regulations. The Utility in its Delinquency Notice must:
 - (a) summarize the remedies tenants may choose to prevent disconnection or to have service reconnected; and
 - (b) inform tenants that a list of procedures and forms to prevent disconnection or to have service reconnected are available from the Utility upon request.
 - (2) Customers inquiring in response to the posted notice shall be informed of the amount due for the current month's service and that by submitting a single payment to the utility in that amount, tenants may prevent disconnection of service.
 - (3) Payment by tenants equal to or exceeding the Landlord/Customer's current utility service bill for those premises shall be credited to the appropriate account, provided that the Utility is under no obligation to accept partial payment from individual tenants and may choose to accept only a single payment from a representative acting on behalf of all tenants.
 - (4) The Utility shall not disconnect service to master-metered premises when:
 - (a) A tenant delivers to the Utility a copy of the written notice signed by fifty percent (50%) or more of the tenants of the occupied dwelling units, which notice shall designate the imminent disconnection of utility service (as shown by the disconnection notices received) as reason for the notice;
 - (b) A tenant informs the Utility in writing of the date of the last day on which rent may be paid before a penalty is assessed or the date on which default on the least or rental agreement can be claimed; and
 - (c) The tenants who sign the disconnection notice timely invoke the remedies provided below:
 - Deposit all rent that is due and thereafter becomes due to the landlord, with the clerk of the municipal or county court having jurisdiction; and
 - ii. Apply to the court for an order to use the rent deposited to remedy the condition or conditions specified in the tenant's notice to the landlord (including but not necessarily limited to payment to the Utility rendering the disconnection notice).
 - (5) If service has been terminated to consumers whose utility services are included in rental payments or who are residing in master-metered premises, the Utility shall inform the consumers upon their inquiry that service will be reconnected upon payment of the amount due for the current month's service plus any reconnection charge if such payment is made within fourteen (14) days of termination, and that service will continue so long as payment for each month's service (based upon actual or estimated consumption) is made by the tenant's representative by the due date of the bill

thereof. If the Customers choose to have their service reconnected by paying the current month's bill and payment is not made by the due date each month, the Utility shall post the notice in a conspicuous location on the premises and make a good faith effort by mail or otherwise to notify each household unit of a multi-unit dwelling or tenant receiving service in the master-metered premises of the impending service termination. The Utility shall not be required to reconnect service pursuant to this paragraph where the landlord resides on the premises.

- (6) Concurrent with the effective date of this rule, the Landlord/Customer must be the designated customer on all new applications accepted by the Utility for service to residential master-metered premises. Utility acceptance of new applications for service to master-metered premises is dependent on the designated Landlord/Customer providing the Utility an accurate list specifying the individual mailing addresses of each unit served at the master-metered premises. The Landlord/Customer, in a timely fashion, must update such list.
- L. <u>Change of Address of Customer</u>. When a Customer changes address, they shall give notice of intent to do so to the Utility prior to the date of change. The Customer shall be responsible for all service supplied to the former premises until such notice has bene received and the Utility has had a reasonable time, but not less than three (3) regular business days, to discontinue service.
- M. Change in Tenancy or Ownership. At such time as the Utility is notified of a change of tenancy or ownership, the Utility shall make a final meter reading and prepare and mail a final bill. The former Customer is responsible for all service supplied to the premises until such final notice has been received and the Utility has had a reasonable time to make a final meter reading. Reasonable time is defined as being three (3) regular business days.

925.06 - GENERAL

- (a) These Rules and Regulations are subject to, and include as part thereof, all orders, rules, and regulations applicable to the Utility from time to time issued or established by the City of Huron City Council under its emergency powers.
- (b) The Utility reserves the right to make such further policies regulating utility service in order to carry out the purposes of these Rules and Regulations as experience may suggest, and as the Utility may deem necessary or convenient in the conduct of its business.
- (c) These Rules and Regulations shall not apply during periods of shortage in the supply of electricity available to the Utility, to the extent that compliance by the Utility with such Rules and Regulations is precluded by the shortage in supply. During periods of shortage of supply to the Utility, restrictions on new service and curtailment of existing service shall be governed strictly by the Utility.
- (d) Disputes arising from the Rules and Regulations between Customers and the Utility shall be resolved, to the best if its ability, by Utility personnel. Decisions or actions taken by Utility personnel may be appealed by the Customer to the City Council.



TO: Mayor Tapp and City Council

FROM: Christine Gibboney

RE: Ordinance No. 2025-19 (second reading) (submitted by Christine Gibboney)

DATE: August 26, 2025

Subject Matter/Background

On May 19, 2025, the City of Huron received an application from OJD Holdings LLC to rezone approximately 15.49 +/- acres of land located on River Road, Erie County, Ohio Permanent Parcel Numbers 42-01720.000, 42-01720.001 & 42-01719.000 (hereinafter the "Property"), from I-2 (General Industrial) District) to B-3 (General Business). The rezoning application has proceeded through a process of review and recommendation by the Planning Commission on June 18, 2025, and City Council will hold a Public Hearing on the application on August 12, 2025 at 6:30pm, immediately preceding the regular Council meeting. Notice of the Public Hearing was published in the Sandusky Register on April 11, 2025.

If adopted, Ordinance No. 2025-19 will amend the City's Zoning Map to reflect the zoning change from I-2 to B-3, which would take place 30 days following its third reading. There have been no changes made to this legislation since its first reading on August 9, 2025.

Financial Review

There is no financial impact from this legislation.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion to place Ordinance No. 2025-19 on its second reading is in order.

Ordinance No. 2025-19 OJD Holdings LLC Rezone River Rd Property from I-2 to B-3.docx Ordinance No. 2025-19 Exh 1 PC Recommendation to City Council

ORDINANCE NO. 2025-19

Introduced by Sam Artino

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF HURON TO REFLECT THE REZONING OF APPROXIMATELY 15.49 +/- ACRES OF VACANT LAND OWNED BY OJD HOLDINGS LLC LOCATED ON BOTH SIDES OF RIVER ROAD, ERIE COUNTY, OHIO PERMANENT PARCEL NUMBERS 42-01720.000, 42-01720.001 & 42-01719.000, FROM THE CURRENT I-2 (GENERAL INDUSTRIAL DISTRICT) TO B-3 (GENERAL BUSINESS DISTRICT).

WHEREAS, pursuant to Section 1121.05 (a) of the Codified Ordinances, the City is divided into nine categories of zoning districts; and

WHEREAS, Section 1121.05 (b) of the Codified Ordinances prescribes that all zoning districts be duly approved and recorded on an adopted Zoning Map on file in the Office of the City Clerk; and

WHEREAS, OJD Holdings LLC submitted an application to rezone approximately 15.49 +/- acres of land located on both sides of River Road, Erie County, Ohio Permanent Parcel Numbers 42-01720.000. 42-01720.001 & 42-01719.000 (hereinafter the "Property"), from I-2 General Industrial District) to B-3 (General Business District); and

WHEREAS, pursuant to Section 1139.03 of the Codified Ordinances, the rezoning application has proceeded through a process of review and recommendation by the Planning Commission on June 18, 2025; and

WHEREAS, the Huron City Council was advised of the Planning Commission recommendation to support the rezoning request as presented; and

WHEREAS, Huron City Council, as required by Section 1139.03 of the Codified Ordinances, held a Public Hearing on the proposed rezoning request on August 12, 2025, and finds and concludes that the rezoning application should be approved because it promotes the public necessity, convenience and general welfare, and further constitutes good zoning practice.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the official Zoning Map for the City of Huron previously adopted on December 27, 2016 by Ordinance 2016-33 shall be and hereby is amended to change the zoning classification of the Property on both sides of River Road, Erie County, Ohio Permanent Parcel Numbers 42-01720.000, 42-01720.001 & 42-01719.000, from I-2 (General Industrial District) to B-3 (General Business District) and shall supersede all previously published zoning maps for the City.

SECTION 2. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. In accordance with Section Ordinance shall take effect thirty (30) days follows:	on 3.06 of the Charter of the City of Huron, Ohio, this wing its adoption.
	 Monty Tapp, Mayor
	2 3/ 3/4/2
ATTEST:	
ADOPTED:	



TO: Mayor Tapp & Members of City Council

FROM: Christine Gibboney, Planning & Zoning Manager

RE: Planning Commission Recommendation- Rezoning Application – River Road (3) Vacant

Parcels from I-2 to B-3

DATE: June 20, 2025

Zoning District: I-2- General Industrial Parcel No.: 42-01720.000, 42-

01720.001, & 42-01719.000.

Existing Land Use: Vacant land, 3 separate parcels, approximately 16 acres +/-

Traffic Considerations: River Road/Cleveland Rd E

Owner: OJD Holdings LLC (Joe Dike)

Project Description-Rezoning of vacant parcels from I-2 to B-3

Applicant sought approval for the rezoning of three vacant parcels of on River Road from the current I-2 General Industrial to B-3 General Business in anticipation of proposed principal uses prohibited by I-2, but allowed as principal uses within B-3. The applicant explained to staff a developer is interested in constructing a recreational/sports facility on one of the parcels.

Recommendation

The Planning Commission reviewed the application for the rezoning of three (3) parcels along River Road (PPN's identified above) from the current I-2 General Industrial, to B-3 General Business at their regular meeting of June 18, 2025. The commission made the recommendation to City Council for the approval of the rezoning request as submitted.

Attachments:

- Staff report to PC/DRB
- Application
- Survey Map
- Parcel Map



TO: Chairman Boyle and Members of the Planning Commission and Design Review Board

FROM: Christine Gibboney, Planning & Zoning Manager

RE: Public Hearing: Rezoning Application – River Road (3) Vacant Parcels from I-2 to B-3

DATE: June 18, 2025

Zoning District: I-2- General Industrial Parcel No.: 42-01720.000, 42-

01720.001, & 42-01719.000.

Existing Land Use: Vacant land, 3 separate parcel approximately XX acres

Traffic Considerations: River Road/Cleveland Rd E

Owner: OJD Holdings LLC (Joe Dike)

Project Description-Rezoning of vacant parcels from I-2 to B-3

Applicant seeks approval for the rezoning of three vacant parcels of on River Road from the current I-2 General Industrial to B-3 General Business in anticipation of proposed principal uses prohibited by I-2 but allowed as principal uses within B-3. The applicant explained to staff a developer is interested in constructing a recreational/sports facility on one of the parcels.

APPLICABLE CODE SECTIONS:

1139.06 ZONING DISTRICT CHANGES AND ZONING REGULATION AMENDMENTS.

- (a) Council May Amend Zoning Ordinance. Whenever the public necessity, convenience, general welfare or good zoning practice require, Council may by ordinance, after recommendation thereon by the Planning Commission and subject to the procedure provided in this section, amend, supplement or change the regulations, district boundaries or classifications of property, now or hereinafter established by this chapter or amendments thereof. The Planning Commission shall submit its recommendations regarding all applications or proposals for amendments or supplements. An amendment, supplement, reclassification or change may be initiated by the Commission on its own motion or by a verified application of one or more of the owners or lessees of property within the area proposed to be changed or affected by this chapter. This only applies to content based
- (b) Procedure for Change. Applications for change of district boundaries or classifications of property as shown on the Zoning Map shall be submitted to the Commission (with a copy provided to the Clerk of Council), which Commission shall be allowed a reasonable time, not less than thirty days, for submitting its recommendations on

a proposed amendment or reclassification to Council. Each such application shall be verified by at least one of the owners or lessees of property within the area proposed to be reclassified, attesting to the truth and correctness of all facts and information presented with the applications. Applications for amendments initiated by the Commission itself shall be accompanied by its own motion pertaining to such proposed amendment.

- (1) List of property owners. Any person or persons desiring change in the zoning classification of property shall file with the application for such change a statement giving the names and addresses of the owners of all properties lying within 100 feet of any part of the exterior boundaries of the premises the zoning classification of which is proposed to be changed.
- (2) Notice and hearing. Before submitting its recommendations on a proposed amendment or reclassification to Council, the Commission may hold a public hearing thereon, notice of which shall be given by one publication in a newspaper of general circulation in the City at least ten (10) days before the date of such hearing. The notice shall state the place and time at which the proposed amendment to the Ordinance, including text and maps, may be examined. If the Ordinance intends to rezone or redistrict ten (10) or less parcels of land as listed on the tax duplicate, written notice of the hearing shall be mailed by the Clerk of Council by first-class mail, at least twenty (20) days before the date of the public hearing, to the owners of property within and contiguous to and directly across the street from such parcel or parcels, to the address of such owners appearing on the County Auditor's current tax list or the Treasurer's mailing list. The failure of delivery of such notice shall not invalidate any such ordinance.
- (3) Recommendation to Council. Following their review, the Commission may recommend that the application be granted as requested, or it may recommend a modification of the zoning amendment requested in the application, or it may recommend that the application not be granted. These recommendations shall then be certified to Council.
- (4) Council hearing. After receiving from the Commission the certification of such recommendations on the proposed content-based amendment or amendments, and before adoption of such amendment, Council shall hold a public hearing thereon, at least thirty (30) days' notice of the time and place of which shall be given by one publication in a newspaper of general circulation in the City. The 30-day notice shall be waived for minor formatting amendments only.
- (5) Council; final action. Following such hearing and after reviewing the recommendations of the Commission thereon, Council shall consider such recommendations and vote on the passage of the proposed amendment to the text of the Ordinance or the Zoning Map. Council may overrule the recommendations of the Commission by a majority vote of the full membership of Council.
- (6) Fees. Each application for a zoning amendment, except those initiated by the Planning Commission, shall be accompanied by a fee as prescribed by Council in the Fee Schedule set in the Administrative Code to cover the costs of publishing, posting and/or mailing notices of hearings.

(Ord. 2023-53. Passed 1-23-24.)

Staff Analysis/Recommendation

Staff met with the applicant, reviewing the current allowable uses within I-2, which is limited to industrial manufacturing uses. Most, if not all, of the vacant parcels or farmland in this area is zoned I-1 or I-2. With the recent city owned parcels on River Road being rezoned from I-2 to R-1 to accommodate the anticipated residential development, staff finds this request to rezone these parcels to B-3 would provide better uses suitable in proximity to the anticipated residential development.

With regard to traffic flow, as noted in recent discussions, Administration has already authorized two traffic studies to be conducted by OHM Advisors related to traffic lights for the River Road/Cleveland Road E intersection.

Staff supports a recommendation to City Council for the approval of the rezoning application as submitted.

Attachments:

• Application, Survey, Map

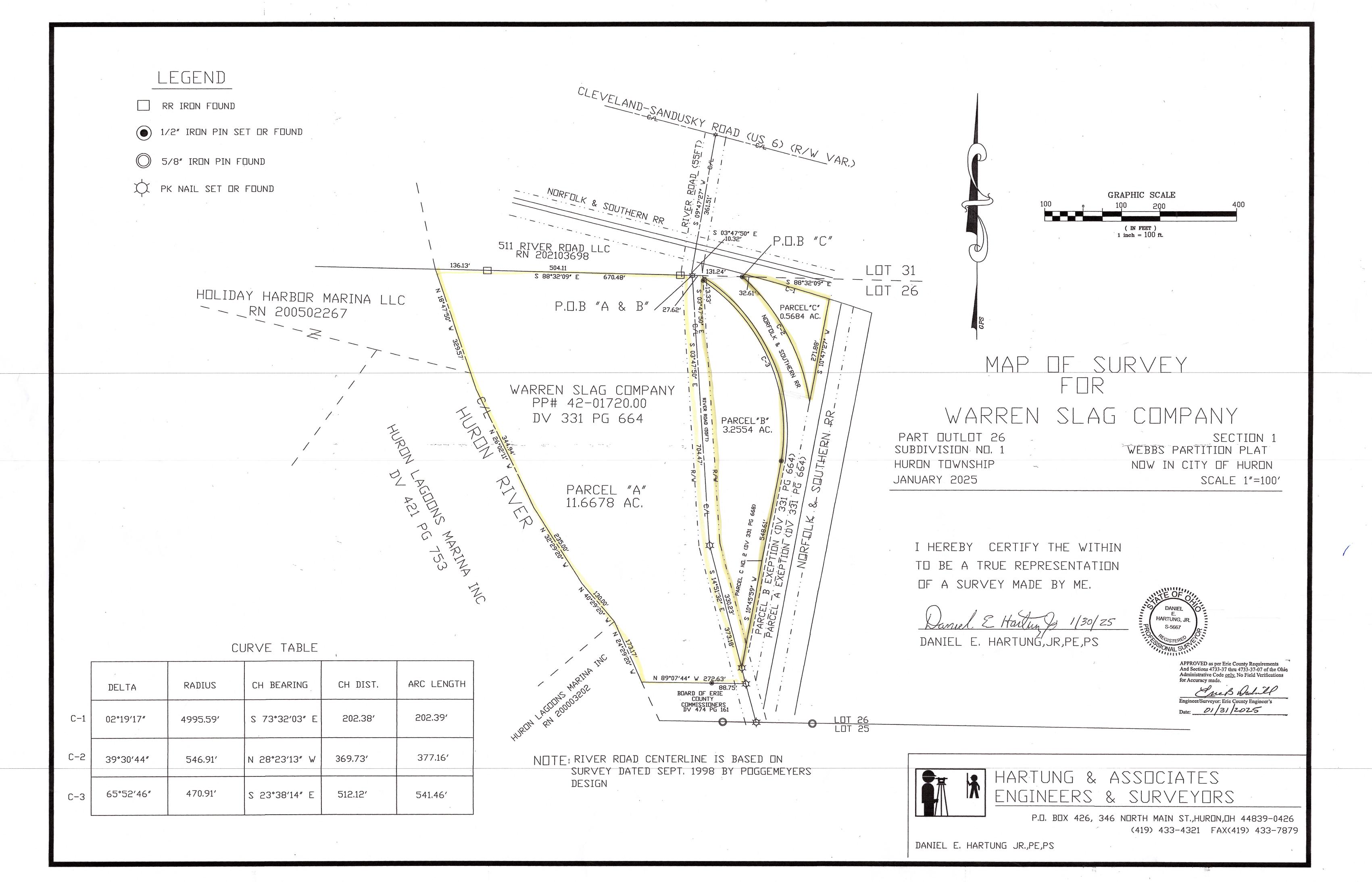
Planning & Zoning Department 417 Main Street Huron, OH 44839 419-433-5000



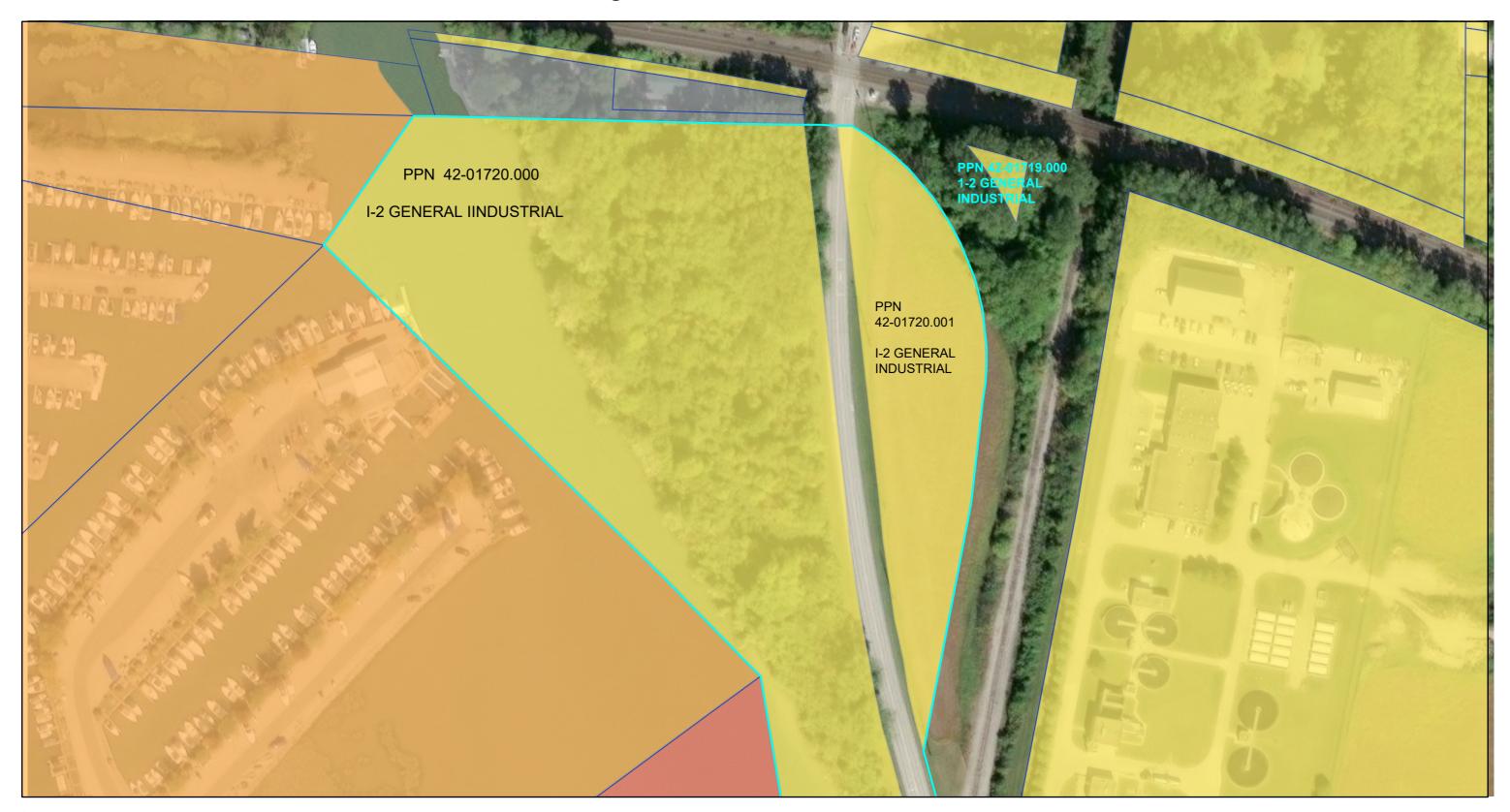
CITY OF HURON APPLICATION TO RE-DISTRICT PROPERTY

Date: 5 19 25
Property Owner: 01 P Holdings LLC
Address: 3/3 KINDUIS AND
City State 7: 1/1 // 1/1928
City, State, Zip: HURON OH 44839 Email Address: SMES dike - 2000 @ Yohoo. Com
Email Address: SMES dike _ LOOD & YORD. COM
Address of Property to be Rezoned:
Normal Love River Bad Parcel Number: 42-01719, 000 + 42-01729,001 + 42-01720.00
Parcel Number: 42-0/7/9,000 + 42-0/4/9
Applicant: (Name & Address - if different from the property owner)
Current Zoning District of Subject Property:
R-1 R-2 R-3 B-1 B-2 B-3
I-1 I-2 Other:
Explain the reason that re-districting/re-zoning is being requested: Plans to develop pocel into businesses.
Proposed Zoning District of Subject Property:
R-1 R-2 R-3 B-1 B-2 B-3
I-1
Was a re-zoning request ever submitted for this property? No Yes Date
Is the applicant represented by legal counsel? Yes No
If Yes, Counsel's Name and Address:
Contact Number and Email 419 602 6352 James dike-2000
Commercial and Emilian

The following must be attached to this application: 1. A survey and legal description of the property. 2. A map of the subject property (maximum size 11" x17") 3. A map of the subject property in relation to the adjoining properties.(max size 11", x 4 A complete list of the names and current addresses of all property owners within 150' of the exterior boundaries of the subject property. 5. A PDF of the completed application packet with all the above to be submitted via email to zoning@huronohio.us 6. A \$250.00 non-refundable application fee, made payable to the City of Huron. (Section 1321.12 (c)) APPLICANT SIGNATURE: PROPERTY OWNER NAME (Print): DO NOT WRITE BELOW THIS LINE



OJD Holdings LLC - 3 Parcels - River Road



May 20, 2025



TO: Mayor Tapp and City Council FROM: Terri Welkener, Clerk of Council

RE: Ordinance No. 2025-21 (second and final reading) (submitted by Isaac Phillips)

DATE: August 26, 2025

Subject Matter/Background

Ordinance No. 2025-21 is in front of Council for the first of three readings. This ordinance will allow the City to certify the garbage rates to be charged to residents for garbage, yard waste, recycling, and bulk pick-up to the Erie County Auditor. The County will then include the amount on the tax duplicate per eligible parcel (all residential units as defined in the Republic Services contract) for 2026.

In 2024, Council adopted Ordinance No. 2023-19 to set residential garbage rates and to certify them to the Eric County Auditor for collection on property tax bills for the current year. Council is to set the rate in July of each for the following year. The monthly rate for 2026 will be \$27.07 (\$324.84 annualized), to be collected in bi-annually.

There have been no changes made to this legislation since its first reading on August 9, 2025

Financial Review

The City is currently charging \$25.30 a month (\$303.55 annualized) through December 31, 2025. If this legislatior is approved on third reading, the new rate charged to residents of \$27.07 a month per eligible residential unit for 2026 will be included on the property tax bill (assessed semi-annually). The City will not charge additional administrative fees.

While this legislation reflects an increase, the actual scheduled increase to the City in the current Republic Services Contract is \$27.37. The reason for the savings relates to savings on fuel recovery costs negotiated by the City in this contract.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement with the same. a motion placing Ordinance No. 2025-21 on its second and final reading is in order.

Ordinance No. 2025-21 EMERGENCY Assessment of Trash Rates to Auditor.docx

ORDINANCE NO. 2025-21

Introduced by Joel Hagy

AN ORDINANCE ESTABLISHING THE RATE TO BE PAID BY RESIDENTIAL PROPERTY OWNERS FOR THE PERIOD OF JANUARY 2026 THROUGH DECEMBER 2026 FOR RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL; AUTHORIZING AND DIRECTING THE DIRECTOR OF FINANCE TO CERTIFY THE COSTS OF SAME TO THE ERIE COUNTY AUDITOR FOR PLACEMENT ON THE TAX DUPLICATE FOR COLLECTION WITH OTHER CITY TAXES IN 2026; AND DECLARING AN EMERGENCY

WHEREAS, the Huron City Council adopted Ordinance No. 2023-15 on June 27, 2023 enacting new Codified Ordinance 931.04 (Rates for Collection and Disposal), for the collection method for solid waste collection fees by certification of the amounts due for same onto the residential real property tax duplicate for collection by the County Auditor on an annual basis, and

WHEREAS, pursuant to Huron Codified Ordinance Section 931.04, Council seeks to assess the costs of solid waste collection and disposal within the City by certifying said amounts to the County Auditor for collection in 2026; and

WHEREAS, annually, Council is to set the rate to be paid for solid waste collection and disposal pursuant to Codified Ordinance Section 931.04.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. For the period of January 2026 through December 2026 each dwelling unit shall be charged the amount of \$324.84 per dwelling unit (\$27.07 per month) for solid waste collection and disposal;

SECTION 2. The Director of Finance is hereby authorized and directed to certify to the County Auditor for each dwelling unit within the City of Huron as determined in the solid waste collection and disposal contract with Republic Services, the assessment shown therein, to be collected in 2026, and the same is hereby ratified and affirmed;

SECTION 3. That it is hereby 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 all legal requirements, including O.R.C. §121.22.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare of the residents, and to ensure the sound fiscal administration of the City of Huron; **WHEREFORE**, this Ordinance shall take effect immediately upon its adoption.

	Monty Tapp, Mayor	
ATTEST:		
Clerk of Council		
ADOPTED:		



TO: Mayor Tapp and City Council FROM: Terri Welkener, Clerk of Council

RE: Resolution No.51-2025 (submitted by Isaac Phillips)

DATE: August 26, 2025

Subject Matter/Background

Administration prepares and issues certifications to the Erie County Auditor for outstanding invoices requesting to have the outstanding debt certified to the respective property owner's tax duplicate. This is done annually in advance of the Auditor's deadline for filings which is the second Monday in September. Routinely, we will have late certifications as we generally have additional mowing after this deadline, which will be certified early next year.

