

# City of Niles, Ohio

SPONSORED BY: FINANCE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 152-24

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE UNAPPROPRIATED FUND 239 TAX INCREMENTAL FINANCE, AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: Council hereby authorizes the following appropriations of funds from the Unappropriated Fund 239 to the following account listed below in the total amount of Four Hundred Sixty One dollars and forty six cents (\$461.46):

APPROPRIATION FROM UNAPPROPRIATED FUNDS		
FUND	ACCOUNT NUMBER	DESCRIPTION
239 - Tax Incremental Finance	239-3939-57040	TIF Disbursement
Total Appropriation		\$461.46

SECTION 2: This Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety, and welfare for the reason that these funds are immediately needed to pay the TIF disbursement. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor.

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

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and signed by me as such Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

# City of Niles, Ohio

SPONSORED BY: FINANCE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 153-24

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING A CASH TRANSFER FROM SEWER FUND 503 TO FUND 407 SEWER CAPITAL IMPROVEMENTS; AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: Authorizing the following Cash Transfer of One Hundred Thousand dollars and zero cents (\$100,000):

Cash Transfers	
From Sewer Fund 503 TRANSFER Account 503-5353-5900 To:	
FUND 407	Sewer Capital Improvements \$100,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety, and welfare for the reason that these funds are to be transferred for a Sewer Capital Improvement. As such an emergency measure, this Ordinance shall take effect immediately upon passage by Council and approval by the Mayor.

PASSED: \_\_\_\_\_ PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_ CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and signed by me as such Mayor on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_ MAYOR

# City of Niles, Ohio

SPONSORED BY: FINANCE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 154-24

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING MONTHLY CASH TRANSFERS; AND,  
DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: Authorizing the cash transfer of Three Hundred Sixty Six Thousand and 00/100 (\$366,000.00) from the General Fund Account No: 101-1090-59000 to the following Funds:

Cash Transfers		
From General Fund TRANSFER Account 101-1090-59000 To:		
Fund 404	Fire Truck Replacement	\$266,000.00
Fund 405	Police Capital Improvements	\$50,000.00
Fund 406	Park Capital Improvements	\$50,000.00
<b>TOTAL CASH TRANSFER</b>		<b>\$366,000.00</b>

SECTION 2: This Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety, and welfare for the reason that these funds are to be transferred on a regular basis. As such an emergency measure, this Ordinance shall take effect immediately upon passage by Council and approval by the Mayor.

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

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and signed by me as such Mayor on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

# City of Niles

SPONSORED BY: FINANCE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 155-24

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS FROM THE WATER DEPARTMENT TO THE GENERAL FUND FOR LOAN REPAYMENT, AND DECLARING AN EMERGENCY**

WHEREAS, on July 7, 2004, the general fund paid \$1,599,623 (\$1,400,000 in principal and \$199,623 in interest) to retire a note of the water fund, while the water fund paid \$165,000 of principal on this note.

WHEREAS, the water fund intended to repay the general fund the entire \$1,599,623 over an eleven year period beginning in July 2005. The City did not follow this repayment schedule due to financial constraints in the water fund.

WHEREAS, the repayment began again during 2019. On the fund financial statements, the receivable balance in the general fund at December 31, 2023 is \$159,963 and a corresponding payable is recorded in the water fund.

WHEREAS, on the government-wide financial statements the amounts are considered a part of the internal balance between the governmental and the business-type activities. As of December 31, 2023, principal in the amount of \$156,061 and interest in the amount of \$3,902 remain outstanding. This loan will be fully paid back in 2024.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:**

SECTION 1: That Council hereby approves the following cash transfer:

Cash Transfers	
From Water Fund 501 TRANSFER Account 501-5151-5900 To:	
Fund 101	General Fund
	\$159,963.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure in the interests of the public health, safety, and welfare, for the reason that the shall be paid in full by the start of calendar year 2025. As such an emergency measure, this ordinance shall take effect upon passage by Council and approval by the Mayor.

Passed: \_\_\_\_\_

\_\_\_\_\_  
President of Council

Attest: \_\_\_\_\_  
Clerk of Council

Received by the Mayor of the City of Niles this \_\_\_\_\_ day of \_\_\_\_\_, 2024,  
and approved by me as such Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

# City of Niles, Ohio

SPONSORED BY: COUNCIL AS A WHOLE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 158-24

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE SERVICE DIRECTOR TO ADVERTISE FOR BID FOR THE 2025 STREET RESURFACING PROGRAM; ENTER INTO CONTRACT; AND DECLARING AN EMERGENCY

WHEREAS, the City of Niles desires to pursue a street resurfacing program for the 2025 calendar year; and

WHEREAS, the estimated costs and proposed streets are attached hereto as Exhibit A.

