

INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

March 14, 2014

To: Mr. Thomas Vanover
President
Springdale City Council

From: Derrick Parham
City Administrator

Re: Report on Pending and Future Legislation

Item I

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into an Agreement with Clark Fire Protection Products, Inc. Related to Job Retention and Creation Incentives and Declaring an Emergency

Clark Fire Protection Products is looking to occupy the old International Paper facility located at 100 Progress Place. International Paper (IP) ceased their operations at that location well over ten (10) years ago. When IP concluded their operations, they used the facility to store their products. Clark Fire Protection expects to initially bring approximately 100 employees to this location. Over the next ten (10) years, they may add an additional 30 employees.

An ordinance, with an emergency clause, authorizing an agreement with Clark Fire Protection Products related to job retention and creation incentives, is scheduled before Council at the **03/19/2014** meeting.

Item II

An Ordinance Accepting the Best Bid For the Purchase of Two (2) 2015 37,000 GVW Single Axle Truck Cab and Chassis and Declaring an Emergency

Due to the financial challenges facing the City over the past few years, the organization has delayed the replacement of a great deal of our fleet and equipment. The more we continue to delay these replacements, the more challenging it becomes to execute the services to the citizens of the community. The 2014 Budget reflects the purchase of one (1) large dump truck (\$132,000) for the Public Works Department. This year's intense snow season has taken a huge toll on our vehicles and equipment. Earlier this year, the City made the decision to accelerate the replacement of some of our fleet. At the **02/19/2014** meeting, Council authorized the City Administration to borrow up to \$270,000 under a lease purchase agreement with US Bank to purchase two (2) new large dump trucks. Earlier this week, we closed on that lease purchase agreement.

Today (Friday, March 14), bids were opened for the Truck Cab and Chassis. In a separate purchasing process, bids were also opened for the Up-fit equipment (plows, dump body, etc). The Public Works staff is presently evaluating the bid results. The Administration will have a recommendation for Council on which vendors to purchase the new equipment from prior to the **04/02/2014** meeting.

An ordinance, with an emergency clause, accepting the best bid for the purchase of two (2) 2015 37,000 GVW Single Axle Truck Cab and Chassis will be before Council at the **04/02/2014** meeting.

Item III

An Ordinance Accepting the Best Bid for the Furnishing, Fabrication, Installation, and Delivery of Two (2) Complete Truck Body Equipment and Accessory Packages (Dump Body, Snow Plow, Spreader System, etc) and Declaring an Emergency

This ordinance to purchase the Up-fit equipment (dump body, snow plow, etc.) for the two (2) new large dump trucks is the companion legislation of Item II above. Bids were opened today (Friday, March 14) for the purchase of the Up-fit equipment and are also being evaluated by the Public Works Department staff. The Administration will have a recommendation for Council on which vendors to purchase the new equipment from prior to the **04/02/2014** meeting.

An ordinance, with an emergency clause, accepting the best bid for the furnishing, fabrication, installation, and delivery of two (2) complete truck body equipment and accessory packages will be before Council at the **04/02/2014** meeting.

Item IV

A Resolution Declaring the Necessity of Improving the Drive Aprons in the Public Right-of-Way as Part of the Ashmore Court and Woodvale Court Improvement

In 2012 and again in 2013 as a part of the City's Annual Street Improvement Program, the City adopted the policy requiring when curbs and gutters are being replaced as a part of a major road improvement program, residents on the selected streets whose drive aprons meet a certain criteria will be required to repair/replace their drive apron. If an affected resident chooses not to comply with the policy, the City will make the necessary repairs and assess the associated cost on the resident'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. A similar resolution was adopted at the **09/18/2013** meeting for residents affected by the 2012 and 2013 Street Improvement Program.

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 resident'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 the Assessment 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 part of the Ashmore Court and Woodvale Court Improvement will be before Council at the **04/02/2014** meeting.

