



COUNCIL NEWSLETTER

August 28, 2026

UPCOMING MEETINGS

Zoning Commission (Zoning Code Discussion)	September 2	1:00 PM	Council Chambers
Special Council Meeting	September 9	7:00 PM	Council Chambers
Zoning Commission	September 15	5:00 PM	Council Chambers
Zoning Commission	October 20	5:00 PM	Council Chambers
Joint Rec Board	October 21	8:00 AM	Council Chambers

Special Council Meeting August 31, 2026

1. A motion will be needed to appoint April McDonald as Acting Clerk/Treasurer for the meeting.
2. There will be an executive session on the agenda.

Approval of Attorney Invoices

We will need approval, via motion, to pay Attorney invoices for the month of July in the amount of \$1,096.50.

Resolution 2026-17: This resolution authorizes Fishbeck's proposal to perform design and bidding phase services for The Dana D. and H. David White Sports Complex. They will provide a proposal for construction inspection services at a later date, once timing and scope of work is closer to being finalized. Please see the resolution attachment for their schedule on the project.

- We have now had three successful Village Vibes events, with one additional event scheduled for September 27. We appreciate everyone who has helped make these community events a success.
- As a reminder, Village offices will be closed on Monday, September 7, in observance of Labor Day.
- On Monday, we welcomed Chief Rick Schnoor to his full-time appointment as Police Chief. We are excited to have him officially begin this role and look forward to his leadership and continued service to the Village.

FUTURE MEETINGS

- **Zoning Commission (September 15)**
 - 4910 W. Dauber (Side Yard Setback & Fence Variance)
- **Zoning Commission (October 20)**
 - 2500 Hasty (Tree fort)
 - 3574 Ridgewood (TBD)

FUTURE LEGISLATION

Accepting tax rates
Authorizing Property Tax Advances
Hardman Field bid award

VILLAGE OF OTTAWA HILLS
SPECIAL COUNCIL MEETING

August 31, 2026 – 7:00 P.M.

AGENDA

- I. Motion to Appoint Acting Clerk/Treasurer
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Minutes
 - a) August 3, 2026
- V. Citizen Comments
- VI. Committee reports:

Finance and Future Planning -	Mark Mockensturm
Human Resources -	Heather Phillips
Safety -	Darren Moore
Services and Environment -	Wendy Greeley
Streets and Bridges -	Edward Shimborske III
Utilities, Equipment, Buildings & Grounds -	Dan Wimmers
- VII. Solicitor's Report
- VIII. Manager's Report
- IX. Mayor's Report
- X. Old Business
- XI. New Business
 - a) Motion to approve attorney fees
 - Tharp
- XII. Ordinances and Resolutions

Resolution 2026-17	Authorizing a contract with Fishbeck for engineering services related to the Dana D. and H. David White Sports Complex project, and declaring an emergency.
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- XIII. Citizen Comments

XIV. Executive Session

- a. Pursuant to ORC §121.22(G)(2) for the purpose of discussing the potential purchase and/or sale of real property.
- b. Pursuant to Section 121.22(G)(3) of the Ohio Revised Code for the purpose of conferring with the Village solicitor in regard to pending or imminent court action.
- c. Pursuant to the ORC §121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee.

XV. Adjournment

Public comments are limited to three (3) minutes per speaker, unless extended by the Mayor or Council. Comment is permitted only during designated citizen comment periods on the agenda.

Individuals wishing to speak must sign in prior to the meeting, providing: Name; Address; Affiliation (if applicable); Topic of comment

Council and staff will generally not respond during public comments, but limited responses may be given at the Presiding Officer's discretion. The Presiding Officer may limit repetitive comments on a single topic after 30 minutes, provided viewpoints are not restricted based on content.

