

INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

July 6, 2018

To: Mr. Thomas Vanover
President
Springdale City Council

From: Derrick Parham
City Administrator

Re: Report on Pending and Future Legislation

Item I

An Ordinance Approving a Major Modification to the Princeton Plaza (Tri-County Towne Center) Planned Unit Development (PUD) and Approving the Preliminary Development Plan to Redevelop the Former Princeton Bowl into Flex Office-Warehouse Space

At its May 8, 2018 meeting, the Springdale Planning Commission voted to recommend approval of a request for a major modification to the Princeton Plaza Planned Unit Development (PUD) and preliminary development plan located at 11711 Princeton Pike (the former Princeton Bowl) by a vote of seven in favor and zero opposed. Under the proposal, the applicant would demolish approximately 11,200 square feet of the existing Princeton Bowl building. They would then redevelop the remaining 36,530 square feet into ten (10) flex office-warehouse spaces. Because the facility is located in a designated flood plain, the Planning Commission stipulated that signage be provided notifying persons that they are entering into a flood plain. The covenants are also to reflect that the developer is to notify tenants the building is in a flood plain.

An ordinance approving a major modification to the Princeton Plaza PUD and approving the Preliminary Development Plan to redevelop the former Princeton Bowl site into flex office-warehouse space had a first reading before Council at the **06/06/2018** meeting. A second reading and Public Hearing for the ordinance was before Council at the **06/20/2018** meeting. Unfortunately, the applicant had not resolved issues relative to the required covenants nor designated their intended use for the property. As a result, the ordinance and Public Hearing were tabled until the **07/11/2018** meeting.

Item II

A Resolution Adopting the 2019 Tax Budget of the City of Springdale for the Year January 1, 2019 through December 31, 2019

The 2019 Tax Budget was presented to City Council for consideration at their June 20 meeting. Prior to the Tax Budget being adopted, Council must hold a Public Hearing to receive public comments on the document. Mistakenly, the Public Hearing was not convened at the June 20 meeting. As a result, the resolution is being reintroduced to Council at their **07/11/2018** meeting so the Public Hearing can take place.

Based on State regulations, the deadline for Council to adopt and subsequently submit the 2019 Tax Budget is July 20, 2018. In spite of not holding the Public Hearing at the recent June 20 meeting, the City still has time to adopt the Tax Budget and submit it before the deadline. Holding the Public Hearing at the **07/11/2018** meeting assures we are able to meet the required deadline. It also gives staff time to address any additional issues which may arise prior to submitting the Tax Budget. The legal advertisement announcing the Public Hearing for the 2019 Tax Budget was published in the July 4, 2018 edition of the Northwest Press.

A resolution approving the 2019 Tax Budget in conjunction with the required Public Hearing is scheduled to be before City Council for consideration at the **07/11/2018** meeting.

Item III

A Resolution to Approve the Report of the Assessment Equalization Board for the Beacon Hills Subdivision/Kenn Road Rehabilitation Project

At its June 6, 2018 meeting, Council adopted Resolution No. R7-2018 appointing the members of the Assessment Equalization Board for the Beacon Hills Subdivision/Kenn Road Rehabilitation Project to address appeals by residents of the City's requirement to repair their drive aprons.

The City received six letters from affected residents requesting an audience with the Equalization Board. Notices were delivered to the homes of those residents notifying them that the Equalization Board Hearing would be scheduled for Tuesday, June 26 at 9:00 a.m. at the Springdale Municipal Building. The City did receive correspondence from one resident indicating they would not be able to make that meeting because they would be out of town. A second resident sent a letter indicating they had completed the replacement of their apron. The work was confirmed by the City's Public Works Department. Two residents appeared before the Board to present their case. The remaining two residents did not appear at the hearing, nor did they contact the City to indicate they had a conflict with the meeting. To address the resident who could not make the June 26 meeting, the Board met on Tuesday, July 3 at 6:00 p.m. A copy of the Board's report is attached to the resolution for Council's consideration.

By law, Council is to approve or disapprove the report of the Equalization Board. If Council approves the report, Council must then adopt an "Ordinance to Proceed" with the necessary improvements to the properties based upon the report.

A resolution to approve the report of the Assessment Equalization Board for the Beacon Hills Subdivision/Kenn Road Rehabilitation project is scheduled to be before Council for consideration at the **07/11/2018** meeting.

Item IV

An Ordinance Adopting Estimated Assessments as Reported by the Assessment Equalization Board and Declaring a Determination to Proceed with Certain Public Improvements for the Beacon Hills Subdivision/Kenn Road Rehabilitation Project and Declaring an Emergency

Now that the Assessment Equalization Board for the Beacon Hills Subdivision/Kenn Road Rehabilitation Project has convened, heard the appeals of the residents, and issued its report to City Council, the City must begin to proceed with the improvements as originally intended. This legislation authorizes the City to move forward with the identified public improvements related to those persons who requested an audience with the Board.

This ordinance must be adopted after the resolution to accept the report of the Assessment Equalization Board has been approved.

An ordinance, with an emergency clause, adopting the estimated assessments as reported by the Assessment Equalization Board and declaring a determination to proceed with certain public improvements for the Beacon Hills Subdivision/Kenn Road Rehabilitation Project is scheduled to be before Council for consideration at the **07/11/2018** meeting.

