

# INTERNAL MEMORANDUM

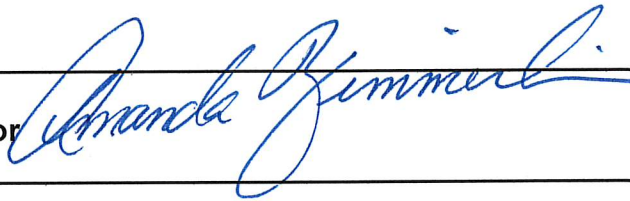
Office of the Assistant City Administrator

Springdale, Ohio

July 12, 2019

To: Mr. Thomas Vanover  
President  
Springdale City Council

From: Amanda Zimmerlin  
Assistant City Administrator



Re: Report on Pending and Future Legislation

## Item I

### **An Ordinance Authorizing an Agreement Between the City of Springdale and the Board of Hamilton County Commissioners Relative to the Improvement of East Kemper Road and Declaring an Emergency**

The City of Springdale applied for Municipal Road Funds (MRF) from Hamilton County in August 2018 to assist with the improvements scheduled for the East Kemper Road - CSX Railroad Bridge. Recently, Springdale was notified by the Hamilton County Engineer's Office that our project was successfully chosen for MRF funding. Springdale has been awarded \$145,430. This is one third of the preliminary construction cost estimate. The remaining estimated construction costs are \$290,860. The City plans to apply for SCIP funding for an additional one third of the cost (145,430) in the fall of this year (2019). If the SCIP funding application is successful, the City's portion of the project is estimated to be \$145,430. Construction is planned for late 2020 or early 2021.

An ordinance, with an emergency clause, authorizing an agreement between Springdale and the Board of Hamilton County Commissioners for Municipal Road Funds for the East Kemper Road - CSX Railroad Bridge project was before Council for a first reading at the **06/19/2019** meeting. A second reading is scheduled for the **07/17/2019** meeting. The need for the emergency clause is to execute the agreement at the earliest possible date.

## **Item II**

### **An Ordinance to Amend Ordinance 03-2019 to Revise the Pay Table for Full-Time, Part-Time and Seasonal Employees and Declaring an Emergency**

The City of Springdale hires various full-time, part-time and seasonal positions. At the June 5, 2019 Finance Committee Meeting, the Committee discussed various positions and pay grades brought forth by the Administration. In the Building Department, the City of Springdale currently employs the positions of Property Maintenance Inspector and Part-Time Property Maintenance Inspector. The position of Property Maintenance Inspector recently became vacant, and this provided Administration an opportunity to evaluate the position. Administration included in the job description for the Property Maintenance Inspector the requirement that the incumbent be a Certified Building Inspector. Civil Service approved this change at their June 6, 2019 meeting. As a result, Administration is recommending the pay grade for this position be changed from a Grade 11 to a Grade 13. Additionally, the Part-Time Property Maintenance Inspector position has been vacant for years. The Administration is recommending changing the pay rate for the Part-Time Property Maintenance Inspector from \$10.00-14.00 per hour to \$13.00-21.00 per hour. This will bring the position into line with other similar part-time positions. The Administration would also recommend the creation of a Seasonal Property Maintenance Inspector at a rate of \$12.50-16.70 per hour. This position would be able to serve the City of Springdale during the spring/summer months when property maintenance complaints are at their highest.

The Finance Committee also discussed the creation of Part-Time Lieutenant Positions in the Fire Department. The Administration has been working with the Fire Union to come to an agreement on the inclusion of Fire Lieutenants in the bargaining unit; however, the process has hit an impasse. The Administration is requesting the creation and inclusion of the position of Fire Lieutenant on the Part-Time Fire Fighter wage table at a rate of \$25.00 per hour.

An ordinance, with an emergency clause, amending Ordinance 03-2019 to revise the pay table for full-time, part-time and seasonal employees was before Council for a first reading at the **06/19/2019** meeting. A second reading is scheduled for the **07/17/2019** meeting. The need for the emergency declaration is the need for proper compensation to be paid to employees for the positions indicated in the ordinance.

## **Item III**

### **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, 2019**

The adoption of a supplemental appropriation ordinance is necessary at this time due to the continuing projects in the City's Capital Improvement Budget approved in the 2019 Budget as well as an appropriation for a marketing sign to be constructed at the former Sheraton hotel site.

The supplemental appropriation ordinance is scheduled to be presented for Council's consideration at the **07/17/2019** meeting. Due to the ordinance being financial in nature, it does not require an emergency clause to go into effect immediately.