The full and complete public comment policy is set forth in Section IV of the Rules of Council.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

August 3, 2026 7:00 PM

Call to Order – Mayor Thompson

7:00 PM

Village Representatives in Attendance

Mayor Thompson
Councilman Darren Moore
Councilman Mark Mockensturm
Councilman Edward Shimborske III
Councilwoman Heather Phillips

Councilwoman Wendy Greeley
Village Administrator April McDonald
Solicitor Kati Tharp

Citizen Attendees

Nasrin Afjeh
Kevin Merrill
Chad Carter
Kyle Andrews
Matthew Gutchess
Brandon Elliott

Yarko Kuk
Tim Cummins
Alaa Kassem
Sarah Andrews
Lina Gutchess

Acting Clerk

A motion was made by Mr. Shimborske and seconded by Mr. Mockensturm to appoint Ms. McDonald as acting clerk for the meeting. The motion passed unanimously.

Swearing In

Mayor Thompson introduced Jim Darling and David Bowman and administered the Oath of Office, officially swearing them in as new officers with the Ottawa Hills Police Department.

Minutes

A motion was made by Ms. Phillips and seconded by Mr. Mockensturm to approve the minutes as amended from July 6, 2026, Council meeting. The motion passed unanimously.

Mayor's Report

Mayor Thompson stated that the first reading of the proposed short-term rental legislation was held at the previous meeting. Since that time, the Village has received several emails and phone calls regarding the proposed legislation, including comments and questions that warrant further consideration.

Mayor Thompson recommended deferring the second reading to allow additional discussion and review of the proposed legislation. He noted that the Village has been working on the legislation for some time and wants to ensure that it is in the best interest of the community. He further stated that the feedback received from residents, including those known to have short-term rentals, may provide opportunities to improve or further consider the proposed legislation.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

August 3, 2026 7:00 PM

Mayor Thompson noted that the three-reading process provides an opportunity for discussion and public comment before legislation is adopted. Residents were encouraged to provide comments and feedback as the Village continues to review the proposed legislation.

Mayor Thompson read Ordinance 2026-7:

Ordinance 2026-7:
(Second Reading)

An ordinance amending ordinance
No. 2002-8, as amended, the Zoning Code
of the Village of Ottawa Hills, by adopting
Article XVI regarding short-term and
mid-term rental regulations.

A motion was made by Mr. Shimborske, seconded by Mr. Mockensturm, to table Ordinance 2026-7 and refer it back to the Zoning Commission for further discussion.

Mayor Thompson stated that the Zoning Commission will hold a question-and-answer session to provide residents with an opportunity to ask questions and share their concerns.

Mayor Thompson stated that he understood Resolution 2026-14 would receive three readings and noted that Council had waived the three-reading requirement. He continued on by reading the resolution in its entirety and invited Council members to comment. Ms. Phillips stated that she misunderstood the discussion regarding waiving the three readings and seconded the motion based on that understanding. Mr. Mockensturm stated that he was caught off guard by waiving the readings and would have preferred additional discussion to address concerns raised by residents.

Mr. Moore stated that he supported waiving the three readings, noting that the resolution would not change the Village's existing practices and that Council should remain focused on municipal matters. Mrs. Greeley stated that Council had heard differing opinions from residents and that not all community members shared the same position. Ms. Phillips stated that the resolution acknowledged a community concern and affirmed the Village's existing practices. Mr. Shimborske stated that he believed the matter would have been more appropriately addressed by a proclamation rather than resolution.

Mayor Thompson stated that, regardless of the resolution, the Village will continue to provide services to residents without regard to immigration status, consistent with applicable law.

Mr. Moore stated that he agreed with the Village continuing to provide services without regard to immigration status. He clarified that his concern was whether the resolution was necessary and whether it could create unnecessary risks or draw unwanted attention to the Village. Mr. Moore stated that the Village is already providing these services and that he did not agree with bringing national political issues into the Village.

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

August 3, 2026 7:00 PM

Citizen Comments

Mr. Gutchess introduced himself and commented on the proposed resolution, questioning its necessity and whether the Village has any means of determining an individual's immigration status. He also addressed the proposed short-term rental ordinance, expressing concern that it could affect his month-to-month apartment leases and result in significant fines. He stated that his properties are zoned multi-family and that he would pursue legal action if necessary.

