

Village of Bluffton Council Meeting Agenda

May 26, 2026 at 7:00 PM



Opening Ceremonies

Call to Order, Mayor Johnson presiding
Pledge of Allegiance



Minutes

Approval of the minutes from the Council Meeting held on Monday, May 11, 2026.

Bills

Committee Reports

Streets, Alleys, Lights & Sidewalk: 05/18

Boards & Commissions

LEGISLATION

RESOLUTION NO. 10-2026

3rd Reading

Emergency

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BLUFFTON UNIVERSITY FOR THE DISPLAY OF THE BLUFFTON UNIVERSITY NAME AND LOGO ON THE VILLAGE'S EAST WATER TOWER AND DECLARING AN EMERGENCY

RESOLUTION NO. 11-2026

3rd Reading

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM FOR THE CONSTRUCTION OF A PUBLIC PICKLEBALL COMPLEX

RESOLUTION NO. 12-2026

1st Reading

A RESOLUTION ESTABLISHING AND RECOGNIZING A DOWNTOWN SIDEWALK SAFETY ZONE WITHIN THE VILLAGE OF BLUFFTON, OHIO; AUTHORIZING THE INSTALLATION OF EDUCATIONAL SIGNAGE AND PAVEMENT MARKINGS RELATED TO BICYCLE, ELECTRIC BICYCLE, AND SCOOTER SAFETY

RESOLUTION NO. 13-2026

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OH TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT DIRECT GRANT FOR A NEW AWOS III/PT FOR SFY 2027 AND DECLARING AN EMERGENCY.

RESOLUTION NO. 14-2026

1st Reading

Emergency

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OHIO TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT INFRASTRUCTURE & CAPACITY ENHANCEMENT (ICE) DIRECT GRANT FOR A NEW FUEL SYSTEM FOR SFY 2027 AND DECLARING AN EMERGENCY.

RESOLUTION NO. 15-2026**1st Reading****Emergency**

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OHIO TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT DIRECT GRANT FOR A PROJECT TO REHABILITATE APRON PAVEMENT FOR SFY 2027 AND DECLARING AN EMERGENCY.

RESOLUTION NO. 16-2026**1st Reading****Emergency**

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OHIO TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT INFRASTRUCTURE & CAPACITY ENHANCEMENT (ICE) DIRECT GRANT FOR A PROJECT TO REPLACE HANGAR DOORS FOR SFY 2027 AND DECLARING AN EMERGENCY.

Village Administration Report:**Mayor:****Safety Services Reports:**

-EMS- -Fire Dept.- -Police Dept.-

Meeting Dates (meetings held at the Town Hall unless otherwise noted*)

- Council Meeting – Monday, May 26th at 7:00 pm
- Council Meeting – Monday, June 8th at 7:00 pm

Public Comment**Adjournment – Motion**

Village of Bluffton – Regular meeting May 11, 2026, at 7:00 p.m.

Mayor Johnson presiding. Downey (partial attendance due to another commitment), Gordon-Hancock, Sehlhorst, Stahl, and Talavinia present.

Sehlhorst motioned, seconded by Gordon-Hancock, to approve the minutes from the regular council meeting held on April 27, 2026. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Stahl, to approve the bills as presented. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

The Fiscal Officer gave the following readings:

2nd Reading:

Resolution 10-2026 – A Resolution authorizing the Mayor to enter into an agreement with Bluffton University for the display of the Bluffton University name and logo on the Village's East Water Tower. Sehlhorst motioned to approve the resolution, seconded by Stahl. Following discussion, Stahl motioned to table the 2nd reading of Resolution 10-2026, seconded by Gordon-Hancock. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion passed.

Resolution 11-2026 – A Resolution authorizing the Village Administrator to submit an application for funding through the Ohio Department of Natural Resources NatureWorks Grant Program for the construction of a public pickleball complex.

Stahl motioned to approve the resolution, seconded by Sehlhorst. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Downey motioned, seconded by Stahl, to un-table the second reading of Resolution 10-2026. Roll Call: Yes (5) Downey, Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved. With resolution 10-2026 back on the table, the original motion (Sehlhorst, Stahl) still stands. Roll Call: Yes (4) Downey, Gordon-Hancock, Sehlhorst, and Stahl. No (0), Abstain (1) Talavinia, motion approved.

Stahl motioned, seconded by Talavinia, to approve the replacement of servers at a cost not to exceed \$71,000. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Gordon-Hancock motioned, seconded by Sehlhorst, to approve a downtown sidewalk safety zone and the ordering and placement of sidewalk signage designed to encourage those using bicycles, electric bicycles, and electric scooters on sidewalks to slow down to improve pedestrian safety. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned, seconded by Stahl, to approve the special event request for the High School Baccalaureate service on May 21, 2026. College Avenue between Main St. and Jackson St. will be closed from 5:00 p.m. until 8:30 p.m. on the 21st. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Sehlhorst motioned, seconded by Gordon-Hancock, to approve the special event request for food trucks during the 4th of July parade and celebration. Food trucks will be located on Cherry St., in the municipal parking lot, and surrounding areas from 2:00 – 8:00p.m. on July 4. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

motioned, seconded by Stahl, to approve the special event request for the America250 Drone Show on June 19, 2026. The show will take place at Harmon Field and roadways and parking lots in the area will have limited access on the 19th for the show operator to set up the show and provide the required safety zone for the drones to operate in. Roll Call: Yes (4) Gordon-Hancock, Sehlhorst, Stahl, and Talavinia. No (0), Abstain (0), motion approved.

Talavinia motioned to adjourn the meeting.

The following meetings/events were included on the agenda and/or scheduled during the meeting.

Streets Committee on Monday, May 18 at 6:00 p.m.