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

SECTION 1: The Service Director is authorized to advertise for bids and to contract for the 2025 Street Resurfacing Program and;

SECTION 2: Exhibit A attached hereto identifies the estimated costs and proposed areas for the Bid;

SECTION 3: That this Resolution is hereby declared to be an emergency measure in the interests of the public health, safety and welfare for the reason that this Resolution must be implemented in a timely manner to ensure completion of the resurfacing program. As such an emergency measure, this Resolution shall take effect upon passage by Council and approval by the Mayor.

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

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Received by the Mayor of the City of Niles this \_\_\_\_\_ day of \_\_\_\_\_, 2024,  
and approved by me as such Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

# City of Niles, Ohio

SPONSORED BY: FINANCE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 159-24

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE APPROVING A THEN AND NOW PAYMENT TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT), APPROPRIATING THE NECESSARY FUNDS; AND DECLARING AN EMERGENCY

WHEREAS, the TRU West Park/E. State Street Mill and Fill project had unanticipated additional costs not included in the original funding;

WHEREAS, ODOT incurred \$12,794.40 in additional costs;

WHEREAS, the invoice to ODOT is due and payable;

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

SECTION 1: Council hereby authorizes payment to ODOT in the amount of \$12,794.40.

SECTION 2: Council hereby makes the following appropriations:

APPROPRIATION FROM UNAPPROPRIATED FUNDS		
FUND	ACCOUNT NUMBER	DESCRIPTION
401 - Capital Projects	401-4646-55400	Street Resurfacing
	<b>Total Appropriation</b>	<b>\$12,794.40</b>

SECTION 3: This Ordinance is declared to be an emergency measure in the interest of the public health, safety and welfare as the invoice is due and payable. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor.

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

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 and signed by me as such Mayor on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR



**Department of  
Transportation**

[transportation.ohio.gov](http://transportation.ohio.gov)

Mike DeWine, Governor  
Jon Husted, Lt. Governor  
Pamela Boratyn, Director

November 19, 2024

City of Niles  
34 W. State St.  
Niles, OH 44446

**3<sup>rd</sup> PAST DUE NOTICE**

Re: Ohio Department of Transportation  
Invoice #: CA2791  
Project PID #: 111326  
Amount Due: **\$12,794.40**

According to our records, the above referenced invoice that was originally sent **July 1, 2024**, is still outstanding, **it is now over 120 days past due**. This invoice represents an overpayment of costs on the above-stated project.

Previously, the invoice and delinquent letters have been sent on September 12, 2024 and October 21, 2024. There has not been any return contact from the company. If there are questions, or if the invoice is considered to be inaccurate, please respond with your concerns, so the appropriate ODOT personnel can be notified, and this matter can be resolved.

If we do not received payment within the next **30 days**, the balance will be certified for collections to the Ohio Attorney General's Office.

Very Respectfully,

**Joseph West**

*Accounts Receivable Analyst*  
ODOT Division of Finance, Central Office  
1980 W. Broad St., Mail Stop 2130, Columbus, Ohio 43223  
614.387.2399  
[Joseph.West@dot.ohio.gov](mailto:Joseph.West@dot.ohio.gov)

1980 West Broad Street  
Columbus, OH 43223 U.S.A.

614 | 466 7170  
[transportation.ohio.gov](http://transportation.ohio.gov)

The State of Ohio is an Equal Opportunity Employer and Provider of ADA Services



# The Ohio Department of Transportation Accounts Receivable

Invoice

In Account With:

City of Niles  
34 W State St.  
Niles, OH 44446

krobertson@theohiomiles.com

Address questions concerning this invoice to:

Jennifer Ehrenberg  
ODOT - Capital Accounting  
614-752-0408

DATE	INVOICE NO.	FD	AMOUNT	DESCRIPTION	STATUS
10/12/2023	CA2791		34582	TRU - W. Park Ave./E. State St. Mill & Fill	442503
Billing Period:	6/1/2020 - 10/16/2020				
Description of Work Item					
<p>The City paid the Consultant for work specified in Agreement No. 34582, including Part 1: PL Phase and Part 2: FE Phase. The Project received Federal Authorization for PE Environmental (Part 1) but did not receive Federal Authorization for PE Detail Design (Part 2). The City requested reimbursement from ODOT for 60% of the Consultant's total invoice for work performed in both parts. Because the work in Part 2 was not Federally Authorized, ODOT is seeking reimbursement from the City for the amount paid for work in Part 2.</p>					
Invoice No.	Trans. Date	Consultant Name	Consultant Invoice Total	FE/PE Detail Design Fees	Amount Due for Unauthorized Phase
21N014-1	3/24/2022	Thomas Fbk & Associates	\$ 44,655.00	\$ 15,993.00	\$ 12,794.40
Current Amount Due to Ohio					
			12,794.40		

I hereby certify that the above account is true and correct and that payment therefore has not been received.