The Planning & Zoning Department is requesting to have outstanding invoices for the mowing of properties ir violation of Chapter 557 from January 1, 2025 through August 21, 2025 to be certified to the Erie County Audito for collection pursuant to the following Code Sections:

Section 557.03 SERVING OF NOTICE TO ABATE NUISANCE. (a) After a determination has been made as set forth in Section 557.02 that a nuisance exists or that the public health is endangered, then the County Health Commissioner or the City Manager or his nominee/ designee shall cause written notice to be served upon the owner of such lots or lands that such nuisance or endangering of the public health must be abated by cutting or destroying such weeds or grass as set forth in Section 557.01 within seven days from the date of the notice required herein. If the owners or other such persons are nonresidents or other persons whose address is known, notice shall be sent to such address; however, if the address of such owners, or other persons whether residents or nonresidents is unknown, then it shall be sufficient to publish such notice once in a newspaper of general circulation, which published notice shall be deemed to be effective for the then-existing violation of Section 557.01 any and all further violations of Section 557.01 for the then-existing balance of the calendar year, and no additional published notice(s) shall be required for future violations by such owner (for which notice is initially published in accordance with this Section 557.03) for any and all violations of Section 557.01 for the balance of the then-existing calendar year.

557.06 BILL TO BE SENT TO OWNER. When the City Manager causes undesirable weeds, vegetation of rank growth or overgrown yard grass (including front yards, side yards, and rear yards), vegetation and/or wild grass to be cut and the land cleaned of debris as provided in Section 557.05, a statement of cost thereof shall be mailed to the owner of such land by certified mail, return receipt requested. Such statement of cost shall include the following: (a) Administration, publication, and supervision; (b) Transportation of equipment; (c) Equipment rental; (d) Equipment operator; (e) Incidental labor; (f) Cost of equipment damages or repairs directly related to the work performed on owner's property. The minimum charge for all costs referenced in this Section 557.06 (a) through 557.06 (f) shall be seventy-five dollars (\$75.00) for the first hour or portion thereof, and thirty-five dollars (\$35.00) for each additional hour or portion thereof or one hundred twenty-five percent (125%) of the contractual costs whichever is greater.

557.07 NONCOMPLIANCE. Any person not complying with Section 557.06 shall be subject to all available collection procedures, including but not limited to having certified to his tax duplicate such billing with the County Auditor, in accordance with the Ohio Revised Code.

Outstanding Charges to be Certified (8/8/24 through 12/31/24):

Parcel #Parcel	Address	Case #(s)	Outstanding Balance
42-01643.000	909 Beachside		318.75
42-00864.000	926 Strowbridge		106.25
42-01067.000	531 Berlin		327.09
43-00109.001	135 Richland		106.25
43-00084.001	126 Atwood		106.25
TOTAL:			964.59

Financial Review

The County will collect on the outstanding property maintenance invoices on the City's behalf in 2026 through each property's tax duplicate bill. The payment will be receipted in the Property Maintenance Fund to offset the City's cost to mow the properties.

Legal Review

The matter has been reviewed, follows normal administrative procedures and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 51-2025 is in order.

Resolution No. 51-2025 Certify 2025 Mowing Charges to Auditor \$964.59 (1).docx

RESOLUTION NO. 51-2025

Introduced by Sam Artino

A RESOLUTION CERTIFYING MOWING CHARGES TO THE ERIE COUNTY AUDITOR FOR COLLECTION.

BE IT RESOLVED by the Council of the City of Huron, Ohio:

SECTION 1. That, pursuant to Section 557.07 of the Codified Ordinances of the City of Huron, it is hereby determined and declared that the list of mowing charges on file in the office of the Finance Director of the City, which list is hereby incorporated herein by reference, is delinquent and unpaid. The Finance Director is hereby directed to do all things necessary to cause said unpaid mowing charges to be certified to the Erie County Auditor for collection as other taxes, and the Erie County Auditor is hereby requested pursuant to statute, to cause said charges to be extended on the 2025 tax duplicate for collection in one installment.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. § 121.22.

SECTION 3. That this Resolution shall be in full force and effect from and immediately following its adoption.

		Monty Tapp, Mayor	
ATTEST:			
	Clerk of Council		
ADOPTED:			

CITY OF HURON
Resolution No. 51-2025
Mowing Charges Certified to Erie County Auditor
1/1/25 through 8/21/25

Parcel #	Parcel Address	Case #(s)	Outstanding Balance
42-01643.000	909 Beachside	1304, 1287, 1258	318.75
42-00864.000	926 Strowbridge	1307	106.25
42-01067.000	531 Berlin	1303, 1283, 1261	327.09
43-00109.001	135 Richland	1295	106.25
43-00084.001	126 Atwood	1271	106.25
TOTAL:			964.59



TO: Mayor Tapp and City Council

FROM: Terry Graham

RE: Resolution No. 52-2025 (*submitted by Chief Terry Graham*)

DATE: August 26, 2025

Subject Matter/Background

AS SUBMITTED BY CHIEF TERRY GRAHAM:

The Police Department is requesting a resolution for the purchase of new patrol rifles for each officer/cruiser. Our current inventory of patrol rifles is almost 25 years old. Some of our officers have purchased their own patrol rifles to have newer versions of rifles. The 2025 police department budget contains the allocation of \$30,000 towards the purchase of new patrol rifles. Three quotes were obtained from Kiesler Police Supply (\$48,278 - see Exhibit 1), Vance's Law Enforcement (\$45,146 - see Exhibit 2), and Tactical Assault Specialist (\$42,730 - see Exhibit A to Resolution) for new rifles, sights, lights, and slings. After a trade-in credit of our current patrol rifles and many confiscated weapons totaling \$12,710, the purchase price from Tactical Assault Specialist is \$30,020.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 52-2025 is in order.

Resolution No. 52-2025 Tactical Assault Specialists Rifle Purchase \$30,020 (3).docx

Resolution No. 52-2025 Exh A TAS Rifle Quote.pdf Resolution No. 52-2025 Exh 1 Vance Rifle Quote.PDF Resolution No. 52-2025 Exh 2 Kiesler Rifle Quote.PDF

RESOLUTION NO. 52-2025

Introduced by Monty Tapp

A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH TACTICAL ASSAULT SPECIALISTS FOR THE PURCHASE OF 15 REPLACEMENT RIFLES AND RELATED EQUIPMENT FOR THE HURON POLICE DEPARTMENT IN THE AMOUNT OF THIRTY THOUSAND TWENTY AND XX/100 DOLLARS (\$30,020.00)

WHEREAS, the Huron Police Department has requested replacement of 15 patrol rifles and related equipment;

WHEREAS, the current inventory of rifles is currently 25 years old, and along with weapons confiscated by the Huron Police Department, that current inventory will be traded in;

WHEREAS, the City of Huron obtained three (3) quotes for the requested equipment, copies of which are attached hereto as Exhibit 1 (Vance Rifle), Exhibit 2 (Kiefler Rifle), and Exhibit "A" (Tactical Assault Specialists);

WHEREAS, the City Council for the City of Huron finds that it is in the best interest of the City and residents of the City to authorize purchase of new patrol rifles for the Huron Police Department.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the Interim City Manager shall be, and he hereby is, authorized and directed to accept the proposal and enter into an agreement with Tactical Assault Specialists for the purchase of fifteen (15) replacement Daniel Defense #02-191-30095-047 DD4 RIII Rifles and related equipment for the Huron Police Department in the amount of Thirty Thousand Twenty and xx/100 Dollars (\$30,020.00). A copy of the proposal is attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

SECTION 3. That this Resolution shall be in full force and effect from and immediately after its adoption.

		Monty Tapp, Mayor
ATTEST:		
	Clerk of Council	
ADOPTED:		

2-27-2025 Huron Police Department

Quote

(15) Daniel Defense #02-191-30095-047 DD4 RIII 11.5 bbl 5.56

\$1612 ea \$24,180.00

(15) Aimpoint #200170 Micro T-2 (2 moa with mount)

\$799.00 ea \$11,985.00

(15) Streamlight #88066 Protac Mount Remote Switch M-Lok mount

\$140.00 ea \$2100.00

(15) Blue Force Gear VCAS-125-OA-BK

\$55.00 ea \$825.00

(4) Huxwrx flow 556 Kits w/ flash hider #2499

\$910.00 \$3640.00

Total \$42,730.00

Trade-in credit for the following from list supplied

- (3) Colt M-4's
- (9) HK G-36's
- (23) Confiscated

Total Trade-in \$12,710.00

Total \$30,020.00

Thank you for the opportunity to quote for your department If you have any other questions or changes please feel free to call

Thank you in advance

Craig R Sirna

Tactical Assault Specialists





Send PO's To: 3723 Cleveland Ave Columbus, OH 43224 Ph (614)471-0712 Remit Pymt To: 4250 Alum Creek Dr Obetz, OH 43207 Ph (614)489-5025

Account Name

HURON POLICE DEPARTMENT

Date

7/3/2024

Contact Name

lan Foos

Quote Number

00060512

Bill To

417 MAIN ST.

Prepared By

Nick Jewell

Phone

419-433-4114

Email

ian.foos@huronohio.us

HURON, OH 44839

Quantity	Product Family	Style Number	Description	Unit of Measure	Sales Price	Total Price
4.00	Surefire	SOCOM556-RC3-BK	GEN3 SOCOM 5.56 CAL SUPPRESSOR, LOW BACK PRESSURE, 6.4" BLACK	Each	\$1,509.10	\$6,036.40
15.00	Daniel Defense	02-191-30095-047	DD4 RIIIS 11.5" Barrel **NFA Product**	Each	\$1,717.63	\$25,764.45
15.00	Aimpoint	200170	Micro T-2 (2 MOA with standard mount)	Each	\$762.27	\$11,434.05
15.00	Streamlight	88066	ProTac Rail Mount HL-X - Includes remote switch, tail switch, remote retaining clips, M-LOK® mount, mounting hardware and (2) CR123A lithium batteries - Box - Black	Each	\$108.65	\$1,629.75
4.00	Blue Force	VCAS-125-OA-BK	Blue Force Gear Vickers Sling Black	Each	\$64.23	\$256.92

\$45,121.5	Subtotal
\$0.0	Trade In Value
\$25.0	Shipping and Handling
\$0.0	Tax
\$45,146.5	Quote Grand Total

Payment Details

Net 30



Credit Card

Number of Days

Quote Valid

Quote Valid 30 Days

If Making Payment Via Credit Card, Please Call

614-471-0712

NOTE: CREDIT CARDS OVER \$1,000 INCUR A 3% SURCHARGE

Office Use Only

 SOCOM556-RC3-BK & 88066 are priced on Ohio State Contract RS900319

RETURNED GOODS POLICY

DEFECTIVE MERCHANDISE POLICY

DAMAGED GOODS POLICY

Please note that returned goods must have prior authorization.

Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

For Prompt resolution, please notify us immediately upon receiving your shipment if you encounter any shortages or damages.

Re: Patrol Rifle Quote

Willy Hinds < Willy. Hinds @ the-fin.com >

Fri 6/28/2024 2:38 PM

To:Ofc. Ian Foos <ian.foos@huronohio.us>

Daniel Defense DD4 RIII S (This is an SBR)

Regular Fin Price: 2,145.99 Each or 32,189.85 for 15

UPC: 818773022965

\$1800 Each, \$27,000.00 Total QTY 15

AimPoint Micro T2

Regular Fin Price: 929.99 Each or 13,949.85 for 15

UPC: 7350004384563

\$750.00 EACH, \$11,250.00 QTY 15

SureFire SOCOM556 RC3

UPC: 084871332231

Regular Fin Price: 1,709.99 Each or 6,839.96 for 4

\$1400.00 Each \$5600 QTY 4

Blue Force Gear Vickers sling

Regular Fin Price: 59.99 Each or 899.95 for 15

50.00 Each \$750 QTY 15

Streamlight PROTAC

Regular Fin Price: 124.99 Each or 1,874.85

95.00 Each \$1,425 QTY 15

Grand total \$46,025





Sales Quote

KIESLER POLICE SUPPLY 2802 SABLE MILL RD JEFFERSONVILLE, IN 47130

Bill-to Customer

HURON, CITY OF **TERRY GRAHAM 417 MAIN STREET** HURON, OH 44839 **Ship-to Address**

HURON POLICE DEPARTMENT ATTN: IAN FOOS #419-217-9449 **417 MAIN STREET**

HURON, OH 44839

Your Reference

Bill-to Customer No.

L02104

Salesperson

TIFANY

Tax Registration No.

JEFFERSONVILLE, IN 47130

Email Home Page Phone No.

Q153952

Document Date Due Date

No.

July 10, 2024

August 9, 2024

Payment Terms

Payment Method Tax Identification Type

Shipment Method

Legal Entity Standard

ian.foos@huronohio.us

419-433-5000 419-217-9449

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
DANi02-191-30095- 047	DANIEL DEFENSE DD4 RIIIS 11.5" BBL, 5.56MM NATO, *** ALL NFA RULES APPLY *** CKCCKC (DS)	15	EACH	1,738.24	26,073.60
AIMP200198	AIMPOINT MICRO T-2 2MOA LRP MOUNT 39MM SPACER HKREE (DS)	15	EACH	867.10	13,006.50
SURESOCOM556- RC3-BK	SUREFIRE GEN3 SOCOM 556 SUPPRESSOR, BLACK CRCKRK (DS)	4	EACH	1,627.77	6,511.08
BLUEVCAS-125-OA- BK	BLUE FORCE GEAR VICKERS COMBAT APPLICATIONS SLING, NYLON ADJUSTER & HARDWARE, BLK REML (DS)	15	EACH	48.28	724.20
STRE88127	STREAMLIGHT PROTAC RM HL-X PRO USB WEAPON LIGHT, 1,000 LUMENS, 50,000 CANDELA, INCLUDES JACK-CAP, M-LOK KIT, MOMENTARY SWITCH, HARDWARE KIT, (1) 2.5MM ALLEN WRENCH, SL-B26 USB BATTERY, 40" USB CORD CEOEA (DS)	15	EACH	124.23	1,863.45
SHIPPING	SHIPPING CHARGE	1	EACH	100.00	100.00
FORMAT TIFANY	QUOTED BY TIFANY STEWART KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD	1	EACH	0.00	0.00



No.	Description		Quantity	Unit of Measure	Unit Price Excl. Tax	Page 2 / 2 Line Amount Excl. Tax
	THIS QUOTE IS VALID FO					
Amount Sub	ject to Sales Tax	0.00		Subtotal		48,278.83
Amount Exe	mpt from Sales Tax	48,278.83		Total Tax		0.00
				Total \$ Incl.	Tax	48,278.83
						0.00

KIESLER POLICE SUPPLY FEET 4-35-019-11-4M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.



TO: Mayor Tapp and City Council FROM: Stuart Hamilton, Service Director

RE: Resolution No. 53-2025 (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

Resolution No. 53-2025 requests Council's approval of a proposal from Maintenance Systems of Northern Ohio for crack sealing services on Cleveland Road (\$33,200) and Main Street (\$12,480), for a total of \$45,680.00. This quote includes maintenance of traffic while work is being performed.

While our Streets staff are still out carrying out crack sealing across the City, we also budget for a contractor to crack seal for us also. We do this for multiple reasons, one is that they can crack seal larger areas quickly and have the MOT tools to keep traffic moving, causing minimum disruptions. Secondarily, City staff are not equipped to crack seal main thoroughfares like Cleveland Road W, Mudbrook, Bogart etc.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 53-2025 is in order.

Resolution No. 53-2025 Maintenance Systems of Northern Ohio Crack Sealing \$45,680 (1).docx Resolution No. 53-2025 Exh A Maintenance Systems of Northern Ohio Quote.pdf

RESOLUTION NO. 53-2025

Introduced by Joel Hagy

A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER TO ACCEPT THE PROPOSAL AND ENTER INTO AN AGREEMENT WITH MAINTENANCE SYSTEMS OF NORTHERN OHIO FOR ROADWAY CRACK SEALING SERVICES IN AN AMOUNT NOT TO EXCEED FORTY-FIVE THOUSAND SIX HUNDRED EIGHTY AND XX/100 DOLLARS (\$45,680.00)

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the Interim City Manager shall be, and he hereby is, authorized and directed to accept the proposal and enter into an agreement with Maintenance Systems of Northern Ohio for roadway crack sealing services in the amount of Forty-Five Thousand Six Hundred Eighty and xx/100 Dollars (\$45,680.00). A copy of the proposal is attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Council and that all deliberations of this Council and of its Committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22.

SECTION 3. That this Resolution shall be in full force and effect from and immediately after its adoption.

		Monty Tapp, Mayor
ATTEST:		
	Clerk of Council	
ADOPTED:		

Maintenance Systems of Northern Ohio

Mailing Address: P.O. Box 1203

Elvria, OH 44036

Office Address: 42208 Albrecht Rd.

Elvria, OH 44035

Online: www.msnoh.com Contact:

Fax: 440-323-5293

Phone: 440-323-1291



Steve

RECIPIENT:

City of Huron

417 Main St.

Huron, Ohio 44839 Phone: 419-433-5000

SERVICE ADDRESS:

417 Main St. Huron, Ohio 44839 **Quote #6223**

Sent on 08/11/2025

Quoted price valid for 30 Days Quote Term:

Customer Contact:

\$45,680,00 Total

Product/Service	Description	Qty.	Unit Price	Total
Crack Sealing	Quoted at non-prevailing wage. Total material estimated is a best guess. Material allowance can be adjusted per box to meet budget constraints.			
	Sealing structural cracks (1/4" wide) is the primary focus. Areas such has potholes, alligator cracks, or wide cracks (larger than 1.5 inches wide) should be avoided. These areas should be monitored for asphalt replacement. Note: One unit or box will fill about 150-200 feet of crack.			
Crack Sealing	Cleveland Rd - Rye Beach to concrete on Main St. Maintenance of traffic included.	415	\$80.00	\$33,200.00 *
	415 boxes or about 5.5 pallets			
Crack Sealing	Main Street - South of railroad tracks to Riverside Dr. Maintenance of traffic included.	156	\$80.00	\$12,480.00*
	156 boxes or about 2 pallets			
* Non-taxable				

Total

\$45,680.00

Terms and Conditions

Proposal pricing only includes the line items and quantities listed. If a different quantity of specified line item or another work type is desired it may be quoted as additional. All prices may change due to supply chain, fuel, and labor fluctuations. Credit card payments incur a service fee. Customers will be notified of price changes (if any) before work starts. Any additional costs must be approved by the owner via text or email.

- **Asphalt & Concrete Repair**: Patching maintains pavement but does not replace full paving or address drainage issues. MSNOH is not liable for unknown subsurface conditions. Areas needing excavation attention will be marked for OUPS as required by law.
- **Crack Sealing**Settling of the crack sealant may occur inside the crack, this is normal and does not eliminate its effectiveness. Quantity listed is based on a relative amount of material and not an absolute amount. Every crack in pavement will not be sealed; MSNOH will perform the work as specified herewithin.
- **Asphalt Coatings**: Poor pavement affects coating appearance. MSNOH is not responsible for irregularities or wear near damaged pavement. These areas will not carry a warranty. Pavement will be cleared of debris. Cleaning large amounts will incur extra charges. Grass will be trimmed but may regrow.
- **Striping**: If pavement hasn't been coated by MSNOH, cleaning will incur an extra charge. Poor pavement conditions may affect marking appearance; MSNOH is not liable for irregularities. Paint may not adhere to certain concrete surfaces; this

Maintenance Systems of Northern Ohio

Mailing Address: Office Address: Online: Contact:

P.O. Box 1203 42208 Albrecht Rd. www.msnoh.com Phone: 440-323-1291 Elyria, OH 44036 Elyria, OH 44035 Fax: 440-323-5293



work is not warrantied.

- **Mobilizations**: Jobs are bid on a specific number of mobilizations. Extra mobilizations will incur additional charges.
- **Scheduling**: Lead time depends on job concentration and weather. Scheduling and completion dates may change. Restricted access may delay completion. Customers needing work done on Memorial Day, 4th of July, Labor Day, and or Sundays will be charged an extra fee to cover labor premium pay.
- **Acceptance of Proposal**: The prices, specifications, and conditions are accepted. You authorize MSNOH to proceed with the work. The customer agrees to pay the full amount upon invoice receipt.

The information transmitted herewith is privileged and confidential. It is intended solely for the review and use of the named recipient. Any other review or distribution is prohibited.

Signature:	Date:	



TO: Mayor Tapp and City Council FROM: Terri Welkener, Clerk of Council

RE: Resolution No. 54-2025 (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

Resolution No. 53-2025 relates to the annual maintenance billing from ODOT relating to Route 2. The amount of the current invoice (\$68,813.66) covers maintenance costs for the period of July 1, 2024 through June 30, 2025, and reflects an 11.5% increase over the amount paid the prior year (\$60,929.71).

ODOT has used the same calculation since as far back as 2005. The 2025 bill was calculated in the same manner. The billing is based on the lane miles over all of SR 2 in Erie County added up with all the costs then divided to come up with a cost per mile. The bill sent to the City at that point reflects the lane miles within the City of Huron at the monetary cost per lane mile.

As was the case last year (2024), Erie County ODOT did large amounts of pavement repairs on SR 2 EB and WB, berming, and pipe cleanout/ditching. The monetary uptick in the bill will be more prevalent when Erie ODOT forces the City to do more in-house work along the Erie SR2 corridor.

In the updated Maintenance Agreements, which our D3 Roadway Services is working on now, we use a calculation from CO Chief Legal that takes the cost of maintaining all the roads in all of District 3. This formula then bills the City based on the ratio of lane miles they are actually responsible for, but we maintain. This calculation will be in the new documents and hopefully will reduce the peaks and valleys in the billing.

For reference, the City was charged the following in recent years.

2024: \$60,929.71 2023: \$39,158.72 2022: \$52,179.13 2021: \$37,888.48 2020: \$45,643.05 2019: \$38,162.33 2018: \$62,659.41

Financial Review

The payment of the annual maintenance agreement for US6/RT2 with ODOT is allocated between the Street Maintenance Fund (212) and State Highway Fund (213).

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 54-2025 is in order.

Resolution No. 54-2025-2025 ODOT Maint Agr RT2 \$68,813.66 (2).docx Resolution No. 54-2025 Exh A ODOT Maintenance Agreement Route 2.pdf

RESOLUTION NO. 54-2025

Introduced by Matt Grieves

A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER TO PAY THE OHIO DEPARTMENT OF TRANSPORTATION AN AMOUNT NOT TO EXCEED SIXTY-EIGHT THOUSAND EIGHT HUNDRED THIRTEEN AND 66/100 DOLLARS (\$68,813.66) IN ACCORDANCE WITH THE TERMS OF THE ANNUAL MAINTENANCE AGREEMENT FOR FISCAL YEAR JULY 1, 2024 THROUGH JUNE 30, 2025.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1: That the Interim City Manager is authorized and directed to pay the annual invoice from the Ohio Department of Transportation for lane mile reimbursement for State Route 2 pursuant to the Annual Maintenance Agreement for fiscal year July 1, 2024 through June 30, 2025 in an amount not to exceed Sixty-Eight Thousand Eight Hundred Thirteen and 66/100 Dollars (\$68,813.66); a copy of the invoice is attached hereto as Exhibit "A" and incorporated herein by reference.

SECTION 2: That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code.

SECTION 3: This Resolution shall be in full force and effect from and immediately following its adoption.

ATTECT		Monty Tapp, Mayor	
ATTEST:	Clerk of Council		
ADOPTED:			



INVOICE

IN ACCOUNT WITH:

HURON CITY 417 MAIN ST HURON, OH 44839

ADDRESS QUESTIONS CONCERNING THIS INVOICE TO:

OHIO DEPARTMENT OF TRANSPORTATION 906 NORTH CLARK AVE ASHLAND, OH 44805 District - 3

(419)207-7031 (419)207-7050

COUNTY	INVOICE NO.	INVOICE DATE	PATROL REPORT	DUE DATE
	030078	08/13/2025	0	09/12/2025

DESCRIPTION OF WORK DONE:	UNIT	QUANTITY	UNIT PRICE	TOTAL

Annual Maintenance Agreement for SR2 in Erie County.

ANNUAL MAINTENANCE AGREEMENT YEAR

\$68,813.66

\$68,813.66

Pursuant to Ohio Rev. Code 131.02, in the event this invoice is not paid within 45 days after payment is due, the matter will be certified to the Ohio Attorney General's office for collection. Once the account is certified to the Attorney General, you and your insurance company are responsible for collection costs, interest, and any fees incurred if the account is assigned to special counsel or third-party vendors for collections.

SUBMISSION OF THIS INVOICE TO YOUR INSURANCE COMPANY OR EMPLOYER IS YOUR RESPONSIBILITY FOR VISA/MASTERCARD PAYMENT PLEASE VISIT www.transportation.ohio.gov/paybycard

		TOTAL AMOUNT DUE	\$68,813.66
+	PLEASE RETURN BOTTOM PORTION (OF INVOICE WITH PAYMENT	+
MAKE CHECKS PAYAB	LE TO:	INVOICE NUMBER:	030078
	ER OF STATE RTMENT OF TRANSPORTATION	TOTAL DUE:	\$68,813.66
REMIT TO:	I DUDGET AND HODE GASTRAG	DUE DATE:	09/12/2025

OFFICE OF BUDGET AND FORECASTING 1980 WEST BROAD STREET, 4th FLOOR COLUMBUS, OH 43223 ATTN: ACCOUNTS RECEIVABLE MS2130



TO: Mayor Tapp and City Council

FROM: Isaac Phillips

RE: Resolution No. 55-2025 (submitted by Isaac Phillips)

DATE: August 26, 2025

Subject Matter/Background

Administration prepares and issues certifications to the Erie County Auditor for outstanding charges requesting to have the outstanding debt certified to the respective property owner's tax duplicate. This is done annually in advance of the Auditor's deadline for filings which is the second Monday in September. These delinquent water accounts are over 60 days past due. This procedure is pursuant to City codified ordinance (915.23).

Legal Review

The matter has been reviewed, follows normal legislative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 55-2025 is in order.

Resolution No. 55-2025 Certify 2025 Delinquent Water Charges to Auditor (3).docx

RESOLUTION NO. 55-2025

Introduced by Mark Claus

A RESOLUTION CERTIFYING DELIQUENT WATER CHARGES TO THE ERIE COUNTY AUDITOR FOR COLLECTION.

BE IT RESOLVED by the Council of the City of Huron, Ohio:

SECTION 1. That, pursuant to Section 915.23 of the Codified Ordinances of the City of Huron, it is hereby determined and declared that the list of delinquent water charges attached hereto as Exhibit "A" is delinquent and unpaid. The Finance Director is hereby directed to do all things necessary to cause said unpaid water charges to be certified to the Erie County Auditor for collection as other taxes, and the Erie County Auditor is hereby requested pursuant to statute, to cause said charges to be extended on the 2025 tax duplicate for collection in one installment.

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. § 121.22.

SECTION 3. That this Resolution shall be in full force and effect from and immediately following its adoption.

		Monty Tapp, Mayor
ATTEST:	Clark of Council	
ADOPTED:	Clerk of Council	

CITY OF HURON Resolution No. 55-2025 Delinquent Water Charges Certified to Erie County Auditor Through August 20, 2025

Parcel #	Service Address	Outstanding Balance
42-00065.000	531 Washington	59.57
42-00960.000	414 Cleveland Rd E	33.58
42-01833.000	804 Cleveland Rd W	75.69
42-00664.011	1128 Mudbrook Rd	159.22
48-00075.000	206 Tecumseh	41.55
42-01223.000	301 Forest Hills	225.72
43-00193.000	33 Silvern	89.59
43-00243.000	39 Atwood	88.83
TOTAL		773.75



TO: Mayor Tapp and City Council FROM: Stuart Hamilton, Service Director

RE: Resolution No. 56-2024 (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

Resolution No. 56-2025 sets forth those properties in District 4, which is the east side of town (a copy of the map of District 4 is attached to the Resolution as Exhibit A) with sidewalks requiring replacement or grinding per inspections performed by the City. Sidewalks needing replacement or repair are set forth on Exhibit 1 and total \$9,960. This is a continuation of our tree and sidewalk assessment program. This covers the east side from the bridge decks out to By the Shores.

