

INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

July 15, 2016

To: Mr. Thomas Vanover
President
Springdale City Council

From: Derrick Parham
City Administrator

Re: Report on Pending and Future Legislation

Item I

An Ordinance Rejecting the Bids Received for the 2016 Annual Street Program and Declaring an Emergency

Earlier this spring, City Council agreed with the City Administration to implement a Comprehensive Capital Improvement Program focusing on the revitalization of the City's neighborhood streets. The comprehensive program will be comprised of several capital improvement projects. To fund the program, the City has committed to seek both State of Ohio grants as well as loans from both the State of Ohio and private lenders. The proposed program is estimated to cost approximately \$7 million and is anticipated to be totally completed over a two to three year period.

The first project scheduled to be implemented under the program is the 2016 Street Program. This project will include: 1) pavement repairs, catch basin repairs, manhole adjustments, new ADA ramps at select intersections, a complete grind of the old asphalt, and an overlay of the street with new asphalt on W. Kemper Road between Springfield Pike (SR 4) and Kenn Road; 2) full curb replacements, sidewalk repairs, pavement repairs, and a grind and overlay with new asphalt on the service road adjacent to Springfield Pike between Glensprings Drive and Cloverdale Avenue; and 3) general maintenance work on a variety of streets in the Oxford Hills Subdivision and Ashmore and Woodvale Courts. The most recent engineer's estimate for this project was in the amount of \$442,000. Bids for the project were opened on June 30, 2016 with only a single bidder. The lone bidder was Barrett Paving with a bid in the amount of \$593,337.52 which reflects a 34% (\$151,338) increase above the engineer's estimate. This would be a significant increase in the City's proposed program, and it is only the first of several projects. As a result, it is the recommendation of the City Administration that the bid for the 2016 Street Program be rejected and the project be re-bid later this fall with construction of the project being scheduled for early spring of 2017. The cost of the design engineering for the 2016 Street Program is \$14,610.

An ordinance, with an emergency clause, rejecting the bid of Barrett Paving for the 2016 Street Program will be before Council for consideration at the **07/20/2016** meeting.

Item II

An Ordinance Accepting a Proposal from CT Consultants for Design and Engineering Services for the 2017 Annual Street Program and Declaring an Emergency

The second project scheduled under the City's Comprehensive Capital Improvement Program is the 2017 Street Program. This project is planned to include the following repairs: full curb replacements, catch basin repairs, manhole adjustments, sidewalk replacements, ADA ramps at various intersections, pavement repairs, and a complete grind of the old asphalt to make room for the addition of new asphalt. This rehabilitation work is projected to take place on Cameron Road, Naylor Court, Grandin Avenue between Vanarsdale Lane and Rose Lane, Ray Norrish Drive, and Springdale Lake Drive. Not all of the abovementioned work will be performed on every street. In addition to the rehab work, the 2017 project will also include general maintenance work in Glenview Subdivision, Heritage Hill Subdivision, Springdale Terrace Subdivision, Grandin Subdivision (west of Rose Lane), and on Sharon Road. As is the City's policy when major improvements are being made to their street, any resident whose drive apron and/or driveway are determined to be below City standard will be required to repair/replace the drive apron and/or driveway at their expense. As always, the resident will have the ability to pay for this improvement up front or have the cost of the improvement added to their taxes.

At this point, the 2017 Street Program has a construction estimate of \$2,096,966 and is anticipated to be funded from the loan the City intends to secure from a private lender. The City's engineer, CT Consultants, has submitted a proposal for the design engineering cost at \$76,360. This amount is less than the amount (\$80,810) staff estimated during the planning process. It is anticipated the 2017 Street Program will go out for bids and be under construction in spring 2017.

An ordinance, with an emergency clause, accepting the proposal from CT Consultants for the design and engineering of the 2017 Annual Street Program will be before Council for consideration at the **07/20/2016** meeting.