Mr. and Mrs. Andrews addressed the proposed short-term rental ordinance. Mr. Andrews stated his support for tabling the ordinance and indicated they would participate in future Zoning Commission meetings.

Mrs. Afjeh expressed personal criticism of the Mayor.

Council Action

Ms. McDonald stated that the Ottawa Hills School Foundation has approximately \$200,000 available for the Hardman Field project. She reported that the engineering plans were approximately 90% complete and requested authorization to proceed with the sod portion of the project to allow for fall planting. The Foundation would be responsible for the engineering, contractor costs, and donor plaque. Council would later be asked to formally accept the donation.

Mayor Thompson noted that bidding may not be required depending on the engineer's estimate; if bidding is required, it could add approximately three weeks to the process.

A motion was made by Mr. Shimborske and seconded by Mrs. Greeley to accept bids for the 2026 Hardman Field Project. The motion passed unanimously.

Finance & Future Planning – Mr. Mockensturm

Mr. Mockensturm reported approximately \$350,000 in income tax collections, with year-to-date collections of approximately \$3,087,000 against the 2026 revenue budget of \$4,543,000. He stated that revenues remain on track, with additional collections expected after extension season. Approximately 44% of the operating budget and 31% of the overall budget have been expended.

Ms. McDonald reported that the Village has not yet received its first invoice for the Edgevale project but expects significant costs within the next 30 days. Mayor Thompson noted that the project is expected to cost approximately \$2 million after shared costs with the County.

Human Resources – Ms. Phillips

No Report

Safety – Mr. Moore

No Report

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

August 3, 2026 7:00 PM

Services & Environment – Mrs. Greeley

Mrs. Greeley reported on the recent committee meeting regarding the deer cull for the upcoming hunting season. A longtime Village hunter provided information regarding the deer population and reported signs of a healthier herd.

Statistics from August 13, 2025, through July 14, 2026, included approximately 13 deer-related police calls, 8 deer dead on arrival, and 7 vehicle-deer crashes. Last year, 30 deer were authorized for the cull.

The Committee discussed authorizing 10 hunters to cull up to four deer each, for a total of 40 deer. Mr. Shimborske stated that the Committee continues to evaluate the effectiveness of the deer cull and noted the hunter's comments regarding the health of the ecosystem.

Ms. Phillips asked about the floristic study. Ms. McDonald stated that it had been received and would be distributed. The hunter also recommended that an aerial deer count would not be beneficial.

Ms. Phillips suggested collecting the deer-related statistics annually to establish a trend. Mr. Shimborske suggested inviting the hunter to provide an annual update.

A motion was made by Mrs. Greeley to authorize the deer cull with a limit of 40 deer, and Mr. Mockensturm seconded the motion. The motion passed unanimously.

Streets & Bridges – Mr. Shimborske

Mr. Shimborske reported that the Street and Finance Committee is working to finalize a date to discuss a 10-year financial plan.

Ms. McDonald reported that the Edgevale project is progressing on schedule. A few traffic concerns were addressed, including issues related to an estate sale and contractor-related trash. She stated that the concerns were promptly resolved and that a full-time inspector is monitoring the project. Progress meetings are held every few weeks with the engineers, contractor, and subcontractors.

Mayor Thompson noted that this is a large project with a contractor the Village has not previously worked with and stated that the project appears to be progressing well.

Equipment, Utilities, Building & Grounds – Mr. Wimmers

No report

Solicitors Report – Mrs. Tharp

Mrs. Tharp stated that much of her time in July was spent developing the short-term rental regulations. She emphasized the importance of citizen input and stated that the regulations were developed in coordination with the Zoning Commission. She clarified that it was not the Village's intent to impose substantial fines on a landlord and that the Village appreciates the feedback

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

August 3, 2026 7:00 PM

received. She stated that the Village will continue working to develop regulations that address the issue without unnecessary legal challenges.

Administrator's Report

Ms. McDonald reported that the Village audit is ongoing and commended Mrs. Hoffman for her work, noting positive feedback regarding the timely submission of requested information.

