



Public Buildings & Parks Committee Agenda **August 27, 2024 at 5:30 PM**

Public Buildings & Parks Committee

Keely Paul, Chair

Ben Hunt

Adam Frankel

Staff Liaison

Scot Lahrmer

MINUTES

1. Approval of Minutes: May 29, 2024

TOPICS OF DISCUSSION

1. Demolition grant agreement for the former Clubhouse at Amberley Green

ADJOURNMENT

Amberley Village Council

Public Buildings & Parks Committee -- Meeting Minutes

May 29, 2024 at 4:00pm



Attendance

Committee

Keely Paul, Chair

Ben Hunt

Adam Frankel + son

Staff Liaisons

Scot Lahrmer, Village Manager

Chris Fritsch, Zoning and Project

Administrator

Guest

Matt Direnzi, Prodigy

Resident

Jim Hull, Appleridge

Prior Minutes

The minutes from the previous meeting on February 1 were unanimously accepted.

Handouts

Agenda and past Meeting Minutes

Draft of the AV Resolution – Authorizing Membership in The Ohio Purchasing Contract (TOPC), aka COG (Council Of Governments)

Roofing bid from Prodigy, they are a supplier for Ohio COG

Revised HVAC bid from Bachman's HVAC

Ohio COG

Allows the village to bypass the bidding process. Especially with complex projects like the Municipal Building roof, this can be a time saver. Bids don't need to include an engineering company and the village doesn't have to spec the job.

- Prodigy Building Solutions is linked to the Ohio COG.
- Amberley already uses a COG preferred vendor for police cruisers.

Adam motioned to approve joining the COG. Ben seconded. The motion passed unanimously.

Roof Replacement – Municipal Building

The roof is the original roof installed in 2000. It is a flat roof, and there are leakage problems due to its age. Holland Roofing examined the roof by taking some core samples to look for things like mold. The samples came back negative = good.

Prodigy reexamined cores. Still negative. Prodigy's bid at \$151K was similar to Holland's. The bid includes thicker rubber, 60 → 75, 30 year warranty, and 32 support hours per year.

HVAC Replacement – Municipal Building

We have already approved the Bachman HVAC replacement. As previously noted, they will need a crane. The existing HVAC units will need to be removed from the roof for the new roof to be installed. Prodigy will replace the 4 dog houses. Bachman will reconnect all of the piping and reinstall the HVAC units. The Bachman bid is \$11K to remove and replace the HVACs.

Prodigy and Bachman will work together to reduce the amount of crane time to 2 days. One day to remove the HVACs, and get the new roofing materials up to the roof, one day to get the HVACs back on the roof.

Ben motioned to approve the Prodigy and Bachman bids. Adam seconded. The motion passed unanimously.

This work may start in July. They will need 3 dry days. The existing HVACs should only be down for one day. New one might take longer.

New Business

Old Business

Prairie

As of mid- May, the prairie is coming in well. Will need a mow soon.

Planted in Fall 2023

Will need 3 years to fully develop, in 2024 it needs to be mown each time it gets to 18"

Ball Courts Condition

Need to be dug up, probably a \$100K project

Grant Funding hard to secure because it is gated, and we charge for access

Greff Fields

Regrading is completed. Very happy with the work, the fields are draining well.

Follow Ups

Ball Courts update needs to be budgeted

Adjourned

4:29 PM

Prepared by: Keely Paul, Committee Chair

**Joint Agreement Between the Board of County Commissioners, Hamilton County, Ohio and
Amberley Village, Ohio to Administer Community Revitalization Grant Awarded for Property
Development**

RECITALS

This Joint Agreement (the “Agreement”) is entered into on ____ day of _____, 2024 (“Effective Date”), by and between the Board of County Commissioners, Hamilton County, Ohio (“County”) and Amberley Village, Ohio (“Grantee”).

Whereas, the County included the Community Revitalization Grant (CRG) program in its 2024 overall budget to partner with cities, villages, and townships to implement impactful economic and community development projects; and

Whereas, participating local governments applied for funds to implement community and economic development plans, spur other development projects, remove blighted properties or conditions, and/or promote economic development; and

Whereas, the Grantee submitted an application for an economic development project, including the demolition and removal of a Village-owned abandoned clubhouse, to transform the site into a ready-to-develop building lot, further described in Exhibit A (the “Project”) and Exhibit B (Grantee’s “Application”) attached hereto and incorporated herein as part of this Agreement; and

Whereas, the CRG Review Committee recommended funding the Project to the Board of County Commissioners (BOCC).