Item III

An Ordinance Accepting a Proposal from CT Consultants for Design and Engineering Services for the Beacon Hills Subdivision and Kenn Road Rehabilitation Project and Declaring an Emergency

The project estimated to consume the greatest portion of funding under the program will be the Beacon Hills Subdivision and Kenn Road Rehabilitation Project (Beacon/Kenn project). The project incorporates the entire Beacon Hills Subdivision as well as Kenn Road from Interstate 275 to the Fairfield corporation line. Like the 2017 Street Program, the work scheduled to be performed under the Beacon/Kenn project will consist of full curb replacements, catch basin repairs, manhole adjustments, sidewalk replacements, ADA ramps in several locations, pavement repairs, and the application of a sealant process to preserve the pavement. As previously mentioned, residents whose drive aprons and/or driveways are determined to be below City standards will be required to repair/replace the drive apron and/or driveway at their expense. As always, the resident will have the ability to pay for this improvement up front or have the cost of the improvement added to their taxes.

The estimated construction cost for the Beacon/Kenn project is \$2,368,737. The City intends to submit an application to the Ohio Public Works Commission (OPWC) for fifty percent (50%) SCIP grants and fifty percent (50%) SCIP interest-free loans to cover the cost of this improvement. CT Consultants has submitted a proposal for the design and engineering cost for the project at \$80,930. This amount is less than the amount (\$86,136) staff estimated during the planning process. It is anticipated the Beacon/Kenn project will not go out for bids until winter 2017 and would be under construction during early spring of 2018. Due to time constraints associated with the SCIP funding, the project is unable to

begin until after July 2017. The City will submit the application in September of this year. If the City's application is approved, the funds for the project do not become available until the following July. As was evident with the recent 2016 Street Program bid process, bidding projects during this time of the year often yields very high bids. Most contractors are very busy at this time, and therefore there is little to no competition for projects. It is generally better to bid projects in the fall or early spring for best results.

An ordinance, with an emergency clause, accepting the proposal from CT Consultants for the design and engineering of the Beacon Hills Subdivision and Kenn Road Rehabilitation Project will be before Council for consideration at the **07/20/2016** meeting.

Item IV

An Ordinance Authorizing the City to Fund the Employees' Health Savings Accounts in 2016 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 this program have 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.

At the most recent meeting of the CLGBP Board, the decision was made to increase the deductible for single coverage from \$2,000 to \$2,600 and to maintain the family coverage at \$4,000. In spite of the adjustment to single coverage plans, the City Administration is recommending Council continue to fund each employee's HSA account at the 50% rate for 2016. As a result, the new funding amounts would be \$1,300 for singles and \$2,000 for families. Contributions made to the accounts of new full-time employees would continue to be prorated consistent with the new adjusted 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 **07/20/2016** meeting.

Item V

An Ordinance Authorizing an Agreement Between the City of Springdale and the Board of Hamilton County Commissioners Relative to the SR 4 Southbound Lane Addition Project and Declaring an Emergency (MRF Funding)

In August 2015, the City filed an application with the Hamilton County Engineer's Office for Municipal Road Funds (MRF) to assist with 50% of the City's portion of the construction cost of the State Route 4 Southbound Lane Addition Project. At the time of the application, the City's portion was estimated at \$120,695. If successful, the MRF funds would provide \$60,347 to the City. In March of this year, when CT Consultants checked with the Hamilton County Engineer's office to see whether our project was going to be funded, they were told it had not been selected for funding. To everyone's surprise, the City received correspondence from the County Engineer's office that legislation needed to be adopted to accept the funding. As we understand it, several projects scheduled to receive greater amounts of funding this year decided to divide their projects between 2016 and 2017. This change opened the door for Springdale and one other community to receive funding for our projects.

An ordinance, with an emergency clause, authorizing an agreement with the Hamilton County Commissioners relative to accepting MRF funds for the SR 4 Southbound Lane Addition Project is scheduled to be before Council at the **07/20/2016** meeting.

Item VI

An Ordinance Amending the Zoning Code and Zoning Map of the City of Springdale, Ohio to Provide for the Rezoning of Approximately 6.86 Acres Located at the Northeast Corner of Tri-County Parkway and Jake Sweeney Place from General Business (GB) to Planned Unit Development (PUD) (30 Tri-County Parkway, Atrium Hotel & Conference Center)

The owners of the Atrium Hotel and Conference Center filed an application with the Springdale Planning Commission to have their property rezoned from its current zoning of General Business (GB) to Planned Unit Development (PUD). In addition, the Atrium is requesting the City approve their proposed conversion from a 149-room hotel to a 139-bed assisted living facility. The proposed plan would also include an adult daycare facility and several other anticipated accessory uses.