Item V

An Ordinance Authorizing the City to Fund the Employees' Health Savings Accounts in 2018 and Declaring an Emergency

Since the City joined the Center for Local Government Benefits Pool (CLGBP) to provide medical insurance coverage for all full-time City employees, Springdale has funded a portion of the employees' Health Savings Accounts (HSA). During the first year of the program, the City funded the accounts at 100%. Since that initial period, the City has contributed 50% of the employees' deductible for medical coverage. The medical deductibles for Springdale employees under the program had always been \$2,000 for single coverage and \$4,000 for family coverage. Thus, the employees received \$1,000 for single coverage and \$2,000 for family coverage. In 2016, the CLGBP Board decided to increase the deductible for single coverage from \$2,000 to \$2,600. The deductible for family coverage remained at \$4,000. As a result, the City contributed 50% or \$1,300 into the HSA accounts of employees with single coverage. In 2017, there were no changes in the deductibles. This year, the Board has once again decided to increase the cost of the single coverage deductible from the current \$2,600 to \$2,700. Once again, the cost for family coverage is expected to remain unchanged.

As a result of this decision, the Administration is recommending that Council continue to fund the single coverage at 50% of the deductible and increase the contribution to the singles' HSA accounts to \$1,350. Contributions made to the accounts of new full-time employees would continue to be prorated consistent with the approved schedule.

An ordinance, with an emergency clause, authorizing the funding of HSA accounts for all full-time City employees on the City's Health Insurance Plan will be before Council at the **07/18/2018** meeting.

Item VI

An Ordinance Reducing and Recertifying Special Assessments Levied for the Purpose of Constructing Certain Improvements at Pictoria Island and Declaring an Emergency

Under the terms of the Tax Incentive Cooperative Agreement entered into between the City of Springdale, the Greater Cincinnati Redevelopment Authority (formerly the Port Authority), and MEPT (the original owner) in August 2006, a special assessment district was established to levy an assessment fee on the ten-story office building at the Pictoria Island development. Under the terms of the TIF agreement, the special assessment amount may be reduced annually based on the amount of funds collected through TIF service payments in the previous year. The purpose is to set the special assessment payments at an amount that will meet the debt service payments in the upcoming year. The Pictoria building was sold by MEPT to Fairbridge Partners out of Skillman, New Jersey in May of 2016.

An ordinance, with an emergency clause, to reduce the amount of the special assessment levied on the office building at Pictoria Island for the next twelve months is scheduled to be before Council at the **08/15/2018** meeting.

Item VII

An Ordinance Assessing Property Owners for Improvements Made Related to Their Drive Aprons for the 2017 Street Program and Declaring an Emergency

As the City has been getting back into the neighborhoods making improvements by upgrading our streets, curbs, catch basins, and other infrastructure features, the City has adopted a policy of requiring residents to replace their defective drive aprons. Not all drive aprons are automatically included in this requirement. Only those drive aprons meeting one of the following criteria are required to make the improvements: *1) if more than 1 inch of vertical separation exists between the apron and any adjoining concrete (apron, curb, or sidewalk); 2) if there is deterioration of more than 50% of the apron's surface; or 3) if there is a crack or cracks greater than ½ inch in width in the surface of the apron.*

As a part of the 2017 Street Program, thirty-three of the one hundred and sixty-two property owners were required to make improvements under the policy. As of the printing of this memorandum, all but nineteen property owners have fulfilled their financial obligation. Of that total, four have made some sort of payment toward their total cost owed for their drive apron improvement. If this ordinance is passed by Council, the City will send a letter to each of the remaining property owners notifying them of the legislation and their ability to avoid the assessment.

An ordinance, with an emergency clause, assessing property owners for improvements made to their drive aprons for the 2017 Street Program is scheduled before City Council at the **08/15/2018** meeting.

Item VIII

An Ordinance Authorizing a Contract with the Vendor Submitting the Best Bid for the Purchase of Rock Salt and Declaring an Emergency

Due to a number of rather mild winter seasons and a sufficient amount of salt in storage, the City has not had to solicit bids for the purchase of rock salt since 2015. The last time the City actually purchased salt was August of 2016. That year, the City spent \$113,134 to restock the salt dome in preparation for any potential snowstorms. To date, the City has used more than half of the total amount of salt on hand at the beginning of this year. As a result, the City plans to solicit bids for the purchase of rock salt for the 2018 – 2019 winter snow-removal season. During prior years of purchasing salt, the City has collaborated with other jurisdictions for a joint purchase. Unfortunately, this year, no other jurisdictions are interested in making a purchase of rock salt at this time.

An ordinance, with an emergency clause, authorizing a contract for the purchase of rock salt will be before Council for consideration at the **08/15/2018** meeting.

Item IX

Other Items of Interest

1. Introduction of New Employee: Firefighter/Paramedic – Fire Department – Joshua Cook – **07/18/2018**;
2. Introduction of New Employee: Firefighter/EMT – Fire Department – Andrew Korb – **07/18/2018**;
3. Introduction of New Employee: Firefighter/Paramedic – Fire Department – Zachary Cogley – **07/18/2018**;
4. Swearing-In/Introduction of New Employee: Patrol Officer – Police Department – Meredith Hotchkiss – **07/18/2018**;
5. Swearing-In/Introduction of New Police Sergeant – Police Department – Jeffery Heard – **07/18/2018**.

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