Council Meeting on Tuesday, May 26 at 7:00 p.m. (Note the change to Tuesday due to Memorial Day on Monday)

MAYOR

FISCAL OFFICER

VILLAGE OF BLUFFTON
VOUCHER REPORT 5/26/2026

VENDOR	AMOUNT	DEPARTMENT	DESCRIPTION
ALL SERVICE AERATION, INC	400.00	Multiple	PORTABLE TOILETS
ANTHEM BLUE CROSS BLUE SHIELD	222.75	Multiple	LIFE INSURANCE
CHARTER COMMUNICATIONS	53.03	Multiple	INTERNET
CHARTER COMMUNICATIONS	175.35	Multiple	INTERNET
CINTAS	47.90	Multiple	FIRST AID SUPPLIES
CINTAS	63.02	Administrative	UNIFORMS
CITIZENS NATIONAL BANK	130.00	Pool	START UP CASH
CITIZENS NATIONAL BANK	40,522.56	Capital Improvement	LOAN PAYMENT
CORE & MAIN LP	52.66	Water	METER LIDS
ENBRIDGE GAS OHIO	563.79	Multiple	NATURAL GAS
EVERETT J PRESCOTT INC	1,452.90	Sewer	MANHOLE ADJUSTING RINGS
EVERETT J PRESCOTT INC	1,035.73	Water	WATER METER COVERS & PIPE
GLOBAL ELECTRIC, INC	1,350.85	Sewer	CLARIFIER MOTOR REPLACEMENT
GLOBAL ELECTRIC, INC	500.00	Sewer	CLARIFIER SPARE MOTOR
GLOBAL ELECTRIC, INC	9,994.80	Sewer	WAS ACTUATOR
GRAINGER INC	27.10	Cemetery	MARKING FLAGS
GRAINGER INC	27.68	Land & Buildings	LAMPS - TOWN HALL CLOCK
GREAT LAKES BILLING ASSOCIATES, INC.	1,095.03	Rescue	EMS BILLING SERVICES
HANCOCK-WOOD ELECTRIC CO-OP	145.14	Multiple	ELECTRICITY
HANCOCK-WOOD ELECTRIC CO-OP	65.00	Multiple	ELECTRICITY
HAWKINS INC.	990.00	Pool	POOL CHEMICALS
HOWELL RESCUE SYSTEMS, INC.	1,002.50	Fire	ANNUAL MAINTENANCE - GENESIS
KOI ENTERPRISES, INC.	273.16	Multiple	PARTS
LEGACY FARMER COOP	4,934.41	Multiple	FUEL
MARATHON FOOD CENTER	65.94	Police	FUEL
MATHEW OGLESBEE	67.76	Police	TRAVEL
OHIO TREASURER	57,997.70	Multiple	LOAN PAYMENT
ORANGE TOWNSHIP	2,500.00	Administrative	ANNEXATION AGREEMENT
PERRY CORPORATION	3,749.54	Administrative	IT CONTRACT
PERRY CORPORATION	113.75	Administrative	IT CONTRACT
PJ SPORTSWEAR	937.00	Rescue	UNIFORMS
RAYLE, ERIC	615.53	Police	LODGING & MEALS - MEMORIAL
RYAN BURKHOLDER	125.71	Police	MEMORIAL TRAVEL
SHELL FLEET PLUS	1,967.09	Multiple	FUEL
SMARTBILL	1,309.19	Multiple	BILLING SERVICES
STAPLES BUSINESS ADVANTAGE	179.71	Multiple	SUPPLIES
TREE TECH	1,150.00	Street	STUMP GRINDING
TREE TECH	1,750.00	Land & Buildings	TREE REMOVAL
USA BLUE BOOK	732.95	Water	TESTING SUPPLIES
VERIZON WIRELESS	130.41	Multiple	CELL PHONES
VILLAGE OF OTTAWA	49,537.24	Water	WATER
INCOME TAX REFUNDS	2,591.87	Administrative	INCOME TAX REFUNDS
	190,646.75		
APRIL FIRE & EMS	5,593.87		
MEDICARE	81.12		
OPERS	569.63		
FICA	90.83		
BIWEEKLY PAYROLL 5/15/26	85,417.15		
MEDICARE	1,184.19		
OPERS	7,739.31		
OP&F	5,666.01		

Council Signature : _____

Date: _____

2026, May 18 – Streets, Lights & Sidewalk Committee Meeting

Start: 6:05 PM End: 7:17 PM

Present: Joe Sehlhorst, Liz Gordon-Hancock, Admin. Jesse Blackburn

Topic 1: N. Main St. Concept

- Reviewed N. Main Street Reconstruction – Phase 1 Conceptual Plan by ChoiceOne Engineering
- Goal for project to begin construction in 2027.
- Project timeline would align with Allen County bridge replacement on N. Main St.

Topic 2: 2026 Paving

- Working with Bluffton Paving to obtain quotes for the following areas:
 - o Swiss Park Subdivision: entire subdivision requested.
 - o Navajo & Pocono Dr. – complete areas not included in the roundabout project.
- Discussed future need to create curbing infrastructure maintenance and repair policy.

Topic 3: Vine St. Project

- Bluffton In Bloom request not closing Vine St. this summer.
- Reviewed ChoiceOne Conceptual Vine St. Parking Plans;
 - o Concept Plan – 1-Side Parallel Parking, Concept Plan – 45° Reverse Angle Parking, & Concept Plan – 30° Forward Angle Parking
- Determined that 1-Side Parallel Parking Concept may work best for potential future Vine St. enhancements.
 - o Discussed adding 8' of dining area through use of parklets on south side of street.
 - o Bluffton has received a \$7,500 Grant from American Realtors Assoc. for the construction of parklets.
 - o Sarah Misiakiewicz from Allen Co. Health Dept. is looking into other grants for this project

Topic 4: State Route 103 Speed Reduction Review

- USLIMITS2 Speed Zoning Report received from ODOT. Project Overview: Bluffton SR-103 Speed Study. See attached report.
- Village goal is to reduce speed limit on State Route 103 to improve safety for all pedestrians and vehicles. Village utilizing discretionary sections within O.R.C. 4511.21 to adjust certain speeds on highways within their village boundaries.
- Request Solicitor to review report and offer guidance.