The Sidewalk Maintenance Program includes the following steps:

Resolution of Necessity to inspect sidewalks - **completed January 14, 2025, Resolution 3-2025**; Initial inspection of District 4 sidewalks - **completed May 2025**;

Courtesy letter to residents identifying repairs needed - completed June 2025;

Reinspection of District 4 sidewalks to determine work that has not been completed - **completed August 2025**; Resolution No. 56-2025 (current legislation) ordering certified notice to homeowners - **if approved, will be completed August 26, 2025**;

Certified letters mailed to homeowners with notice to complete repairs within 60 days - to be mailed August 27, 2025:

60 days following service of certified letters, obtain quotes from concrete contractors;

If proposal over \$25,000, present legislation to Council for approval;

Repairs to be completed by City's contractor in early spring 2026.

Financial Review

The City's property maintenance fund (Fund 202) will account for these services. If the City is not reimbursed by the property owner in accordance with the code, the total cost will be certified to the County Auditor, plus interest, for collection through property tax payments over 4 years.

Total Cost: \$9,960

Account: 202-6205-55933

Legal Review

The matter has been reviewed, follows normal legislative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 56-2025 is in order.

Resolution No. 56-2025 Sidewalk Repairs District 4 (2).docx

Streets by District 4.pdf

RESOLUTION NO. 56-2025

Introduced by: Sam Artino

A RESOLUTION ORDERING THE REPAIR OF THE PUBLIC SIDEWALKS ABUTTING CERTAIN PREMISES IN THE CITY OF HURON AND DECLARING AN EMERGENCY

WHEREAS, an inspection of certain sidewalks in District 4 in the City of Huron (diagram depicting District 4 is attached hereto as Exhibit A) has shown that the following sidewalks abutting certain premises are in need of repair and are an obstruction to pedestrian traffic:

Parcel #	Parcel Address
42-00342.000	409 Anchorage
422-00083.000	1137 By-the-Shores
42-00798.000	421 Newport
42-01046.000	419 Newport
42-01264.000	416 Newport
42-01287.000	1004 Dockway
42-01038.000	1009 Dockway
42-00916.000	1015 Beachside
42-01173.000	920 Beachside
42-00963.000	414 Gateway
42-01657.000	410 Gateway
42-01260.000	406 Gateway
42-00448.000	417 Berlin
42-01147.000	401 Berlin
42-00733.000	345 Berlin
42-01066.000	337 Berlin
42-00917.000	315 Berlin
42-90054.000	NE Corner of Berlin/Tiffin
42-00302.000	128 Tiffin
42-00294.000	208 Berlin
42-01748.000	206 Berlin
42-90043.000	Corner Lot on Meeker
42-01628.000	307 Tiffin
42-01371.000	325 Tiffin
42-00533.000	331 Tiffin
42-00328.000	335 Tiffin
42-01252.000	339 Tiffin
42-01654.000	341 Tiffin

42-01089.000	340 Ontario
42-00281.000	346 Ontario

NOW, THEREFORE. BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That this Council hereby approves the plans, specifications, and estimated costs of the proposed construction or repair of the sidewalks that are on file with the Clerk of Council as required by O.R.C. § 729.02, *et. seq.*

SECTION 2. That the public sidewalks abutting certain premises listed below are determined to be in need of repair and to be an obstruction and hazard to safe pedestrian traffic:

Parcel #	Parcel Address	Action Required	Quantity	Estimated Cost
42-00342.000	409 Anchorage	Grind	1 slab	\$80
42-00083.000	1137 By-the-Shores	Grind	2 slabs	\$160
42-00798.000	421 Newport	Grind	1 slab	\$80
42-01046.000	419 Newport	Grind	1 slab	\$80
42-01234.000	416 Newport	Replace	20 sf	\$400
42-01287.000	1004 Dockway	Grind	2 slabs	\$160
42-01038.000	1009 Dockway	Grind	2 slabs	\$160
42-00916.000	1015 Beachside	Grind	1 slab	\$80
42-01173.000	920 Beachside	Grind	5 slabs	\$400
42-00963.000	414 Gateway	Grind	1 slab	\$80
42-01657.000	410 Gateway	Grind	1 slab	\$80
42-01260.000	406 Gateway	Grind	2 slabs	\$160
42-00448.000	417 Berlin	Grind	1 slab	\$80
42-01147.000	401 Berlin	Grind Replace	8 slabs 20 sf	\$640 \$400
42-00733.000	345 Berlin	Grind Replace	1 slab 10 sf	\$80 \$200
42-01066.000	337 Berlin	Grind Replace	1 slab 60 sf	\$80 \$600
42-00917.000	315 Berlin	Replace	80 sf	\$1600
42-90054.000	NE Corner of Berlin/Tiffin	Grind	1 slab	\$80
42-00302.000	128 Tiffin	Replace	20 sf	\$400
42-00294.000	208 Berlin	Replace	40 sf	\$800
42-01748.000	206 Berlin	Replace	40 sf	\$800
42-90043.000	Corner Lot on Meeker	Replace	80 sf	\$1600

42-01628.000	307 Tiffin	Grind	2 slabs	\$160
42-01371.000	325 Tiffin	Grind	1 slab	\$80
42-00533.000	331 Tiffin	Replace	100 sf	\$2000
42-00328.000	335 Tiffin	Grind	6 slabs	\$480
42-01252.000	339 Tiffin	Grind	4 slabs	\$320
42-01654.000	341 Tiffin	Replace	50 sf	\$1000
42-01089.000	340 Ontario	Grind	5 slabs	\$400
42-00281.000	346 Ontario	Grind	3 slabs	\$240
TOTAL:				\$9960.00

SECTION 3. That pursuant to Section 521.06 of the Codified Ordinances of the City of Huron, the Clerk of Council is hereby directed to serve notice by certified mail upon the owner of said premises ordering the repair of said sidewalk and the removal of said obstruction and hazard.

SECTION 4. That if the owner of said premises fails to comply with such notice to repair the sidewalk within 30 days of the delivery of said notice, the Building and Zoning Department shall cause the sidewalk to be repaired and the expenses and labor costs incurred in the making of repair will be entered upon the tax duplicate as a lien upon such land pursuant to Section 521.06 of the Codified Ordinances of the City of Huron.

SECTION 5. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. § 121.22.

SECTION 6. That this Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and for the further reason that it is immediately necessary to have said sidewalk repaired to protect pedestrian traffic, wherefore this Resolution shall be in full force and effect and take effect immediately upon its passage.

ATTEST:	Monty Tapp, Mayor
Clerk of Council	
cient or council	
ADOPTED:	





TO: Mayor Tapp and City Council FROM: Stuart Hamilton, Service Director

RE: Resolution No. 57-2025 (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

Staff are actively chasing funding sources to help pay for the US 6 Phase 2 project. The deadline for the grant application submission is September 12, 2025. This a combination application, with \$425,000 being a grant, and the \$175,000 balance being a low interest loan.

Financial Review

If awarded, this will reduce the City's local portion of the project through a grant and low interest loan.

Legal Review

The matter has been reviewed, follows normal legislative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 57-2025 is in order.

Resolution No. 57-2025 OPWC Application SCIP LTIP 2027 Grant US6 Phase 2 (3).doc Resolution No. 57-2025 Exh A OPWC Application.pdf

RESOLUTION NO. 57-2025

Introduced by: Joe Dike

A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER TO SUBMIT AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION (OPWC), SCIP AND LTIP PROGRAM YEAR 40, FY 2027 GRANT AND/OR LOAN RELATING TO THE US 6 PHASE 2 PROJECT IN THE AGGREGATE AMOUNT OF SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00); AND FURTHER AUTHORIZING THE INTERIM CITY MANAGER TO ACCEPT SAID GRANT AND/OR LOAN AWARD IN AN AGGREGATE AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00), SHOULD THE APPLICATION BE SUCCESSFUL.

WHEREAS, the City of Huron desires to seek grant/loan funding from the Ohio Public Works Commission (OPWC), SCIP and LTIP Program Year 40, FY 2027 to partially subsidize the US6 Phase 2 Project (referred to as the "Project"); and

WHEREAS, the Project meets basic eligibility requirements for project funding as it has a direct relationship to water supply capital infrastructure; and

WHEREAS, the City of Huron has the authority to apply for financial assistance and to administer the amounts received from OPWC; and

WHEREAS, the City of Huron must direct and authorize the Interim City Manager, Stuart Hamilton, to act as the Authorized Representative for the application and project, if awarded.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON AS FOLLOWS:

SECTION 1. That the Council of the City of Huron authorizes and directs the Interim City Manager to submit a grant application through the Ohio Public Works Commission (OPWC) SCIP and LTIP Program Year 40, FY 2027 to become eligible for potential grant and/or loan funding assistance relating to the US 6 Phase 2 Project in the aggregate amount of Six Hundred Thousand and xx/100 Dollars (\$600,000.00). A copy of the financial assistance application materials is attached hereto as Exhibit "A."

SECTION 2. That if grant and/or loan funds are awarded, authorization is given to the Interim City Manager to execute any agreement(s) with OPWC to be eligible for funding under the program, and to accept the grant and/or loan award of up to Six Hundred Thousand and xx/100 Dollars (\$600,000.00).

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code

		Monty Tapp, Mayor	
ATTEST:	Clerk of Council		
ADOPTED: _			

upon its passage.

SECTION 4. That this Resolution shall go into effect and be in full force and effect immediately



Erie Regional Planning Commission Department of Planning & Development

2900 Columbus Avenue Sandusky, Ohío 44870-5554 Phone: 419-627-7792 Fax: 419-627-6670

Planning for the future of Erie County

June 23, 2025

RE: OPWC - ROUND 40 SCIP & LTIP APPLICATIONS

It's time again to prepare OPWC grant and loan program applications.

Applicants should submit either paper or electronic applications (pdf on a CD, DVD, or electronic storage device) to the Erie County Regional Planning Department no later than Friday September 12, 2025 at 4:00 p.m.

Applications need to include the following documents:

- Application for Financial Assistance form. (attached)
- Round 40 District 5 Capital Improvement Projects Questionnaire and Priority Rating Sheet. (attached)
- Certified copy of legislation from applicant authorizing a designated official to sign and submit the application.
- Financial Officer Statement stating that local funds are available
- Professional Engineer's Cost Estimate and Useful Life.
- **Supporting Documentation:** For road projects you will need a traffic count that is <u>no</u> more than three years old and if your project will create jobs, you will need documentation. Pictures and maps always help.

Also attached for your review are the Supplemental Application Instructions revised November 2021. This includes examples of the required OPWC documents.

Villages and Townships that qualify for the Small Government Program (Populations less than 5,000) are urged to complete the additional Small Government Application Material as they may qualify for funding out of that program. More on the program can be found here:

https://publicworks.ohio.gov/programs/infrastucture/government/03-small-government

Please do not hesitate to contact me if you need clarification on this letter or have questions regarding the application process.

Sincerely,

Kevin Cannon Erie County Regional Planning

District 5 PY27/Round 40 Schedule

a)	Friday, September 12, 2025	Deadline for SCIP and LTIP projects to be submitted to County sub-committees in paper form
b)	Friday, October 10, 2025	All SCIP and LTIP project applications due to the District 5 Liaison and will either be entered into the portal by local staff or liaison.
c)	Tuesday, November 11, 2025	Executive Committee to review SCIP and LTIP project applications
d)	Tuesday, November 25, 2025	Deadline for District 5 Small Government Committee to rate and rank project applications
f)	Tuesday, December 9, 2025 @ 3:00 p.m. at Wood County	District 5 Executive Committee to take final action on SCIP and LTIP projects
g)	Tuesday, December 9, 2025 @3:00 p.m. at Wood County	District 5 Integrating Committee to take final action on project applications
h)	Friday, December 19, 2025	Deadline for to submit project applications to The Ohio Public Works Commission



State of Ohio Public Works Commission

Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

	Applicant:			Subdivision Code:	
cant	District Number: County:			Date:	
Applicant	Contact:(The individual who will be available during	business hours and who can best answer or coord	dinate the response	to questions) Phone:	
	Email:			FAX:	
	Project Name:			Zip Code:	
	Subdivision Type	Project Type		Funding Request Summar	
_	(Select one)	(Select single largest component by \$)	(Automatical	ly populates from page 2)	
jec	1. County	1. Road	Total Proje	ct Cost:	.00
Project	2. City	2. Bridge/Culvert	1. G	Grant:	.00
	3. Township	3. Water Supply	2. L	oan:	.00
	4. Village	4. Wastewater		oan Assistance/ credit Enhancement:	.00
	5. Water (6119 Water District)	5. Solid Waste		redit Elinancement.	
		6. Stormwater	Funding Re	equested:	.00
D	istrict Recommendation	(To be completed by the District Co	ommittee)		
(\$0	Funding Type Requested	SCIP Loan - Rate:%	Term:	Yrs Amount:	.00
(00	State Capital Improvement Program	RLP Loan - Rate: %	Term:	Yrs Amount:	.00
	Local Transportation Improvement Program	Grant:		Amount:	.00
	Revolving Loan Program				
	Small Government Program	LTIP:		Amount:	.00
	District SG Priority:	Loan Assistance / Credit E	nhancement	: Amount:	.00
Fo	r OPWC Use Only				
	STATUS	Grant Amount:	.00	Loan Type: SCIP	RLP
roje	ct Number:	Loan Amount:	.00	Date Construction End:	
		Total Funding:	.00	Date Maturity:	
Relea	ase Date:	Local Participation:	%	Rate: %	
PW	C Approval:	OPWC Participation:	%	Term: Yrs	

Form OPWC0001 Rev. 12.15 Page 1 of 6

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services			
Preliminary Design:	.00		
Final Design:	.00		
Construction Administration:	.00		
Total Engineering Services:	a.)	00	%
Right of Way:	b.)	00	
Construction:	c.)	00	
Materials Purchased Directly:	d.)	00	
Permits, Advertising, Legal:	e.)	00	
Construction Contingencies:	f.)	00	%
Total Estimated Costs:	g.)	00	
1.2 Project Financial Resources			
Local Resources			
Local In-Kind or Force Account:	a.)	00	
Local Revenues:	b.)	00	
Other Public Revenues:	c.)	00	
ODOT / FHWA PID:	d.)	00	
USDA Rural Development:	e.)	00	
OEPA / OWDA:	f.)	00	
CDBG: County Entitlement or Community Dev. "Formula" Department of Development	g.)	00	
Other:	h.)	00	
Subtotal Local Resources:	i.)	00	%
OPWC Funds (Check all requested and enter Amount)			
Grant: % of OPWC Funds	j.)	00	
Loan: % of OPWC Funds	k.)	00	
Loan Assistance / Credit Enhancement:	l.)	00	
Subtotal OPWC Funds:	m.)	00	%
Total Financial Resources:	n.)	00	%

Form OPWC0001 Rev. 12.15 Page 2 of 6

1.3 Availability of Local Funds

Attach a statement signed by the <u>Chief Financial Officer</u> listed in section 5.2 certifying <u>all local resources</u> required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / E	Expansion		
2.1 Total Portion of Project Repair / Re	eplacement:	.00 %	
2.2 Total Portion of Project New / Expa	ansion:	.00 %	
2.3 Total Project:		.00 %	
3.0 Project Schedule			
3.1 Engineering / Design / Right of Wa	ay Begin Date:	End Date:	
3.2 Bid Advertisement and Award	Begin Date:	End Date:	
3.3 Construction	Begin Date:	End Date:	
Construction cannot begin prior to releas	e of executed Project Agreeme	nt and issuance of Notice to Pr	oceed.
Modification of dates must be reques Commission once the Project Agreen 4.0 Project Information	- · · · · · · · · · · · · · · · · · · ·	al of record and approved b	y the
If the project is multi-jurisdictional, informa	tion must be consolidated in	this section.	
4.1 Useful Life / Cost Estimate / A	Age of Infrastructure		
Project Useful Life: Years	Age: (Year b	uilt or year of last major improve	ment)
Attach Registered Professional Engine project's useful life indicated above an		stamp and signature confirmin	g the
4.2 User Information			
Road or Bridge: Current ADT	Year Pr	ojected ADT Year _	
Water / Wastewater: Based on monthly	usage of 4,500 gallons per h	ousehold; attach current ordin	ances.
Residential Water Rate	Current \$	Proposed \$	
Number of households served:			
Residential Wastewater Rate	Current \$	Proposed \$	
Number of households served:			
Stormwater: Number of households ser	ved:		

Form OPWC0001 Rev. 12.15 Page 3 of 6

4.3 Project Description

	Mark the Pro-
A:	SPECIFIC LOCATION (Supply a written location description that includes the project termini; a map does not replace this requirement.) 500 character limit.
B:	PROJECT COMPONENTS (Describe the specific work to be completed; the engineer's estimate does not replace this requirement) 1,000 character limit.
C:	PHYSICAL DIMENSIONS (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and sizes, mgd capacity, etc in detail.) 500 character limit.

Form OPWC0001 Rev. 12.15 Page 4 of 6

5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

5.1 Chief Executive Officer	(Person authorized in I	egislation to sign project agre	ements)	
	Name:			
	Title:			
	Address:			
	City:	State:	Zip:	
	Phone:			
	FAX:			
	E-Mail:			
5.2 Chief Financial Officer	(Can not also serve as	ot also serve as CEO)		
	Name:			
	Title:			
	Address:			
	City:	State:	Zip:	
	Phone:			
	FAX:			
	E-Mail:			
5.3 Project Manager				
	Name:			
	Title:			
	Address:			
	City:	State:	Zip:	
	Phone:			
	FAX:			
	E-Mail:			

Form OPWC0001 Rev. 12.15 Page 5 of 6

6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 7.0, Applicant Certification, below.

A certification signed by the applicant's chief financial officer stating the amount of <u>all local share</u> funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RLP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.

A registered professional engineer's detailed cost estimate and useful life statement, as required in 164-1-13, 164-1-14, and 164-1-16 of the Ohio Administrative Code. Estimates shall contain an engineer's <u>seal or stamp and signature</u>.

A cooperative agreement (if the project involves more than one subdivision or district) which identifies the fiscal and administrative responsibilities of each participant.

Farmland Preservation Review - The Governor's Executive Order 98-IIV, "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.

Capital Improvements Report. CIR Required by O.R.C. Chapter 164.06 on standard form.

Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or full time jobs likely to be created as a result of the project), accident reports, impact on school zones, and other information to assist your district committee in ranking your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Certifying Representative (Printed form, Type or Print Name and Title)
Original Signature / Date Signed

Form OPWC0001 Rev. 12.15 Page 6 of 6

DISTRICT FIVE

OHIO PUBLIC WORKS COMMISSION

QUESTIONNAIRE and SCORING METHODOLOGY

Fiscal Year 2027/ Program Year 40

For Preparing an Application for a
State Capital Improvement Program and Local Transportation
Improvement Program Project



•OPWC Rep: Ashley Ellrod

•Phone: 614-745-9076

• Email: Ashley.ellrod@pwc.ohio.gov

OPWC Liaison: Dennis Miller

Phone: 419-784-3882

Email: dmiller@mvpo.org

Revised: April 15, 2025

Application Instructions

Public WorksWise Training

(Right click on the Blue fields and Choose Open Hyperlink)

The Commission's Salesforce based internal cloud platform, Public WorksWise, allows our customers to apply online for OPWC grant and loan funds, process disbursement requests to vendors, submit relevant project documentation and schedule information, and navigate loan repayments all in one place!

ONLINE TRAINING VIDEOS

Videos

Clean Ohio Training for Applicants: HOW TO SUBMIT A CLEAN OHIO APPLICATION THROUGH WORKSWISE PORTAL

<u>Infrastructure Training for Applicants: HOW TO SUBMIT AN INFRASTRUCTURE APPLICATION</u>
THROUGH THE WORKSWISE PORTAL

Disbursement Training Video

Training Resources

Training Materials

OPWC guarantees each community/applicant one license to access WorksWise to apply for funding and request disbursements once funded. Additional requests for access are now being granted. To onboard new and existing applicants, you must provide the following information to the D-5 OPWC Program Representative, Ashley Ellrod, at Ashley.Ellrod@pwc.ohio.gov. Ashley can also answer questions about WorksWise.

- Your Full Name
- Subdivision Name
- Subdivision Code
- Address / Phone / Email
- Employer (if not employed with subdivision)
- Letter of Authorization form attached (if required, see below)

If you want access for another community other than the one with which you are employed (i.e., consulting firms), a Letter of Authorization will be required to be uploaded when you make the request to be set up for that community. Below is a link to the template that must be put on the subdivision's letter head, signed, and scanned in as a PDF. Please do not create or make your own version of this letter, the below template is the only format we will allow.

Letter of Authorization for WorksWise access to applicant's account

Supplemental Application Instructions

Application materials are available at Round 40 Applications | mypo

Prerequisites for Project Consideration

Manner of submittal items to the County Subcommittee:

Electronic or Paper Application Submittal Instructions

- 1) Must be one-sided, 8.5" x 11".
- 2) No dividers or cover sheets (a summary sheet may be submitted with "other documentation").
- 3) No Binding. A binder clip, folder, punch-less binder (has a clamp that holds papers together) are OK. No staples.

Format of application:

- 1) All must be in whole dollars (no cents).
- 2) Cannot use all caps.
 - Page 4 of application must contain relevant information about project and not "see attached". If it will not fit in space provided, list what will fit and attach one supplement document to complete the information.
- 3) Page 3 must designate households or ADT ONLY for the direct area of the infrastructure. (Cannot count downstream or system users). Majority infrastructure type determines how project is scored when there are multiple components. ADT Traffic Counts are required within three years of application submittal with certified documentation.

Optional Electronic Application Submittal

Applicants may opt to submit applications in a pdf electronic file format on a CD, DVD or other electronic storage device.

OPWC Required Documents

- OPWC Six Page Application
- o Authorizing Legislation
- oCFO Certification of Local Funds and Loan Repayment Letter
- o Engineer's Estimate and Useful Life Statement
- o Cooperative Agreement (Multiple Jurisdictions)
- oFarmland Preservation Review Letter

District 5 Required Documents

- o A Self-Score Capital Improvements Questionnaire
- oPriority Rating Sheet, FY26/PY39
- oFor Applicant under 5,000 in population include the Small Government Supplement and supporting documentation
- o ADT Traffic Counts conducted within three years of the application submittal
- oEPA Findings and Orders, EPA Safe Drinking Water Regulations Notice of Violation, EPA NPDES Permit Violations, EPA Consent Decree or Court Orders
- o Documentation to support Functional Obsolescence Claim
- o Documentation of Waterline Breaks, I and I Analysis, excessive corrosion, etc.
- o Written Third Party Documentation supporting Job Creation/Retention Claims
- o Auditor's Certificate
- Other items
 - a. Maps
 - b. Pictures
 - c. Summary Sheet
 - d. Letters supporting the project application.
 - e. Any other items deemed relevant to the project

Evaluation Questionnaire and Priority Rating Sheet

- 1) Each application to District 5 shall be rated using the District 5 Capital Improvements Project Questionnaire and Priority Rating Sheet as adopted by the District 5 Executive Committee.
- 2) For Villages and Township with populations less than 5,000 special attention is called to the potential eligibility for Small Government Funding consideration. The scoring for the Small Government Program is established and implemented by the Ohio Public Works Commission. This program has an additional set of Evaluation Methodology. Each applicant should familiarize themselves with this methodology when planning your project funding request. If your project is not selected for District Funding each applicant under 5,000 in population will be considered for selection as a potential Small Government Project.

Project Cost Overruns/Changes in Scope Procedure

- 1) The applicant will prepare an amended application including a revised budget, revised engineering estimate, and a detailed explanation of the change(s) requested.
- 2) The amendment is due to the District 5 Liaison thirty days in advance of the date of the scheduled District 5 Executive Committee Meeting.

Revolving Loan Prioritization

- 1) RLP funds are funds repaid from previous loans. The money can only be used for loans. No grants may be made with the funds.
- 2) The interest rate for RLP Loans is established by the Executive committee at zero percent per year for the useful life of the improvement.
- 3) RLP Loans will be offered to projects based on the ranking of projects on the SCIP Slate. Consideration will be given to projects in order of score based on initial grant or grant/loan request. until the RLP funds are expended.

DISTRICT 5 CAPITAL IMPROVEMENT PROJECTS QUESTIONNAIRE FY27/PY40

Name of Appl	licant:		
Project Title:			

The following questions are to be answered for each application submitted for State Issue II SCIP, LTIP and Loan Projects. Please provide specific information using the best documentation available to you. Justification of your responses to these questions will be required if your project is selected for funding, so please provide correct and accurate responses. Villages and Townships under 5,000 in population should also complete the Small Government Criteria.

1.	What pe	ercenta	ge of th	e project	in repair A=	%, rep	lacement B=	%, ez	xpansion	C=	_%, a	nd new	$^{\prime}$ D=
	%?	(Use	dollar	amounts	of project	to figure	percentages	and m	ake sure	the	total	equals	one
	hundred	l(100) j	percent) A+B=_	% C+D=	=% O	RC Referenc	e(s):164	.06(B)(1)	; 164.	14(E)(10)	

Repair/Replacement = Repair or Replacement of public facilities owned by the government (any subdivision of the state).

New/Expansion = Replacement of privately owned wells, septic systems, private water or wastewater systems, etc.

2a. Existing Physical Condition of Infrastructure **ORC Reference(s):164.06(B)(2);164.14(E)(9);164.14(E)(2);**164.14(E)(8)

Rating Guidance for Physical Condition: The basic logic behind the condition category descriptions is: don't tell us how bad the infrastructure condition is - show us. If the infrastructure has failed in some way to the point that it needs replaced, the project should receive the highest points, if major components have failed, but it doesn't require replacement the project should receive fewer points and if it needs maintained it receives even fewest points.

Points	Category	Description	Examples
10	Failing	Infrastructure has reached a point where it	Road/Bridge-Intersection
		requires replacement, reconstruction or	Reconfiguration due to accident
		reconfiguration to fulfill its purpose	problem-Structural paving of 3.5"
			or greater of additional pavement -
			Pavement Widening to meet
			ODOT L&D Standards - Complete
			Pavement Reconstruction -
			Complete Bridge or Culvert
			replacement -Widening graded
			shoulder width to ODOT L&D
			Standard
			Water, San. Sewer/Storm-Water,
			Sewer, or Storm Line Replacement
			- Water or Sewer Plant
			Replacement -Replacement of a
			major component of a water and/or
			sewer treatment plant which would
			result in a failure in meeting WQ
			Standards -Project replaces a
			facility under EPA orders or where

			demand exceeds capacity or where
			a documented environmental
			hazard is present.
8	Poor	The condition is substandard and requires repair or restoration in order to return to the intended level of service and comply with current design standards. Infrastructure contains deficiency and is functioning at a diminished capacity.	Road-Multiple course of paving- Single course of paving with 25% base repair-Widening graded shoulder width to less than ODOT L&D Standard -Structural Culvert Lining -Bridge Deck Replacement Water, San. Sewer/Storm- Replacement of a component such as a control mechanism, pumps, hydrants, valves, filters, etc of a water or sewer plant – Project repairs a facility component
			ordered by a regulatory agency.
6	Fading	The condition requires reconditioning to continue to function as originally intended.	Road/Bridge- Single course of paving- Widening aggregate berm on existing graded shoulder width Water, San. Sewer/Storm- Sewer Lining Projects - Water tower painting -Repair of a tank to maintain structural integrity in existing water and sewer systems-Project repairs a facility component considered to be maintenance in nature.
4	Fair	The condition is average, not good or poor. The infrastructure is still functioning as originally intended. Minor deficiencies exist requiring repair to continue to function as originally intended and/or to meet current design standards	
2	Good	The condition is safe and suitable to purpose. Infrastructure is functioning as originally intended, but requires minor repairs and/or upgrades to meet current design standards	
0	Excellent	The condition is new or requires no repair. Or, no supporting documentation has been submitted	

2b. Age of Infrastructure **ORC Reference(s):164.06(B)(2)**

Life	20	30	50
Project		Wastewater and Water	Bridge/Culvert, Sanitary
Type	Road	Treatment	Sewer, Water Supply,
			Storm Water, Solid
			Waste
Points			
0	0-4 Years	0-6 Years	0-10 Years
1	5-8 Years	7-12 Years	11-20 Years
2	9-12 Years	13-18 Years	21-30 Years
3	13-16 Years	19-24 Years	31-40 Years
4	17-20 Years	25-30 Years	41-50 Years
5	20+ Years	30+ Years	50+ Years

3. Health and Safety Rating: **ORC Reference(s):164.06(B)(4),164.14(E)(1); 164.14(E)(10)**

If the proposed project is not approved what category would best represent the impact on the general health and/or public safety?