Ms. McDonald reported continued pumping issues on Indian Road and stated that pumping may need to resume within the next two days. She noted that two 5K events are scheduled on Indian Road in the coming weeks and that backup plans may be necessary. Mayor Thompson stated that the Indian Road sanitary sewer issue is a Lucas County responsibility and that the work area is approximately 40 feet deep, making the repair complex.

Ms. McDonald asked for ideas for an Eagle Scout project. Ms. Phillips suggested bat housing, noting that the idea was discussed during a Nature Conservancy invasive species series regarding bats in the area.

Old Business

Ms. Phillips asked how many baseball games were contracted out. Ms. McDonald stated that approximately six games were contracted and paid in full prior to the games. Ms. McDonald stated that no additional costs were incurred because police presence was not required and Mr. Hardman handled the cleaning.

Ms. Phillips asked whether proclamations should be posted on the Village website. Ms. McDonald stated that the Village does not have copies of the signed proclamations but may have drafts of the originals.

New Business

A motion was made by Mr. Mockensturm and seconded by Ms. Phillips to approve the payment to Kati Tharp in the amount of \$1,526.50 for the period of June 2026. The motion passed unanimously.

Resolutions and Ordinances

Mayor Thompson read Ordinance 2026-15:

Ordinance 2026-15:

Resolution declaring the official intent and reasonable expectation of the Village of Ottawa Hills on behalf of the State of Ohio to Reimburse its capital grant fund and/or road Levy fund for the Evergreen Road Bridge Project, OPWC application/project ID CL26AD/CL27AD, with the proceeds of tax exempt debt from the State of Ohio.

Motion to waive three readings:

Motion – Mr. Shimborske

**OTTAWA HILLS VILLAGE COUNCIL
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August 3, 2026 7:00 PM

Motion to adopt legislation:

Second – Mrs. Greeley
Unanimous Approval

Motion – Mr. Shimborske
Second – Mr. Mockensturm
Unanimous Approval

Yeas (5) – Mr. Mockensturm, Mr. Shimborske
Mr. Moore, Ms. Phillips,
Mrs. Greeley

Nays (0) –

Mayor Thompson read Resolution 2026-16:

Ordinance 2026-16:

Authorizing a contract for annual tree pruning services for the Village of Ottawa Hills, and declaring an emergency.

Motion to waive three readings:

Motion – Mr. Shimborske
Second – Mr. Mockensturm
Unanimous Approval

Motion to declare an emergency:

Motion – Mr. Shimborske
Second – Mr. Mockensturm
Unanimous Approval

Motion to adopt legislation:

Motion – Mr. Shimborske
Second – Mr. Mockensturm
Unanimous Approval

Yeas (5) – Mr. Mockensturm, Mr. Shimborske
Mr. Moore, Ms. Phillips,
Mrs. Greeley

Nays (0) –

Citizen Comments

Ms. McCullough introduced herself and thanked the Mayor for addressing the proposed resolution that was defeated at the previous meeting. She thanked the Council members who supported the resolution and stated that the group had spent significant time meeting with the Mayor, Police Chief, Village Administrator, and Solicitor regarding the proposed resolution.

Ms. McCullough stated that the meetings were intended to provide information regarding federal immigration enforcement and community safety. She commended Police Chief Reuther's leadership and referenced his participation in the discussions. She expressed concern that the proposed resolution's defeat reflected a lack of consideration for the safety and concerns of diverse

**OTTAWA HILLS VILLAGE COUNCIL
SPECIAL MEETING MINUTES**

August 3, 2026 7:00 PM

members of the community. Ms. McCullough also questioned the Safety Committee's lack of recent updates and referenced the discussion regarding E-Bikes.

