

INTERNAL MEMORANDUM

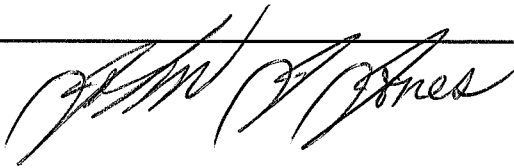
Office of the City Administrator

Springdale, Ohio

May 15, 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 a Joint Project Funding Agreement Relative to the Resurfacing of State Route 4 Between the City of Springdale and the City of Fairfield and Declaring an Emergency

The Ohio Department of Transportation (ODOT) has identified a portion of State Route 4 beginning just south of Interstate 275 in Springdale and heading north to Seward Road in Fairfield as an upcoming Urban Paving Program project. The project scope will include curb repairs, median island replacement, repair and replacement of catch basins, and a grind and overlay of the roadway.

Because the project includes sections in both Springdale and Fairfield, the two jurisdictions need to enter into a joint project funding agreement to outline the responsibilities of both. The City of Fairfield has agreed to serve as the lead agency on this project. As such, they will be responsible for entering into an agreement with ODOT and administering the bid process. The City of Springdale will be responsible for reimbursing Fairfield for one third of the design engineering cost and 100% of the total construction cost of the work performed within limits of the City of Springdale. As part of the Urban Paving Program, 80% of the eligible construction costs will be paid by the state. Although the project is not scheduled to be under construction until 2023, design engineering will need to be completed this year, necessitating the joint project funding agreement to be completed at this time. The amount planned in the 2020 Budget for Springdale's portion of the design engineering is \$22,500.

An ordinance, with an emergency clause, authorizing a joint project funding agreement relative to the resurfacing of State Route 4 between the City of Springdale and the City of Fairfield will be before Council at the **05/20/2020** meeting.

Item II

An Ordinance Amending Section 36.03 of the Codified Ordinances of the City of Springdale, Ohio Establishing Fire Department Staffing Levels and Declaring an Emergency

The current complement of 20 full-time Firefighters creates an unequal number on each crew in that we currently have seven, seven, and six per crew. Being one person short on one of the crews creates overtime. In an effort to balance out the crews and eliminate the resulting overtime, we are recommending an increase to the Fire Department's authorized complement. It is further requested we be permitted to commence the hiring process for a replacement prior to a Fire Department employee's actual departure. As a result, the complement number requested is 22 full-time Firefighters. The additional two Firefighters will allow for a reduction in overtime and increase the timeliness of the replacement process.

Additionally, the Fire Department budget currently allows for 13 part-time Firefighters. By increasing the full-time complement to 22, we are recommending the part-time complement be reduced to 10. The Fire Department Administration believes the reduction in the part-time number will still provide adequate staffing.

An ordinance, with an emergency clause, amending Section 36.03 of the Springdale Codified Ordinances will be before Council at the **05/20/2020** meeting.

Item III

An Ordinance Allowing for Temporary Outdoor Dining and Declaring an Emergency

Following the announcement of the Dine Safe Ohio order from the Ohio Department of Health pertaining to re-opening indoor and outdoor dining, the City desires to promote economic vitality in our community. The announcement only allows for limited capacity both indoor and outdoor. Recognizing the potential negative impact of the limited capacity, the City would like to temporarily allow for the expansion of outdoor dining. Existing restaurants would be able to temporarily expand outdoor dining options to address the indoor dining limitations. A temporary permit is required and will be issued by the Building Department; however, the fee for the permit is waived. The permit will specifically indicate that any questions pertaining to serving liquor be directed to the State of Ohio.

On May 15, 2020, Mayor Doyle H. Webster issued City of Springdale Mayoral Order 2020-1 authorizing the temporary expansion provision. This ordinance affirms the Mayor's order.

An ordinance, with an emergency clause, allowing for temporary outdoor dining will be before Council at the **05/20/2020** meeting.

Item IV

A Resolution Affirming that all Coronavirus Relief Funding Received by the City of Springdale Shall be Expended Only for Such Costs Permitted Under Section 5001 of the "Coronavirus Aid, Relief, and Economic Security Act"

Passage of this resolution allows the City to request reimbursement for funds specific to pandemic related expenses.

A resolution affirming that all coronavirus relief funding received shall be expended only for such costs permitted under Section 5001 of the "Coronavirus Aid, Relief, and Economic Security Act" will be before Council at the **05/20/2020** meeting.

Item V

A Resolution Recognizing and Honoring the Achievements of the Class of 2020

The outbreak of COVID-19 has resulted in Princeton High School cancelling the traditional cap and gown graduation ceremony. In light of this, the City wishes to recognize the student achievements and accomplishments. This resolution acknowledges this year's graduating class and declares the week of May 25, 2020, to be the Class of 2020 Week in the City of Springdale.

A resolution recognizing and honoring the achievements of the Class of 2020 will be before Council at the **05/20/2020** meeting.

Item VI

A Resolution Authorizing the City of Springdale's Participation in the Ohio Association of Public Treasurers Workers' Compensation Group Retrospective Program for 2021

Since 2010, the City of Springdale has participated in one of two Bureau of Workers' Compensation (BWC) programs sponsored by the Ohio Municipal League (OML). The City has participated in either the Group Rating Program or the Group Retrospective Program. For the 2019 and 2020 program years, the City was afforded the opportunity to experience greater savings through a Group Rating Program sponsored by the Ohio Association of Public Treasurers.