ROADS

Extremely Critical: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Major

Access Road.*

Critical: Resurfacing, Restoration and Rehabilitation (3R) of a Major Access Road.*

Major: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Minor

Access Road.*

Moderate: Resurfacing, Restoration and Rehabilitation (3R) of a Minor Access Road.*

Minimal: Preventative Maintenance of a Major Access Road.

No Impact: Preventative Maintenance of a Minor Access Road.

Projects that have a variety of work will be scored in the <u>LOWEST</u> category of work contained in the Construction Estimate.

Road/Street Classifications:

Major Access Road: Roads or streets that have a dual function of providing

access to adjacent properties and providing through or

connecting service between other roads.

Minor Access Road: Roads or streets that primarily provide access to adjacent

properties without through continuity, such as cul-de-sacs

or loop roads or streets.

Preventative Maintenance: Non Structural Pavement work such as chip sealing, cape

sealing, micro-surfacing, crack sealing, etc.

BRIDGES SUFFICIENCY RATING

Extremely Critical: 0-25, or a General Appraisal rating of 3 or less.

Critical: 27-50, or a General Appraisal rating of 4.

Major: 51-65 or a General Appraisal rating of 5 or 6.

Moderate: 66-80 or a General Appraisal rating of 7.

^{*(3}R) Resurfacing, Restoration and Rehabilitation - Improvements to existing roadways, which have as their main purpose, the restoration of the physical features (pavement, curb, guardrail, etc.) without altering the original design elements. (Surface and Intermediate layer Mill and Fills, overlays with less than or equal to 3.5" of additional pavement, etc....)

^{*(4}R) Resurfacing, Restoration, Rehabilitation and Reconstruction - Much like 3R, except that 4R allows for the complete reconstruction of the roadway and alteration of certain design elements (i.e., lane widths, shoulder width, SSD, overlays with greater than 3.5" of additional pavement. etc.).

Minimal: 81-100 or a General Appraisal rating of more than 7.

No Impact: Bridge on a new roadway.

WASTEWATER TREATMENT PLANTS

Extremely Critical: Improvements required by the Environmental Protection Agency (EPA) in the form of a

consent decree, finding and orders or court order, and Health Department Construction

Ban.

Critical: Improvements required by the Environmental Protection Agency (EPA) in the form of

NPDES permit requirements or Notice of Violations.

Major: Operational Improvements to Existing Plants. Replace deficient appurtenances. Update

existing processes due to EPA recommendations.

Moderate: Increase capacity to meet current needs or update processes to improve effluent quality.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER TREATMENT PLANT

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.

Critical: Improvements to meet Environmental Protection Agency (EPA) Safe Drinking Water

Regulations and/or Notice of Violations.

Major: Operational Improvements to Existing Plants. Replace deficient appurtenances. Update

existing processes due to EPA recommendations.

Moderate: Increase capacity to meet current needs or update processes to improve water quality.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

<u>COMBINED SEWER SEPARATIONS</u> (May be construction of either new storm or sanitary sewer as long as the result is two separate sewer systems.)

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health

Department Construction Ban.

Critical: Separate, due to chronic backup or flooding in basements.

Major: Separate, due to documented water quality impairment, or due to EPA recommendations.

Moderate: Separate, due to specific development proposal within or upstream of the combined

system area.

Minimal: Separate, to conform to current design standards.

No Impact: No positive health effect.

STORM SEWERS

Extremely Critical: Improvements ordered by the Environmental Protection Agency (EPA) in the form of a

consent decree, findings and orders or court order.

Critical: Chronic flooding (structure damage) or improvements required by the Environmental

Protection Agency (EPA) in the form of NPDES permit requirements or Notice of

Violations.

Major: Inadequate capacity (land damage).

Moderate: Inadequate capacity with no associated damage.

Minimal: New/Expansion to meet current needs.

No Impact: New/Expansion to meet future or project needs.

<u>CULVERTS</u> (Can be scored as a bridge project as well as a culvert)

Extremely Critical: Structurally deficient or functionally obsolete. Deterioration has already caused a critical

safety hazard to the public.

Critical: Inadequate capacity with land damage and the existing or high probability of property

damage.

Major: Inadequate capacity (land damage).

Moderate: Inadequate capacity with no associated damage.

Minimal: New/Expansion to meet current needs.

No Impact: New/Expansion to meet future or projected needs.

SANITARY SEWERS

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health

Department Construction Ban.

Critical: Replace, due to chronic pipe failure, chronic backup or flooding in basements, sewer

system overflows, and/or improvements required by the Environmental Protection Agency (EPA) in the form of NPDES permit requirements or Notice of Violations.

Major: Replace, due to inadequate capacity or infiltration, or due to EPA recommendations.

Moderate: Rehabilitate to increase capacity to meet current needs or to reduce inflow and

infiltration.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

SANITARY LIFT STATIONS AND FORCE MAINS

Extremely Critical: Structurally deficient. Deterioration has already caused a safety/health hazard to

the public, or; EPA orders in the form of a consent decree, findings and orders or

court order.

Critical: Inadequate capacity with actual or a high probability of property damage; or

improvements required by the Environmental Protection Agency (EPA) in the

form of NPDES permit requirements.

Major: EPA recommendations, or; reduces a probable health and/or safety problem.

Moderate: Rehabilitate to increase capacity to meet current needs.

Minimal: New/Expansion to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER PUMP STATIONS

Extremely Critical: Structurally deficient. Deterioration has already caused a safety hazard to the

public, or, EPA orders in the form of a consent decree, findings and orders or

court order.

Critical: Inadequate capacity with the inability to maintain pressure required for fire flows.

Major: Replace due to inadequate capacity or EPA recommendations.

Moderate: Rehabilitate to increase capacity to meet current needs.

Minimal: New/Expansion to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER LINES/WATER TOWERS

Extremely Critical: Replace to solve low potable water pressure or excessive incidents of main breaks

in project area.

Critical: Replacement/Rehabilitation due to structural deficiency such as excessive

corrosion and/or safety upgrades, etc.

Major: Replace undersized water mains as part of an overall upgrade process. Replace

water meters that have exceeded their useful life.

Moderate: Increase capacity to meet current needs. Spot repairs/recoating to restore

moderate corrosion of water components.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

OTHER

4.

5.

Extrer	nery Critical:	There is a present health and/or safety threat.
Critica	al:	The project will provide immediate health and/or safety benefit.
Major	:	The project will reduce a probable health and/or safety problem.
Mode	rate:	The project will delay a health and/or safety problem.
Minim	nal:	A possible future health and/or safety problem mitigation.
No Im	pact:	No health and/or safety effect.
NOTE	in the In gen	ined projects that can be rated in more than one subset may be rated other category at the discretion of the District 5 Executive Committee. eral, the majority of the cost or scope of the project shall determine the category which the project will be scored.
(Subr	nittals without	supporting documentation will receive 0 Points for this question.)
Extre	mely Critical _	, Critical, Major, Moderate, Minimal, No Impact Explain
your a	nswer.	
(Addit	tional narrative	, charts and/or pictures should be attached to questionnaire)
Identit	fy the amount of	of local funds that will be used on the project as a percentage of the total project
	•	e164.06(B)(6);)ORC164.06(B)(7); ORC164.06(B)(3); ORC164.14(E)(4)
	nount of Local	
B.) To	tal Project Cos	
RAT]	O OF LOCAL	FUNDS DIVIDED by TOTAL PROJECT COSTS (A \square B)=%
Note:	Local funds sh	nould be considered funds derived from the applicant budget or loans funds to be
paid b	ack through loo	cal budget, assessments, rates or tax revenues collected by the applicant.
Identif	fy the amount of	of other funding sources to be used on the project, excluding SCIP or LTIP Funds,
as a pe	ercentage of the	e total project cost. ORC Reference(s):164.06(B)(7);164.14(E)(4)
Grant	ts% Gifts _	%, Contributions%
Other	:% (explai	n), , Total%
		and other revenues not contributed or collected through taxes by the applicant other funds. The Scope of Work for each Funding Source must be the same.
T-4-1	A management of COT	Don't con Evading Donosted An Applicant con account a count and the

6. Total Amount of SCIP and Loan Funding Requested- An Applicant can request a grant per the categories below for points as indicated on the Priority Rating Sheet. If the Applicant is including a loan request equal to, but not exceeding 50% of the OPWC funding amounts listed below, there will be no point penalty. If loan funds requested are more than 50%, points as listed in the Priority Rating Sheet will apply. **ORC Reference(s):164.14(E)(10);164.06(B)(5)**

Points (Weight x2)	SCIP Grant Only	SCIP Grant/Loan	LTIP
		Combination	
-9	\$600,001 or more	\$925,001 or more	\$500,001 or more
-8	\$500,001 to \$600,000	\$750,001 to \$925,000	\$400,001 to \$500,000
0	\$400,001 to \$500,000	\$600,001 to \$750,000	\$275,001 to \$400,000
8	\$325,001 to \$400,000	\$487,501 to \$600,000	\$200,001 to \$275,000
9	\$175,001 to \$325,000	\$262,501 to \$487,500	\$150,001 to \$200,000
10	\$175,000 or less	\$262,500 or less	\$150,000 or less

There are times when the District spends all of the grant money and has loan money remaining. When this happens, the district makes a loan offer in the amount of the requested grant to the communities that were not funded. The offers are made in the order of scoring. We need to know if you are not successful in obtaining grant dollars for your project if you would be interested in loan money:

	YES NO (This will only be considered if you are not funded with grant money and there is remaining loan
	money.) Please note: if you answer "no" you will not be contacted, only if you answer "yes" will an offer be made in the event that there is loan money remaining.
7.	If the proposed project is funded, will its completion directly result in the creation of permanent full-
	time equivalent (FTE) jobs (FTE jobs shall be defined as 36 hours/week)? Yes No If yes, how
	many jobs within eighteen months? Will the completed project retain jobs that would otherwise be
	permanently lost? Yes No If yes, how many jobs will be created/retrained within 18
	months following the completion of the improvements?
	ORC Reference(s): 164.14(E)(3);164.14(E)(10)
	(Supporting documentation in the form of letter from affected industrial or commercial enterprises that
	specify full time equivlent jobs that will be retained or created directly by the installation or
	improvement of Public infrastructure. Additional items such as; 1) newspaper articles or other media
	news accounts, 2) public meeting minutes, and/or 3) a letter from the County Economic Development
	Director or State of Ohio Economic Development Professional that alludes to the requirement for the
	infrastructure improvement to support the business. Submittals without supporting documentation will
	receive 0 points for this question.)
8.	What is the total number of existing users that will directly benefit from the proposed project if
	completed? (Use households served, traffic counts, etc. and explain the basis by which you
	arrived at your number.) ORC Reference 164.14(E)(7); 164.06(B)(10)
9.	Economic Distress Criteria ORC Reference 164.06(B)(8)
	What is the Local Median Household Income as a percentage of the District Median Household Income?
	%. Please utilize the Economic Distress Scoring Criteria based on ACS 2013-2017 Data
	provided in Exhibit A

10.	Readiness to Proceed Criteria ORC Reference 164.06(B)(9); ORC 164.14(E)(5)
	Please categorize the status of planning and design elements for the project.
	Plans have not begun yet (0 Points)
	Preliminary Engineering Complete (1 Point)
	Final Design Complete (2 Points)
11.	Base Score Total for Questions 1-10=
12.	County Subcommittee Priority Points=
	(25-20-15 Points for each of the SCIP and LTIP Project Categories)
13.	DISCRETIONARY POINTS (BY DISTRICT COMMITTEE ONLY)
13a.	A District Discretionary Point may be awarded to projects that demonstrate significant Area-wide,
	County, or Community Impact. (Include documentation to support the claim of significance)
	(Maximum of 1 Point at the discretion of the District Executive Committee)
	ORC Reference 164.14(E)(7)
13b.	A District Discretionary Point may be awarded to projects that demonstrate that the entity has
	maximized local financial resources including assessments. Provide a Fund Status Report and/or the
	water and sanitary waste utility rate structures are at least 2.5% of area median household income for
	combined systems and 1.5% of the area median household income for water and sanitary only
	systems. Please provide rate ordinances for water and sanitary sewer to be considered for
	discretionary points. (Maximum of 1 Point at the discretion of the District 5 Executive
	Committee)ORC Reference 164.06(B)(3)
14.	Grand Total of Points
15.	Is subdivision's population less than 5,000 Yes No If yes, continue. You may want to
	design your project per Small Government Project Evaluation Criteria, released for the current
	OPWC Round to assist in evaluating your project for potential Small Government Funding. The
	Small Government Criteria is available on the OPWC website at Small Government .
16.	OHIO PUBLIC WORKS COMMISSION SMALL GOVERNMENT PROGRAM GUIDELINES

All projects that are sponsored by a subdivision with a population of 5,000 or less, and not earning enough points for District Funding from SCIP or LTIP Funds, are then rated using the Small Government Program Rating Criteria for the corresponding funding round. In order to be rated the entity must submit the Small Government Suppliment and their required budgets with their application. Only infrastructure that is village- or township- owned is eligible for assistance. The following policies have been adopted by the Small Government Commission:

• District Integrating Committees may submit up to seven (7) applications for consideration by the Commission. All 7 must be ranked, however, only the top five (5) will be scored. The remaining two (2) will be held as contingency projects should an application be withdrawn.

- Grants are limited to \$500,000. Any assistance above that amount must be in the form of a loan.
- Grants for new or expanded infrastructure cannot exceed 50% of the project estimate.
- •The Commission may deny funding for water and sewer systems that are deemed to be more cost-effective if regionalized.
- •If a water or sewer project is determined to be affordable, the project will be offered a loan rather than a grant. Pay special attention to the Water & Wastewater Affordability Supplemental and the Small Government Water & Wastewater Affordability Calculation Worksheet. Both are available on the Small Government Program Tab at Small Government
- •Should there be more projects that meet the "annual score" than there is funding, the tie breaker is those projects which scored highest under Health & Safety, with the second tie breaker being Condition. If multiple projects have equivalent Health & Safety and Condition scores they are arranged according to the amount of assistance from low to high. Once the funded projects are announced, "contingency protects" may be funded from project under-runs by continuing down the approved project list.
- Supplemental assistance is not provided to projects previously funded by the Commission.
- •Applicants have 30 days from receipt of application by OPWC without exception to provide additional documentation to make the application more competitive under the Small Government criteria. Applications will be scored after the 30-day period has expired. The applicants for each District's two (2) contingency projects will have the same 30-day period to submit supplemental information but these applications will not be scored unless necessary to do so. It is each applicant's responsibility for determining the need for supplemental material. The applicant will not be asked for or notified of missing information unless the Commission has changed the project type and it affects the documentation required. Important information may include, but is not limited to: age of infrastructure, traffic counts or utility users, median income information, user rates ordinances, and the Auditor's Certificate of Estimated Revenues or documentation from the Auditor of State that subdivision is in a state of fiscal emergency.

If you desire to have your FY27/PY40 project considered for Small Government Funding please download the Small Government Evaluation Criteria applicable to FY27/PY40 by accessing the OPWC Website at Small Government. Please follow the Small Government Evaluation Criteria and include supporting documentation to receive points. Specifically, include the Auditor's Certification of funds for your entity and documentation supporting the age of the infrastructure.

Please complete the Small Government Evaluation Criteria and attach all required supporting documentation and attach it to the District 5 Questionnaire for FY27/PY40.

Date:		
Date: Signature:		
Title:		
Address:		
Phone:		
FAX:		
Email:		

District 5 will use ACS 2023 data below to score criteria #7 of the Scoring Methodology.

Information is listed for each county, municipality and township. The Median Household Income (MHI) for each entity was divide by the District 5 Mean MHI to produce an Economic Distress Factor.

District 5 then assigned points as follows: for each entity having an Economic Distress Factor of 80% or less a score of 2 is awarded; for entities with an Economic Distress Score of 80.1% to 100.0% 1 point was awarded; for entities in excess of 100.1% a score of 0 was awarded.

County	Jurisdiction	МНІ	Updated 1/7/2025		
	State of Ohio	(2023 Est) \$69,680	(2023 Est.) Population	Distress	
County	Jurisdiction	MHI	Population	Distress	
Williams	Edgerton village	\$40,928	1,881	0.5874	
Fulton	Lyons village	\$46,397	602	0.6659	
Paulding	Broughton village	\$46,458	116	0.6667	
Paulding	Oakwood village	\$46,528	546	0.6677	
Wood	Bowling Green city	\$46,719	30,808	0.6705	
Ottawa	Oak Harbor village	\$46,939	2,821	0.6736	
Fulton	Fayette village	\$47,500	1,305	0.6817	
Williams	Pioneer village	\$47,768	1,429	0.6855	
Erie	Sandusky city	\$47,827	25,095	0.6864	
Sandusky	Townsend township	\$48,106	1,523	0.6904	
Sandusky	Clyde city	\$48,705	6,294	0.6990	
Sandusky	Clyde city	\$48,705	6,294	0.6990	
Williams	Montpelier village	\$48,720	3,942	0.6992	
Williams	Madison township (Remainder of)	\$48,958	889	0.7026	
Ottawa	Erie township	\$49,520	1,147	0.7107	
Williams	Bryan city	\$50,295	8,729	0.7218	
Wood	West Millgrove village	\$50,750	131	0.7283	
Sandusky	Fremont city	\$50,974	15,930	0.7315	
Sandusky	Fremont city	\$50,974	15,930	0.7315	
Henry	Holgate village	\$51,188	1,061	0.7346	
Erie	Castalia village	\$51,798	774	0.7434	
Wood	Fostoria city	\$52,943	13,046	0.7598	
Henry	McClure village	\$53,500	700	0.7678	
Paulding	Harrison township (Remainder of)	\$54,166	697	0.7774	
Wood	Portage village	\$54,175	398	0.7775	
Wood	Weston village	\$54,489	1,455	0.7820	
Paulding	Antwerp village	\$54,688	1,676	0.7848	
Wood	Risingsun village	\$55,227	541	0.7926	
Paulding	Scott village	\$55,625	242	0.7983	
Paulding	Payne village	\$56,250	1,192	0.8073	
Paulding	Paulding village	\$56,308	3,555	0.8081	
Wood	Perry township (Remainder of)	\$56,594	1,437	0.8122	
Wood	Walbridge village	\$56,719	3,011	0.8140	
Paulding	Jackson township (Remainder of)	\$57,436	834	0.8243	
"Sandusky	Bellevue city	\$57,534	8,249	0.8257	

"Sandusky	Bellevue city	\$57,534	8,249	0.8257
Erie	Bellevue city	\$57,534	8,249	0.8257
Wood	Custar village	\$57,708	178	0.8282
Ottawa	Port Clinton city	\$58,524	6,025	0.8399
Wood	Henry township (Remainder of)	\$58,571	711	0.8406
Williams	Holiday City village	\$58,750	48	0.8431
Sandusky	Lindsey village	\$59,375	457	0.8521
Sandusky	Lindsey village	\$59,375	457	0.8521
Wood	Tontogany village	\$59,417	387	0.8527
Paulding	Grover Hill village	\$59,500	382	0.8539
Sandusky	Riley township	\$59,679	1,214	0.8565
Fulton	Gorham township (Remainder of)	\$59,848	863	0.8589
Henry	Marion township (Remainder of)	\$59,940	701	0.8602
Wood	Jackson township (Remainder of)	\$60,000	482	0.8611
Ottawa	Bay township	\$60,357	1,142	0.8662
Henry	Deshler village	\$61,324	1,588	0.8801
Sandusky	Burgoon village	\$61,458	183	0.8820
Sandusky	Burgoon village	\$61,458	183	0.8820
Fulton	Chesterfield township	\$61,556	938	0.8834
Wood	Bradner village	\$61,563	971	0.8835
Wood	Bloomdale village	\$61,667	665	0.8850
Williams	Williams County	\$61,834	36,554	0.8874
Ottawa	Put-in-Bay village	\$61,875	154	0.8880
Williams	West Unity village	\$62,045	1,763	0.8904
Sandusky	Sandusky County	\$62,500	58,866	0.8970
Paulding	Paulding township (Remainder of)	\$62,522	981	0.8973
Paulding	Paulding township (Remainder of)	\$62,522	981	0.8973
Defiance	Defiance City	\$63,118	17,066	0.9058
Henry	Florida village	\$63,417	215	0.9101
Wood	Bairdstown village	\$63,438	115	0.9104
Henry	Hamler village	\$63,750	600	0.9149
Williams	Mill Creek township	\$63,872	752	0.9166
Ottawa	Genoa village	\$64,234	2,232	0.9218
Fulton	Delta village	\$64,464	3,316	0.9251
Defiance	Hicksville village	\$64,473	3,431	0.9253
Wood	Troy township (Remainder of)	\$64,500	3,088	0.9257
Ottawa	Clay Center village	\$64,750	262	0.9292
Defiance	Noble township (Remainder of)	\$65,079	2,140	0.9340
Williams	Superior township	\$65,212	1,286	0.9359
Paulding	Brown township (Remainder of)	\$66,573	1,145	0.9554
Fulton	Franklin township	\$67,000	695	0.9615
Paulding	Auglaize township	\$67,571	1,332	0.9697
Sandusky	Green Creek township	\$68,115	3,389	0.9775
Sandusky	Green Creek township	\$68,115	3,389	0.9775
Wood	Cygnet village	\$68,125	543	0.9777
Paulding	Paulding County	\$68,167	18,755	0.9783

Wood	Rossford city	\$68,381	6,299	0.9814
Erie	Erie County	\$68,431	73,841	0.9821
Fulton	Archbold village	\$68,634	4,516	0.9850
Paulding	Latty village	\$69,167	165	0.9926
Henry	Ridgeville township	\$69,167	1,096	0.9926
Williams	Jefferson township (Remainder of)	\$69,252	1,772	0.9939
Henry	Malinta village	\$69,479	236	0.9971
Williams	Edon village	\$69,531	796	0.9979
Fulton	Royalton township (Remainder of)	\$69,712	913	1.0005
Williams	Brady township (Remainder of)	\$69,777	858	1.0014
Paulding	Emerald township (Remainder of)	\$69,844	765	1.0024
Fulton	Swanton village	\$69,985	3,897	1.0044
Defiance	Ney Village	\$70,208	303	1.0076
Paulding	Haviland village	\$70,208	160	1.0076
Sandusky	Helena village	\$70,417	211	1.0106
Sandusky	Helena village	\$70,417	211	
Ottawa	Rocky Ridge village	\$71,250		1.0106
			312	1.0225
Wood	Plain township	\$71,471	1,625	1.0257
Sandusky	Gibsonburg village	\$71,538	2,452	1.0267
Sandusky	Gibsonburg village	\$71,538	2,452	1.0267
Sandusky	Sandusky township	\$71,932	3,551	1.0323
Erie	Vermilion township	\$72,156	4 857	1.0355
Williams	Pulaski township	\$72,188	2,446	1.0360
Fulton	Swan Creek township (Remainder of)	\$72,592	5,677	1.0418
Ottawa	Carroll township	\$72,838	2,117	1.0453
Ottawa	Danbury township (Remainder of)	\$72,846	4,059	1.0454
Fulton Wood	Fulton County Lake township (Remainder of)	\$72,866 \$72,887	42,028 6,956	1.0457 1.0460
Erie	Berlin township (Remainder of)	\$73,023	2,799	1.0480
Erie	Vermilion city	\$73,052	10,659	1.0484
Wood	Wood County	\$73,124	133,077	1.0494
Wood	Grand Rapids village	\$73,125	925	1.0494
Paulding	Washington township	\$73,214	663	1.0507
Paulding	Washington township	\$73,214	663	1.0507
Henry	Napoleon city	\$73,417	8,862	1.0536
Erie	Huron city	\$73,429	6,922	1.0538
Henry	Liberty Center village	\$73,548	1,108	1.0555
Defiance	Defiance County	\$73,615	38,644	1.0565
Henry	Liberty township (Remainder of)	\$73,677	1,260	1.0574
Fulton	Wauseon city	\$74,337	7,568	1.0668
Fulton	Clinton township (Remainder of)	\$74,457	2,062	1.0686
Defiance	Hicksville township (remainder of)	\$74,520	1,441	1.0695
Wood	Wayne village	\$74,688	841	1.0719
Defiance	Farmer township	\$75,000	892	1.0763
Defiance	Sherwood Village	\$75,147	802	1.0785
Sandusky	Green Springs village	\$75,294	1,233	1.0806
Sandusky	Green Springs village	\$75,294	1,233	1.0806
Defiance	Delaware township (Remainder of)	\$75,321	1,228	1.0810

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Williams	Stryker village	\$75,321		1,259	1.0810
Sandusky	Ballville township	\$75,508	6,042		1.0836
Sandusky	Ballville township	\$75,508	6,042		1.0836
Ottawa	Ottawa County	\$75,728	39,692		1.0868
Wood	Perrysburg township	\$75,829	13,571		1.0882
Paulding	Cecil village	\$76,250	146		1.0943
Wood	Northwood city	\$76,332	5,160		1.0955
Wood	Bloom township (Remainder of)	\$76,583	960		1.0991
Erie	Perkins township	\$77,415		12,390	1.1110
Henry	Harrison township (Remainder of)	\$78,721		962	1.1298
Wood	Liberty township (Remainder of)	\$78,843	1,565		1.1315
Williams	Bridgewater township	\$79,076		1,434	1.1348
Fulton	Metamora village	\$79,167		566	1.1362
Henry	Henry County	\$79,267		27,536	1.1376
Defiance	Defiance township (Remainder of)	\$79,555		1,727	1.1417
Fulton	Pike township	\$79,643		1,733	1.1430
Erie	Oxford township	\$80,169		1,140	1.1505
Defiance	Adams township	\$81,019		884	1.1627
Williams	Center township	\$82,284		2,928	1.1809
Williams	Florence township (Remainder of)	\$82,738		1,073	1.1874
Wood	Portage township (Remainder of)	\$82,793	1,060	,	1.1882
Sandusky	Woodville village	\$82,813	2,006		1.1885
Sandusky	Woodville village	\$82,813	2,006		1.1885
Williams	Springfield township (Remainder of)	\$83,022	2,000	1,789	1.1915
	York township	\$83,333		2,479	1.1959
Sandusky Ottawa	Put-in-Bay township (Remainder of)	\$83,333		659	1.1959
					1.2065
Sandusky Wood	Scott township Pemberville village	\$84,068	1,326	1,333	
			1,320	625	1.2109
Henry	Richfield township	\$84,500		635	1.2127
Fulton	Dover township	\$84,663		1,621	1.2150
Sandusky	Rice township	\$85,040	1 00 1	1,143	1.2204
Paulding	Carryall township (Remainder of)	\$85,246	1,334		1.2234
Sandusky	Elmore village	\$85,474	1,370		1.2267
Ottawa	Elmore village	\$85,474		1,370	1.2267
Sandusky	Elmore village	\$85,474	1,370		1.2267
Williams	St. Joseph township (Remainder of)	\$85,656		785	1.2293
Defiance	Highland township	\$85,690		2,284	1.2298
Erie	Margaretta township (Remainder of)	\$86,626		4,258	1.2432
Defiance	Milford township	\$87,404		1,120	1.2544
Erie	Bay View village	\$87,500		608	1.2557
Ottawa	Salem township (Remainer of)	\$88,860	2,490		1.2753
Wood	Freedom township (Remainder of)	\$89,706	1,318		1.2874
Henry	Washington township (Remainder of)	\$89,791		1,847	1.2886
Ottawa	Harris township (Remainder of)	\$89,844	000	1,540	1.2894
Paulding	Melrose village	\$90,565	233		1.2997
Paulding	Crane township (Remainder of)	\$91,021	1,107	4.504	1.3063
Fulton	Fulton township (Remainder of)	\$91,235		1,534	1.3093
Defiance	Tiffin township	\$91,250		1,586	1.3096

