

INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

July 13, 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 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 II

An Ordinance Setting the Compensation and Benefit Package for the New City Administrator and Authorizing the Mayor and Clerk of Council/Finance Director to Execute an Employment Agreement Setting Forth Certain Terms and Conditions of Employment and Declaring an Emergency

Current City Administrator, Derrick Parham, has submitted his letter to Mayor Doyle H. Webster with the intent to retire from employment with the City of Springdale effective on August 31, 2018. As a result, the City has engaged in a national search in an effort to fill the soon-to-be vacant position. Currently, the City is in negotiations with the chosen applicant with hopes of reaching an agreement in time to adopt an ordinance to enter into an employment agreement at the next City Council meeting.

An ordinance, with an emergency clause, setting the compensation and benefit package for the new City Administrator and authorizing the Mayor and Clerk of Council/Finance Director to execute an employment agreement setting forth certain terms and conditions of employment is scheduled to be before City Council for consideration at the **07/18/2018** meeting.

Item III

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 IV

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 V

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 VI

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 – Jeffrey Heard – **07/18/2018**
6. Introduction of New Office Administrator: Police Department – Suzanne Perry – **07/18/2018**;
7. Presentation: ComeUnity Bash – Greg Karle, Parks and Recreation Director – **08/15/2018**.

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