By: Jennifer Ehrenberg 10/12/2023  
Title: Accounts Payable Manager

Please Return Bottom Portion of Invoice with Payment

Make Check Payable To:  
The Treasurer of the State of Ohio,  
C/O The Ohio Department of Transportation

Remit Payment To:  
Division of Finance - Accounts Receivable  
1980 West Broad Street-MS 2130  
Columbus, Ohio 43223

Invoice Number:	CA2791
Amount Due:	\$12,794.40

440800R

7-1-24



# City of Niles, Ohio

SPONSORED BY: COUNCIL AS A WHOLE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 156-24

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ADOPTING THE PERMANENT BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025; AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: That the permanent budget for the fiscal year beginning January 1, 2025, attached hereto as Exhibit "A", is hereby adopted by the Niles City Council.

SECTION 2: That the Niles City Auditor is hereby authorized and directed to submit copies of this budget to the Trumbull County Auditor.

SECTION 3: This Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety and welfare for the reason that failure to submit the budget in a timely manner may result in a loss of government funds. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor.

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

\_\_\_\_\_  
PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_ day of \_\_\_\_\_, 2024 and signed by me as such Mayor on this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

# City of Niles, Ohio

SPONSORED BY: COUNCIL AS A WHOLE  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 157-24

ORDINANCE NO. \_\_\_\_\_

## **AN ORDINANCE AUTHORIZING AN INCREASE TO THE POWER SALES CONTRACT RESOURCES SHARE OF THE AMP R.I.C.E. PEAKING PROJECT**

WHEREAS, the City of Niles, Ohio (“hereinafter Municipality”) owns and operates an electric utility system for the sale of electric power and associated energy for the benefit of its citizens and taxpayers; and

WHEREAS, in order to satisfy the electric power and energy requirements of its electric utility system, Municipality has heretofore purchased, or desires to do so in the future, economical and reliable power and energy from, or arranged by, American Municipal Power, Inc. (hereinafter “AMP”), of which Municipality is a Member; and

WHEREAS, Municipality, along with other Members, (collectively “Participants”) entered into the American Municipal Power R.I.C.E. Peaking Project (as hereinafter, “AMP R.I.C.E. Peaking Project”) Power Sales Contract (“PSC”) for a share of the Power Sales Contract Resources (hereinafter “PSCR Share”) of the AMP R.I.C.E. Peaking Project that AMP agreed to finance, construct, operate and own; and

WHEREAS, Volvo/PowerSecure has increased the generation output of the reciprocating internal combustion engines while providing the same maintenance schedule and warranty without a resulting rate increase; and

WHEREAS, the PSC permits an increase in PSCR Shares as a result of rerating but prohibits AMP from increasing the Participants’ allocation of PSCR Shares in an amount greater than any maximum amount specified by such Participant pursuant to the legislation authorizing execution of the PSC; and

WHEREAS, Participant’s authorizing legislation caps Participant’s PSCR Share at an amount below the revised PSCR Share resulting from the increase in generation output.

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

SECTION 1. Municipality authorizes its PSCR Share (not taking into account the Step-Up as defined in the PSC), to increase up to a nominal amount of 11,930 kilowatts.

SECTION 2. That it is found and determined that all formal actions of this Municipality Council concerning and relating to the passage of this ordinance were taken in conformance with applicable open meetings laws and that all deliberations of this Municipality Council and of any committees that resulted in those formal actions were in compliance with all legal requirements including any applicable open meetings requirements.

SECTION 3. If any section, subsection, paragraph, clause or provision or any part thereof of this ordinance shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this ordinance shall be unaffected by such adjudication and all the remaining provisions of this ordinance shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

SECTION 4. That this ordinance shall take effect at the earliest date allowed by law.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

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

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_ day of \_\_\_\_\_, 2024 and signed by me as such Mayor on this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MAYOR

# City of Niles, Ohio

SPONSORED BY: SAFETY COMMITTEE AND  
COMMUNITY DEV. NEIGHBORHOOD STABILIZATION  
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 160-24

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 1402.10, "DWELLING PERMIT" OF THE CODIFIED ORDINANCE OF THE CITY OF NILES, IN PART, TO ADJUST INSPECTION REQUIREMENTS AND INCREASE PENALTIES FOR VIOLATIONS; AND DECLARING AN EMERGENCY

WHEREAS, the Council desires to address issues with dwelling permit compliance and also interior inspection compliance,

WHEREAS, with respect to properties that have more than 20 rental units, Council has determined that a written certification of interior compliance with all housing and building codes is required for renewal of the dwelling permit;