Next Meeting Date
August 31, 2026

Adjournment
8:09 PM

Mayor Thompson

DRAFT

Kati E. Tharp, Attorney at Law
420 Madison Avenue, Suite 1101
Toledo, OH 43604
United States
419-255-6070

Kati E. Tharp, Attorney at Law

Village of Ottawa Hills
2125 Richards Road
Toledo, OH 43606

Balance \$1,096.50
Invoice # 00986
Invoice Date August 5, 2026
Payment Terms
Due Date

Ottawa Hills_July 2026

Securely pay online



<https://kati-e-tharp-attorney-at-law.mycase.com/xx4q3jmz>

Time Entries

DATE	ACTIVITY	DESCRIPTION	RATE	HOURS	LINE TOTAL
07/03/2026	Document Preparation	Zoning Code transient rental updates	\$215.00	0.5	\$107.50
07/06/2026	Research	Meeting Prep	\$215.00	1.0	\$215.00
07/06/2026	Meeting	Meeting	\$215.00	2.0	\$430.00
07/07/2026	Communication	Email	\$215.00	0.1	\$21.50
07/30/2026	Communication	Short Term Rental	\$215.00	0.3	\$64.50
07/30/2026	Communication	Pending litigation email	\$215.00	0.2	\$43.00
07/30/2026	Document Review	Contract review	\$215.00	0.6	\$129.00
07/30/2026	Other	Short term rental research/draft/communication	\$215.00	0.4	\$86.00
Totals:				5.1	\$1,096.50

Time Entry Sub-Total: \$1,096.50

Sub-Total: \$1,096.50

Total: \$1,096.50

Amount Paid: \$0.00

BALANCE DUE: **\$1,096.50**

Outstanding Balance Summary

INVOICE #	DUE DATE	ORIGINAL BALANCE	BALANCE DUE
970		\$1,526.50	\$1,526.50

Outstanding Balance Total: \$1,526.50

VILLAGE OF OTTAWA HILLS, OHIO

RESOLUTION No. 2026-17

AUTHORIZING A CONTRACT WITH FISHBECK FOR
ENGINEERING SERVICES RELATED TO THE DANA D.
AND H. DAVID WHITE SPORTS COMPLEX PROJECT,
AND DECLARING AN EMERGENCY.

WHEREAS, the Village of Ottawa Hills intends to undertake a project
in 2027 at The Dana D. and H. David White Sports Complex, and

WHEREAS, Fishbeck is familiar with all aspects of this project, and

WHEREAS, it is in the best interest of the Village of Ottawa Hills to
authorize Fishbeck to complete the engineering for the project in 2027 at The Dana D.
and H. David White Sports Complex.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL
OF THE VILLAGE OF OTTAWA HILLS, THAT:

SECTION 1. A contract with Fishbeck is hereby
authorized, affirmed and ratified for engineering services in 2027 at The Dana D. and
H. David White Sports Complex This authorization shall be in an amount not to
exceed \$59,715.

SECTION 2. It is hereby found and determined that
all formal actions of this Council and any of its committees concerning and relating to
the passage of this Resolution were adopted in open meetings, in compliance with all
legal requirements, including Section 121.22 of the Revised Code of Ohio.

SECTION 3. This Resolution is hereby declared to be an
emergency made necessary for the continued peace, health, safety and welfare of the
community, and for the further reason that the engineering needs to proceed to allow the
project to move forward in a timely manner. As an emergency it shall be in full force
and effect immediately upon its passage.

Vote on emergency measure Yeas _____ Nays _____

Passed as an emergency measure Yeas _____ Nays _____

Date of passage

Attest: _____ President of Council

Clerk of Council

August 18, 2026

April McDonald
Village Administrator
Village of Ottawa Hills
2125 Richards Road
Ottawa Hills, OH 43606

Proposal for Professional Services

As-Needed Engineering Consulting 5-Year Program (2022-2027)

Task Order No. 16 – The Dana D. and H. David White Sports Complex Design and Bidding

Fishbeck is pleased to provide this professional services proposal for survey, design, plan development, and bidding services to the Village of Ottawa Hills (Village) for the Dana D. and H. David White Sports Complex Rehabilitation project.