Erie	Groton township	\$91,734	1,379	1.3165
Erie	Kelleys Island village	\$91,875	256	1.3185
Defiance	Washington township (Remainder of)	\$92,262	1,225	1.3241
Fulton	German township (Remainder of)	\$92,636	2,060	1.3294
Wood	Grand Rapids township (Remainder of)	\$93,750	661	1.3454
Erie	Huron township (Remainder of)	\$93,842	3,802	1.3468
Erie	Berlin Heights village	\$94,250	651	1.3526
Defiance	Mark township	\$94,375	902	1.3544
Henry	New Bavaria village	\$94,500	86	1.3562
Henry	Monroe township (Remainder of)	\$95,437	847	1.3696
Erie	Milan village	\$95,566	1,371	1.3715
Henry	Napoleon township (Remainder of)	\$95,721	1,441	1.3737
Sandusky	Woodville township (Remainder of)	\$95,896	1,297	1.3762
Ottawa	Portage township	\$96,125	1,217	1.3795
Sandusky	Jackson township (Remainder of)	\$97,112	1,293	1.3937
Sandusky	Jackson township (Remainder of)	\$97,112	1,293	1.3937
Wood	Montgomery township (Remainder of)	\$98,864	1,804	1.4188
Sandusky	Washington township (Remainder of)	\$99,704	1,781	1.4309
Paulding	Blue Creek township (Remainder of)	\$100,006	438	1.4352
Ottawa	Marblehead village	\$100,250	865	1.4387
Ottawa	Catawba Island township	\$100,461	3,711	1.4417
Williams	Northwest township	\$100,509	1,139	1.4424
Erie	Milan township (Remainder of)	\$101,308	2,583	1.4539
Ottawa	Clay township (Remainder of)	\$101,580	2,593	1.4578
Henry	Pleasant township (Remainder of)	\$102,888	820	1.4766
Henry	Damascus township (Remainder of)	\$103,697	1,083	1.4882
Wood	Center township	\$104,231	1,140	1.4959
Wood	Perrysburg city	\$105,226	25,041	1.5101
Henry	Flatrock township (Remainder of)	\$105,242	948	1.5104
Henry	Bartlow township (Remainder of)	\$107,124	599	1.5374
Erie	Florence township	\$108,146	2,470	1.5520
Paulding	Latty township (Remainder of)	\$109,274	596	1.5682
Paulding	Latty township (Remainder of)	\$109,274	596	1.5682
Wood	Milton township (Remainder of)	\$112,500	614	1.6145
Paulding	Benton township (Remainder of)	\$113,874	641	1.6342
Ottawa	Allen township (Remainder of)	\$114,371		1.6414
Fulton	York township (Remainder of)	\$122,792	3,511 1,731	
Ottawa	Benton township (Remainder of)	\$123,536		1.7622
Fulton	Amboy township (Remainder of)		2,137	1.7729
		\$134,231	1,312	1.9264
Henry	Freedom township	\$134,345	967	1.9280
Wood	Middleton township (Remainder of)	\$137,130	4,366	1.9680
Wood	Washington township /Remainder of)	\$143,459	1,477	2.0588
Defiance	Richland township (Remainder of)	\$177,045	1,255	2.5408

Ca		o rovement Project ng Sheet, PY40FY27													Revised 04	1/15/2025	
	COUNT	CT:			_										PROJECT NUM	BER:	_
No.	EST. CC	OST:	188	100	le le	"B"	8.0		"A" x "B"								No
	WEIGHT FACTOR	CRITERIA TO BE CONSIDERED			FA	RIOF	DRS						PRIORITY				
1	1	(REPAIR OR REPLACE) vs.	0	2	4	6	8	10	9 300		0 0% +	2 20% +	4 40% +	6	8 80%+	100%+	1
		(NEW OR EXPANSION)									Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacemnt	Repair or Replacement	
A	1	EXISTING PHYSICAL CONDITION	0	2	4	6	8	10			0 .	2	4	6	8	10	2.4
		Please refer to Criteria #2 of the Round 36 Scoring Methodology. Must submit substantiating documentation. (100% New or Expansion = 0 Points)									Excellent	Good	Fair	Fading	Poor	Failing	
B	1	AGE	0	1	2	3	4	5		Type Road	0 0-4 Yrs	1 5-8 Yrs	9-12 Yrs	3 13-16 Yrs	4 17-20 Yrs	5 20+ Yrs	28
										Wastewater Bridge/Culvert,	0-6 Yrs	7-12 Yrs	13-18 Yrs	19-24 Yrs	25-30 Yrs	30+ Yrs	1
										Sanitary Sewer, Water Supply, Storm Water, Solid Waste	0-10 Yrs	11-20 Yrs	21-30 Yrs	31-40 Yrs	41-50 Yrs	50+ Yrs	
3			0	2	4	6	8	10	100	A SECOND PROPERTY OF THE PROPE	0	2	4	6	8	10	
3	2	PUBLIC HEALTH AND/OR SAFETY CONCERNS									No Impact	Minimal	Moderate	Major	Critical	Extremely	3
		Submittals without supporting documentation will receive 0 points for this question.														Critical	
1	2	LOCAL MATCHING FUNDS	0	2	4	6	8	10			0	2	4	6	8	10	4
		Percentage of Local Share (Local funds are funds derived from the applicant budget or a loan to be paid back through the applicant budget, assessments, rates or tax revenues) *									0%	10%	20%	30%	40%	50%	
92			0	2	4	6	8	10			0	2	4	6	8	10	100
5	1	OTHER FUNDING (Excluding Issue II Funds) (Grants and other revenues not contributed or collected through taxes by the applicant; including									0%	10%	20%	30%	40%	50%	5
3		Gifts, Contributions, etc. – must submit copy of award or status letter.) OPWC GRANT AND LOAN		L	L	L											6
'		FUNDS REQUESTED Please refer to Criteria #6 of the Methodology for clarification.															ľ
2	2	TID Count	-9	-8	0	8	9	10			-9	-8	0	8	9	10	6
-		LTIP Grant		93	193						LTIP Grant \$500,001	\$400,001 to	\$275,001 to	\$200,001 to	\$150,001 to	\$150,000	100
			100		100		000				or more SCIP Grant or	\$500,000	\$400,000	\$275,000	\$200,000	or less	6
	2	SCIP Grant or Loan Only	-9	-8	0	8	9	10			Loan Only \$600,001 or more	\$500,001 to \$600,000	\$400,001 to \$500,000	\$325,001 to \$400,000	\$175,001 to \$325,000	\$175,000 or less	
	2	SCIP Grant /Loan Combination	-9	-8	0	8	9	10			Grant/Loan Combination		75.4.2			ELLS.	6
		When scoring a project that is only	gran	it or	only	loai	n. Ple	ease	use the ch	art labeled "Grant or Loan	\$925,001 or more Only". When scorir	\$750,001 to \$925,000 ng a grant/loan c	\$600,001 to \$750,000 combination, score	\$487,501 to \$600,000 e the project for the	\$262,501 to \$487,500 ne grant in the fir	\$262,500 or less st chart, then	L
	No. of Contract of	use the second chart labeled "Gran	_	2	_	_	ion	to si	core the tot	ai (grant and loan combine	0 ose the lower o	or the two as the	score.	6			100
7	1	JOB CREATION/RETENTION Indicate full time equivalent jobs, include supporting documentation in the form of a commirment letter from business or third party entity.									0-6 Jobs	7-14 Jobs	15-24 Jobs	25+ Jobs			7
8	10.506	BENEFIT TO EXISTING USERS	0	2	4	6	8	10			0	2 100 - 349	4 350 - 499	6	8 750 - 1000	10	8
		(households or traffic counts) Eqivalent dwelling unit direct connections. Traffic Counts within									0 -99 Users	Users	Users	500 - 749 Users	Users	1000+ Users	ľ
		three years with certified documentation, etc.				L					0		2			在是	L
9	1	ECONOMIC DISTRESS Local MHI as a percentage of the	U	1	2	1			100 C 10 C		•	1	2				9
		Local MHI as a percentage or the District Median MHI									100%+	80%-100%	Less Than 80%				
0	2919	READINESS TO PROCEED	0	1	2						0	3.01 a.0	2				10
۱	1	READINESS TO PROCEED								-	Plans Not Begun Yet	Preliminary Engineering Complete	Final Design Complete				10
1		SUBTOTAL RANKING POINTS (MAX. = 115)									Other Info: Does this project YES NO Attach impact sta Is the Applicant re	tement if yes .			6 months?		
2		COUNTY SUBCOMMITTEE PRIORITY POINTS (25-20-15)			_	_	_										
IA		DISCRETIONARY POINTS (BY	-	-	_	_	_	-			District Discretion Community Impac	ary Point may be	e awarded to proj	ects that demons	tarte significant	Area-wide, Cour	nty, o
В		DISCRETIONARY POINTS (BY	L					-			District Discretion	ary Point may be	e awarded to proj	ects that demons		ity has maximiz	ed
4		DISTRICT ONLY) (MAX.=1) GRAND TOTAL RANKING	_				-				financial resource	s including asse	ssments and utili	ty rate structure.			
1		POINTS															



Ohio Public Works Commission

State Capital Improvement Program Local Transportation Improvement Program

Instructions for Financial Assistance

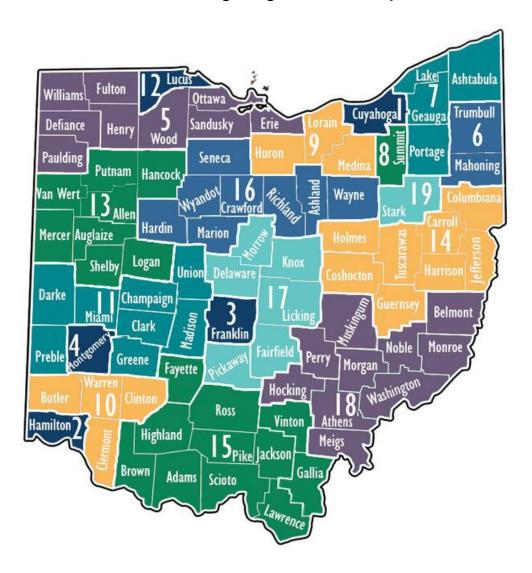
November 2021

WorksWise

The Ohio Works Commission has a customer portal, WorksWise, which is a complete online project management tool including application for funds. The system mirrors the former paper application and is the preferred way to submit applications for funding. However, we are currently maintaining these Instructions as we familiarize our customers with the new portal.

Please direct any questions to your OPWC Program Representative or District Liaison.

Ohio Public Works Commission District Integrating Committee Map



District Specific Requirements

Please contact your District or visit OPWC's website to determine if there are any district specific requirements or supplements to this Application. However, WorksWise makes no distinction. When you sign on to apply to your district, the requirements cover both OPWC and the respective district. Some districts also have a pre-application process which is outside the WorksWise portal. Submit applications according to your specific district's schedule.

For information on the District Liaison or OPWC Program Representative for your community, visit us at http://pwc.ohio.gov.

INSTRUCTIONS

Read instructions carefully and complete the form in its entirety.

Applicant Section

<u>Applicant:</u> Indicate the name of the governmental entity applying for the funds. Eligible applicants are Ohio counties, cities, townships, villages, county sanitary districts, and regional water or sewer districts (ORC section 6119) Projects involving multiple entities must select only one to serve as the lead. A cooperation agreement must be executed and attached.

<u>Subdivision Code:</u> Enter the Applicant's Ohio Public Works Commission subdivision code. If unknown, visit OPWC's webpage - https://www.pwc.ohio.gov/Resources/Subdvision-Codes.

<u>District Number:</u> Enter the number of the OPWC District Integrating Committee in which your community is located. If unknown, refer to the map in this packet or call OPWC.

County: Enter the county in which your community is located.

<u>Date:</u> Enter the date you are completing the application.

<u>Contact:</u> Enter the name of the contact person who can best answer or coordinate a response to questions regarding the application. *This person must be available during regular business hours.*

<u>Phone, Email, Fax:</u> Provide the daytime telephone number, fax number and an e-mail address for the "Contact".

Project Section

<u>Project Name:</u> Provide the name of the project being applied for. Please be descriptive and specific, e.g., Maple Avenue Resurfacing, South Water Treatment Plant Upgrade.

<u>Zip Code:</u> Provide the zip code for where the project is located.

<u>Subdivision Type:</u> Check the item that legally describes your governmental entity listed under "Applicant". If a county is serving as the applicant on behalf of a township(s), then select "Township" as the subdivision type if all infrastructure is township-owned. If the applicant is a county sanitary district, select "County".

<u>Project Type:</u> Check the *single* largest cost component of the project even if the project involves various types. If a project addresses combined sewer overflows (CSOs) it should be typed as a wastewater project.

<u>Funding Request Summary:</u> This subsection will automatically populate from page 2 of the application. You will not be able to enter or edit this information from page 1.

- 1.0 Project Financial Information. Cost fields are preformatted so that only whole dollars can be entered. Totals and percentages will calculate automatically and can only be edited via the individual cost line items.
 - **1.1 Project Estimated Costs.** This information must be derived from and be supported by an attached signed, sealed engineer's estimate.

<u>Engineering Services:</u> Costs should be broken down by the phase described below and may include costs previously incurred.

- Preliminary Design Provides a level of plan development that allows for a comprehensive analysis of all design issues, and should provide enough detail so that the intent, design parameters, costs and impacts of the project are clearly identifiable.
- Final Design All work necessary to take Preliminary Design to plan specifications and estimates including right-of-way plans, environmental mitigation, and bidding.
- Construction Administration Includes but is not limited to construction inspection, project surveying and staking, and materials sampling and testing.

Engineering services will total automatically and a percentage as a cost of construction will calculate. These costs are closely reviewed. Justification for elevated engineering costs may be required including a request for proof of the qualification-based selection (QBS) process. Actual engineering costs incurred above the budget line item contained in the project agreement are the *sole responsibility of the subdivision* and will not be credited to the local subdivision contribution. Any request to amend the project budget for engineering services must be approved by OPWC in advance of the work. Note that engineering costs cannot include any of the subdivision's ongoing overhead expenses for carrying out its existing services.

NOTE: Costs incurred to administer OPWC funds or administrative costs of other funding agencies are ineligible. This includes preparation of the application, request to proceed, and disbursement requests (Appendix E of Project Agreement).

Right of Way: Cost to acquire easements or land for project construction.

<u>Construction:</u> Cost to be paid to contractors or to be completed by force account (governmental entity's employees) as supported by and consistent with detailed engineer's estimate.

Ineligible costs include, but are not necessarily limited to, the following: Items that strictly serve an aesthetic purpose including landscaping beyond basic post-construction repair (i.e., seeding and mulching), cost differential for decorative lighting, decorative piers, community welcome signs, water tower slogans and logos, trees grates and tree relocation, and trucked-in potable water for residents.

<u>Materials Purchased Directly:</u> State Law (<u>O.R.C. 125.081</u>) requires that 15% of all supplies, materials, and equipment purchased directly by the governmental entity be supplied by a Minority Business Enterprise. See the Ohio Department of Administrative Services website for Minority Business Enterprise Program for certified MBE businesses.

<u>Permits, Advertising, Legal:</u> Direct expenses for permit fees, advertising, and legal fees. Mailing costs to residents for assessment hearings are ineligible. *If applying for Loan Assistance or Credit Enhancement enter cost here; this line would then be the same as that entered in Section 1.2. No other costs or resources should be entered.*

<u>Construction Contingencies:</u> Enter no more than 10% of estimated construction costs for unforeseen construction expenses. This line is not intended for engineering over-runs or right-of-way expenses. The cost of construction as a percentage of the total project cost will automatically calculate.

<u>Total Estimated Costs:</u> This will automatically calculate and populate the appropriate field on page 1.

1.2 Project Financial Resources. Provide a breakdown of all project funding sources.

Local Resources: All local resources will total automatically, and the percentage of Total Financial Resources will calculate.

<u>Local In-Kind or Force Account:</u> Indicate the total dollar value of Force Account or In-Kind that will be contributed by the applicant toward the project. Force Account is the direct performance of construction work by the applicant for use of labor, equipment, materials, and supplies furnished by the applicant and used under its direct control. In-kind refers to goods or services supplied by individuals or entities other than the applicant.

<u>Local Revenues:</u> Indicate the dollar amount of actual local support, e.g. general revenues, local debt, user fees, etc., and / or any private sources such as developers, assessments, etc.

Other Public Revenues: Indicate other non-local sources and their dollar amounts – Ohio Department of Transportation (ODOT) / Federal Highway Administration (FHWA), United States Department of Agriculture (USDA), Ohio Environmental Protection Agency (OEPA) / Ohio Water Development Authority (OWDA), Community Development Block Grant Program (CDBG), or others.

If the project is funded through an ODOT program or FHWA appropriation, then provide the ODOT project identification number (PID). If the project is funded with CDBG assistance indicate the source of these funds as County Entitlement or Community Development Program or acquired through the Ohio Department of Development (ODOD).

OPWC Funds: Indicate the amount of financial assistance being requested. Assistance is available in the form of grant and / or loans, or loan assistance or credit enhancement. If a grant / loan combination, the percentage of each type of assistance will automatically calculate.

State Capital Improvement Program (SCIP): Applicants may request grants up to 90% of the total cost for repair and replacement of existing infrastructure, and up to 50% of the total cost for new and expanded infrastructure. A SCIP loan or SCIP grant/loan combination may be funded up to 100%. If making a request for loan assistance or credit enhancement it must be written as a separate application (if also making a grant and / or loan request for the same project).

- Loan assistance is a grant used to pay the interest on a public or private construction loan during the construction period.
- A credit enhancement is also a grant that pays the premium for a bond insurance policy to improve the subdivision's credit or bond rating, therefore, improving the interest rate on the General Obligation or Revenue Bonds to be issued.

Local Transportation Improvement Program (LTIP): Projects may be funded up to 100% as a grant.

<u>Total Financial Resources:</u> This will automatically calculate and populate the appropriate field on page 1.

- 1.3 Availability of Local Funds. Attach a statement signed by the Chief Fiscal Officer listed in section 5.2 certifying that all local revenues for the project will be available on or before the earliest date listed in the project schedule (section 3.0). Failure to provide this certification may result in termination of the project. The applicant also needs to provide award letters for funds coming from other funding sources. The OPWC Agreement will not be released until all local resources are verified.
- 2.0 Repair / Replacement or New / Expansion (Design Service Capacity). The total will automatically populate from page 2. If the project has both repair / replacement (R/R) and new / expansion (N/E) components put in the amount for either category and the amount for the other category will automatically calculate. The percentage for each category will also calculate.
 - Repair / Replacement: The dollar amount of the repair or replacement of existing infrastructure that does not substantially increase designed service capacity.
 - New / Expansion: The dollar amount of new infrastructure or the expansion of existing infrastructure (has a design service capacity substantially greater than that of the existing infrastructure).

Any impact to farmland requires a Farmland Preservation Review Letter regardless of the category used above.

3.0 Project Schedule. Indicate the estimated beginning and ending dates for 3.1) engineering, design, and right of way, 3.2) bid advertisement and award, and 3.3) construction. The project schedule should be planned according to the release of the project agreement which is on or about July 1st. Construction should be underway no later than June of the following year. Projects with schedules that lend themselves to a future program year may be required to be resubmitted later.

4.0 Project Information

- 4.1 Useful Life / Cost Estimate / Age of Infrastructure. Enter the project's useful life (minimum 7 years) and the age of the existing infrastructure or the date of the last major improvement. Useful life must be supported by attaching a statement, signed, and sealed by a registered professional engineer. Projects with multiple components such as road and sewer require use of a single weighted useful life. Also attach a detailed estimate of the project's costs with the professional engineer's seal and signature.
- **4.2 User Information.** This section is specific to the system's users. For a road or bridge provide the current and projected average daily traffic (ADT). For water and wastewater provide current and proposed rate information and attach both the current and proposed water and sewer ordinances. Also, provide the number of households served. For stormwater projects provide the number of households served.

4.3 Project Description

A. Specific Location: Provide a written location description that includes project termini. Be clear as to the address if the project is for a water or wastewater facility, or the names of the roads if there are multiple locations. Provide a map but do not refer to a map as substitution for a written location description. This field is limited to 500 characters. Due to this limit an attachment may be provided for multiple locations.

- B. Project Components: Describe the specific work to be completed. For example, a sewer project should indicate whether it involves collection lines, interceptors, lift stations, etc. An engineer's estimate may not serve as a substitute for this section. This field is limited to 1,000 characters.
- C. Physical Dimensions: Provide the project specifics such as length, width, and quantity. This field is limited to 500 characters. Due to this limit an attachment may be provided for multiple locations.

5.0 Project Officials

- **5.1 Chief Executive Officer (CEO).** Identify the person who will have the legal authority to sign a project agreement as indicated in the resolution (required attachment). Examples of a CEO are the chair / president of the board of county commissioners or township trustees, or the mayor or manager of a city or village. Include title, mailing address, phone number, fax machine number, and e-mail address. *Project agreements will be mailed directly to the CEO for execution.*
- 5.2 Chief Financial Officer (CFO). Identify the person who will have legal responsibility for both local and state funds. The CFO reviews and certifies the validity and accuracy of accounts, reviews invoices associated with the project, and assists in requesting the disbursement of funds from OPWC. Examples of a CFO are the county or city auditor, clerk / treasurer, budget officer, or finance director. Include title, mailing address, phone number, fax machine number, and e-mail address. The CFO can not also serve as the CEO.
- **5.3 Project Manager (PM).** Identify the person who will administer the project. The person could be a county or city engineer, an employee of the applicant, or a contracted consulting engineer. Include title, mailing address, phone number, fax machine number, and e-mail address. The PM may serve as the CEO if there is a shortage of designees provided the PM is not a contracted consulting engineer.
- **6.0 Attachments / Completeness Review.** Review the application to ensure that all required attachments are provided. Formats for all required information are located on the following pages.
- 7.0 Applicant Certification. The application must be signed by the individual authorized to do so in the required authorizing legislation. This person does not have to be the CEO, but the legislation must clearly authorize the individual who can enter into an agreement with OPWC as well as the individual who can sign the application if these are two different people.

REQUIRED ATTACHMENTS

Authorizing Legislation	Page 9
Chief Financial Officer Certification / Loan Repayment Letter	Page 10
Detailed Engineer's Estimate / Useful Life Statement	Page 11
Cooperative Agreement (Only required if project involves more than one subdivision)	Page 12
Farmland Preservation Review Letter (Only for projects that impact farmland)	.Page 13

AUTHORIZING LEGISLATION

A RESOLUTION AUTHORIZING [INSERT NAME AND / OR TITLE] TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the [Insert Name of Political Subdivision] is planning to make capital improvements to [Insert Project Name], and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by [Insert Name of Political Subdivision]:

Section 1: The [Insert Name and/or Title of the Chief Executive Officer listed on application] is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: [Insert Date]

[All Required Signatures Here]

CHIEF FINANCIAL OFFICER'S CERTIFICATION OF LOCAL FUNDS / LOAN REPAYMENT LETTER

[Insert Date]

I, [Insert title] of the [Insert name of political subdivision], hereby certify that [Insert name of political subdivision] has the amount of [Insert amount of local funds] in the [Insert name of account / fund] and that this amount will be used to pay the local share for the [Insert name of project] when it is required.

{NOTE: If the application is for a loan or grant / loan combination the following paragraph is also required.}

I, [Insert title] of the [Insert name of political subdivision], hereby certify that [Insert name of political subdivision] has / will have / will collect the amount of [Insert amount of loan] in the [Insert Name of Account / Fund] and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the [Insert name of project] over a [Insert number of years] term.

[Name, Title and Signature of Chief Financial Officer]

DETAILED ENGINEER'S ESTIMATE / USEFUL LIFE STATEMENT

{NOTE: The Estimate should specify items with prices and quantities necessary for the project. Do not summarize construction into one item. A construction contingency up to 10% is permitted but inflationary adjustments are not. If the Useful Life Statement is provided on a separate page then both pages must have an engineer's seal or stamp and signature.}

[Insert Project Name]

ITEM	QUANTITY	UNIT	PRICE	AMOUNT
Asphalt (402 and 404)	1510	су	\$65	\$98,150
Excavation (203)	4640	су	\$12	\$55,680
Aggregate Base (304)	1805	су	\$18	\$32,490
Curb and Gutter (609)	2755	lf	\$16	\$44,080
Manholes and water	30	ea	\$100	\$3,000
valves adjusted to grade				
(604)				
Curb Ramps (608)	24	ea	\$500	\$12,000
Concrete Walk (608)	100	ea	\$10	\$1,000
Catch Basins (604)	14	ea	\$500	\$7,000
Storm Piping (603)	400	lf	\$30	\$12,000
Seeding and Mulching		Lump sum	\$500	\$500
(659)				
Maintaining Traffic (614)		Lump sum	\$2,000	\$2,000
Subtotal				\$267,900
Contingencies (10%)				\$26,790
TOTAL				\$294,690

The estimated useful life of the [Insert name of project] is _____ years.

Engineer's Signature and Stamp or Seal

COOPERATIVE AGREEMENT

{NOTE: Execute a cooperation agreement if your project is a joint project in which there are two or more political subdivisions. A letter from a subdivision is not a substitute.}

RESOLUTION NUMBER / DATE

[Insert name of subdivision "A"] and [Insert name of subdivision "B"] enter into a cooperation agreement to apply to the Ohio Public Works Commission for the [insert project name].

[Subdivision A] will provide funds equal to [insert percent] percent of the total project cost. Such funds will come from [insert name of account / fund].

[Subdivision B] will provide funds equal to [insert percent] percent of the total project cost. Such funds will come from [insert name of account / fund].

[Subdivision B] authorizes [Subdivision A] to serve as lead applicant and to sign all necessary documents.

[Subdivision A] agrees to pay its [insert percentage] of the cost as invoices are due / at the end of the project / as otherwise agreed upon.

[Subdivision B] agrees to pay its [insert percentage] of the cost as invoices are due / at the end of the project / as otherwise agreed upon.

Signatures for Subdivision A

Signatures for Subdivision B

FARMLAND PRESERVATION REVIEW LETTER

FARMLAND PRESERVATION REVIEW FOR THE OHIO PUBLIC WORKS COMMISSION

[Insert Project Name] [Insert Date]

This review is to comply with Farmland Preservation Review Advisory of the Ohio Public Works Commission and the Governor's Executive Order 98-IIV. This review was accomplished by [insert name of subdivision / agency that conducted the review].

1. The immediate impact the project will have on productive agricultural and grazing land related to land acquisition.

[Insert response]

2. Indirect impact that will result in the loss of productive agricultural and grazing land from development related to the project.

[Insert response]

3. Mitigation measures that could be implemented when alternative sites or locations are not feasible.

[Insert response]

[Insert Signature and Title]



TO: Mayor Tapp and City Council FROM: Stuart Hamilton, Service Director

RE: Resolution No. 58-2025 (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

Staff are actively chasing funding sources to help pay for the South Main St Streetscape project. The deadline for the grant application submission is September 12, 2025. This a combination application, with \$425,000 being a grant, and the \$175,000 balance being a low interest loan.