Item V

An Ordinance Amending Section 153.533 of the City's Zoning Code to Permit Temporary Special Event Banners

In 2009, in an effort to assist the business community during the tough economic times, the City relaxed its policy regarding the use of temporary banners for a period of one year. For the last four years upon recommendation of the Planning Commission, Council has extended the policy for an additional year. The most recent extension is due to expire on May 20, 2014. The amendment was before the Planning Commission at its March 11 meeting and is once again being recommended for an additional year.

As you may recall, prior to the amendment, a business could have a temporary banner on display for no more than a two-week period four times a year. The amendment allows a business to display a temporary banner for a period of up to one month. At the end of the one month, a thirty-day extension can be granted if the banner is being well maintained and properly displayed. The business can continue this practice for the entire twelve-month period the law is in effect.

These temporary banners must be related to a special event associated with the business and may not be used to announce such things as "now hiring" or "space available." In addition, multi-tenant buildings such as a strip mall are not permitted to display more than two banners at any one time.

An ordinance amending Section 153.533 of the Springdale Zoning Code permitting temporary special event banners is scheduled to be before Council for a first reading at the **04/02/2014** meeting. The ordinance will be before Council for a Public Hearing and second reading at the **04/16/2014** meeting. In order to meet these deadlines, the Public Hearing has been advertised by the Building Department.

Item VI

Other Upcoming Items of Interest

1. West Kemper Road Sidewalk Public Meeting

At the January 8, 2014 meeting of Council, there was much discussion surrounding the installation of a sidewalk on the north side of W. Kemper Road between Hickory Street and Lawnview Avenue. At that meeting, the Administration was asked to gather information on a proposed location for the sidewalk and how much such a project would cost. After collecting the data, the findings were initially presented to City Council and the affected residents during a public meeting on **02/19/2014**. Unfortunately, only five (5) residents voiced opinions regarding the proposed sidewalk project at the **02/19/2014** meeting. It was City Council's hope to have more input from the residents being affected by the proposed sidewalk. Due to the low turnout, Council decided to continue the public meeting until the **03/05/2014** meeting in hopes of receiving more participation from the residents. The **03/05/2014** meeting produced a much better turnout. Approximately thirteen (13) of the sixteen (16) property owners on the north side of W. Kemper Road voiced their opposition to the sidewalk and its location. The proposed location of the sidewalk was approximately 15 feet from the edge of pavement. Since that proposal was found to be unacceptable, the Mayor suggested installing a sidewalk closer to the roadway (approximately 10 feet from the pavement). By show of hands, nine (9) of the thirteen (13) property owners indicated they would not have a problem if the sidewalk was constructed closer to the roadway. The public meeting was once again continued until the **03/19/2014** meeting.

If the City decides to install the sidewalk, a potential funding source has been identified in which 80% of the construction cost could be covered by outside funds. The remaining 20% would be the responsibility of the City. Residents will not bear any portion of the costs associated with this project.

2. Appointment of City Council Members to the Technical Review Committee

Council approved the agreement with McBride Dale Clarion to update the City's Zoning Code at the **02/19/2014** meeting. As a part of the update process, a Technical Review Committee (TRC) is to be established to address the issues and concerns facing the current code. It was recommended by the Administration that two (2) Council members, one (1) representing the Planning Commission and one (1) representing the Board of Zoning Appeals, be appointed to serve on the TRC. In an effort to keep the process moving, we are requesting Council identify their two (2) appointees at the **03/19/2014** meeting.

3. Hamilton County Developmental Disabilities Services Presentation

Formerly known as Mental Retardation and Developmental Disabilities (MRDD), Hamilton County Developmental Disabilities Services have dropped "Mental Retardation" from their name. They continue to provide services and support for persons with developmental disabilities and their families. Apparently, the Developmental Disabilities tax levy is scheduled to appear on the May 6 Ballot. In preparation of the ballot issue, a representative of the Hamilton County Developmental Disabilities Services would like to address City Council at the **04/16/2014** meeting.

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