Project Understanding

The project consists of removing contaminated soil and improving field performance at the White Sports Complex, as detailed in a joint engineering report from TTL/Bowser Morner dated May 27, 2022, and peer reviewed by SCP Consulting, LLC dated February 8, 2023. In addition, Fishbeck met with the Village and John Hull on June 17, 2026, and August 14, 2026, to discuss proposed work. Based on these discussions, Fishbeck will evaluate alternatives and associated improvements necessary to provide a safe, durable, and maintainable playing surface. Design considerations may include earthwork, topsoil replacement, drainage modifications, irrigation system impacts, grading corrections, management of excess materials, restoration of disturbed areas, and construction quality assurance requirements.

Based on the above work performed by others, and accepted by the Village, it is assumed these rehabilitation alternatives will be effective.

Scope of Services

1. Fishbeck will review the previously identified rehabilitation alternatives and make a recommendation for final design. Additional rehabilitation concepts discussed during project planning meetings may also be evaluated as appropriate. Factors used to determine the preferred alternative will include construction feasibility, long-term performance, impacts to the existing underdrain and irrigation systems, grading improvements, material handling requirements, construction duration, maintenance considerations, permitting requirements, cost, and impacts to adjacent areas beyond the playing fields. Based on the information currently available, it is assumed the selected rehabilitation approach will provide an effective long-term solution to the identified soil contamination concerns.
2. It is assumed the entire area of the playing fields will be addressed. Fishbeck will also evaluate adjacent areas immediately surrounding the fields to determine if rehabilitation, grading, or restoration work should extend beyond the current field limits. Final limits of rehabilitation outside the playing fields will be determined by the Village and incorporated into the design.

3. Fishbeck will perform topographic survey to supplement the original design survey, provided by the Village. Survey will be performed on State Plane Coordinates and NAVD88 datum. Benchmarks and control points will be set for use by the contractor during construction. OUPS will be contacted to mark existing underground utilities. Paint lines/flags will be picked up during the survey. Sanitary and storm sewer structures will be picked up and pipes will be inventoried, including depth measurements. Survey limits will extend beyond the playing fields as necessary to support evaluation of drainage patterns, proposed earthwork, material stockpile or berm locations, site access considerations, and permitting requirements.
4. Fishbeck will prepare construction documents for the selected rehabilitation alternative, including site layout, grading, drainage modifications, utility adjustments, irrigation improvements or restoration requirements, soil erosion and sedimentation control (SESC) measures, restoration details, technical specifications, and associated construction details necessary to completely define and illustrate the project requirements. Design development will include evaluation of existing field performance issues, including uneven grading, settlement, and drainage concerns.
5. Fishbeck will also consider construction staging, site access requirements, protection of existing pavements and facilities, management and disposition of excavated materials, restoration sequencing, and establishment of performance and quality assurance requirements appropriate for the completed playing surface. We will participate in review meetings with Village staff and incorporate comments, as appropriate. Fishbeck will prepare a final itemized opinion of probable construction cost based on the completed construction documents. We will submit required documents for review by applicable governmental agencies, including coordination with permitting authorities as required for project implementation. Our team will incorporate required modifications and assist in securing approvals.
6. Bidding phase will include the preparation of bid documents, posting bid documents to Becker online plan room, responding to pre-bid questions, running the bid opening, recommending award of the contract, and preparation of contract documents for the successful bidder. Legal ads will be provided by the Village. Bid documents will include allowances, unit price items, and contingency provisions, as appropriate, to address anticipated conditions that cannot be fully quantified during design.

Exclusions

1. Construction phase services, including construction observation, full-time inspection, testing coordination, and project certification, are not included in this proposal. These services are strongly recommended due to the nature of the rehabilitation work and the importance of achieving the intended field performance. Once the selected rehabilitation approach and anticipated construction duration are established during design, Fishbeck will provide a separate proposal for construction phase services.
2. Environmental investigation, laboratory testing, imported soil source certification, material screening evaluations, and geotechnical services are not included and, if required, will be provided by others or authorized as an additional service.