Incorporating the foregoing Recitals and in consideration of the mutual promises, covenants and agreements contained herein, the sufficiency of which is expressly acknowledged, the parties agree as follows:

- 1. Term:** The Grant Term shall commence as of the Effective Date and extend through December 30, 2025 (the “Grant Term”) unless the Term of this Agreement is modified in writing or the Agreement is terminated in accordance with the provisions hereof.
- 2. Grant Agreement and Uses:** Subject to the terms of this Agreement, the County, by and through its Office of Economic Development, hereby grants to the Grantee a one-time grant of money in the amount of Two Hundred and Ninety Thousand Dollars (\$290,000) (the “Grant Funds”). The Grant Funds are awarded to the Grantee exclusively to undertake and complete the Project. Any other use of Grant Funds without prior written approval of the County shall be considered a non-allowable expenditure and may be subject to reimbursement of Grant Funds to the County upon a financial audit.

- 3. Disbursement:** Upon execution of this Agreement, the County will disburse the Grant Funds on a reimbursement basis. The Grantee shall invoice the County for Grant Funds and provide source documentation on corresponding expenditures in a format acceptable to the County. Source documentation shall include invoices and proof of payment. The County will make all reasonable efforts to pay such funds to the Grantee within 30 days of receipt of invoice and acceptable source documentation. The Grantee shall not submit invoices more frequently than monthly. Disbursement of Grant Funds is limited to actual costs and expenses the Grantee incurs after the Effective Date for the Project up to the maximum of Two Hundred and Ninety Thousand Dollars (\$290,000). Grantee agrees that the Grant Funds are restricted and may only be used for the uses outlined in Exhibit A. Grant Funds disbursed under this Agreement cannot supplant any other funding. Any Grant Funds disbursed to Grantee for ineligible costs or expenses shall be returned to County, immediately upon request.
- 4. Subcontractors:** The Grantee agrees to secure qualified personnel and/or contractors to complete the Project. All personnel performing work on the Project shall be under the direct supervision of the Grantee or the Grantee's contractors. The Grantee agrees to comply with any and all applicable laws governing the selection of contractors under this Agreement.
- 5. Competitive Procurement:** The Grantee agrees that the procurement of goods and services utilizing Grant Funds shall be through a competitive procurement process required by the Ohio Revised Code.
- 6. Records of Grant Funds and Access:** The Grantee shall maintain full, accurate and complete financial and accounting books, records and reports ("Records") of all direct and indirect uses and expenditures of the Grant Funds consistent with cash basis accounting principles. The Grantee shall keep and preserve all Records for at least three (3) years following the expiration of this Agreement. The County or the County's designated representative, at the County's cost and expense, shall have the right to audit the Records at any time but shall not unreasonably interfere with the Grantee's operations in connection with any such audit.
- 7. Reporting:** The Grantee will submit semi-annual progress reports as well as a completion report. The County reserves the right to require the submission of additional reporting as it relates to the activities included in the Project. Such documentation may include, but is not limited to, reports, spreadsheets and databases whether in electronic or paper form. With reasonable promptness, Grantee shall supply County with such reporting and information pertaining to the Project as from time to time may be reasonably requested.

7.1 Semi-annual reports. On January 31 and July 31 of the Grant Term, Grantee shall submit a report satisfactory to the County which includes the following information:

- .1 A narrative summary of Project status during the reporting period;
- .2 Amount of Grant Funds obligated and spent; and
- .3 Description of any risks to Project implementation.

7.2 Completion report. By January 30, 2025, Grantee shall submit a completion report which includes the following information:

- .1 Project summary;
- .2 Impact the Grant Funds made on the Project;
- .3 Feedback from businesses on the economic impact of project, including testimonials; and
- .4 Total Grant Funds spent.

8. Adherence to State, Local and Federal Laws, Regulations: The Grantee shall comply with all federal, state and local laws, rules and regulations applicable to the expenditure of the Grant Funds and the completion of the Project.

9. Termination: This Agreement may be terminated by the mutual written agreement of the parties; or by either party upon thirty (30) days written notice to the other in the event of a party's substantial failure to perform in accordance with the terms of this Agreement. Expenditures incurred prior to termination shall be submitted and reimbursed in accordance with the terms of this Agreement.

The terms of this Agreement are hereby agreed to by all parties, as shown by the signatures of representatives of each.

 Name
 Title
 Amberley Village

 Date

 Jeffrey W. Aluotto
 Hamilton County Administrator
 On behalf of Hamilton County Board of County Commissioners

 Date

Approved as to form:

DocuSigned by:

F5172C2A07B49B

 Assistant Prosecuting Attorney

7/11/2024

 Date

Exhibit A
Project Scope and Budget

A. Project Scope

The Grantee will use the Grant Funds for demolition and removal of a Village-owned abandoned golf course clubhouse, to transform the site into a ready-to-develop building lot. The proposed property demolition unlocks 8.5 acres of land for development and plans for redevelopment are detailed in both a conservation and connectivity study plan, created specifically for the project area. Later phases of the project are expected to create jobs and the project creates opportunity for the Village to expand into commercial development.

B. Project Budget

Funding Sources:

Hamilton County Community Revitalization Grant - \$290,000

Funding Uses:

Demolition and removal for the Village-owned clubhouse - \$290,000

Exhibit B
Grant Application





