

# INTERNAL MEMORANDUM

Office of the City Administrator

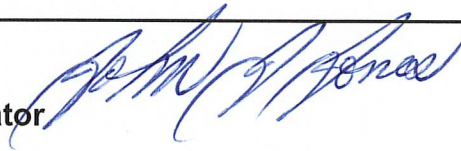
Springdale, Ohio

September 11, 2020

To: Mr. Thomas Vanover  
President  
Springdale City Council

---

From: John J. Jones  
City Administrator



---

Re: Report on Pending and Future Legislation

## Item I

### **An Ordinance Authorizing the Execution of an Agreement with Kelley Brothers Roofing for the Community Center Roof Replacement – Phase 1 and Declaring an Emergency**

The Community Center roof is over 15 years old and has been patched on numerous occasions. A total replacement of the roof and trim pieces is needed to include replacement of the insulation and removal of three old, non-functioning HVAC units with repair of the damage to the structure that results from the removal.

Due to the cost of replacing the entire roof at one time, the project will be split over two years. The first phase of the project includes removal and replacement of the membrane roof, consisting of approximately 21,000 square feet in the high roof area of the newer portion of the Community Center. An alternate bid is included (approximately 4,750 square feet in area) for the lower roof area at the right side of the main entrance to the Community Center.

A bid opening was held on Thursday, August 20, 2020. Following review by the City's engineer, Kelley Brothers Roofing has been determined to be the best and lowest bidder with a base bid of \$165,666 and alternate bid of \$45,707, for a total bid of \$211,373.

An ordinance, with an emergency clause, authorizing the execution of an agreement with Kelley Brothers Roofing for the Community Center Roof Replacement – Phase 1 is scheduled to be before Council at the **09/16/2020** meeting.

## **Item II**

### **An Ordinance Adopting Supplemental Appropriation/Estimated Receipts to Adjust Appropriations for Current Expenses and Other Expenditures and Adjust Estimated Receipts for the City of Springdale, Ohio During the Fiscal Year Ending December 31, 2020**

A second round of CARES Act grant monies was recently announced. The adoption of a supplemental appropriation/estimated receipts ordinance is necessary in order to properly account for the revenues and associated eligible expenditures related to COVID-19.

The supplemental appropriation/estimated receipts ordinance is scheduled to be presented for Council's consideration at the **09/16/2020** meeting. Due to the ordinance being financial in nature, it does not require an emergency clause to go into effect immediately.

## **Item III**

### **Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into a Contract with Middletown Ford for the Purchase of Two 2020 Ford F-350 4x4 Pickup Trucks and Declaring an Emergency**

The 2020 Budget planned for the purchase of two replacement pickup trucks for use by the Public Works Department. Monies were set aside in the Street Maintenance Fund (061) in the amount of \$84,478. Allowable expenditures in this special revenue fund include equipment for maintaining, repairing, cleaning, and clearing of City streets. Middletown Ford, through the state bid process, has offered a quote of \$69,536 for two Ford F-350 4x4 pickup trucks.

An ordinance, with an emergency clause, authorizing the Mayor and Clerk of Council/Finance Director to contract with Middletown Ford for the purchase of two 2020 Ford F-350 4x4 pickup trucks will be before Council at the **09/16/2020** meeting. The need for the emergency clause to execute the contract prior to the expiration of the bid.

## **Item IV**

### **A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies for 2021**

Each year, the City of Springdale and other municipalities must submit a tax budget to the County Budget Commission in June of the year prior to the tax year in question. The tax budget estimates the revenues and expenditures for the City in the upcoming year. As part of its review, the Budget Commission examines the estimated income from property taxes to determine if it is reasonable. In Springdale's case, we only have the 3.08 mils (inside mils) that support the General Fund. If we had any voted property taxes, they would also be subject to review by the Commission.

After the City's tax budget is approved by the Budget Commission, the City must then adopt a resolution accepting the rates approved by the Commission and authorizing the levying of the property tax for the following year.

A resolution accepting the rates and authorizing the City's property tax levy for 2021 will be presented to City Council for consideration at the **10/07/2020** meeting.

**Item V**

**Other Items of Interest:**

1. Presentation by City Planner Anne McBride – Scope of Comprehensive Plan – **09/16/2020**.
2. Presentation by Hamilton County Clerk of Courts Aftab Pureval – **10/07/2020**.
3. Introduction of New Hires and Promotions – **TBD**.

Mayor  
Clerk of Council/Finance Director  
City Council  
Assistant City Administrator  
Law Director  
City Engineer  
Department Directors  
Recording Secretary  
Reading File