Financial Review

If awarded, this will reduce the City's local portion of the project through a grant and low interest loan and would be accounted for in the Capital Projects Fund.

Legal Review

The matter has been reviewed, follows normal legislative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Resolution No. 58-2025 is in order.

Resolution No. 58-2025 OPWC Application SCIP LTIP 2027 Grant S Main Street Streetscape Project \$600,000 (3).doc

Resolution No. 58-2025 Exh A OPWC Application.pdf

RESOLUTION NO. 58-2025

Introduced by Sam Artino

A RESOLUTION AUTHORIZING THE INTERIM CITY MANAGER TO SUBMIT AN APPLICATION TO THE OHIO PUBLIC WORKS COMMISSION (OPWC), SCIP AND LTIP PROGRAM YEAR 40, FY 2027 GRANT AND/OR LOAN RELATING TO THE SOUTH MAIN STREET STREETSCAPE PROJECT IN THE AGGREGATE AMOUNT OF SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00); AND FURTHER AUTHORIZING THE INTERIM CITY MANAGER TO ACCEPT SAID GRANT AND/OR LOAN AWARD IN AN AGGREGATE AMOUNT NOT TO EXCEED SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00), SHOULD THE APPLICATION BE SUCCESSFUL.

WHEREAS, the City of Huron desires to seek grant/loan funding from the Ohio Public Works Commission (OPWC), SCIP and LTIP Program Year 40, FY 2027 to partially subsidize the South Main Street Streetscape Project (referred to as the "Project"); and

WHEREAS, the Project meets basic eligibility requirements for project funding as it has a direct relationship to water supply capital infrastructure; and

WHEREAS, the City of Huron has the authority to apply for financial assistance and to administer the amounts received from OPWC; and

WHEREAS, the City of Huron must direct and authorize the Interim City Manager, Stuart Hamilton, to act as the Authorized Representative for the application and project, if awarded.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF HURON AS FOLLOWS:

SECTION 1. That the Council of the City of Huron authorizes and directs the Interim City Manager to submit a grant application through the Ohio Public Works Commission (OPWC) SCIP and LTIP Program Year 40, FY 2027 to become eligible for potential grant and/or loan funding assistance relating to the South Main Street Streetscape Project in the aggregate amount of Six Hundred Thousand and xx/100 Dollars (\$600,000.00). A copy of the financial assistance application materials is attached hereto as Exhibit "A."

SECTION 2. That if grant and/or loan funds are awarded, authorization is given to the Interim City Manager to execute any agreement(s) with OPWC to be eligible for funding under the program, and to accept the grant and/or loan award of up to Six Hundred Thousand and xx/100 Dollars (\$600,000.00).

SECTION 2. That this Council hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of the Council and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including O.R.C. §121.22 of the Revised Code

		Monty Tapp, Mayor	
ATTEST:	Clerk of Council		
ADOPTED: _		_	

upon its passage.

SECTION 4. That this Resolution shall go into effect and be in full force and effect immediately



Erie Regional Planning Commission Department of Planning & Development

2900 Columbus Avenue Sandusky, Ohío 44870-5554 Phone: 419-627-7792 Fax: 419-627-6670

Planning for the future of Erie County

June 23, 2025

RE: OPWC - ROUND 40 SCIP & LTIP APPLICATIONS

It's time again to prepare OPWC grant and loan program applications.

Applicants should submit either paper or electronic applications (pdf on a CD, DVD, or electronic storage device) to the Erie County Regional Planning Department no later than Friday September 12, 2025 at 4:00 p.m.

Applications need to include the following documents:

- Application for Financial Assistance form. (attached)
- Round 40 District 5 Capital Improvement Projects Questionnaire and Priority Rating Sheet. (attached)
- Certified copy of legislation from applicant authorizing a designated official to sign and submit the application.
- Financial Officer Statement stating that local funds are available
- Professional Engineer's Cost Estimate and Useful Life.
- **Supporting Documentation:** For road projects you will need a traffic count that is <u>no</u> more than three years old and if your project will create jobs, you will need documentation. Pictures and maps always help.

Also attached for your review are the Supplemental Application Instructions revised November 2021. This includes examples of the required OPWC documents.

Villages and Townships that qualify for the Small Government Program (Populations less than 5,000) are urged to complete the additional Small Government Application Material as they may qualify for funding out of that program. More on the program can be found here:

https://publicworks.ohio.gov/programs/infrastucture/government/03-small-government

Please do not hesitate to contact me if you need clarification on this letter or have questions regarding the application process.

Sincerely,

Kevin Cannon Erie County Regional Planning

District 5 PY27/Round 40 Schedule

a)	Friday, September 12, 2025	Deadline for SCIP and LTIP projects to be submitted to County sub-committees in paper form
b)	Friday, October 10, 2025	All SCIP and LTIP project applications due to the District 5 Liaison and will either be entered into the portal by local staff or liaison.
c)	Tuesday, November 11, 2025	Executive Committee to review SCIP and LTIP project applications
d)	Tuesday, November 25, 2025	Deadline for District 5 Small Government Committee to rate and rank project applications
f)	Tuesday, December 9, 2025 @ 3:00 p.m. at Wood County	District 5 Executive Committee to take final action on SCIP and LTIP projects
g)	Tuesday, December 9, 2025 @3:00 p.m. at Wood County	District 5 Integrating Committee to take final action on project applications
h)	Friday, December 19, 2025	Deadline for to submit project applications to The Ohio Public Works Commission



State of Ohio Public Works Commission

Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance for Capital Infrastructure Projects" for guidance in completion of this form.

	Applicant:			Subdivision Code:	
icant	District Number: County:	Date:			
Applicant	Contact:(The individual who will be available during	business hours and who can best answer or coo	ordinate the response	Phone:	
	Email:			FAX:	
	Project Name:			Zip Code:	
	Subdivision Type	Project Type		Funding Request Summar	
	(Select one)	(Select single largest component by \$)	(Automatical	ly populates from page 2)	,
ect	1. County	1. Road	Total Proje	ct Cost:	.00
Project	2. City	2. Bridge/Culvert	1. 0	Grant:	.00
_	3. Township	3. Water Supply	2. L	oan:	.00
	4. Village	4. Wastewater			.00
	5. Water (6119 Water District)	5. Solid Waste	C	Credit Enhancement:	
		6. Stormwater	Funding R	equested:	.00
D	istrict Recommendation	(To be completed by the District C	Committee)		
	Funding Type Requested	(To be completed by the District C	·	Yrs Amount:	.00
	Funding Type Requested	SCIP Loan - Rate:9	% Term:		
	Funding Type Requested elect one) State Capital Improvement Program		% Term:		
	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program	SCIP Loan - Rate:9	% Term:		.00
	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant:	% Term:	Yrs Amount:	.00
	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program	SCIP Loan - Rate:9	% Term:	Yrs Amount:	.00
	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant:	% Term:	Yrs Amount: Amount:	.000
(Se	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program Small Government Program	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant: LTIP:	% Term:	Yrs Amount: Amount:	.000
(Se	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program Small Government Program District SG Priority:	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant: LTIP:	% Term: % Term:	Yrs Amount: Amount:	.000
Fo	Funding Type Requested elect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program Small Government Program District SG Priority: or OPWC Use Only	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant: LTIP: Loan Assistance / Credit I	% Term: % Term: Enhancement	Yrs Amount: Amount: Amount: : Amount:	00000000
Fo	Funding Type Requested Plect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program Small Government Program District SG Priority: Dr OPWC Use Only STATUS	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant: LTIP: Loan Assistance / Credit I	% Term: % Term: Enhancement 00	Yrs Amount: Amount: Amount: : Amount: Loan Type: SCIP	00000000
Fo	Funding Type Requested Plect one) State Capital Improvement Program Local Transportation Improvement Program Revolving Loan Program Small Government Program District SG Priority: Dr OPWC Use Only STATUS ect Number:	SCIP Loan - Rate:9 RLP Loan - Rate:9 Grant: LTIP: Loan Assistance / Credit I	% Term: % Term: Enhancement 00 00	Yrs Amount: Amount: Amount: : Amount: Loan Type: SCIP Date Construction End:	00000000

Form OPWC0001 Rev. 12.15 Page 1 of 6

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Engineering Services			
Preliminary Design:	00		
Final Design:	00		
Construction Administration:	00		
Total Engineering Services:	a.)	00	%
Right of Way:	b.)	.00	
Construction:	c.)	.00	
Materials Purchased Directly:	d.)	.00	
Permits, Advertising, Legal:	e.)	.00	
Construction Contingencies:	f.)	00	%
Total Estimated Costs:	g.)	.00	
1.2 Project Financial Resources			
Local Resources			
Local In-Kind or Force Account:	a.)	.00	
Local Revenues:	b.)	.00	
Other Public Revenues:	c.)	.00	
ODOT / FHWA PID:	d.)	.00	
USDA Rural Development:	e.)	.00	
OEPA / OWDA:	f.)	.00	
CDBG: County Entitlement or Community Dev. "Formula' Department of Development	g.)	.00	
Other:	h.)	.00	
Subtotal Local Resources:	i.)	.00	%
OPWC Funds (Check all requested and enter Amount)			
Grant: % of OPWC Funds	j.)	.00	
Loan: % of OPWC Funds	k.)	.00	
Loan Assistance / Credit Enhancement:	l.)	.00	
Subtotal OPWC Funds:	m.)	00	%
Total Financial Resources:	n.)	.00	%

Form OPWC0001 Rev. 12.15 Page 2 of 6

1.3 Availability of Local Funds

Attach a statement signed by the <u>Chief Financial Officer</u> listed in section 5.2 certifying <u>all local resources</u> required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

2.0 Repair / Replacement or New / E	Expansion		
2.1 Total Portion of Project Repair / Re	eplacement:	.00 %	
2.2 Total Portion of Project New / Expa	ansion:	.00 %	
2.3 Total Project:		.00 %	
3.0 Project Schedule			
3.1 Engineering / Design / Right of Wa	ay Begin Date:	End Date:	
3.2 Bid Advertisement and Award	Begin Date:	End Date:	
3.3 Construction	Begin Date:	End Date:	
Construction cannot begin prior to releas	e of executed Project Agreeme	nt and issuance of Notice to Pr	oceed.
Modification of dates must be reques Commission once the Project Agreen 4.0 Project Information	- · · · · · · · · · · · · · · · · · · ·	al of record and approved b	y the
If the project is multi-jurisdictional, informa	tion must be consolidated in	this section.	
4.1 Useful Life / Cost Estimate / A	Age of Infrastructure		
Project Useful Life: Years	Age: (Year b	uilt or year of last major improve	ment)
Attach Registered Professional Engine project's useful life indicated above an		stamp and signature confirmin	g the
4.2 User Information			
Road or Bridge: Current ADT	Year Pr	ojected ADT Year _	
Water / Wastewater: Based on monthly	usage of 4,500 gallons per h	ousehold; attach current ordin	ances.
Residential Water Rate	Current \$	Proposed \$	
Number of households served:			
Residential Wastewater Rate	Current \$	Proposed \$	
Number of households served:			
Stormwater: Number of households ser	ved:		

Form OPWC0001 Rev. 12.15 Page 3 of 6

4.3 Project Description

· .	reject Beechpaer.
A:	SPECIFIC LOCATION (Supply a written location description that includes the project termini; a map does not replace this requirement.) 500 character limit.
B:	PROJECT COMPONENTS (Describe the specific work to be completed; the engineer's estimate does not replace this requirement) 1,000 character limit.
	does not replace this requirement) 1,000 character limit.
C:	PHYSICAL DIMENSIONS (Describe the physical dimensions of the existing facility and the proposed facility. Include length, width, quantity and sizes, mgd capacity, etc in detail.) 500 character limit.

Form OPWC0001 Rev. 12.15 Page 4 of 6

5.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

5.1 Chief Executive Officer	(Person authorized in I	egislation to sign project agre	eements)
	Name:		
	Title:		
	Address:		
	City:	State:	Zip:
	Phone:		
	FAX:		
	E-Mail:		
5.2 Chief Financial Officer	(Can not also serve as	CEO)	
	Name:		
	Title:		
	Address:		
	City:	State:	Zip:
	Phone:		
	FAX:		
	E-Mail:		
5.3 Project Manager			
	Name:		
	Title:		
	Address:		
	City:	State:	Zip:
	Phone:		
	FAX:		
	E-Mail:		

Form OPWC0001 Rev. 12.15 Page 5 of 6

6.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

A certified copy of the legislation by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 7.0, Applicant Certification, below.

A certification signed by the applicant's chief financial officer stating the amount of <u>all local share</u> funds required for the project will be available on or before the dates listed in the Project Schedule section. If the application involves a request for loan (RLP or SCIP), a certification signed by the CFO which identifies a specific revenue source for repaying the loan also must be attached. Both certifications can be accomplished in the same letter.

A registered professional engineer's detailed cost estimate and useful life statement, as required in 164-1-13, 164-1-14, and 164-1-16 of the Ohio Administrative Code. Estimates shall contain an engineer's <u>seal or stamp and signature</u>.

A cooperative agreement (if the project involves more than one subdivision or district) which identifies the fiscal and administrative responsibilities of each participant.

Farmland Preservation Review - The Governor's Executive Order 98-IIV, "Ohio Farmland Protection Policy" requires the Commission to establish guidelines on how it will take protection of productive agricultural and grazing land into account in its funding decision making process. Please include a Farm Land Preservation statement for projects that have an impact on farmland.

Capital Improvements Report. CIR Required by O.R.C. Chapter 164.06 on standard form.

Supporting Documentation: Materials such as additional project description, photographs, economic impact (temporary and/or full time jobs likely to be created as a result of the project), accident reports, impact on school zones, and other information to assist your district committee in ranking your project. Be sure to include supplements which may be required by your local District Public Works Integrating Committee.

7.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that physical construction on the project as defined in the application has NOT begun, and will not begin until a Project Agreement for this project has been executed with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding from the project.

Certifying Representative (Printed form, Type or Print Name and Title)
Original Signature / Date Signed

Form OPWC0001 Rev. 12.15 Page 6 of 6

DISTRICT FIVE

OHIO PUBLIC WORKS COMMISSION

QUESTIONNAIRE and SCORING METHODOLOGY

Fiscal Year 2027/ Program Year 40

For Preparing an Application for a
State Capital Improvement Program and Local Transportation
Improvement Program Project



•OPWC Rep: Ashley Ellrod

•Phone: 614-745-9076

• Email: Ashley.ellrod@pwc.ohio.gov

OPWC Liaison: Dennis Miller

Phone: 419-784-3882

Email: dmiller@mvpo.org

Revised: April 15, 2025

Application Instructions

Public WorksWise Training

(Right click on the Blue fields and Choose Open Hyperlink)

The Commission's Salesforce based internal cloud platform, Public WorksWise, allows our customers to apply online for OPWC grant and loan funds, process disbursement requests to vendors, submit relevant project documentation and schedule information, and navigate loan repayments all in one place!

ONLINE TRAINING VIDEOS

Videos

Clean Ohio Training for Applicants: HOW TO SUBMIT A CLEAN OHIO APPLICATION THROUGH WORKSWISE PORTAL

<u>Infrastructure Training for Applicants: HOW TO SUBMIT AN INFRASTRUCTURE APPLICATION</u>
THROUGH THE WORKSWISE PORTAL

Disbursement Training Video

Training Resources

Training Materials

OPWC guarantees each community/applicant one license to access WorksWise to apply for funding and request disbursements once funded. Additional requests for access are now being granted. To onboard new and existing applicants, you must provide the following information to the D-5 OPWC Program Representative, Ashley Ellrod, at Ashley.Ellrod@pwc.ohio.gov. Ashley can also answer questions about WorksWise.

- Your Full Name
- Subdivision Name
- Subdivision Code
- Address / Phone / Email
- Employer (if not employed with subdivision)
- Letter of Authorization form attached (if required, see below)

If you want access for another community other than the one with which you are employed (i.e., consulting firms), a Letter of Authorization will be required to be uploaded when you make the request to be set up for that community. Below is a link to the template that must be put on the subdivision's letter head, signed, and scanned in as a PDF. Please do not create or make your own version of this letter, the below template is the only format we will allow.

Letter of Authorization for WorksWise access to applicant's account

Supplemental Application Instructions

Application materials are available at Round 40 Applications | mypo

Prerequisites for Project Consideration

Manner of submittal items to the County Subcommittee:

Electronic or Paper Application Submittal Instructions

- 1) Must be one-sided, 8.5" x 11".
- 2) No dividers or cover sheets (a summary sheet may be submitted with "other documentation").
- 3) No Binding. A binder clip, folder, punch-less binder (has a clamp that holds papers together) are OK. No staples.

Format of application:

- 1) All must be in whole dollars (no cents).
- 2) Cannot use all caps.
 - Page 4 of application must contain relevant information about project and not "see attached". If it will not fit in space provided, list what will fit and attach one supplement document to complete the information.
- 3) Page 3 must designate households or ADT ONLY for the direct area of the infrastructure. (Cannot count downstream or system users). Majority infrastructure type determines how project is scored when there are multiple components. ADT Traffic Counts are required within three years of application submittal with certified documentation.

Optional Electronic Application Submittal

Applicants may opt to submit applications in a pdf electronic file format on a CD, DVD or other electronic storage device.

OPWC Required Documents

- OPWC Six Page Application
- o Authorizing Legislation
- oCFO Certification of Local Funds and Loan Repayment Letter
- o Engineer's Estimate and Useful Life Statement
- o Cooperative Agreement (Multiple Jurisdictions)
- oFarmland Preservation Review Letter

District 5 Required Documents

- o A Self-Score Capital Improvements Questionnaire
- oPriority Rating Sheet, FY26/PY39
- oFor Applicant under 5,000 in population include the Small Government Supplement and supporting documentation
- o ADT Traffic Counts conducted within three years of the application submittal
- oEPA Findings and Orders, EPA Safe Drinking Water Regulations Notice of Violation, EPA NPDES Permit Violations, EPA Consent Decree or Court Orders
- o Documentation to support Functional Obsolescence Claim
- o Documentation of Waterline Breaks, I and I Analysis, excessive corrosion, etc.
- o Written Third Party Documentation supporting Job Creation/Retention Claims
- o Auditor's Certificate
- Other items
 - a. Maps
 - b. Pictures
 - c. Summary Sheet
 - d. Letters supporting the project application.
 - e. Any other items deemed relevant to the project

Evaluation Questionnaire and Priority Rating Sheet

- 1) Each application to District 5 shall be rated using the District 5 Capital Improvements Project Questionnaire and Priority Rating Sheet as adopted by the District 5 Executive Committee.
- 2) For Villages and Township with populations less than 5,000 special attention is called to the potential eligibility for Small Government Funding consideration. The scoring for the Small Government Program is established and implemented by the Ohio Public Works Commission. This program has an additional set of Evaluation Methodology. Each applicant should familiarize themselves with this methodology when planning your project funding request. If your project is not selected for District Funding each applicant under 5,000 in population will be considered for selection as a potential Small Government Project.

Project Cost Overruns/Changes in Scope Procedure

- 1) The applicant will prepare an amended application including a revised budget, revised engineering estimate, and a detailed explanation of the change(s) requested.
- 2) The amendment is due to the District 5 Liaison thirty days in advance of the date of the scheduled District 5 Executive Committee Meeting.

Revolving Loan Prioritization

- 1) RLP funds are funds repaid from previous loans. The money can only be used for loans. No grants may be made with the funds.
- 2) The interest rate for RLP Loans is established by the Executive committee at zero percent per year for the useful life of the improvement.
- 3) RLP Loans will be offered to projects based on the ranking of projects on the SCIP Slate. Consideration will be given to projects in order of score based on initial grant or grant/loan request. until the RLP funds are expended.

DISTRICT 5 CAPITAL IMPROVEMENT PROJECTS QUESTIONNAIRE FY27/PY40

Name of Appl	licant:		
Project Title:			

The following questions are to be answered for each application submitted for State Issue II SCIP, LTIP and Loan Projects. Please provide specific information using the best documentation available to you. Justification of your responses to these questions will be required if your project is selected for funding, so please provide correct and accurate responses. Villages and Townships under 5,000 in population should also complete the Small Government Criteria.

1.	What pe	ercenta	ge of th	e project	in repair A=	%, rep	lacement B=	%, ez	xpansion	C=	_%, a	nd new	$^{\prime}$ D=
	%?	(Use	dollar	amounts	of project	to figure	percentages	and m	ake sure	the	total	equals	one
	hundred	l(100) j	percent) A+B=_	% C+D=	=% O	RC Referenc	e(s):164	.06(B)(1)	; 164.	14(E)(10)	

Repair/Replacement = Repair or Replacement of public facilities owned by the government (any subdivision of the state).

New/Expansion = Replacement of privately owned wells, septic systems, private water or wastewater systems, etc.

2a. Existing Physical Condition of Infrastructure **ORC Reference(s):164.06(B)(2);164.14(E)(9);164.14(E)(2);**164.14(E)(8)

Rating Guidance for Physical Condition: The basic logic behind the condition category descriptions is: don't tell us how bad the infrastructure condition is - show us. If the infrastructure has failed in some way to the point that it needs replaced, the project should receive the highest points, if major components have failed, but it doesn't require replacement the project should receive fewer points and if it needs maintained it receives even fewest points.

Points	Category	Description	Examples
10	Failing	Infrastructure has reached a point where it	Road/Bridge-Intersection
		requires replacement, reconstruction or	Reconfiguration due to accident
		reconfiguration to fulfill its purpose	problem-Structural paving of 3.5"
			or greater of additional pavement -
			Pavement Widening to meet
			ODOT L&D Standards - Complete
			Pavement Reconstruction -
			Complete Bridge or Culvert
			replacement -Widening graded
			shoulder width to ODOT L&D
			Standard
			Water, San. Sewer/Storm-Water,
			Sewer, or Storm Line Replacement
			- Water or Sewer Plant
			Replacement -Replacement of a
			major component of a water and/or
			sewer treatment plant which would
			result in a failure in meeting WQ
			Standards -Project replaces a
			facility under EPA orders or where

			demand exceeds capacity or where
			a documented environmental
			hazard is present.
8	Poor	The condition is substandard and requires repair or restoration in order to return to the intended level of service and comply with current design standards. Infrastructure contains deficiency and is functioning at a diminished capacity.	Road-Multiple course of paving- Single course of paving with 25% base repair-Widening graded shoulder width to less than ODOT L&D Standard -Structural Culvert Lining -Bridge Deck Replacement Water, San. Sewer/Storm- Replacement of a component such as a control mechanism, pumps, hydrants, valves, filters, etc of a water or sewer plant – Project repairs a facility component
			ordered by a regulatory agency.
6	Fading	The condition requires reconditioning to continue to function as originally intended.	Road/Bridge- Single course of paving- Widening aggregate berm on existing graded shoulder width Water, San. Sewer/Storm- Sewer Lining Projects - Water tower painting -Repair of a tank to maintain structural integrity in existing water and sewer systems-Project repairs a facility component considered to be maintenance in nature.
4	Fair	The condition is average, not good or poor. The infrastructure is still functioning as originally intended. Minor deficiencies exist requiring repair to continue to function as originally intended and/or to meet current design standards	
2	Good	The condition is safe and suitable to purpose. Infrastructure is functioning as originally intended, but requires minor repairs and/or upgrades to meet current design standards	
0	Excellent	The condition is new or requires no repair. Or, no supporting documentation has been submitted	

2b. Age of Infrastructure **ORC Reference(s):164.06(B)(2)**

Life	20	30	50
Project		Wastewater and Water	Bridge/Culvert, Sanitary
Type	Road	Treatment	Sewer, Water Supply,
			Storm Water, Solid
			Waste
Points			
0	0-4 Years	0-6 Years	0-10 Years
1	5-8 Years	7-12 Years	11-20 Years
2	9-12 Years	13-18 Years	21-30 Years
3	13-16 Years	19-24 Years	31-40 Years
4	17-20 Years	25-30 Years	41-50 Years
5	20+ Years	30+ Years	50+ Years

3. Health and Safety Rating: **ORC Reference(s):164.06(B)(4),164.14(E)(1); 164.14(E)(10)**

If the proposed project is not approved what category would best represent the impact on the general health and/or public safety?

ROADS

Extremely Critical: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Major

Access Road.*

Critical: Resurfacing, Restoration and Rehabilitation (3R) of a Major Access Road.*

Major: Resurfacing, Restoration, Rehabilitation and Reconstruction (4R) of a Minor

Access Road.*

Moderate: Resurfacing, Restoration and Rehabilitation (3R) of a Minor Access Road.*

Minimal: Preventative Maintenance of a Major Access Road.

No Impact: Preventative Maintenance of a Minor Access Road.

Projects that have a variety of work will be scored in the <u>LOWEST</u> category of work contained in the Construction Estimate.

Road/Street Classifications:

Major Access Road: Roads or streets that have a dual function of providing

access to adjacent properties and providing through or

connecting service between other roads.

Minor Access Road: Roads or streets that primarily provide access to adjacent

properties without through continuity, such as cul-de-sacs

or loop roads or streets.

Preventative Maintenance: Non Structural Pavement work such as chip sealing, cape

sealing, micro-surfacing, crack sealing, etc.

BRIDGES SUFFICIENCY RATING

Extremely Critical: 0-25, or a General Appraisal rating of 3 or less.

Critical: 27-50, or a General Appraisal rating of 4.

Major: 51-65 or a General Appraisal rating of 5 or 6.

Moderate: 66-80 or a General Appraisal rating of 7.

^{*(3}R) Resurfacing, Restoration and Rehabilitation - Improvements to existing roadways, which have as their main purpose, the restoration of the physical features (pavement, curb, guardrail, etc.) without altering the original design elements. (Surface and Intermediate layer Mill and Fills, overlays with less than or equal to 3.5" of additional pavement, etc....)

^{*(4}R) Resurfacing, Restoration, Rehabilitation and Reconstruction - Much like 3R, except that 4R allows for the complete reconstruction of the roadway and alteration of certain design elements (i.e., lane widths, shoulder width, SSD, overlays with greater than 3.5" of additional pavement. etc.).

Minimal: 81-100 or a General Appraisal rating of more than 7.

No Impact: Bridge on a new roadway.

WASTEWATER TREATMENT PLANTS

Extremely Critical: Improvements required by the Environmental Protection Agency (EPA) in the form of a

consent decree, finding and orders or court order, and Health Department Construction

Ban.

Critical: Improvements required by the Environmental Protection Agency (EPA) in the form of

NPDES permit requirements or Notice of Violations.

Major: Operational Improvements to Existing Plants. Replace deficient appurtenances. Update

existing processes due to EPA recommendations.

Moderate: Increase capacity to meet current needs or update processes to improve effluent quality.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER TREATMENT PLANT

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order.

Critical: Improvements to meet Environmental Protection Agency (EPA) Safe Drinking Water

Regulations and/or Notice of Violations.

Major: Operational Improvements to Existing Plants. Replace deficient appurtenances. Update

existing processes due to EPA recommendations.

Moderate: Increase capacity to meet current needs or update processes to improve water quality.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

<u>COMBINED SEWER SEPARATIONS</u> (May be construction of either new storm or sanitary sewer as long as the result is two separate sewer systems.)

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health

Department Construction Ban.

Critical: Separate, due to chronic backup or flooding in basements.

Major: Separate, due to documented water quality impairment, or due to EPA recommendations.

Moderate: Separate, due to specific development proposal within or upstream of the combined

system area.

Minimal: Separate, to conform to current design standards.

No Impact: No positive health effect.

STORM SEWERS

Extremely Critical: Improvements ordered by the Environmental Protection Agency (EPA) in the form of a

consent decree, findings and orders or court order.

Critical: Chronic flooding (structure damage) or improvements required by the Environmental

Protection Agency (EPA) in the form of NPDES permit requirements or Notice of

Violations.

Major: Inadequate capacity (land damage).

Moderate: Inadequate capacity with no associated damage.

Minimal: New/Expansion to meet current needs.