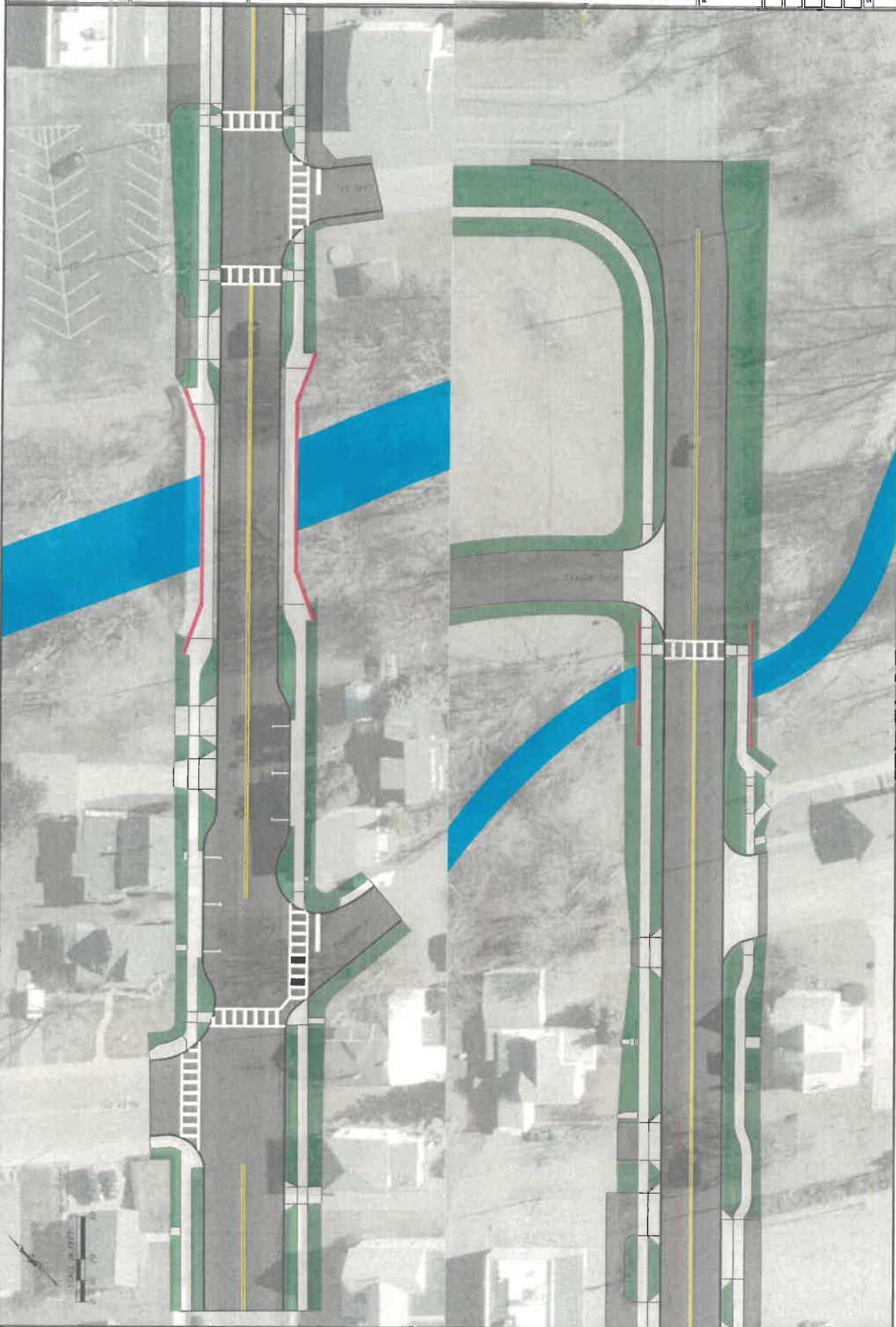
Topic 5: Downtown Sidewalk Safety Zone: - Resolution Needed

- Administration to create Downtown Sidewalk Safety Zone Resolution with the purpose of improving pedestrian safety within the downtown business district.
- See attached document for decal placement and description.

Topic 6: Request for Two Speed Beacon Worked Into 2026 Street Budget

- Please see attached quote of \$7,000 for 2 units from ElanCity.
- Police Chief and Administration to identify recommended placement within the Village.

Z:\project\align\bluff-2504\NorthStreet\backgrounds\concept\ROADWAY EXHIBIT.mxd 19-May-26 10:30 AM



**NORTH MAIN STREETSCAPE AND RECONSTRUCTION
VILLAGE OF BLUFFTON, OHIO**

CONCEPTUAL PLAN

WWW.CHOICEONEENGINEERING.COM
LOVELAND, OHIO 45139-8554
513.238.0000



REVISIONS	
FILE NAME	
DRAWN BY	
CHECKED BY	
PROJECT NO.	
DATE	05-2026
SHEET NUMBER	1 OF 1

USLIMITS2 Speed Zoning Report

Project Overview

Project Name: Bluffton SR-103 Speed Study

Analyst: Derrick Schierloh

Date: 2026-05-13

Basic Project Information

Project Number: HAN-103-Bluffton

Route Name: SR 103

From: County Line Road

To: IR-75 SB Ramp

State: Ohio

County: Hancock County

City: Bluffton village

Route Type: Road Section in Developed Area

Route Status: Existing

Crash Data Information

Crash Data Years: 3.00

Crash AADT: 6724 veh/day

Total Number of Crashes: 9

Total Number of Injury Crashes: 1

Section Crash Rate: 210 per 100 MVM

Section Injury Crash Rate: 23 per 100 MVM

Crash Rate Average for Similar Roads: 210

Injury Rate Average for Similar Roads: 23

Roadway Information

Section Length: .582 mile(s)

Statutory Speed Limit: 50 mph

Existing Speed Limit: 45 mph

Adverse Alignment: No

One-Way Street: No

Divided/Undivided: Undivided

Number of Through Lanes: 2

Area Type: Commercial

Number of Driveways: 24

Number of Signals: 0

Traffic Information

85th Percentile Speed: 43 mph

50th Percentile Speed: 40 mph

AADT: 6724 veh/day

On Street Parking and Usage: Not High

Pedestrian / Bicyclist Activity: High

Recommended Speed Limit:



Note: The road section is in an area with high pedestrian or bicycle activity. Consider implementing engineering measures to reduce speeds before lowering the recommended speed limit. See [Engineering Countermeasures for Speed Management](#) and [PedSafe](#) for more guidance.

Disclaimer: The U.S. Government assumes no liability for the use of the information contained in this report. This report does not constitute a standard, specification, or regulation.

Equations Used in the Crash Data Calculations

Exposure (M)

$M = (\text{Section AADT} * 365 * \text{Section Length} * \text{Duration of Crash Data}) / (100000000)$

$M = (6724 * 365 * .582 * 3.00) / (100000000)$

$M = 0.0429$

Crash Rate (Rc)

$Rc = (\text{Section Crash Average} * 100000000) / (\text{Section AADT} * 365 * \text{Section Length})$

$Rc = (3.00 * 100000000) / (6724 * 365 * .582)$

$Rc = 210.03 \text{ crashes per 100 MVM}$

Injury Rate (Ri)

$Ri = (\text{Section Injury Crash Average} * 100000000) / (\text{Section AADT} * 365 * \text{Section Length})$

$Ri = (0.33 * 100000000) / (6724 * 365 * .582)$

$Ri = 23.34 \text{ injuries per 100 MVM}$

Critical Crash Rate (Cc)

The Hearn LAW Office

5 Willipie Street, Wapakoneta, OH 45895
Phone: 419.738.8171 FAX: 419.738.1300

December 26, 2024

Ohio Department of Transportation – District 7
Matt Parrill
Capital Programs Administrator
1001 St. Marys Avenue
P.O. Box 969
Sidney, OH 45365

Ohio Department of Transportation – District 7
Justin Yoh
Transportation Engineer
1001 St. Marys Avenue
P.O. Box 969
Sidney, OH 45365

Re: Minster, Ohio speed adjustments

Dear Mr. Parrill and Mr. Yoh:

I am the Village Solicitor for the Village of Minster, Ohio.

