

# INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

March 30, 2018

To: Mr. Thomas Vanover  
President  
Springdale City Council

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From: Derrick Parham  
City Administrator

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Re: Report on Pending and Future Legislation

## Item I

### **A Resolution Declaring the Necessity of Improving the Drive Aprons in the Public Right-of-Way as a Part of the Glensprings Drive Rehabilitation Project**

Several years ago, the City adopted the policy requiring when curbs and gutters are being replaced as a part of a major road improvement program/project, property owners (residents or businesses) on the selected streets whose drive aprons meet a certain criteria will be required to repair/replace their drive apron. If an affected property owner chooses not to comply with the policy, the City will make the necessary repairs and assess the associated cost on the property owner's property tax bill. Unfortunately, whenever the City decides to assess the cost of an improvement to property owners, there are several steps required. One such step is the adoption of a resolution declaring the improvement to be necessary.

If Council chooses to adopt the Resolution of Necessity, the next step in this process will be to forward a notice to each affected property owner indicating they have the ability to appeal the decision of the City within 21 days. In addition, the notice will identify the cost associated with the improvement for the property owner. If any property owner objects to the process and their responsibility under the policy, the City will be required to establish a Board of Equalization to allow the property owner's concerns to be heard through an appeal process. Following the appeal process, those property owners who choose not to pay for their drive apron improvement will be identified in the Ordinance of Assessment adopted by Council. With the adoption of this ordinance, the Administration will be authorized to assess the cost of the improvement to each of those affected property owners and place the related cost on their tax bill.

A resolution declaring the necessity of improving the drive aprons in the public right-of-way as a part of the Glensprings Drive Rehabilitation project will be before Council at the **04/04/2018** meeting.

## **Item II**

### **An Ordinance Approving a Major Modification to the Planned Unit Development and Preliminary Development Plan to the Crossings at the Park PUD (Springdale Commerce Park)**

At its September 6, 2017 meeting, Springdale City Council approved a major modification to the Planned Unit Development (PUD) and Preliminary Development Plan for the Crossings at the Park PUD located at GEEAA Park. This plan was submitted by Strategic Capital Partners (SCP), and it modified the original Vandercar plan which included nine industrial buildings being constructed on the site. The SCP plan proposed to construct five industrial buildings and one office/retail building. At the time of the approval, SCP was negotiating to obtain an additional nearly five acres to include as a part of the project. Shortly after the approval, SCP was able to acquire the additional acreage. With the acquisition of those acres, they submitted a new plan to only include four industrial buildings and the office/retail building.

At their meeting on March 13, 2018, the Springdale Planning Commission voted to recommend approval of a major modification to the Crossings at the Park PUD and new preliminary development plan by a vote of six in favor and zero opposed. One member of the Commission was not in attendance. The overall development is proposed to total over one million square feet of space for development.

An ordinance approving a major modification to the Planned Unit Development (PUD) and Preliminary Development Plan of approximately 135 acres at the GEEAA Park is scheduled to be before Council for a first reading at the **04/04/2018** meeting. A second reading and Public Hearing will be before Council for consideration at the **04/18/2018** meeting.

## **Item III**

### **An Ordinance Amending Section 153.461 of the Springdale Zoning Code Regarding Temporary Signs**

In 2017, as the City was discussing potential projects to submit for Community Development Block Grant (CDBG) funds, several of the elected officials expressed concerns about the City finding additional methods to inform the public about different City programs and/or activities throughout the community. As a part of that discussion, the suggestion was made that the City purchase a portable message sign to announce various activities. As a result, funding was placed in the 2018 Budget to acquire a portable message sign.

Presently under the City's Zoning Code, portable message signs are not permitted. So that the City could use such a method to provide information to residents and the general public, language was developed that would permit the use of portable message signs. Under the proposed language, only the City would be allowed to use a portable message sign. The City would use the sign to highlight events, activities, and programs throughout the community.

An ordinance amending Section 153.461 of the Springdale Zoning Code to permit the City of Springdale to use a portable message sign for City activities, events, and programs is scheduled to be before Council for a first reading at the **04/04/2018** meeting. A second reading and Public Hearing will be before Council for consideration at the **04/18/2018** meeting.