No Impact: New/Expansion to meet future or project needs.

<u>CULVERTS</u> (Can be scored as a bridge project as well as a culvert)

Extremely Critical: Structurally deficient or functionally obsolete. Deterioration has already caused a critical

safety hazard to the public.

Critical: Inadequate capacity with land damage and the existing or high probability of property

damage.

Major: Inadequate capacity (land damage).

Moderate: Inadequate capacity with no associated damage.

Minimal: New/Expansion to meet current needs.

No Impact: New/Expansion to meet future or projected needs.

SANITARY SEWERS

Extremely Critical: EPA orders in the form of a consent decree, findings and orders or court order. Health

Department Construction Ban.

Critical: Replace, due to chronic pipe failure, chronic backup or flooding in basements, sewer

system overflows, and/or improvements required by the Environmental Protection Agency (EPA) in the form of NPDES permit requirements or Notice of Violations.

Major: Replace, due to inadequate capacity or infiltration, or due to EPA recommendations.

Moderate: Rehabilitate to increase capacity to meet current needs or to reduce inflow and

infiltration.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

SANITARY LIFT STATIONS AND FORCE MAINS

Extremely Critical: Structurally deficient. Deterioration has already caused a safety/health hazard to

the public, or; EPA orders in the form of a consent decree, findings and orders or

court order.

Critical: Inadequate capacity with actual or a high probability of property damage; or

improvements required by the Environmental Protection Agency (EPA) in the

form of NPDES permit requirements.

Major: EPA recommendations, or; reduces a probable health and/or safety problem.

Moderate: Rehabilitate to increase capacity to meet current needs.

Minimal: New/Expansion to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER PUMP STATIONS

Extremely Critical: Structurally deficient. Deterioration has already caused a safety hazard to the

public, or, EPA orders in the form of a consent decree, findings and orders or

court order.

Critical: Inadequate capacity with the inability to maintain pressure required for fire flows.

Major: Replace due to inadequate capacity or EPA recommendations.

Moderate: Rehabilitate to increase capacity to meet current needs.

Minimal: New/Expansion to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

WATER LINES/WATER TOWERS

Extremely Critical: Replace to solve low potable water pressure or excessive incidents of main breaks

in project area.

Critical: Replacement/Rehabilitation due to structural deficiency such as excessive

corrosion and/or safety upgrades, etc.

Major: Replace undersized water mains as part of an overall upgrade process. Replace

water meters that have exceeded their useful life.

Moderate: Increase capacity to meet current needs. Spot repairs/recoating to restore

moderate corrosion of water components.

Minimal: New/Expansion project to meet a specific development proposal.

No Impact: New/Expansion to meet future or projected needs.

OTHER

4.

5.

Extremely Critical:	There is a present health and/or safety threat.
Critical:	The project will provide immediate health and/or safety benefit.
Major:	The project will reduce a probable health and/or safety problem.
Moderate:	The project will delay a health and/or safety problem.
Minimal:	A possible future health and/or safety problem mitigation.
No Impact:	No health and/or safety effect.
in the In ge	bined projects that can be rated in more than one subset may be rated e other category at the discretion of the District 5 Executive Committee. In the majority of the cost or scope of the project shall determine the category which the project will be scored.
	t supporting documentation will receive 0 Points for this question.)
your answer.	, Critical, Major, Moderate, Minimal, No Impact Explain
•	e, charts and/or pictures should be attached to questionnaire)
•	
•	of local funds that will be used on the project as a percentage of the total project ce164.06(B)(6);)ORC164.06(B)(7); ORC164.06(B)(3); ORC164.14(E)(4)
A.) Amount of Loca	
B.) Total Project Co	
,	L FUNDS DIVIDED by TOTAL PROJECT COSTS (A \(\Bar{\text{B}} \))=%
	should be considered funds derived from the applicant budget or loans funds to be
paid back through lo	ocal budget, assessments, rates or tax revenues collected by the applicant.
Identify the amount	of other funding sources to be used on the project, excluding SCIP or LTIP Funds.
as a percentage of the	ne total project cost. ORC Reference(s):164.06(B)(7);164.14(E)(4)
Grants% Gifts	s%, Contributions%
Other% (expla	nin), Total%
	and other revenues not contributed or collected through taxes by the applicant d other funds. The Scope of Work for each Funding Source must be the same.

6. Total Amount of SCIP and Loan Funding Requested- An Applicant can request a grant per the categories below for points as indicated on the Priority Rating Sheet. If the Applicant is including a loan request equal to, but not exceeding 50% of the OPWC funding amounts listed below, there will be no point penalty. If loan funds requested are more than 50%, points as listed in the Priority Rating Sheet will apply. **ORC Reference(s):164.14(E)(10);164.06(B)(5)**

Points (Weight x2)	SCIP Grant Only	SCIP Grant/Loan	LTIP
		Combination	
-9	\$600,001 or more	\$925,001 or more	\$500,001 or more
-8	\$500,001 to \$600,000	\$750,001 to \$925,000	\$400,001 to \$500,000
0	\$400,001 to \$500,000	\$600,001 to \$750,000	\$275,001 to \$400,000
8	\$325,001 to \$400,000	\$487,501 to \$600,000	\$200,001 to \$275,000
9	\$175,001 to \$325,000	\$262,501 to \$487,500	\$150,001 to \$200,000
10	\$175,000 or less	\$262,500 or less	\$150,000 or less

There are times when the District spends all of the grant money and has loan money remaining. When this happens, the district makes a loan offer in the amount of the requested grant to the communities that were not funded. The offers are made in the order of scoring. We need to know if you are not successful in obtaining grant dollars for your project if you would be interested in loan money:

	YES NO (This will only be considered if you are not funded with grant money and there is remaining loan
	money.) Please note: if you answer "no" you will not be contacted, only if you answer "yes" will an offer be made in the event that there is loan money remaining.
7.	If the proposed project is funded, will its completion directly result in the creation of permanent full-
	time equivalent (FTE) jobs (FTE jobs shall be defined as 36 hours/week)? Yes No If yes, how
	many jobs within eighteen months? Will the completed project retain jobs that would otherwise be
	permanently lost? Yes No If yes, how many jobs will be created/retrained within 18
	months following the completion of the improvements?
	ORC Reference(s): 164.14(E)(3);164.14(E)(10)
	(Supporting documentation in the form of letter from affected industrial or commercial enterprises that
	specify full time equivlent jobs that will be retained or created directly by the installation or
	improvement of Public infrastructure. Additional items such as; 1) newspaper articles or other media
	news accounts, 2) public meeting minutes, and/or 3) a letter from the County Economic Development
	Director or State of Ohio Economic Development Professional that alludes to the requirement for the
	infrastructure improvement to support the business. Submittals without supporting documentation will
	receive 0 points for this question.)
8.	What is the total number of existing users that will directly benefit from the proposed project if
	completed? (Use households served, traffic counts, etc. and explain the basis by which you
	arrived at your number.) ORC Reference 164.14(E)(7); 164.06(B)(10)
9.	Economic Distress Criteria ORC Reference 164.06(B)(8)
	What is the Local Median Household Income as a percentage of the District Median Household Income?
	%. Please utilize the Economic Distress Scoring Criteria based on ACS 2013-2017 Data
	provided in Exhibit A

10.	Readiness to Proceed Criteria ORC Reference 164.06(B)(9); ORC 164.14(E)(5)
	Please categorize the status of planning and design elements for the project.
	Plans have not begun yet (0 Points)
	Preliminary Engineering Complete (1 Point)
	Final Design Complete (2 Points)
11.	Base Score Total for Questions 1-10=
12.	County Subcommittee Priority Points=
	(25-20-15 Points for each of the SCIP and LTIP Project Categories)
13.	DISCRETIONARY POINTS (BY DISTRICT COMMITTEE ONLY)
13a.	A District Discretionary Point may be awarded to projects that demonstrate significant Area-wide,
	County, or Community Impact. (Include documentation to support the claim of significance)
	(Maximum of 1 Point at the discretion of the District Executive Committee)
	ORC Reference 164.14(E)(7)
13b.	A District Discretionary Point may be awarded to projects that demonstrate that the entity has
	maximized local financial resources including assessments. Provide a Fund Status Report and/or the
	water and sanitary waste utility rate structures are at least 2.5% of area median household income for
	combined systems and 1.5% of the area median household income for water and sanitary only
	systems. Please provide rate ordinances for water and sanitary sewer to be considered for
	discretionary points. (Maximum of 1 Point at the discretion of the District 5 Executive
	Committee)ORC Reference 164.06(B)(3)
14.	Grand Total of Points
15.	Is subdivision's population less than 5,000 Yes No If yes, continue. You may want to
	design your project per Small Government Project Evaluation Criteria, released for the current
	OPWC Round to assist in evaluating your project for potential Small Government Funding. The
	Small Government Criteria is available on the OPWC website at Small Government .
16.	OHIO PUBLIC WORKS COMMISSION SMALL GOVERNMENT PROGRAM GUIDELINES

All projects that are sponsored by a subdivision with a population of 5,000 or less, and not earning enough points for District Funding from SCIP or LTIP Funds, are then rated using the Small Government Program Rating Criteria for the corresponding funding round. In order to be rated the entity must submit the Small Government Suppliment and their required budgets with their application. Only infrastructure that is village- or township- owned is eligible for assistance. The following policies have been adopted by the Small Government Commission:

• District Integrating Committees may submit up to seven (7) applications for consideration by the Commission. All 7 must be ranked, however, only the top five (5) will be scored. The remaining two (2) will be held as contingency projects should an application be withdrawn.

- Grants are limited to \$500,000. Any assistance above that amount must be in the form of a loan.
- Grants for new or expanded infrastructure cannot exceed 50% of the project estimate.
- •The Commission may deny funding for water and sewer systems that are deemed to be more cost-effective if regionalized.
- •If a water or sewer project is determined to be affordable, the project will be offered a loan rather than a grant. Pay special attention to the Water & Wastewater Affordability Supplemental and the Small Government Water & Wastewater Affordability Calculation Worksheet. Both are available on the Small Government Program Tab at Small Government
- •Should there be more projects that meet the "annual score" than there is funding, the tie breaker is those projects which scored highest under Health & Safety, with the second tie breaker being Condition. If multiple projects have equivalent Health & Safety and Condition scores they are arranged according to the amount of assistance from low to high. Once the funded projects are announced, "contingency protects" may be funded from project under-runs by continuing down the approved project list.
- Supplemental assistance is not provided to projects previously funded by the Commission.
- •Applicants have 30 days from receipt of application by OPWC without exception to provide additional documentation to make the application more competitive under the Small Government criteria. Applications will be scored after the 30-day period has expired. The applicants for each District's two (2) contingency projects will have the same 30-day period to submit supplemental information but these applications will not be scored unless necessary to do so. It is each applicant's responsibility for determining the need for supplemental material. The applicant will not be asked for or notified of missing information unless the Commission has changed the project type and it affects the documentation required. Important information may include, but is not limited to: age of infrastructure, traffic counts or utility users, median income information, user rates ordinances, and the Auditor's Certificate of Estimated Revenues or documentation from the Auditor of State that subdivision is in a state of fiscal emergency.

If you desire to have your FY27/PY40 project considered for Small Government Funding please download the Small Government Evaluation Criteria applicable to FY27/PY40 by accessing the OPWC Website at Small Government. Please follow the Small Government Evaluation Criteria and include supporting documentation to receive points. Specifically, include the Auditor's Certification of funds for your entity and documentation supporting the age of the infrastructure.

Please complete the Small Government Evaluation Criteria and attach all required supporting documentation and attach it to the District 5 Questionnaire for FY27/PY40.

Date:		
Date: Signature:		
Title:		
Address:		
Phone:		
FAX:		
Email:		

District 5 will use ACS 2023 data below to score criteria #7 of the Scoring Methodology.

Information is listed for each county, municipality and township. The Median Household Income (MHI) for each entity was divide by the District 5 Mean MHI to produce an Economic Distress Factor.

District 5 then assigned points as follows: for each entity having an Economic Distress Factor of 80% or less a score of 2 is awarded; for entities with an Economic Distress Score of 80.1% to 100.0% 1 point was awarded; for entities in excess of 100.1% a score of 0 was awarded.

County	Jurisdiction MH		Updated 1/7/2025		
	State of Ohio	(2023 Est) \$69,680	(2023 Est.) Population	Distress	
County	Jurisdiction	MHI	Population	Distress	
Williams	Edgerton village	\$40,928	1,881	0.5874	
Fulton	Lyons village	\$46,397	602	0.6659	
Paulding	Broughton village	\$46,458	116	0.6667	
Paulding	Oakwood village	\$46,528	546	0.6677	
Wood	Bowling Green city	\$46,719	30,808	0.6705	
Ottawa	Oak Harbor village	\$46,939	2,821	0.6736	
Fulton	Fayette village	\$47,500	1,305	0.6817	
Williams	Pioneer village	\$47,768	1,429	0.6855	
Erie	Sandusky city	\$47,827	25,095	0.6864	
Sandusky	Townsend township	\$48,106	1,523	0.6904	
Sandusky	Clyde city	\$48,705	6,294	0.6990	
Sandusky	Clyde city	\$48,705	6,294	0.6990	
Williams	Montpelier village	\$48,720	3,942	0.6992	
Williams	Madison township (Remainder of)	\$48,958	889	0.7026	
Ottawa	Erie township	\$49,520	1,147	0.7107	
Williams	Bryan city	\$50,295	8,729	0.7218	
Wood	West Millgrove village	\$50,750	131	0.7283	
Sandusky	Fremont city	\$50,974	15,930	0.7315	
Sandusky	Fremont city	\$50,974	15,930	0.7315	
Henry	Holgate village	\$51,188	1,061	0.7346	
Erie	Castalia village	\$51,798	774	0.7434	
Wood	Fostoria city	\$52,943	13,046	0.7598	
Henry	McClure village	\$53,500	700	0.7678	
Paulding	Harrison township (Remainder of)	\$54,166	697	0.7774	
Wood	Portage village	\$54,175	398	0.7775	
Wood	Weston village	\$54,489	1,455	0.7820	
Paulding	Antwerp village	\$54,688	1,676	0.7848	
Wood	Risingsun village	\$55,227	541	0.7926	
Paulding	Scott village	\$55,625	242	0.7983	
Paulding	Payne village	\$56,250	1,192	0.8073	
Paulding	Paulding village	\$56,308	3,555	0.8081	
Wood	Perry township (Remainder of)	\$56,594	1,437	0.8122	
Wood	Walbridge village	\$56,719	3,011	0.8140	
Paulding	Jackson township (Remainder of)	\$57,436	834	0.8243	
"Sandusky	Bellevue city	\$57,534	8,249	0.8257	

"Sandusky	Bellevue city	\$57,534	8,249	0.8257
Erie	Bellevue city	\$57,534	8,249	0.8257
Wood	Custar village	\$57,708	178	0.8282
Ottawa	Port Clinton city	\$58,524	6,025	0.8399
Wood	Henry township (Remainder of)	\$58,571	711	0.8406
Williams	Holiday City village	\$58,750	48	0.8431
Sandusky	Lindsey village	\$59,375	457	0.8521
Sandusky	Lindsey village	\$59,375	457	0.8521
Wood	Tontogany village	\$59,417	387	0.8527
Paulding	Grover Hill village	\$59,500	382	0.8539
Sandusky	Riley township	\$59,679	1,214	0.8565
Fulton	Gorham township (Remainder of)	\$59,848	863	0.8589
Henry	Marion township (Remainder of)	\$59,940	701	0.8602
Wood	Jackson township (Remainder of)	\$60,000	482	0.8611
Ottawa	Bay township	\$60,357	1,142	0.8662
Henry	Deshler village	\$61,324	1,588	0.8801
Sandusky	Burgoon village	\$61,458	183	0.8820
Sandusky	Burgoon village	\$61,458	183	0.8820
Fulton	Chesterfield township	\$61,556	938	0.8834
Wood	Bradner village	\$61,563	971	0.8835
Wood	Bloomdale village	\$61,667	665	0.8850
Williams	Williams County	\$61,834	36,554	0.8874
Ottawa	Put-in-Bay village	\$61,875	154	0.8880
Williams	West Unity village	\$62,045	1,763	0.8904
Sandusky	Sandusky County	\$62,500	58,866	0.8970
Paulding	Paulding township (Remainder of)	\$62,522	981	0.8973
Paulding	Paulding township (Remainder of)	\$62,522	981	0.8973
Defiance	Defiance City	\$63,118	17,066	0.9058
Henry	Florida village	\$63,417	215	0.9101
Wood	Bairdstown village	\$63,438	115	0.9104
Henry	Hamler village	\$63,750	600	0.9149
Williams	Mill Creek township	\$63,872	752	0.9166
Ottawa	Genoa village	\$64,234	2,232	0.9218
Fulton	Delta village	\$64,464	3,316	0.9251
Defiance	Hicksville village	\$64,473	3,431	0.9253
Wood	Troy township (Remainder of)	\$64,500	3,088	0.9257
Ottawa	Clay Center village	\$64,750	262	0.9292
Defiance	Noble township (Remainder of)	\$65,079	2,140	0.9340
Williams	Superior township	\$65,212	1,286	0.9359
Paulding	Brown township (Remainder of)	\$66,573	1,145	0.9554
Fulton	Franklin township	\$67,000	695	0.9615
Paulding	Auglaize township	\$67,571	1,332	0.9697
Sandusky	Green Creek township	\$68,115	3,389	0.9775
Sandusky	Green Creek township	\$68,115	3,389	0.9775
Wood	Cygnet village	\$68,125	543	0.9777
Paulding	Paulding County	\$68,167	18,755	0.9783

Wood	Rossford city	\$68,381	6,299	0.9814
Erie	Erie County	\$68,431	73,841	0.9821
Fulton	Archbold village	\$68,634	4,516	0.9850
Paulding	Latty village	\$69,167	165	0.9926
Henry	Ridgeville township	\$69,167	1,096	0.9926
Williams	Jefferson township (Remainder of)	\$69,252	1,772	0.9939
Henry	Malinta village	\$69,479	236	0.9971
Williams	Edon village	\$69,531	796	0.9979
Fulton	Royalton township (Remainder of)	\$69,712	913	1.0005
Williams	Brady township (Remainder of)	\$69,777	858	1.0014
Paulding	Emerald township (Remainder of)	\$69,844	765	1.0024
Fulton	Swanton village	\$69,985	3,897	1.0044
Defiance	Ney Village	\$70,208	303	1.0076
Paulding	Haviland village	\$70,208	160	
				1.0076
Sandusky	Helena village	\$70,417	211	1.0106
Sandusky	Helena village	\$70,417	211	1.0106
Ottawa	Rocky Ridge village	\$71,250	312	1.0225
Wood	Plain township	\$71,471	1,625	1.0257
Sandusky	Gibsonburg village	\$71,538	2,452	1.0267
Sandusky	Gibsonburg village	\$71,538	2,452	1.0267
Sandusky	Sandusky township	\$71,932	3,551	1.0323
Erie	Vermilion township	\$72,156	4 857	1.0355
Williams	Pulaski township	\$72,188	2,446	1.0360
Fulton	Swan Creek township (Remainder of)	\$72,592	5,677	1.0418
Ottawa	Carroll township	\$72,838	2,117	1.0453
Ottawa	Danbury township (Remainder of)	\$72,846	4,059	1.0454
Fulton	Fulton County	\$72,866	42,028	1.0457
Wood	Lake township (Remainder of)	\$72,887	6,956	1.0460
Erie	Berlin township (Remainder of)	\$73,023	2,799	1.0480
Erie	Vermilion city	\$73,052	10,659	1.0484
Wood	Wood County	\$73,124	133,077	1.0494
Wood	Grand Rapids village	\$73,125	925	1.0494
Paulding	Washington township	\$73,214	663	1.0507
Paulding	Washington township	\$73,214	663	1.0507
Henry	Napoleon city	\$73,417	8,862	1.0536
Erie	Huron city	\$73,429	6,922	1.0538
Henry	Liberty Center village	\$73,548	1,108	1.0555
Defiance	Defiance County	\$73,615	38,644	1.0565
Henry	Liberty township (Remainder of)	\$73,677	1,260	1.0574
Fulton	Wauseon city	\$74,337	7,568	1.0668
Fulton	Clinton township (Remainder of)	\$74,457	2,062	1.0686
Defiance	Hicksville township (remainder of)	\$74,520	1,441	1.0695
Wood	Wayne village	\$74,688 \$75,000	841	1.0719
Defiance Defiance	Farmer township Sherwood Village	\$75,000 \$75,147	892	1.0763
Sandusky	Green Springs village	\$75,147	1,233	1.0785 1.0806
Sandusky	Green Springs village Green Springs village	\$75,294	1,233	1.0806
Defiance	Delaware township (Remainder of)	\$75,321	1,233	1.0810
Deliance	Delawate township (Kemailidei of)	Φ1 O, 32 I	1,220	1.0010

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Williams	Stryker village	\$75,321		1,259	1.0810
Sandusky	Ballville township	\$75,508	6,042		1.0836
Sandusky	Ballville township	\$75,508	6,042		1.0836
Ottawa	Ottawa County	\$75,728	39,692		1.0868
Wood	Perrysburg township	\$75,829	13,571		1.0882
Paulding	Cecil village	\$76,250	146		1.0943
Wood	Northwood city	\$76,332	5,160		1.0955
Wood	Bloom township (Remainder of)	\$76,583	960		1.0991
Erie	Perkins township	\$77,415		12,390	1.1110
Henry	Harrison township (Remainder of)	\$78,721		962	1.1298
Wood	Liberty township (Remainder of)	\$78,843	1,565		1.1315
Williams	Bridgewater township	\$79,076		1,434	1.1348
Fulton	Metamora village	\$79,167		566	1.1362
Henry	Henry County	\$79,267		27,536	1.1376
Defiance	Defiance township (Remainder of)	\$79,555		1,727	1.1417
Fulton	Pike township	\$79,643		1,733	1.1430
Erie	Oxford township	\$80,169		1,140	1.1505
Defiance	Adams township	\$81,019		884	1.1627
Williams	Center township	\$82,284		2,928	1.1809
Williams	Florence township (Remainder of)	\$82,738		1,073	1.1874
Wood	Portage township (Remainder of)	\$82,793	1,060	,	1.1882
Sandusky	Woodville village	\$82,813	2,006		1.1885
Sandusky	Woodville village	\$82,813	2,006		1.1885
Williams	Springfield township (Remainder of)	\$83,022	2,000	1,789	1.1915
	York township	\$83,333		2,479	1.1959
Sandusky Ottawa	Put-in-Bay township (Remainder of)	\$83,333		659	1.1959
					1.2065
Sandusky Wood	Scott township Pemberville village	\$84,068	1,326	1,333	
			1,320	625	1.2109
Henry	Richfield township	\$84,500		635	1.2127
Fulton	Dover township	\$84,663		1,621	1.2150
Sandusky	Rice township	\$85,040	4 00 4	1,143	1.2204
Paulding	Carryall township (Remainder of)	\$85,246	1,334		1.2234
Sandusky	Elmore village	\$85,474	1,370		1.2267
Ottawa	Elmore village	\$85,474		1,370	1.2267
Sandusky	Elmore village	\$85,474	1,370		1.2267
Williams	St. Joseph township (Remainder of)	\$85,656		785	1.2293
Defiance	Highland township	\$85,690		2,284	1.2298
Erie	Margaretta township (Remainder of)	\$86,626		4,258	1.2432
Defiance	Milford township	\$87,404		1,120	1.2544
Erie	Bay View village	\$87,500		608	1.2557
Ottawa	Salem township (Remainer of)	\$88,860	2,490		1.2753
Wood	Freedom township (Remainder of)	\$89,706	1,318		1.2874
Henry	Washington township (Remainder of)	\$89,791		1,847	1.2886
Ottawa	Harris township (Remainder of)	\$89,844	222	1,540	1.2894
Paulding	Melrose village	\$90,565	233		1.2997
Paulding	Crane township (Remainder of)	\$91,021	1,107	4.504	1.3063
Fulton	Fulton township (Remainder of)	\$91,235		1,534	1.3093
Defiance	Tiffin township	\$91,250		1,586	1.3096

Erie	Groton township	\$91,734	1,379	1.3165
Erie	Kelleys Island village	\$91,875	256	1.3185
Defiance	Washington township (Remainder of)	\$92,262	1,225	1.3241
Fulton	German township (Remainder of)	\$92,636	2,060	1.3294
Wood	Grand Rapids township (Remainder of)	\$93,750	661	1.3454
Erie	Huron township (Remainder of)	\$93,842	3,802	1.3468
Erie	Berlin Heights village	\$94,250	651	1.3526
Defiance	Mark township	\$94,375	902	1.3544
Henry	New Bavaria village	\$94,500	86	1.3562
Henry	Monroe township (Remainder of)	\$95,437	847	1.3696
Erie	Milan village	\$95,566	1,371	1.3715
Henry	Napoleon township (Remainder of)	\$95,721	1,441	1.3737
Sandusky	Woodville township (Remainder of)	\$95,896	1,297	1.3762
Ottawa	Portage township	\$96,125	1,217	1.3795
Sandusky	Jackson township (Remainder of)	\$97,112	1,293	1.3937
Sandusky	Jackson township (Remainder of)	\$97,112	1,293	1.3937
Wood	Montgomery township (Remainder of)	\$98,864	1,804	1.4188
Sandusky	Washington township (Remainder of)	\$99,704	1,781	1.4309
Paulding	Blue Creek township (Remainder of)	\$100,006	438	1.4352
Ottawa	Marblehead village	\$100,250	865	1.4387
Ottawa	Catawba Island township	\$100,461	3,711	1.4417
Williams	Northwest township	\$100,509	1,139	1.4424
Erie	Milan township (Remainder of)	\$101,308	2,583	1.4539
Ottawa	Clay township (Remainder of)	\$101,580	2,593	1.4578
Henry	Pleasant township (Remainder of)	\$102,888	820	1.4766
Henry	Damascus township (Remainder of)	\$103,697	1,083	1.4882
Wood	Center township	\$104,231	1,140	1.4959
Wood	Perrysburg city	\$105,226	25,041	1.5101
Henry	Flatrock township (Remainder of)	\$105,242	948	1.5104
Henry	Bartlow township (Remainder of)	\$107,124	599	1.5374
Erie	Florence township	\$108,146	2,470	1.5520
Paulding	Latty township (Remainder of)	\$109,274	596	1.5682
Paulding	Latty township (Remainder of)	\$109,274	596	1.5682
Wood	Milton township (Remainder of)	\$112,500	614	1.6145
Paulding	Benton township (Remainder of)	\$113,874	641	1.6342
Ottawa	Allen township (Remainder of)	\$114,371		1.6414
Fulton	York township (Remainder of)	\$122,792	3,511 1,731	
Ottawa	Benton township (Remainder of)	\$123,536		1.7622
Fulton	Amboy township (Remainder of)		2,137	1.7729
		\$134,231	1,312	1.9264
Henry	Freedom township	\$134,345	967	1.9280
Wood	Middleton township (Remainder of)	\$137,130	4,366	1.9680
Wood	Washington township /Remainder of)	\$143,459	1,477	2.0588
Defiance	Richland township (Remainder of)	\$177,045	1,255	2.5408