#### **Item IV**

### **An Ordinance Authorizing the City to Fund the Employees' Health Savings Accounts in 2019 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 2018, the Board again decided to increase the cost of the single coverage deductible from the \$2,600 to \$2,700. For the 2019-2020 plan year, there are no changes to deductibles for either family or single.

The Administration is recommending that Council continue to fund the single and family coverage at 50% of the deductible. 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 **07/17/2019** meeting. The emergency declaration is needed to authorize the contributions by the August 1 funding date.

#### **Item V**

### **An Ordinance Amending Various Sections of the Codified Ordinances of the City of Springdale, Ohio (Springdale Zoning Code)**

Following a review, staff requested that Planning Commission consider making a recommendation to City Council to amend various sections of the Zoning Code. The first proposed amendment is to eliminate Section 153.460(C) of the Code that is no longer applicable. In April 2007, the Springdale Zoning Code was amended (Ordinance 21-2007) to allow for the inclusion of a large (300 square foot minimum/720 square foot maximum) electronic highway sign to be located at the Tri-County Mall Planned Unit Development. The purpose of the sign was to provide interstate identification for all the tenants of the mall. The sign was never constructed, and Tri-County Mall has not expressed interest in pursuing the signage to date. The second proposed amendment would allow users in the "GB" General Business District to use a portion of the establishment for fabrication as an Accessory Use if the Planning Commission grants Conditional Use.

At their May 6, 2019 meeting, the Springdale Planning Commission voted to recommend to City Council the amendments to Section 153.460 of the existing Zoning Code. A memo from the City Planner, Anne McBride, detailing the proposed amendments is attached to the legislation. At the 06/19/2019 Council meeting, a Public Hearing was set to address the recommended amendments to the Zoning Code.

An ordinance amending various sections of the Zoning Code of the Springdale Code of Ordinances is scheduled for a first reading at Council's **07/17/2019** meeting. The second reading of the ordinance along with a Public Hearing is scheduled for Council's consideration at the **08/21/2019** meeting.

#### **Item VI**

#### **An Ordinance Authorizing the City of Springdale to Join the Suburban Communities Energy Special Improvement District (ESID) and Declaring an Emergency**

Property Assessed Clean Energy (PACE) is a financing tool that property owners can utilize to fund energy efficiency improvements. In July 2014, City Council passed a resolution in support of establishing a Property Assessed Clean Energy (PACE) program in Springdale, but due to a number of reasons, this program was never launched. Since that time, five of our neighboring jurisdictions have joined together to create what is called the Suburban Communities Energy Special Improvement District (ESID). Those communities are Sharonville, Loveland, Deer Park, Symmes Township, and Sycamore Township. Mr. Chris Jones, Director of PACE Financing from the Greater Cincinnati Energy Alliance, attended the 06/19/2019 Council meeting to provide an overview of the PACE program. Joining the Suburban Communities ESID would provide a new way for commercial property owners within Springdale to finance energy efficiency improvements such as new HVAC, windows, lighting, and solar panels.

An ordinance, with an emergency clause, authorizing the City of Springdale to join the Suburban Communities Energy Special Improvement District (ESID) will be before Council for consideration at the **08/21/2019** meeting.

#### **Item VII**

#### **An Ordinance Assessing Property Owners for Improvements Made Related to Their Drive Aprons for the 2018 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 2018 Street Program, 145 property owners were required to make improvements under the policy. 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 2018 Street Program is scheduled before City Council at the **08/21/2019** meeting. The need for the emergency declaration is provide the certification to Hamilton County by their September deadline.

**Item VIII**

**A Resolution Authorizing the Filing of Continuing Disclosures Related to the March 2017 Street Improvement Bonds**

As part of the issuance of the \$8,200,000 of Street Improvement Bonds in March of 2017, the City has a continuing disclosure requirement under the Securities and Exchange Commission Rule 15c2-12. This rule requires that certain disclosures be made annually to the Municipal Securities Rulemaking Board under the Electronic Municipal Market Access system or EMMA. The filing required to EMMA is an update to certain information and tables that were originally included as part of the Official Statement document from the Bond issue. The information included in this filing is updated through December 31, 2018. The filing must be made to EMMA by September 1, 2019.

The City passed, as policy, the documents outlining the post issuance continuing disclosure requirement on 02/15/2017. As part of the requirements, City Council is to review the document to be filed with EMMA before the filing due date of September 1, 2019.

A resolution authorizing the filing of continuing disclosures related to the March 2017 Street Improvement Bonds is scheduled to be before Council for consideration at the **08/21/2019** meeting.

**Item IX**

**Other Item of Interest**

- 1) City Council will observe a summer schedule. The next scheduled Council Meeting will be on **08/21/2019**.

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