**Item IV**

**An Ordinance Authorizing a Cooperative Agreement Relative to the East Crescentville Road Improvement Project Between the City of Springdale, the Board of Butler County Commissioners, and the City of Sharonville and Declaring an Emergency**

The City of Springdale has been approached by Butler County and the City of Sharonville to participate in a cooperative venture to perform infrastructure improvements on East Crescentville Road. These improvements would involve adding a third lane to East Crescentville Road. The limits of this work would extend from just west of Transportation Way in Butler County to Centerdale Road in Sharonville. The work performed in Springdale would essentially extend from Transportation Way to Chesterdale Road. Under the proposed project, the existing eastbound lane would remain in its current design. The existing westbound lane would become a double left-turn lane for both directions. The project would then create a new westbound lane to the northern boundary of East Crescentville Road. Other improvements tentatively planned as a part of the project would include improving the drainage situation near the intersection of East Crescentville Road and Chesterdale Road, possibly adding a new traffic signal at this same intersection, adding new curbs in several locations along the road, and totally resurfacing the entire stretch of the road with new fresh pavement.

Today, the estimated construction cost for this project is \$4,580,033. To help cover the cost of these improvements, the parties have decided to apply for Surface Transportation Program (STP) funds through OKI. STP funding typically pays for 80% of the project's construction cost and construction engineering cost. In this case, the STP funds would pay for approximately \$3,664,026 of the proposed \$4,580,033 in construction cost. The remaining 20% or \$916,007 would be paid by the three jurisdictions based upon each community's frontage along the limits of the project. The proposed breakdown for the remaining 20% cost is Butler County – 50% or \$458,003; Springdale – 36.5% or \$334,342; and Sharonville – 13.5% or \$123,662. All costs related to the project will be distributed amongst the communities based upon these percentages. Springdale has been asked to serve as the lead agency for the project. This would entail Springdale submitting the application to OKI and if the application is successful, entering into an agreement with OKI.

An ordinance, with an emergency clause, authorizing a cooperative agreement relative to the East Crescentville Road Improvement Project between the City of Springdale, the Board of Butler County Commissioners, and the City of Sharonville will be before Council for consideration at the **04/04/2018** meeting.

**Item V**

**A Resolution Authorizing the City Administrator to File a Funding Application for Surface Transportation Program Funding Through OKI for the East Crescentville Road Improvement Project**

As mentioned in the item above, it has been determined that the City of Springdale would serve as the lead agency for the East Crescentville Road Improvement Project. By serving in that capacity, the City would be the party responsible for completing and submitting the Surface Transportation Program (STP) application for the funding. In addition, the City would be the agency contracting with OKI to represent all three communities.

A resolution authorizing the City Administrator to file a funding application for Surface Transportation Program funding through OKI for the East Crescentville Road Improvement Project will be before Council for consideration at the **04/04/2018** meeting.

**Item VI**

**An Ordinance Declaring Certain City Property as Surplus Property and Authorizing the City Administrator to Dispose of Said Surplus Property and Declaring an Emergency**

In 2015 and again in 2016, Council passed an ordinance allowing the City Administrator to dispose of obsolete property the City had accumulated through many years of operations. The accumulated property included but was not limited to lawn equipment, vehicles, computer-related equipment, copiers, and many other items used for City operations. The City Administration has again requested each department perform an inventory of such items no longer necessary for public use so these surplus items can be disposed. As in the previous two years, the disposal method for the surplus items is intended to be through the use of an online public auction (GovDeals.com, etc.); donation to other governmental agencies or not-for-profit groups; or if sale or donation is unsuccessful, proper disposal through a waste collection program. The addition to this year's program is to dispose of items that may have a salvage value associated with them. These items would not have been purchased off GovDeals.com, donated to another agency, or qualify for deposit in our local landfill. Because there is a market for their raw material, we are able to sell them for a nominal amount to a salvage organization.

An ordinance, with an emergency clause, declaring certain City property as surplus and authorizing the City Administrator to dispose of said property is scheduled to be before Council at the **04/04/2018** meeting.

**Item VII**

**Other Items of Interest**

1. Presentation by the Springdale Police Department – Body Worn Cameras – **04/04/2018**;
2. A Proclamation Declaring the Month of May as Building Safety Month – **04/18/2018**;
3. A Proclamation Declaring the Week of May 13 – May 19, 2018 as Police Week – **05/02/2018**.

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