Ca		o rovement Project ng Sheet, PY40FY27													Revised 04	1/15/2025	
	COUNT								BER:	_							
No.	EST. CC	OST:	188	100	le le	"B"	8.0		"A" x "B"								No
	WEIGHT FACTOR	CRITERIA TO BE CONSIDERED			FA	RIOF	DRS						PRIORITY				
1	1	(REPAIR OR REPLACE) vs.	0	2	4	6	8	10	9 300		0 0% +	2 20% +	4 40% +	6	8 80%+	100%+	1
		(NEW OR EXPANSION)									Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacement	Repair or Replacemnt	Repair or Replacement	
A	1	EXISTING PHYSICAL	0	2	4	6	8	10			0	2	4	6	8	10	2.4
		CONDITION Please refer to Criteria #2 of the Round 36 Scoring Methodology. Must submit substantiating documentation. (100% New or Expansion = 0 Points)									Excellent	Good	Fair	Fading	Poor	Failing	
В	1	AGE	0	1	2	3	4	5		Type Road	0 0-4 Yrs	1 5-8 Yrs	2 9-12 Yrs	3 13-16 Yrs	4 17-20 Yrs	5 20+ Yrs	28
										Wastewater Bridge/Culvert,	0-6 Yrs	7-12 Yrs	13-18 Yrs	19-24 Yrs	25-30 Yrs	30+ Yrs	1
										Sanitary Sewer, Water Supply, Storm Water,	0-10 Yrs	11-20 Yrs	21-30 Yrs	31-40 Yrs	41-50 Yrs	50+ Yrs	
			0	2	4	6	8	10		Solid Waste	0	2	4	6	8	10	
3	2	PUBLIC HEALTH AND/OR SAFETY CONCERNS	Γ		Г	Г											3
		Submittals without supporting documentation will receive 0 points for this question.									No Impact	Minimal	Moderate	Major	Critical	Extremely Critical	
4	2	LOCAL MATCHING FUNDS	0	2	4	6	8	10	10000		0	2	4	6	8	10	4
	2	Percentage of Local Share (Local funds are funds derived from the applicant budget or a loan to be paid back through the applicant budget, assessments, rates or tax revenues) *									0%	10%	20%	30%	40%	50%	
5	1	OTHER FUNDING	0	2	4	6	8	10	palament.		0	2	4	6	8	10	5
	·	(Grants and other revenues not contributed or collected through taxes by the applicant; including Gifts, Contributions, etc. – must submit copy of award or status letter.)									0%	10%	20%	30%	40%	50%	
5		OPWC GRANT AND LOAN FUNDS REQUESTED Please refer to Criteria #6 of the Methodology for clarification.															6
	2	TID Count	-9	-8	0	8	9	10			-9	-8	0	8	9	10	6
		LTIP Grant	9		190						LTIP Grant \$500,001	\$400,001 to	\$275,001 to	\$200,001 to	\$150,001 to	\$150,000	100
			TEST TOTAL	196	100	223	000				or more SCIP Grant or	\$500,000	\$400,000	\$275,000	\$200,000	or less	6
	2	SCIP Grant or Loan Only	-9	-8	0	8	9	10			\$600,001	\$500,001 to	\$400,001 to	\$325,001 to	\$175,001 to	\$175,000	190
	2	SCIP Grant /Loan Combination	-9	-8	0	8	9	10			or more Grant/Loan Combination	\$600,000	\$500,000	\$400,000	\$325,000	or less	6
	2			_	_						\$925,001 or more	\$750,001 to \$925,000	\$600,001 to \$750,000	\$487,501 to \$600,000	\$262,501 to \$487,500	\$262,500 or less	1190
		When scoring a project that is only use the second chart labeled "Gran	gran t/Lo:	an C	Comi	binat	ion"	to s	core the tot	art labeled "Grant or Loan al (grant and loan combine	d). Use the lower of	ng a grant/loan of of the two as the	score.	e the project for tr	ne grant in the fir	st chart, then	
7	1	JOB CREATION/RETENTION Indicate full time equivalent jobs, include supporting documentaion in the form of a commiment letter	0	2	4	6					0 0-6 Jobs	7-14 Jobs	4 15-24 Jobs	6			7
		from business or third party entity.									0-0 3005	7-14 3005	15-24 JOBS	25+ Jobs			
3	1	BENEFIT TO EXISTING USERS	0	2	4	6	8	10			0 0 -99 Users	2 100 - 349	4 350 - 499	6 500, 740 Users	8 750 - 1000	10 1000+ Users	8
		(households or traffic counts) Eqivalent dwelling unit direct connections. Traffic Counts within									0 -99 Users	Users	Users	500 - 749 Users	Users	1000+ Users	
		three years with certified documentation, etc.		L													
,	1	ECONOMIC DISTRESS	0	1	2	1					0	1	2				9
		Local MHI as a percentage of the District Median MHI									100%+	80%-100%	Less Than 80%				
0	27/7		0	1	2		M				0	1	2		and the		
D	1	READINESS TO PROCEED									Plans Not Begun Yet	Preliminary Engineering Complete	Final Design Complete				10
1		SUBTOTAL RANKING POINTS (MAX. = 115)									Other Info: Does this project YES NO Attach impact sta Is the Applicant re	tement if yes .			6 months?		
2		COUNTY SUBCOMMITTEE PRIORITY POINTS (25-20-15)															
A		DISCRETIONARY POINTS (BY DISTRICT ONLY) (MAX.=1)			_	_					District Discretion Community Impac	ary Point may be	e awarded to proj mentaion to supn	ects that demons	tarte significant a	Area-wide, Cour	nty, o
В		DISCRETIONARY POINTS (BY	l					-			District Discretion	ary Point may be	e awarded to proj	ects that demons		ity has maximiz	ed
		DISTRICT ONLY) (MAX.=1)									financial resource	s including asse	essments and utili	ty rate structure.			
4		GRAND TOTAL RANKING POINTS															



Ohio Public Works Commission

State Capital Improvement Program Local Transportation Improvement Program

Instructions for Financial Assistance

November 2021

WorksWise

The Ohio Works Commission has a customer portal, WorksWise, which is a complete online project management tool including application for funds. The system mirrors the former paper application and is the preferred way to submit applications for funding. However, we are currently maintaining these Instructions as we familiarize our customers with the new portal.

Please direct any questions to your OPWC Program Representative or District Liaison.

Ohio Public Works Commission District Integrating Committee Map



District Specific Requirements

Please contact your District or visit OPWC's website to determine if there are any district specific requirements or supplements to this Application. However, WorksWise makes no distinction. When you sign on to apply to your district, the requirements cover both OPWC and the respective district. Some districts also have a pre-application process which is outside the WorksWise portal. Submit applications according to your specific district's schedule.

For information on the District Liaison or OPWC Program Representative for your community, visit us at http://pwc.ohio.gov.

INSTRUCTIONS

Read instructions carefully and complete the form in its entirety.

Applicant Section

<u>Applicant:</u> Indicate the name of the governmental entity applying for the funds. Eligible applicants are Ohio counties, cities, townships, villages, county sanitary districts, and regional water or sewer districts (ORC section 6119) Projects involving multiple entities must select only one to serve as the lead. A cooperation agreement must be executed and attached.

<u>Subdivision Code:</u> Enter the Applicant's Ohio Public Works Commission subdivision code. If unknown, visit OPWC's webpage - https://www.pwc.ohio.gov/Resources/Subdvision-Codes.

<u>District Number:</u> Enter the number of the OPWC District Integrating Committee in which your community is located. If unknown, refer to the map in this packet or call OPWC.

County: Enter the county in which your community is located.

<u>Date:</u> Enter the date you are completing the application.

<u>Contact:</u> Enter the name of the contact person who can best answer or coordinate a response to questions regarding the application. *This person must be available during regular business hours.*

<u>Phone, Email, Fax:</u> Provide the daytime telephone number, fax number and an e-mail address for the "Contact".

Project Section

<u>Project Name:</u> Provide the name of the project being applied for. Please be descriptive and specific, e.g., Maple Avenue Resurfacing, South Water Treatment Plant Upgrade.

<u>Zip Code:</u> Provide the zip code for where the project is located.

<u>Subdivision Type:</u> Check the item that legally describes your governmental entity listed under "Applicant". If a county is serving as the applicant on behalf of a township(s), then select "Township" as the subdivision type if all infrastructure is township-owned. If the applicant is a county sanitary district, select "County".

<u>Project Type:</u> Check the *single* largest cost component of the project even if the project involves various types. If a project addresses combined sewer overflows (CSOs) it should be typed as a wastewater project.

<u>Funding Request Summary:</u> This subsection will automatically populate from page 2 of the application. You will not be able to enter or edit this information from page 1.

- 1.0 Project Financial Information. Cost fields are preformatted so that only whole dollars can be entered. Totals and percentages will calculate automatically and can only be edited via the individual cost line items.
 - **1.1 Project Estimated Costs.** This information must be derived from and be supported by an attached signed, sealed engineer's estimate.

<u>Engineering Services:</u> Costs should be broken down by the phase described below and may include costs previously incurred.

- Preliminary Design Provides a level of plan development that allows for a comprehensive analysis of all design issues, and should provide enough detail so that the intent, design parameters, costs and impacts of the project are clearly identifiable.
- Final Design All work necessary to take Preliminary Design to plan specifications and estimates including right-of-way plans, environmental mitigation, and bidding.
- Construction Administration Includes but is not limited to construction inspection, project surveying and staking, and materials sampling and testing.

Engineering services will total automatically and a percentage as a cost of construction will calculate. These costs are closely reviewed. Justification for elevated engineering costs may be required including a request for proof of the qualification-based selection (QBS) process. Actual engineering costs incurred above the budget line item contained in the project agreement are the *sole responsibility of the subdivision* and will not be credited to the local subdivision contribution. Any request to amend the project budget for engineering services must be approved by OPWC in advance of the work. Note that engineering costs cannot include any of the subdivision's ongoing overhead expenses for carrying out its existing services.

NOTE: Costs incurred to administer OPWC funds or administrative costs of other funding agencies are ineligible. This includes preparation of the application, request to proceed, and disbursement requests (Appendix E of Project Agreement).

Right of Way: Cost to acquire easements or land for project construction.

<u>Construction:</u> Cost to be paid to contractors or to be completed by force account (governmental entity's employees) as supported by and consistent with detailed engineer's estimate.

Ineligible costs include, but are not necessarily limited to, the following: Items that strictly serve an aesthetic purpose including landscaping beyond basic post-construction repair (i.e., seeding and mulching), cost differential for decorative lighting, decorative piers, community welcome signs, water tower slogans and logos, trees grates and tree relocation, and trucked-in potable water for residents.

<u>Materials Purchased Directly:</u> State Law (<u>O.R.C. 125.081</u>) requires that 15% of all supplies, materials, and equipment purchased directly by the governmental entity be supplied by a Minority Business Enterprise. See the Ohio Department of Administrative Services website for Minority Business Enterprise Program for certified MBE businesses.

<u>Permits, Advertising, Legal:</u> Direct expenses for permit fees, advertising, and legal fees. Mailing costs to residents for assessment hearings are ineligible. *If applying for Loan Assistance or Credit Enhancement enter cost here; this line would then be the same as that entered in Section 1.2. No other costs or resources should be entered.*

<u>Construction Contingencies:</u> Enter no more than 10% of estimated construction costs for unforeseen construction expenses. This line is not intended for engineering over-runs or right-of-way expenses. The cost of construction as a percentage of the total project cost will automatically calculate.

<u>Total Estimated Costs:</u> This will automatically calculate and populate the appropriate field on page 1.

1.2 Project Financial Resources. Provide a breakdown of all project funding sources.

Local Resources: All local resources will total automatically, and the percentage of Total Financial Resources will calculate.

<u>Local In-Kind or Force Account:</u> Indicate the total dollar value of Force Account or In-Kind that will be contributed by the applicant toward the project. Force Account is the direct performance of construction work by the applicant for use of labor, equipment, materials, and supplies furnished by the applicant and used under its direct control. In-kind refers to goods or services supplied by individuals or entities other than the applicant.

<u>Local Revenues:</u> Indicate the dollar amount of actual local support, e.g. general revenues, local debt, user fees, etc., and / or any private sources such as developers, assessments, etc.

Other Public Revenues: Indicate other non-local sources and their dollar amounts – Ohio Department of Transportation (ODOT) / Federal Highway Administration (FHWA), United States Department of Agriculture (USDA), Ohio Environmental Protection Agency (OEPA) / Ohio Water Development Authority (OWDA), Community Development Block Grant Program (CDBG), or others.

If the project is funded through an ODOT program or FHWA appropriation, then provide the ODOT project identification number (PID). If the project is funded with CDBG assistance indicate the source of these funds as County Entitlement or Community Development Program or acquired through the Ohio Department of Development (ODOD).

OPWC Funds: Indicate the amount of financial assistance being requested. Assistance is available in the form of grant and / or loans, or loan assistance or credit enhancement. If a grant / loan combination, the percentage of each type of assistance will automatically calculate.

State Capital Improvement Program (SCIP): Applicants may request grants up to 90% of the total cost for repair and replacement of existing infrastructure, and up to 50% of the total cost for new and expanded infrastructure. A SCIP loan or SCIP grant/loan combination may be funded up to 100%. If making a request for loan assistance or credit enhancement it must be written as a separate application (if also making a grant and / or loan request for the same project).

- Loan assistance is a grant used to pay the interest on a public or private construction loan during the construction period.
- A credit enhancement is also a grant that pays the premium for a bond insurance policy to improve the subdivision's credit or bond rating, therefore, improving the interest rate on the General Obligation or Revenue Bonds to be issued.

Local Transportation Improvement Program (LTIP): Projects may be funded up to 100% as a grant.

<u>Total Financial Resources:</u> This will automatically calculate and populate the appropriate field on page 1.

- 1.3 Availability of Local Funds. Attach a statement signed by the Chief Fiscal Officer listed in section 5.2 certifying that all local revenues for the project will be available on or before the earliest date listed in the project schedule (section 3.0). Failure to provide this certification may result in termination of the project. The applicant also needs to provide award letters for funds coming from other funding sources. The OPWC Agreement will not be released until all local resources are verified.
- 2.0 Repair / Replacement or New / Expansion (Design Service Capacity). The total will automatically populate from page 2. If the project has both repair / replacement (R/R) and new / expansion (N/E) components put in the amount for either category and the amount for the other category will automatically calculate. The percentage for each category will also calculate.
 - Repair / Replacement: The dollar amount of the repair or replacement of existing infrastructure that does not substantially increase designed service capacity.
 - New / Expansion: The dollar amount of new infrastructure or the expansion of existing infrastructure (has a design service capacity substantially greater than that of the existing infrastructure).

Any impact to farmland requires a Farmland Preservation Review Letter regardless of the category used above.

3.0 Project Schedule. Indicate the estimated beginning and ending dates for 3.1) engineering, design, and right of way, 3.2) bid advertisement and award, and 3.3) construction. The project schedule should be planned according to the release of the project agreement which is on or about July 1st. Construction should be underway no later than June of the following year. Projects with schedules that lend themselves to a future program year may be required to be resubmitted later.

4.0 Project Information

- 4.1 Useful Life / Cost Estimate / Age of Infrastructure. Enter the project's useful life (minimum 7 years) and the age of the existing infrastructure or the date of the last major improvement. Useful life must be supported by attaching a statement, signed, and sealed by a registered professional engineer. Projects with multiple components such as road and sewer require use of a single weighted useful life. Also attach a detailed estimate of the project's costs with the professional engineer's seal and signature.
- **4.2 User Information.** This section is specific to the system's users. For a road or bridge provide the current and projected average daily traffic (ADT). For water and wastewater provide current and proposed rate information and attach both the current and proposed water and sewer ordinances. Also, provide the number of households served. For stormwater projects provide the number of households served.

4.3 Project Description

A. Specific Location: Provide a written location description that includes project termini. Be clear as to the address if the project is for a water or wastewater facility, or the names of the roads if there are multiple locations. Provide a map but do not refer to a map as substitution for a written location description. This field is limited to 500 characters. Due to this limit an attachment may be provided for multiple locations.

- B. Project Components: Describe the specific work to be completed. For example, a sewer project should indicate whether it involves collection lines, interceptors, lift stations, etc. An engineer's estimate may not serve as a substitute for this section. This field is limited to 1,000 characters.
- C. Physical Dimensions: Provide the project specifics such as length, width, and quantity. This field is limited to 500 characters. Due to this limit an attachment may be provided for multiple locations.

5.0 Project Officials

- **5.1 Chief Executive Officer (CEO).** Identify the person who will have the legal authority to sign a project agreement as indicated in the resolution (required attachment). Examples of a CEO are the chair / president of the board of county commissioners or township trustees, or the mayor or manager of a city or village. Include title, mailing address, phone number, fax machine number, and e-mail address. *Project agreements will be mailed directly to the CEO for execution.*
- 5.2 Chief Financial Officer (CFO). Identify the person who will have legal responsibility for both local and state funds. The CFO reviews and certifies the validity and accuracy of accounts, reviews invoices associated with the project, and assists in requesting the disbursement of funds from OPWC. Examples of a CFO are the county or city auditor, clerk / treasurer, budget officer, or finance director. Include title, mailing address, phone number, fax machine number, and e-mail address. The CFO can not also serve as the CEO.
- **5.3 Project Manager (PM).** Identify the person who will administer the project. The person could be a county or city engineer, an employee of the applicant, or a contracted consulting engineer. Include title, mailing address, phone number, fax machine number, and e-mail address. The PM may serve as the CEO if there is a shortage of designees provided the PM is not a contracted consulting engineer.
- **6.0 Attachments / Completeness Review.** Review the application to ensure that all required attachments are provided. Formats for all required information are located on the following pages.
- 7.0 Applicant Certification. The application must be signed by the individual authorized to do so in the required authorizing legislation. This person does not have to be the CEO, but the legislation must clearly authorize the individual who can enter into an agreement with OPWC as well as the individual who can sign the application if these are two different people.

REQUIRED ATTACHMENTS

Authorizing Legislation	Page 9
Chief Financial Officer Certification / Loan Repayment Letter	Page 10
Detailed Engineer's Estimate / Useful Life Statement	Page 11
Cooperative Agreement (Only required if project involves more than one subdivision)	Page 12
Farmland Preservation Review Letter (Only for projects that impact farmland)	.Page 13

AUTHORIZING LEGISLATION

A RESOLUTION AUTHORIZING [INSERT NAME AND / OR TITLE] TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the [Insert Name of Political Subdivision] is planning to make capital improvements to [Insert Project Name], and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by [Insert Name of Political Subdivision]:

Section 1: The [Insert Name and/or Title of the Chief Executive Officer listed on application] is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: [Insert Date]

[All Required Signatures Here]

CHIEF FINANCIAL OFFICER'S CERTIFICATION OF LOCAL FUNDS / LOAN REPAYMENT LETTER

[Insert Date]

I, [Insert title] of the [Insert name of political subdivision], hereby certify that [Insert name of political subdivision] has the amount of [Insert amount of local funds] in the [Insert name of account / fund] and that this amount will be used to pay the local share for the [Insert name of project] when it is required.

{NOTE: If the application is for a loan or grant / loan combination the following paragraph is also required.}

I, [Insert title] of the [Insert name of political subdivision], hereby certify that [Insert name of political subdivision] has / will have / will collect the amount of [Insert amount of loan] in the [Insert Name of Account / Fund] and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the [Insert name of project] over a [Insert number of years] term.

[Name, Title and Signature of Chief Financial Officer]

DETAILED ENGINEER'S ESTIMATE / USEFUL LIFE STATEMENT

{NOTE: The Estimate should specify items with prices and quantities necessary for the project. Do not summarize construction into one item. A construction contingency up to 10% is permitted but inflationary adjustments are not. If the Useful Life Statement is provided on a separate page then both pages must have an engineer's seal or stamp and signature.}

[Insert Project Name]

ITEM	QUANTITY	UNIT	PRICE	AMOUNT
Asphalt (402 and 404)	1510	су	\$65	\$98,150
Excavation (203)	4640	су	\$12	\$55,680
Aggregate Base (304)	1805	су	\$18	\$32,490
Curb and Gutter (609)	2755	lf	\$16	\$44,080
Manholes and water	30	ea	\$100	\$3,000
valves adjusted to grade				
(604)				
Curb Ramps (608)	24	ea	\$500	\$12,000
Concrete Walk (608)	100	ea	\$10	\$1,000
Catch Basins (604)	14	ea	\$500	\$7,000
Storm Piping (603)	400	lf	\$30	\$12,000
Seeding and Mulching		Lump sum	\$500	\$500
(659)				
Maintaining Traffic (614)		Lump sum	\$2,000	\$2,000
Subtotal				\$267,900
Contingencies (10%)				\$26,790
TOTAL				\$294,690

The estimated useful life of the [Insert name of project] is _____ years.

Engineer's Signature and Stamp or Seal

COOPERATIVE AGREEMENT

{NOTE: Execute a cooperation agreement if your project is a joint project in which there are two or more political subdivisions. A letter from a subdivision is not a substitute.}

RESOLUTION NUMBER / DATE

[Insert name of subdivision "A"] and [Insert name of subdivision "B"] enter into a cooperation agreement to apply to the Ohio Public Works Commission for the [insert project name].

[Subdivision A] will provide funds equal to [insert percent] percent of the total project cost. Such funds will come from [insert name of account / fund].

[Subdivision B] will provide funds equal to [insert percent] percent of the total project cost. Such funds will come from [insert name of account / fund].

[Subdivision B] authorizes [Subdivision A] to serve as lead applicant and to sign all necessary documents.

[Subdivision A] agrees to pay its [insert percentage] of the cost as invoices are due / at the end of the project / as otherwise agreed upon.

[Subdivision B] agrees to pay its [insert percentage] of the cost as invoices are due / at the end of the project / as otherwise agreed upon.

Signatures for Subdivision A

Signatures for Subdivision B

FARMLAND PRESERVATION REVIEW LETTER

FARMLAND PRESERVATION REVIEW FOR THE OHIO PUBLIC WORKS COMMISSION

[Insert Project Name] [Insert Date]

This review is to comply with Farmland Preservation Review Advisory of the Ohio Public Works Commission and the Governor's Executive Order 98-IIV. This review was accomplished by [insert name of subdivision / agency that conducted the review].

1. The immediate impact the project will have on productive agricultural and grazing land related to land acquisition.

[Insert response]

2. Indirect impact that will result in the loss of productive agricultural and grazing land from development related to the project.

[Insert response]

3. Mitigation measures that could be implemented when alternative sites or locations are not feasible.

[Insert response]

[Insert Signature and Title]



TO: Mayor Tapp and City Council FROM: Stuart Hamilton, Service Director

RE: Ordinance No. 2025-23 (submitted by Stuart Hamilton)

DATE: August 26, 2025

Subject Matter/Background

Ordinance No. 2025-23 requests ratification of the City's acceptance of forfeited vacant land located at 531 Berlin Road, Huron, OH (PPN: 42-01067.000) (the "Property") for no consideration. The City was served with a Judgment Entry of Notification and Offer Pursuant to Ohio R.C. Section 5723.01(A)(3) dated August 15, 2025, which was not received by the City until August 22, 2025. The response date to that Judgment Entry is 10 days from its issuance, which would be August 25, 2025. Ratification is necessary because the response deadline fell before the scheduled Council meeting.

The City has numerous outstanding liens against the Property in excess of \$28,000, which include demolition costs, trash fees, mowing fees and outstanding water fees. By obtaining this property, the City should be able to recoup some of those funds through a sale to a third party.

Financial Review

There is no budgetary impact from this legislation. Any future sale of this property would be accounted for in the Property Maintenance Fund.

Legal Review

The matter has been reviewed, follows normal administrative procedure and is properly before you.

Recommendation

If Council is in agreement with the request, a motion adopting Ordinance No. 2025-23 as an emergency measure is in order.

Ordinance No. 2025-23 Petition to Accept 513 Berlin Rd Property (1).docx Ordinance No. 2025-23 Exh A Judgment Entry.pdf

ORDINANCE NO. 2025-23

Introduced by William Biddlecombe

AN ORDINANCE RATIFYING THE FILING OF A PETITION WITH THE ERIE COUNTY COMMON PLEAS COURT REQUESTING THAT VACANT LAND LOCATED AT 531 BERLIN ROAD, HURON, OHIO, BEING ALL OF ERIE COUNTY, OHIO PERMANENT PARCEL NUMBER 42-01067.000, BE FORFEITED TO THE CITY OF HURON PURSUANT TO SECTION 5723.01(A)(3) OF THE OHIO REVISED CODE; RATIFYING THE CITY OF HURON'S ACCEPTANCE OF SAME; AND DECLARING AN EMERGENCY.

WHEREAS, the real property located at 531 Berlin Road, Huron, Ohio, being all of Erie County, Ohio Permanent Parcel Number 42-01067.000 (hereinafter, the "Property") has been offered for sheriff's sale on two separate occasions, with said sales being not less than two weeks apart, and on each occasion the parcel was not sold for want of bidders; and

WHEREAS, the City of Huron has outstanding liens against the Property totaling in excess of Twenty-Eight Thousand Dollars (\$28,000.00);

WHEREAS, the Erie County Common Pleas Court, under Case No. 2024 CV 0194, issued a Judgment Entry of Notification and Offer Pursuant to Ohio R.C. Section 5723.01(A)(3) dated August 15, 2025 (hereinafter the "Judgment Entry") providing an opportunity for the City to request that the Property be forfeited to the City by filing a Petition seeking such forfeiture within ten (10) days of the date of said Judgment Entry (see Exhibit "A" attached hereto and made a part hereof; and

WHEREAS, it is in the best interest of the City of Huron to acquire the Property for future resale to recoup some or all of the funds it is owed;

WHEREAS, ratification of the City's actions is required because the Petition requesting forfeiture of the Property had to be, and was, timely filed with the Erie County Common Pleas Court by the August 25, 2025 deadline, before this meeting was held; and

WHEREAS, the Council has determined that acquisition of the Property through forfeiture is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HURON, OHIO:

SECTION 1. That the filing of a Petition with the Erie County Court of Common Pleas in response to a Judgment Entry of Notification and Offer Pursuant to R.C. Section 5723.01(A)(3) issued by the Erie County Common Pleas Court in Case No. 2024 CV 0194, requesting that vacant real property located at 531 Berlin Road in Huron, Ohio (PPN: 42-01067.000) be forfeited to the City is hereby ratified. A copy of the Judgment Entry is attached hereto as Exhibit "A" and made a part hereof by reference.

SECTION 2. That the Interim City Manager's acceptance of the conveyance of the Property upon acceptance of the City's Petition by the Court is hereby ratified.

SECTION 2. That it is hereby 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 all legal requirements, including O.R.C. §121.22.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure primarily du	e to
the response date of 10 days from issuance of the Judgment Entry on August 15, 2025, and is neces	sary
for the immediate preservation of the public health, safety and general welfare and it is imperative	this
Ordinance be effective immediately, WHEREFORE, this Ordinance shall be in full force and effect from	and
immediately after its adoption.	

	Monty Tann Mayor	
ATTEST:	Monty Tapp, Mayor -	
Clerk of Council		
ADOPTED:	_	

Aug 15 2025 12:21 PM CRAIG A. HECHT CLERK OF COURTS 2024 CV 0194 Tone, Tygh M

IN THE COURT OF COMMON PLEAS ERIE COUNTY, OHIO

CALEB STIDHAM
Erie County Treasurer

Case No. 2024 CV 0194

Plaintiff

Parcel No. 42-01067.000

VS.

JUDGMENT ENTRY OF NOTIFICATION AND OFFER PURSUANT TO OHIO R.C.

SECTION 5723.01(A)(3)

NANCY HAWK, et al.,

Judge Tygh M. Tone

Defendants

Pursuant to R.C. 5723.01(A)(2), this Court received an Application to Forfeit Land from the Erie County Prosecutor, who certified that Erie County Parcel No. 42-01067.000 has been offered for sale on two separate occasions, with said sales being not less than two weeks apart, and on each occasion the parcel was not sold for want of bidders. Pursuant to R.C. 5723.01 (A)(3) this Court now gives notice to the City of Huron, the Board of Education of the Huron City School District, and the Erie County Land Reutilization Corp., that the parcel is now offered to be forfeited and that unless petitioned to the Court within ten (10) days of this notification the parcels will be forfeited to the State.

IT IS SO ORDERED.

/s/ TYGH M TONE, JUDGE

If Undeliverable, Return To CRAIG A. HECHT ERIE COUNTY CLERK OF COURTS 323 COLUMBUS AVE SANDUSKY, OHIO 44870

2024 CV 0194 /Z 000 097 608 City of Huron 417 Main St HURON, OH 44839 **USPS CERTIFIED MAIL**



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