As you may be aware, Village Officials have been communicating with ODOT concerning utilizing discretionary sections within O.R.C. 4511.21 to adjust certain speeds on highways within their village boundaries.

I have reviewed O.R.C. 4511.21 and I am committing to prosecuting any violation of 4511.21 that is amended as the result of speed in a particular area being lowered by the Village of Minster exercising their discretion to do so.

Respectfully,



James F. Hearn Sr.

cc: Don Harrod
Village Administrator
Village of Minster
5 West Fourth Street
P.O. Box 1
Minster, Ohio 45865

Village of Bluffton - Office of the Village Administrator

To: Bluffton Pathway Board

From: Jesse Blackburn, Village Administrator

Date: 5/5/26

Subject: Downtown Sidewalk Safety Zone and Signage Recommendation

Purpose

The purpose of this memorandum is to present a recommendation to improve pedestrian safety within the Downtown Business District through the establishment of a Downtown Sidewalk Safety Zone supported by clear and consistent signage.

Background

The Village of Bluffton has experienced a noticeable increase in the use of bicycles, electric bicycles, and electric scooters as modes of transportation. While these devices provide convenience and accessibility, their presence on downtown sidewalks has created safety concerns due to speed differentials between riders and pedestrians.

A recent capstone study found that many residents expressed concern about shared sidewalk use, 43.8% support requiring walking, and comments frequently cited excessive speed and near-misses. The study concluded that a walking-only requirement would improve safety outcomes. My recommended approach does not include a Dismount Zone and related Ordinance but establishes clear expectations of traveling speed on regulated sidewalks while allowing flexibility and community adaptation before any regulatory action.

Recommendation

It is recommended that the Pathway Board support a phased implementation strategy beginning with the creation of a Downtown Sidewalk Safety Zone focused on community education without strict, enforceable regulations using well-placed signage and community-led enforcement. This strategy would be formalized by a Resolution by Village Council to create a Downtown Sidewalk Safety Zone with the installation of approved signage at approved locations.

Proposed Downtown Sidewalk Safety Zone

Maximum Speed: 5 MPH

Pedestrian Priority: Pedestrians maintain full right-of-way

Rider Behavior: Riders are encouraged to Slow Down devices during high pedestrian activity

Signage Plan

Install signage at entry points, mid-block locations, and high-conflict areas. Preferred messaging is on the following page with Option #3 or #4 being my recommendations. Option #3 will show dirt faster.

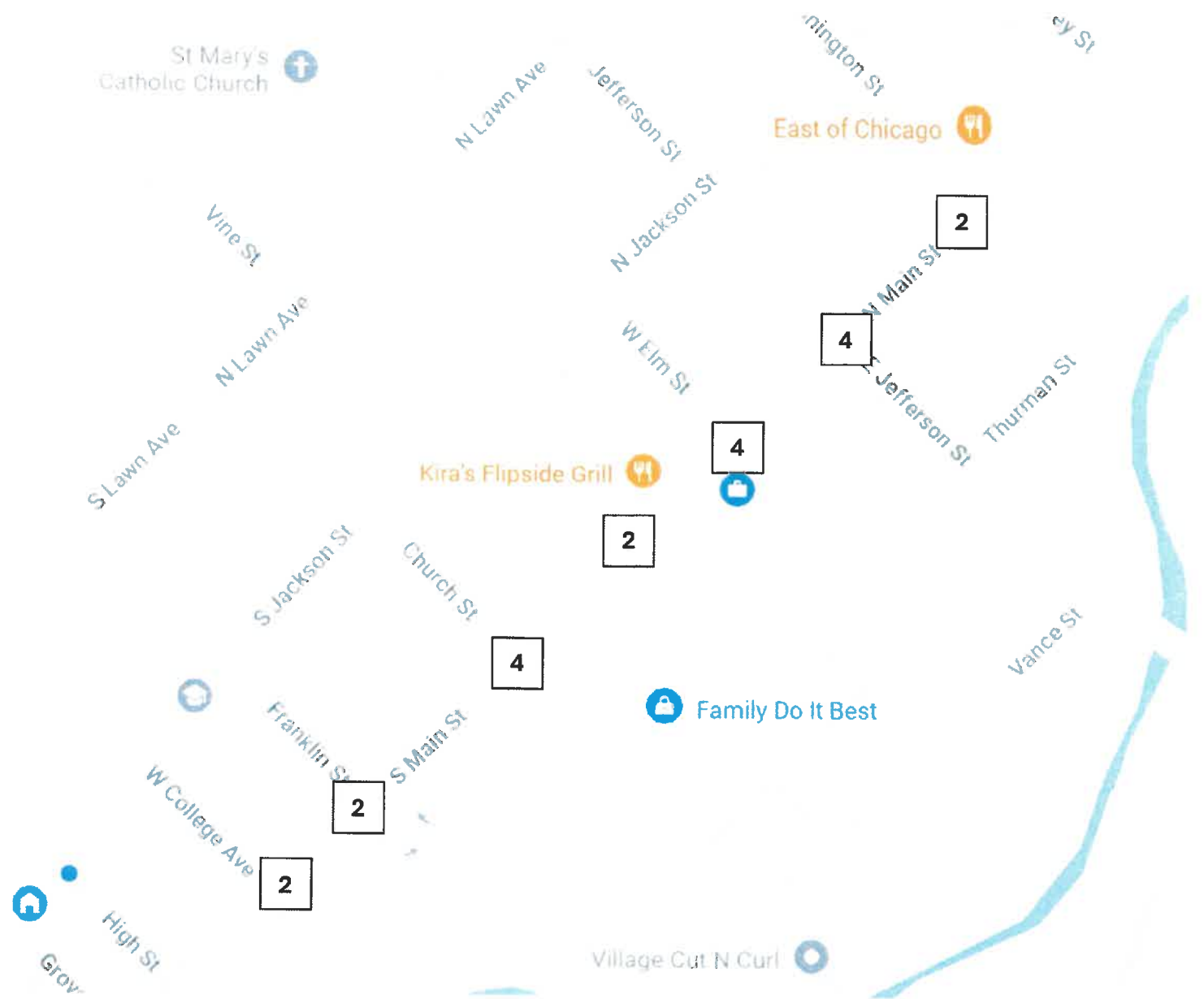


Implementation Strategy – begin with an education-first- approach

1. Install signage
2. Public awareness – use Farmer's Market to educate residents
3. Monitor conditions – provide feedback to Village Admin. To share w/ stakeholders
4. Evaluate after 6–12 months – a formal Dismount Zone Ordinance can be created if needed

Conclusion

This is a practical, low-cost approach that aligns with community feedback and allows measured implementation before regulation. As stated before, this is Phase I of a strategy that can be tightened up in the future.