WHEREAS, Council also has determined that interior inspections are being circumvented for properties where utilities only remain in the name of property owner. Therefore, in order to obtain a new dwelling permit each property owner shall provide written certification of any change of tenancy for each renewal;

WHEREAS, all written certifications as outlined above shall be submitted under penalty of law and violations may lead to referral for criminal prosecution and/or revocation of all dwelling permits within the City of Niles.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: The various Sections of Chapter 1402.10 are hereby amended and enacted to read as follows:

## 1402.10 DWELLING PERMIT

- (b) Required Fee No dwelling unit shall be occupied by any person other than the owner thereof without a residential non-owner occupied dwelling permit certifying that the dwelling meets the provisions of this Housing Maintenance Code.
- (1) No initial permit shall be issued without an inspection of the unit by the Housing Code Maintenance Officer of his designee to assure compliance with requirements of this Housing Maintenance Code. In addition, an initial permit fee shall be paid by the owner for each dwelling unit.
- (2) The initial and renewal fee for this permit shall be \$75.00 per unit which includes the initial inspection and the renewal fee for this permit shall be \$50.00 per unit except as follows:
- (a) ~~S~~Should the number of dwelling units within one complex exceed twenty (20), a permit fee of fifty dollars (\$50.00) shall be paid for one permit provided in this section for that dwelling, and a permit fee of thirty dollars (\$30.00) shall be paid for each remaining permit provided for in this section for the remaining dwellings. These dwelling units will not be subject to the occupancy change inspection requirements. This exemption is provided on the condition that, upon each renewal application the property owner shall provide written certification to the City of Niles that the interior of the unit is in compliance with all state and local building, fire, and housing codes. requirements.
- (b) For properties less than 20 units, If an occupancy change occurs, the ~~landlord~~ property owner shall notify the Housing Code Maintenance Officer prior to

reoccupying the rental unit. A fee of One hundred Dollars (\$100.00) shall be assessed to owners for failure to report a change of occupancy, regardless of when the change of occupancy occurred.

(1) Upon each change of occupancy per unit, an internal and external inspection shall be scheduled and conducted.

(2) The cost of inspection shall be \$25.00. A written report of said inspection(s) shall be issued to the landlord property owner and kept on file at the Housing office.

(c) ~~Subject to notice and if requested a hearing as provided for in this Chapter, failure of any person to comply with the requirements of this chapter may result in a fine of up to \$1000.00 and revocation of any dwelling permit. In addition, any person that knowingly makes a false statement or omission on the required written certifications may be referred for criminal prosecution, including but not limited to, falsification under Ohio Rev. Code 2921.13 and Niles Codified Ordinance 525.02.~~

~~Upon the inspection of a rental property that is subject to an occupancy change, if the Housing Inspector determines that said property does not comply with the minimum standards as set forth in the Housing Ordinance of the City of Niles, an Inspection Report will be issued to the Landlord. Once the code violation(s) are corrected a Utility Approval form will be issued to the landlord. A copy of the Utility Approval form must be attached to the Landlord utility form when transferring utilities into a tenant's name. The Utility Department shall not transfer any Niles utilities to any rental property, dwelling, dwelling unit, or rooming unit until said property complies with the requirements listed in this section.~~

(3) ~~No permit shall be issued for a dwelling unit subject to this section without certification after inspection that the requirements of this Housing Maintenance Code have been completed with.~~

(e) ~~Expiration and Renewal: Nontransferable A residential non-owner occupied dwelling permit shall expire annually from the date of issue and is not transferable. Upon sale of a rental property, the new landlord shall have thirty days (30) before he or she must schedule an inspection. It shall be the responsibility of the owner to secure permits and renew them annually. (Ord. 47-98. Passed 10-21-98.)~~

(d) ~~Fee Deposit Such fees shall be deposited in the General Fund of the City of Niles. Revenue derived shall be used to defray the expenses of the Housing Department in the administration and enforcement of the Housing Code.~~

(e) ~~Certificate Required for Utility Department the City of Niles shall not accept applications for service for other than owner occupied dwellings within the corporate limits unless the residential non-owner occupied dwelling permit and/or the utility approved form is included on the application. In the event the building is under construction or being repaired, the building permit may be substituted, with authorization by the Housing Maintenance Enforcement Officer, provided that the Engineering, Planning and Building Department office is notified and all proper building, electrical and plumbing permits are obtained.~~

SECTION 2: All other provisions of Chapter 1402.10 shall remain the same;

SECTION 3: This Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety and welfare, and for the reason that these changes may be made at the earliest possible opportunity to assist in covering the costs of the services provided by the Housing Department in proper enforcement of the Niles Codified Ordinances. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

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

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, ~~2024~~ and signed by me as such Mayor on the \_\_\_\_\_ day of \_\_\_\_\_, ~~2024~~.

\_\_\_\_\_  
MAYOR