At the June 14, 2016 Planning Commission meeting, the Commission voted one (1) in favor and five (5) against to recommend to City Council the disapproval of the Atrium's proposed plan. According to the City of Springdale Zoning Code, the application for this project must go before City Council for consideration. City Council has the ability to uphold the recommendation of the Planning Commission and reject the Atrium's application. Council can also vote to amend the application and approve it, or Council can simply vote to approve the applicant's submittal as it was voted upon by the Planning Commission. Whether Council votes to amend the application or approve the application, because it was not recommended for approval by the Planning Commission, it will take a super majority of Council (five affirmative votes) to move the project forward.

An ordinance to amend the Zoning Code and Zoning Map to rezone the Atrium Hotel and Conference Center property located at 30 Tri-County Parkway from General Business (GB) to Planned Unit Development (PUD) will be before Council at the **07/20/2016** meeting for a first reading. The ordinance will receive a second reading and have a Public Hearing before Council at the **08/17/2016** meeting.

Item VII

An Ordinance Approving the Planned Unit Development Plan (PUD) of Approximately 6.86 Acres Located at the Northeast Corner of Tri-County Parkway and Jake Sweeney Place (30 Tri-County Parkway, Atrium Hotel & Conference Center)

This ordinance is the partner ordinance to the one above. This ordinance would address approving the PUD for the Atrium project. The ordinance above addressed only the rezoning of the property. See the details above concerning the specifics of this ordinance.

An ordinance approving the Planned Unit Development (PUD) application of the Atrium Hotel and Conference Center to permit the use of an assisted living facility at the property located at 30 Tri-County Parkway will be before Council at the **07/20/2016** meeting for a first reading. The ordinance will receive a second reading and have a Public Hearing before Council at the **08/17/2016** meeting.

Item VIII

An Ordinance Authorizing a Cost Sharing Agreement with Greater Cincinnati Water Works (GCWW) for the Cloverdale Area Pavement Rehabilitation Project and Declaring an Emergency

On August 31, 2012, the Administration was notified by the Fire Department that a “significant water issue” existed in the Smiley Avenue and Cloverdale Avenue sections of the City. The department worked with Greater Cincinnati Water Works (GCWW) to identify the problem. Days later on September 7, GCWW determined there was “significant deterioration of the mains on Smiley and Cloverdale.” Unfortunately, the GCWW replacement schedule did not show the work being performed until 2016. At that time, GCWW felt the earliest they could possibly begin the project was 2014, but they were doubtful. Clearly the replacement work did not take place. Now in 2016, GCWW is ready to replace the water mains in this section of the City beginning in the fall. The streets getting new water mains under the GCWW project are: Smiley Avenue, Allen Avenue, Cloverdale Avenue, Dimmick Avenue, Greenlawn Avenue, Valleyview Avenue, and a portion of Harmony Avenue. As a part of the GCWW project, they will also replace thirty-nine fire hydrants in the area. Under the City’s contract with the City of Cincinnati and Hamilton County, GCWW is to provide water to the City of Springdale. The contract also stipulates that during water main replacement projects of this magnitude, the City of Springdale (or any other City) is responsible for the cost of the fire hydrant replacements.

Typically, when GCWW has restored a street where they have made repairs, the restoration performed by them has not been to the satisfaction of the City. Usually, there are very visible patches remaining across City streets. This is not what we care to see at the conclusion of the project. In an effort to prevent this from being the outcome following the current GCWW project, it is necessary that the City participate in paying for the true restoration of our streets. In essence, the streets will receive a 2” deep grind and overlay of the full width of the streets as well as new pavement markings. In addition to the streets identified above in the GCWW project, the following streets will also be restored as a part of the City’s project: Park Avenue, Rose Lane, and the balance of Harmony Avenue. For the City’s participation in this pavement rehabilitation project, GCWW has agreed to split the project costs with the City for only those streets identified under their water main replacement project. Both parties will pay 50% of the project costs, currently estimated at \$436,668 each. For the other streets of the pavement rehabilitation project, the additional costs are estimated at \$238,580 for the City. The City’s overall estimated costs for the project are \$675,248. CT Consultants has provided the City with a proposal for the design engineering of the project at a cost of \$35,500. This amount is calculated into the split identified above. Based upon the authority provided by City Council at the June 1, 2016 Council meeting, the City Administration has authorized CT Consultants to begin the design work.