Initial count is twenty decals:

- 2 at College
- 2 at Franklin
- 4 at Church/Cherry
- 2 at Vine
- 4 at W. Elm
- 4 at Jefferson
- 2 at Washington

The new EVOLIS Radar Speed Sign

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EFFICIENT AND
CONNECTED!

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The EVOLIS Radar Speed Sign: a portable powerhouse in traffic safety... Built with durable ABS Injection Molded Resin, weighing a mere 20lbs! With an extended vehicle detection range of over 1,000 feet, it uses superior Doppler radar technology. The 15" speed digits, illuminated by ultra-bright, tricolor LEDs, catch attention. Driver behavior correction is achieved through programmable messages and speed digits, resulting in an impressive 25% decrease in overall speed.

Choose flexibility with the EVOLIS RSS: battery-operated or solar-powered options available. Embrace energy autonomy and reduce your carbon footprint. The full-option package ensures immediate functionality and a remarkable autonomy of up to 7000 vehicles per day. Additionally, enjoy bi-directional traffic data collection and comprehensive analysis software, eliminating the need for subscription fees and providing free updates for life.

Join the global success of the EVOLIS RSS, trusted by **10,000 communities worldwide with over 30,000 units installed.** Its superior design, advanced technology, and user-friendly nature make it an indispensable tool for enhancing road safety and promoting responsible driving.

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Email: sales@elancity.net

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BLUFFTON, OH 45817
United States

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154 N Main St
BLUFFTON, OH 45817
United States

Tel. : +14193582961
Fax : +14193588137

Quotation N° SO12958

Your Reference	Quotation Date	Contact	Payment Term		
	05/06/2026	MOLINA RIVAS Romel	Net 30 Days		
Description	Qté	P.U	Disc.(%)	Discounted price	Price
[EPRA0154AA] US[AS-BT] EVOLIS VISION RADAR SPEED SIGN - SOLAR Version - Reflective WHITE Front Panel ready to install including: - Speed display: 15" high (green/amber/red) - Polycarbonate front panel screen-printed "YOUR SPEED" - Integrated solar power regulator - USB and BLUETOOTH LE (Low Energy) connection - Upgradable to 3G/4G (optional) -BI-DIRECTIONAL traffic data and statistics, - Software provided for PC and Smartphone, - Mounting kit included (excluding clamps), - 2-year warranty	2.00 Unit(s)	3,100.00	0.00	3,100.00	\$ 6,200.00
[EACC0042AA] 95W solar panel (fastenings included - IN)	2.00 Unit(s)	600.00	0.00	600.00	\$ 1,200.00
[EACC0046AB] Yuasa battery pack 12V22Ah with integrated fuse protection (8A) - 6-month warranty	4.00 Unit(s)	125.00	0.00	125.00	\$ 500.00
[DCE] Delivery Charge EXPRESS	1.00 Unit(s)	400.00	0.00	400.00	\$ 400.00
[99900] Discount TPS26	1.00 Unit(s)	-1,300.00	0.00	-1,300.00	\$ -1,300.00
Total discount HT:					\$ 1,300.00
Net Total :					\$ 7,000.00
Taxes (20%):					\$ 0.00
Total :					\$ 7,000.00

CUSTOMER CONTACT INFO:
• Name: Ryan M . Burkholder
• Phone: 419-358-2961

ELAN CITY
 450 7th Avenue (& 34th St.) Suite 1501
 New York City, NY 10123-1591
 United States
 Phone. : (646) 878-6259
 Fax. : (646) 770-3906
 Email: sales@elancity.net

Description	Qté	P.U	Disc.(%)	Discounted price	Price
• Email: burkholderr@bluffton-ohio.com					

QUOTE PRICING AND EXPIRATION:					
• Quote valid until : 05/30/2026					
• PROMO CODE / OFFER: TPS26					

Valid for agreement
 (Stamp, Signature and Date)

The :

RESOLUTION NO. 10–2026

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BLUFFTON UNIVERSITY FOR THE DISPLAY OF THE BLUFFTON UNIVERSITY NAME AND LOGO ON THE VILLAGE’S EAST WATER TOWER, AND DECLARING AN EMERGENCY

WHEREAS, the Village of Bluffton owns and maintains water storage towers as part of its municipal water distribution system; and

WHEREAS, Bluffton University has requested that its official name and logo be displayed on the Village’s East Water Tower located at 115 Citizens Parkway; and

WHEREAS, the Village has scheduled exterior renovation and painting of said water tower, creating an opportunity to incorporate the University’s name and logo into the project; and

WHEREAS, the Village has received a proposal for such logo painting services in the amount of Thirteen Thousand Dollars (\$13,000.00); and

WHEREAS, the parties have negotiated an agreement whereby Bluffton University will reimburse the Village for the full cost of the logo painting, with payment to be made in full by June 30, 2026; and

WHEREAS, Council finds that entering into said agreement is necessary and in the best interest of the Village of Bluffton to coordinate with the scheduled water tower rehabilitation project and avoid delay.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION 1: The Mayor is hereby authorized and directed to enter into an agreement with Bluffton University for the display of the Bluffton University name and logo on the Village’s East Water Tower, in accordance with the agreement on file with the Village.

SECTION 2: The Mayor is further authorized to execute any necessary documents and take all actions required to implement and administer the agreement approved herein.

SECTION 3: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution 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 conducted in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code.

SECTION 4 – EMERGENCY CLAUSE: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of the citizens of the Village of Bluffton, Ohio, and for the further reason that timely execution of the agreement is required to coordinate with the water tower rehabilitation project and avoid delays; therefore, this Resolution shall take effect and be in force immediately upon its passage.

Passed and adopted this _____ day of _____, 2026, by the Council of the Village of Bluffton, Ohio.