Again this year, the City is eligible for either the Group Rating Program or the Group Retrospective Program through the Ohio Association of Public Treasurers. Working closely with CompManagement, the City's Employer Risk/Claim Representative, the greatest savings opportunity for the City's 2021 rating year is through the Group Retrospective Program. Joining the Group Retrospective Program will yield a potential savings of \$66,848 in BWC premiums versus a savings of \$19,245 with the Group Rating Program.

A resolution authorizing the City to participate in the Ohio Association of Public Treasurers Workers' Compensation Group Program for experience year 2021 will be before Council at the **05/20/2020** meeting.

Item VII

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

For the last two years, Council has passed an ordinance allowing the City Administrator to dispose of obsolete property the City has accumulated during the course of their normal 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 previous 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. Additionally, items having a market for their raw material will be salvaged as appropriate. The 2020 list includes items such as vehicles, generators, exercise equipment, and electronics.

An ordinance declaring certain City property as surplus and authorizing the City Administrator to dispose of said property will be before Council for a first reading at the **05/20/2020** meeting. A second reading is scheduled for the **06/03/2020** meeting.

Item VIII

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into an Agreement with Leo Brielmaier for the Police Department Locker Room Renovations Project and Declaring an Emergency

The number of female employees within the Police Department has continued to increase over the years. Female staff is now approaching approximately one-third of our workforce, and it has become abundantly clear that the women's locker room needs to be expanded. The current facilities are not only too small for our existing staff, but they also would not accommodate any future additions. Besides the need to expand the women's locker room, the building has also experienced some shifting and settling of the foundation. During 2017, several significant cracks were detected on the south wall in the men's locker room area. To address both of these issues, renovations that include electrical, plumbing, flooring, and other work will be necessary. The modifications would include new equipment such as lockers, benches, restroom facilities, etc. to furnish the newly renovated areas.

If you recall, a bid opening was held in December of 2019. The single valid bid received at that time was rejected due to it being significantly higher than the engineer's estimate of \$250,000. A second bid opening was held on Thursday, May 14, 2020, with a total of ten bids received. Following review, Leo Brielmaier has been determined to have the lowest and best bid in the amount of \$287,700.

An ordinance, with an emergency clause, authorizing the Mayor and Clerk of Council/Finance Director to enter into an agreement with Leo Brielmaier for the Police Department Locker Room Renovations Project will be before Council at the **06/03/2020** meeting.

Item IX

Three Separate Ordinances Authorizing the Mayor and Clerk of Council/Finance Director to Execute Agreements with Amberley Village, the Village of Evendale, and the Village of St. Bernard to Provide Prisoner Confinement

The Police Departments of Amberley Village, the Village of Evendale, and the Village of St. Bernard have all requested the City of Springdale contract with them for the use of our jail facilities. Currently, we provide jail facility services for the communities of Blue Ash, Forest Park, Glendale, Greenhills, Montgomery, and Sharonville. The agreements proposed with these three villages closely mirror the agreements we have in place with the other jurisdictions. The Springdale jail facility is a twelve-day facility; however, we limit the number of days for other communities' prisoners to five days. Springdale Police Chief Tom Wells believes we have adequate space to accommodate these three villages as well as the other communities.

Three separate ordinances authorizing agreements with Amberley Village, the Village of Evendale, and the Village of St. Bernard to provide them with prisoner confinement services will be before Council for a first reading at the **06/03/2020** meeting. The ordinances are scheduled to go before Council for a second reading at the **06/17/2020** meeting. If adopted, the ordinances will go into effect 30 days after passage, unless Council enacts emergency clauses.

Item X

An Ordinance Approving a Major Modification to the Tri-County Commons Planned Unit Development (PUD) and Approving the Preliminary Development Plan at 11750 Commons Drive (U-Haul Development)

At its May 12, 2020 meeting, the Springdale Planning Commission voted to recommend approval of a request for a major modification to the Tri-County Commons Planned Unit Development (PUD) and Preliminary Development Plan located at 11750 Commons Drive (the former Front Room Furniture location) with a vote of six in favor and zero opposed. One Commission member was absent. The applicant's proposal is to repurpose the building to become a U-Haul rental location, interior self-storage facility, and company corporate offices.

As a result of the major modification changes, this must automatically come before Council and will require a Public Hearing to be set.

An ordinance approving a major modification to the Tri-County Commons PUD and approving the Preliminary Development Plan for 11750 Commons Drive (U-Haul Development) is scheduled to be before Council for a first reading at the **06/03/2020** meeting. A second reading and Public Hearing is anticipated before Council at its **06/17/2020** meeting.

Item XI

Other Items of Interest:

1. A Proclamation for Building Safety Month (May 2020) – **05/20/2020** meeting.
2. A Proclamation for National Public Works Week (May 17-23, 2020) – **05/20/2020** meeting.
3. Introduction of Assistant City Administrator Brian C. Uhl – **05/20/2020** meeting.
4. Introduction of Fire Lieutenants: Craig Kuhlmann; Ron Lang; Brian Losekamp – **06/17/2020** meeting.
5. Emergency actions taken by Mayor:
 - Move forward with conceptual engineering and OKI funding application for Northland Boulevard Reconstruction project
 - Bring back full-time staff and resume normal office hours for all departments on May 4 - Community Center remains closed
 - Advise Health Commissioner to streamline COVID-19 reports and only distribute on Wednesdays unless there is a significant development
 - Confirm staffing complement for Police is adequate. The Fire Departments complement is being addressed via legislation
 - Bring back some part-time and seasonal positions with the exception of those associated with the Community Center and pool
 - Mayoral Order 2020-1 reference temporary outdoor dining

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