Schedule

We have assumed the following schedule for this project:

- Authorization to Proceed early September 2026
- Identify Preferred Alternative September 2026
- Final Design Complete..... December 2026
- Bidding January 2027
- Construction..... April to June 2027
- Initial Seeding..... June 2027
- Reseed..... July/August 2027

Professional Services Fees

Fishbeck proposes to perform the referenced Survey, Design, and Bidding Services for a fixed lump sum fee of Fifty-Nine Thousand Seven Hundred Fifteen Dollars (\$59,715). The breakdown of costs is attached in the Proposed Consultant Fee Summary.

A separate proposal will be provided at a later date for Construction Phase Services once an actual construction duration has been determined. A budgetary estimate of \$150,000 can be used for planning purposes. This estimate assumes full-time inspection for a 20-week construction duration.

Authorization

This project will be performed under the terms and conditions of our existing February 16, 2023, Professional Services Agreement 5-Year Program. If you concur with our scope of services, please sign in the space provided and return it to Kristin Groom (kgroom@fishbeck.com). Invoices will be submitted monthly, and payment is due upon receipt.

If you have any questions or require additional information, please contact me at 419.360.0863 or jdrummond@fishbeck.com.

Sincerely,



Jonathan Drummond, PE

Vice President/Senior Project Manager

Attachments

By email

Copy: Erika J. Randolph, PE – Fishbeck

APPROVED FOR:

Village of Ottawa Hills

SIGNATURE: _____

NAME: April McDonald

TITLE: Village Administrator

DATE: _____

TASK 16: White Sports Complex

**PROPOSED CONSULTANT FEES
LABOR & SUMMARY**

PROJECT: THE DANA D. AND H. DAVID WHITE SPORTS COMPLEX

CLIENT: VILLAGE OF OTTAWA HILLS

CONSULTANT: FISHBECK

DATE: 8/17/2026

Legend and Hourly Rate (Year 2026)

Personnel Category	Rate
PM = Project Manager, P.E.	\$265.00
PE = Professional Engineer, P.E.	\$230.00
E2 = Engineer	\$150.00
E1 = Engineer	\$105.00
PS = Professional Surveyor, P.S.	\$245.00
S = Field Surveyor	\$130.00
CO = Construction Observation	\$140.00

Task Description	PM	PE	E2	E1	PS	S	CO	Total Hours	Total Cost
PART 1 - DESIGN									
Topographic Survey									
Establish Horizontal and Vertical Control					1	8		9	\$1,285
Topographic Survey and Basemap Creation					4	36		40	\$5,660
Calling OUPS & Preliminary Utility Coordination					2	4		6	\$1,010
Subtotal	0	0	0	0	7	48	0	55	\$7,955
Design & Plan Development									
Meetings	12	12						24	\$5,940
Site Visits			2	2				4	\$510
Drawings									
Cover Sheet		2		4				6	\$880
General Notes/Legend/Abbreviations		2		4				6	\$880
Existing Conditions and Demolition Plan (2)		2	6	12				20	\$2,620
Soil Erosion Sedimentation Control Plan (2)		2	6	12				20	\$2,620
Soil Erosion Sedimentation Control Details (1)		2	4	4				10	\$1,480
Site Layout Plan (2)		2	4	12				18	\$2,320
Grading and Utility Plan (2)	2	4	16	4				26	\$4,270
Details (1)		2	2	6				10	\$1,390
SWPPP Narrative Report	2	8	24					34	\$5,970
SWPPP Checklists		2	6					8	\$1,360
Calculations / Design		2	4					6	\$1,060
Specifications	2	2	2	8				14	\$2,130
Estimating		2	4					6	\$1,060
Project Management	12							12	\$3,180
QA/QC	4	6						10	\$2,440
Applications and Permits		10						10	\$2,300
Subtotal	34	62	80	68	0	0	0	244	\$42,410
Bidding									
Bid Document Preparation	8	8	8					24	\$5,160
Pre-Bid Meeting	2	3						5	\$1,220
Respond to Pre-Bid Questions	4	4						8	\$1,980
Evaluate Bids / Recommendation of Award	2	2						4	\$990
Subtotal	16	17	8	0	0	0	0	41	\$9,350

Part 1 Work: \$59,715