Yes: _____ No: _____ Abstain: _____

ATTEST:

Kevin Nickel, Fiscal Officer

Richard Johnson, Mayor

Approved as to Form:

Village Solicitor

RESOLUTION NO. 11-2026

A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO SUBMIT AN APPLICATION FOR FUNDING THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES NATUREWORKS GRANT PROGRAM FOR THE CONSTRUCTION OF A PUBLIC PICKLEBALL COMPLEX

WHEREAS, the Village of Bluffton seeks to expand public recreational opportunities and enhance community amenities for its residents; and

WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes through the NatureWorks Grant Program; and

WHEREAS, the Village of Bluffton, in partnership with the Bluffton Family YMCA and the Bluffton Pickleball Community, proposes the construction of a public pickleball complex, including four (4) dedicated courts and supporting improvements such as fencing and ADA-accessible connections; and

WHEREAS, the proposed project will provide expanded recreational opportunities, promote community health and wellness, and support long-term public access to pickleball facilities within the Village; and

WHEREAS, the Village of Bluffton will serve as the applicant, project owner, and responsible entity for the administration of grant funds and completion of the project; and

WHEREAS, Council finds that submission of a grant application for said project is necessary and in the best interest of the Village of Bluffton.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF BLUFFTON, OHIO:

SECTION 1: The Village Administrator is hereby authorized and directed to prepare, execute, and file an application with the Ohio Department of Natural Resources for financial assistance through the NatureWorks Grant Program for the construction of a public pickleball complex.

SECTION 2: The Village of Bluffton agrees to obligate the funds required to satisfactorily complete the proposed project and to comply with all requirements necessary to become eligible for reimbursement under the terms of the NatureWorks Grant Program.

SECTION 3: The Village Administrator is further authorized to execute any necessary documents and take all actions required to implement and administer the grant application if awarded the project.

SECTION 4: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution 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 conducted in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code.

Passed and adopted this _____ day of _____, 2026, by the Council of the Village of Bluffton, Ohio.

Yes: _____ No: _____ Abstain: _____

ATTEST:

Kevin Nickel, Fiscal Officer

Richard Johnson, Mayor

Approved as to Form:

Village Solicitor

RESOLUTION NO. 12-2026

A RESOLUTION ESTABLISHING AND RECOGNIZING A DOWNTOWN SIDEWALK SAFETY ZONE WITHIN THE VILLAGE OF BLUFFTON, OHIO; AUTHORIZING THE INSTALLATION OF EDUCATIONAL SIGNAGE AND PAVEMENT MARKINGS RELATED TO BICYCLE, ELECTRIC BICYCLE, AND SCOOTER SAFETY

WHEREAS, the Village of Bluffton has experienced increased use of bicycles, electric bicycles, electric scooters, and similar mobility devices within the Downtown Business District; and

WHEREAS, Village Administration, the Bluffton Pathway Board, the Streets, Alleys Lights and Sidewalk Committee along with members of the public have identified concerns regarding conflicts between pedestrians and riders utilizing downtown sidewalks; and

WHEREAS, a public survey and capstone study conducted regarding downtown sidewalk use found that many residents expressed concern regarding the speed and operation of bicycles and scooters on downtown sidewalks, including concerns regarding pedestrian safety, near-miss incidents, and rider speed; and

WHEREAS, the study further concluded that implementation of a walking-only expectation or related safety measures within the downtown sidewalk system would improve safety conditions for pedestrians and riders alike; and

WHEREAS, the Village of Bluffton desires to promote safe and courteous shared use of sidewalks through education, awareness, signage, pavement markings, and voluntary compliance measures prior to consideration of additional regulations; and

WHEREAS, the Village finds that establishment of a Downtown Sidewalk Safety Zone will promote public safety, improve pedestrian comfort, encourage responsible riding behavior, and support a welcoming downtown environment;

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Bluffton Ohio, that:

SECTION 1: The Village of Bluffton hereby formally establishes and recognizes a “Downtown Sidewalk Safety Zone” generally encompassing the Downtown Business District and associated public sidewalks as determined appropriate by Village Administration.

SECTION 2: The purpose of the Downtown Sidewalk Safety Zone shall be to encourage safe, slow, and courteous interaction between pedestrians and operators of bicycles, electric bicycles, scooters, and similar mobility devices within the downtown area.

SECTION 3: Within the Downtown Sidewalk Safety Zone, the Village shall encourage the following safety practices:

A. Pedestrians shall maintain priority and right-of-way on downtown sidewalks;

B. Operators of bicycles, electric bicycles, scooters, and similar devices are encouraged to travel at a safe and controlled speed not exceeding five (5) miles per hour while operating within the downtown sidewalk system;

C. Operators are encouraged to dismount and walk bicycles and scooters in congested or heavily utilized pedestrian areas; and

D. Operators shall exercise due care and courtesy toward pedestrians, businesses, outdoor dining areas, and downtown visitors.

SECTION 4: The Village Administrator is hereby authorized to install educational signage, pavement markings, decals, vinyl stickers, informational displays, and related public awareness materials promoting the Downtown Sidewalk Safety Zone and associated safety expectations.

SECTION 5: The Village Administrator is further authorized to coordinate with the Streets, Alleys, Lights and Sidewalk Committee, Bluffton Pathway Board, Bluffton Police Department, and other stakeholders regarding placement, design, public outreach, and future evaluation of the Downtown Sidewalk Safety Zone.

SECTION 6: Village Administration shall periodically evaluate the effectiveness of the Downtown Sidewalk Safety Zone and may provide future recommendations to Council regarding additional education, signage, or potential regulatory measures if determined necessary.

SECTION 7: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution 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 conducted in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code.

Passed and adopted this ____ day of _____, 2026, by the Council of the Village of Bluffton, Ohio.

Yes: _____ No: _____ Abstain: _____

ATTEST:

Kevin Nickel, Fiscal Officer

Richard Johnson, Mayor

Approved as to Form:

Village Solicitor

RESOLUTION NO. 13-2026

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OH TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT DIRECT GRANT FOR A NEW AWOS III/PT FOR SFY 2027 AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Department of Transportation (ODOT) provides financial assistance to publicly owned airports through the Ohio Airport Direct Grant Program, and

WHEREAS, the Bluffton Airport is eligible for funding for a new Automated Weather Observing System (AWOS) III/PT and;

WHEREAS, An emergency exists that the grant process is time sensitive and such grants are needed for the efficient maintenance of Village infrastructure all for the benefit of the health, safety, and welfare of the Village of Bluffton, Ohio, and:

NOW, THEREFORE, BE IT RESOLVED by the Village of Bluffton, Ohio that:

SECTION ONE: The Village Administrator is hereby authorized to make application for said grant in accordance with the procedures prescribed by the Ohio Department of Transportation and sign all related documents and assurances.