It is anticipated that a public bid for the project would take place around the end of March 2017, with the awarding of the contract to occur at the **04/19/2017** Council meeting.

An ordinance, with an emergency clause, authorizing a cost sharing agreement with Greater Cincinnati Water Works (GCWW) for the Cloverdale Area Pavement Rehabilitation Project will be before Council at the **07/20/2016** meeting.

Item IX

An Ordinance Authorizing the Purchase and Installation of New HVAC Units from MooreAir in an Amount Not to Exceed \$47,500 for the Auxiliary Gymnasium at the Springdale Community Center and Declaring an Emergency

The two HVAC units which serve the Auxiliary Gymnasium at the Community Center are each over thirty-years old and in need of replacement. The units have had a history of maintenance issues and due to their age, it has been pretty much impossible finding parts. The replacement of these two units was originally scheduled to take place in 2017. As explained to Council at the **06/01/2016** meeting, this project, in conjunction with the two lighting projects at the Municipal Building, will be used to help the City's PACE program get started. As a reminder, it takes three separate owners with individual projects to begin the PACE program. Tri-County Mall is scheduled to have one of the projects. There is some question at this time as to what other organization will serve as the third owner.

The Recreation Department solicited proposals from several vendors to provide a cost solely for the HVAC units and their installation. Three companies provided proposals which ranged from MooreAir's \$47,500 to as high as \$68,500. Due to MooreAir's proposal being less than \$50,000, the City was not required to solicit public bids. The department essentially engaged in a more informal public solicitation process providing several organizations with the opportunity to submit a proposal for the work. In addition to the HVAC units, the department also sought cost proposals from companies to perform the "controls installation" process. Automation Mechanical Service (A&M), who currently provides service for the center's control system, has been identified as the vendor who will install the controls to the units. Although the City has not yet received a firm proposal from A&M, it is estimated the amount will not exceed \$8,000. It appears by dividing the project into two parts, the City will be able to experience a substantial savings from the original proposal received in the amount of \$89,000.

An ordinance, with an emergency clause, authorizing the purchase and installation of new HVAC units from MooreAir in an amount not to exceed \$47,500 for the auxiliary gym at the Springdale Community Center will be before Council at the **07/20/2016** meeting.

Item X

An Ordinance Reducing 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 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 or increased 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 purchased during the month of May from MEPT by Fairbridge Partners out of Skillman, New Jersey.

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 on **08/17/2016**.

Item XI

An Ordinance Renewing an Agreement with NextStep Networking for Technical Support Services for the City's Local Area Network and Declaring an Emergency

The City's current one-year agreement with NextStep Networking is scheduled to expire on August 31, 2016. The two previous agreements with NextStep were each for a three-year period. Due to a number of changes in NextStep's organization, the City decided for the 2015 – 2016 contract year to only enter into a one-year agreement until such time as the City felt confident the company and its personnel issues had stabilized. This year, they have demonstrated their stability, and as a result, the Administration recommends the City once again enter into a new three-year agreement with NextStep Networking for technical support services. If accepted by Council, the proposal submitted by NextStep would lock in the City's current rates for the next three years.

NextStep has been the City's long-time service provider and has guided our organization through the development of the City's overall computer network and communication system. They have been effective in their service delivery and their familiarity with our system has been a real asset.

An ordinance, with an emergency clause, authorizing the renewal of the agreement with NextStep Networking for technical support for the City's Local Area Network is scheduled to be before Council at the **08/17/2016** meeting.

Item XII

Other Items of Interest

1. Introduction/Swearing-in of New Employee:
Patrol Officer (Police Department) Kayla Justice – **07/20/2016**;
Firefighter/Paramedic (Fire Department) Adam Dunaway – **08/17/2016**.

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