SECTION TWO: Once a grant offer is received from the Ohio Department of Transportation, the Village Administrator may accept and enter into a grant contract and execute all related documents to manage said grant inclusive of amendments and submission of pay applications associated with the grant as required by the Ohio Department of Transportation.

SECTION THREE: The Ohio Airport Direct Grant Program may pay up to **95%** of the eligible project costs under the grant program (\$320,625.00), with the remaining **5%** being funded locally by the Village of Bluffton (\$16,875.00). The Village shall commit the matching funds of \$16,875.00 for the project.

SECTION FOUR: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in 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 accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this ____ day of _____, 2026 by the Council of Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

Village Solicitor

CERTIFICATION: Whereupon the resolution was declared adopted.

I, _____, as _____ of the

Village of Bluffton, OH have compared the foregoing copy of the resolution with the original resolution now on file in this office which was duly passed by the Council of the Village of Bluffton on the _____ day of _____ 2026, and that the same is a correct and true copy of said resolution.

Signed

Printed Name, Title, and Date

RESOLUTION NO. 14-2026

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OHIO TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT INFRASTRUCTURE & CAPACITY ENHANCEMENT (ICE) DIRECT GRANT FOR A NEW FUEL SYSTEM FOR SFY 2027 AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Department of Transportation (ODOT) provides financial assistance to publicly owned airports through the Ohio Airport Direct Grant Program, and

WHEREAS, the Bluffton Airport is eligible for funding for a new aboveground Av-Gas Fuel System to replace aging underground tanks, and;

WHEREAS, An emergency exists that the grant process is time sensitive and such grants are needed for the efficient maintenance of Village infrastructure all for the benefit of the health, safety, and welfare of the Village of Bluffton, Ohio, and:

NOW, THEREFORE, BE IT RESOLVED by the Village of Bluffton, Ohio that:

SECTION ONE: The Village Administrator is hereby authorized to make application for said grant in accordance with the procedures prescribed by the Ohio Department of Transportation and sign all related documents and assurances.

SECTION TWO: Once a grant offer is received from the Ohio Department of Transportation, the Village Administrator may accept and enter into a grant contract and execute all related documents to manage said grant inclusive of amendments and submission of pay applications associated with the grant as required by the Ohio Department of Transportation.

SECTION THREE: The Ohio Airport Direct Grant Program may pay up to **90%** of the eligible project costs under the grant program (\$630,000.00), with the remaining **10%** being funded locally by the Village of Bluffton (\$70,000.00). The Village shall commit the matching funds of \$70,000.00 for the project.

SECTION FOUR: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in 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 accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this _____ day of _____, 2026 by the Council of Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

Village Solicitor

CERTIFICATION: Whereupon the resolution was declared adopted.

I, _____, as _____ of the Village of Bluffton, OH have compared the foregoing copy of the resolution with the original resolution now on file in this office which was duly passed by the Council of the Village of Bluffton, Ohio on the _____ day of _____ 2026, and that the same is a correct and true copy of said resolution.

Signed

Printed Name, Title, and Date

RESOLUTION NO. 15-2026

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OHIO TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT DIRECT GRANT FOR A PROJECT TO REHABILITATE APRON PAVEMENT FOR SFY 2027 AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Department of Transportation (ODOT) provides financial assistance to publicly owned airports through the Ohio Airport Direct Grant Program, and

WHEREAS, the Bluffton Airport is eligible for funding for Apron Pavement Rehabilitation (18,517 SF) and;

WHEREAS, An emergency exists that the grant process is time sensitive and such grants are needed for the efficient maintenance of Village infrastructure all for the benefit of the health, safety, and welfare of the Village of Bluffton, Ohio, and:

NOW, THEREFORE, BE IT RESOLVED by the Village of Bluffton, Ohio that:

SECTION ONE: The Village Administrator is hereby authorized to make application for said grant in accordance with the procedures prescribed by the Ohio Department of Transportation and sign all related documents and assurances.

SECTION TWO: Once a grant offer is received from the Ohio Department of Transportation, the Village Administrator may accept and enter into a grant contract and execute all related documents to manage said grant inclusive of amendments and submission of pay applications associated with the grant as required by the Ohio Department of Transportation.

SECTION THREE: The Ohio Airport Direct Grant Program may pay up to **95%** of the eligible project costs under the grant program (\$422,972.71), with the remaining **5%** being funded locally by the Village of Bluffton (\$22,261.73). The Village shall commit the matching funds of \$22,261.73 for the project.

SECTION FOUR: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in 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 accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this _____ day of _____, 2026 by the Council of Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

Village Solicitor

CERTIFICATION: Whereupon the resolution was declared adopted.

I, _____, as _____ of the Village of Bluffton, Ohio have compared the foregoing copy of the resolution with the original resolution now on file in this office which was duly passed by the Council of the Village of Bluffton, Ohio on the _____ day of _____ 2026, and that the same is a correct and true copy of said resolution.

Signed

Printed Name, Title, and Date

RESOLUTION NO. 16-2026

A RESOLUTION AUTHORIZING THE VILLAGE OF BLUFFTON, OHIO TO MAKE APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION, OFFICE OF AVIATION, FOR AN ODOT INFRASTRUCTURE & CAPACITY ENHANCEMENT (ICE) DIRECT GRANT FOR A PROJECT TO REPLACE HANGAR DOORS FOR SFY 2027 AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Department of Transportation (ODOT) provides financial assistance to publicly owned airports through the Ohio Airport Direct Grant Program, and

WHEREAS, the Bluffton Airport is eligible for funding for a project to replace Hangar Doors on an existing Hangar, and;

WHEREAS, An emergency exists that the grant process is time sensitive and such grants are needed for the efficient maintenance of Village infrastructure all for the benefit of the health, safety, and welfare of the Village of Bluffton, Ohio, and:

NOW, THEREFORE, BE IT RESOLVED by the Village of Bluffton, Ohio that:

SECTION ONE: The Village Administrator is hereby authorized to make application for said grant in accordance with the procedures prescribed by the Ohio Department of Transportation and sign all related documents and assurances.

SECTION TWO: Once a grant offer is received from the Ohio Department of Transportation, the Village Administrator may accept and enter into a grant contract and execute all related documents to manage said grant inclusive of amendments and submission of pay applications associated with the grant as required by the Ohio Department of Transportation.

SECTION THREE: The Ohio Airport Direct Grant Program may pay up to **90%** of the eligible project costs under the grant program (\$319,500.00), with the remaining **10%** being funded locally by the Village of Bluffton (\$35,500.00). The Village shall commit the matching funds of \$35,500.00 for the project.

SECTION FOUR: That it is found and determined that all formal actions of the Council concerning and relating to the adoption of this ordinance were made in 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 accordance with all legal requirements of the Open Meetings Law including Section 121.22 of the Ohio Revised Code.

Passed and adopted this ____ day of _____, 2026 by the Council of Village of Bluffton, Ohio by the following vote:

Yes: _____ No: _____ Abstain: _____

Attest:

Fiscal Officer

Mayor

Approved as to form:

Village Solicitor

CERTIFICATION: Whereupon the resolution was declared adopted.

I, _____, as _____ of the

Village of Bluffton, OH have compared the foregoing copy of the resolution with the original resolution now on file in this office which was duly passed by the Council of the Village of Bluffton, OH on the _____ day of _____ 2026, and that the same is a correct and true copy of said resolution.

Signed

Printed Name, Title, and Date

Village of Bluffton

Administration Report

To: Mayor Johnson & Council Members



05-26-26

Projects:

S.R. 103 Roundabout:

Construction update:

W. Elm St. Improvements:

Bluffton Pool 2026 Staff:

Several additional hires need to be approved by Council:

- Sawyer Bowling – Lifeguard
- Bodey Benroth – Slide Guard

Bluffton Pool 2026: - Opening Date:

Final operational testing revealed several areas of cracked water lines near the sand filters. Hopeful for successful repairs and targeting an opening date of Sunday, May 30th.

S.R. 103 Speed Limit:

Administration and District 1 ODOT are in conversation regarding the 45-mph speed limit along S.R. 103 within Corporation Limits of Bluffton. Village request is to lower the speed limit in this area.

Mosquito Spraying Notice

- The Village of Bluffton will begin its annual mosquito spraying program in the coming weeks.
- Spraying is scheduled to occur primarily on Wednesday evenings, weather permitting, with Thursday evenings serving as alternate dates when necessary
- Applications will begin at dusk and continue until route is completed.

Mayor Johnson: Applications for Special Events

- America 250 Drone Show – altered application requests road closure
- Festival of Wheels



VILLAGE OF BLUFFTON

154 N. MAIN STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063
419-358-2066

APPLICATION FOR SPECIAL EVENTS

EVENT NAME:	<u>America 250 Drone Show</u>	DATE(S) OF EVENT:	<u>June 19, 2026</u>
APPLICANT:	<u>Pat Rodabaugh</u>	CONTACT PERSON:	<u>Same</u>
APPLICANT'S ADDRESS:	<u>101 W. College Ave., Bluffton</u>	CONTACT'S PHONE:	<u>(419) 303-7737</u>
E-MAIL ADDRESS (OPTIONAL):	<u>psrodabaugh@gmail.com</u>		
LOCATION OF EVENT:	<u>Harrison Field</u>		
TIME(S) FOR EVENT:	<u>dark</u>		
DESCRIPTION OF EVENT:	<u>exhibition air art by hire a uv pro.com</u>		

SERVICES REQUESTED FROM VILLAGE:

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
ROAD CLOSURE: ☒ College Ave. from bridge to Railroad St.
SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
EMS SERVICES: _____ FIRE DEPT. SERVICES: _____
WATER SERVICE: _____ OTHER SERVICES: _____

Applicant must provide MAP of plans and any other information required.

ALCOHOL SERVED: YES ☐ NO ☒ * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Village of Bluffton * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:	
NAME OF VENDOR	TYPE OF SERVICE PROVIDED
<u>Don Burris submitted food</u>	
<u>Vendor list</u>	

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: Patricia Rodabaugh DATE: 5/14/26

APPROVED	
MAYOR'S SIGNATURE: _____	DATE: _____



VILLAGE OF BLUFFTON

154 N. MAIN STREET, P.O. BOX 63 BLUFFTON, OHIO 45817-0063
419-358-2066

APPLICATION FOR SPECIAL EVENTS

EVENT NAME: <u>Festival of wheels</u>	DATE(S) OF EVENT: <u>6/19/26</u>
APPLICANT: <u>Lions Club</u>	CONTACT PERSON: <u>Greg Doncker</u>
APPLICANT'S ADDRESS: _____	CONTACT'S PHONE: <u>419-306-3094</u>
E-MAIL ADDRESS (OPTIONAL): <u>Doncker@blufftonschools.org</u>	
LOCATION OF EVENT: <u>Downtown</u>	
TIME(S) FOR EVENT: <u>1-9pm</u>	
DESCRIPTION OF EVENT: <u>CAR show</u>	

SERVICES REQUESTED FROM VILLAGE:

TRAFFIC CONTROL: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
ROAD CLOSURE: See Attached
SECURITY: _____ NUMBER OF OFFICERS REQUESTED: _____
Number of officers required to cover security will be determined on a case by case basis upon consultation with the Chief of Police
EMS SERVICES: _____ FIRE DEPT. SERVICES: _____
WATER SERVICE: _____ OTHER SERVICES: _____

Applicant must provide MAP of plans and any other information required.

ALCOHOL SERVED: YES _____ NO X * Applicant is responsible for obtaining the proper alcohol permit from the Division of Liquor Control prior to the event.

EVENT'S INSURER: Lion's Club * Village must be listed as Additional Insured

ATTACH CERTIFICATE OF INSURANCE TO APPLICATION

PLEASE LIST VENDORS, SERVICES, CONTRACTORS, ETC. INVOLVED WITH EVENT:
NAME OF VENDOR TYPE OF SERVICE PROVIDED

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

* FOOD VENDORS ARE RESPONSIBLE FOR OBTAINING ANY NECESSARY HEALTH DEPARTMENT PERMITS

I understand that the granting of this permit for the special event creates no agreement or guarantee, express or implied, to any person or entity for any liability whatsoever connected with this special event. Any liability is the sole responsibility of the person or organization responsible for the special event. By signing this application, I acknowledge that all statements made herein are true and correct and that I have the authority to bind the organization that I represent.

APPLICANT'S SIGNATURE: [Signature]

DATE: 5/7/26

APPROVED

MAYOR'S SIGNATURE: _____

DATE: _____

Festival of Wheels Road Closure

