

INTERNAL MEMORANDUM

Office of the Assistant City Administrator

Springdale, Ohio

September 27, 2019

To: Mr. Thomas Vanover
President
Springdale City Council

From: Amanda Zimmerlin
Assistant City Administrator

Re: Report on Pending and Future Legislation

Item I

A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies for 2020

Each year, the City of Springdale and other municipalities must submit a tax budget to the County Budget Commission in June of the year prior to the tax year in question. The tax budget estimates the revenues and expenditures for the City in the upcoming year. As part of its review, the Budget Commission examines the estimated income from property taxes to determine if it is reasonable. In Springdale's case, we only have the 3.08 mils (inside mils) that support the General Fund. If we had any voted property taxes, they would also be subject to review by the Commission.

After the City's tax budget is approved by the Budget Commission, the City must then adopt a resolution accepting the rates approved by the Commission and authorizing the levying of the property tax for the following year.

A resolution accepting the rates and authorizing the City's property tax levy for 2020 will be presented to City Council for consideration at the **10/02/2019** meeting.

Item II

A Resolution Authorizing the Execution of a Petition to Create the Springrose Meadows Community Authority, a New Community Authority, to be Organized Pursuant to Chapter 349 of the Ohio Revised Code

In order to fund the public infrastructure at Springrose Meadows, the developer is requesting that the City create a New Community Authority (NCA) under Section 349 of the Ohio Revised Code. The NCA will encompass the Springrose Meadows subdivision and will have the authority to levy a yearly fee on each of the homeowners to repay bonds that will be issued by the Hamilton County Port Authority. This fee is offset by the previously established Community Reinvestment Area (CRA) that provides a 15-year property tax abatement to the new homes.

The developer has submitted a petition to Council requesting the establishment of the Springrose Meadows Community Authority. A resolution authorizing the acceptance and execution of the petition, and to establish the date for a required Public Hearing, will be before Council for consideration at the **10/02/2019** meeting.

Item III

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into an Agreement with Clark Schaefer Hackett for Professional Accounting Services for the Audits for Year-End 2019 to Year-End 2023

At the **03/18/2015** City Council meeting, Council entered into a five-year agreement with Clark Schaefer Hackett to provide audit services from year-end 2014 to year-end 2018. The Auditor of State has implemented a contract extension process, whereby the incumbent firm may be awarded a one-time contract extension without utilizing the bidding process. The extension is only permissible if the new period does not exceed the number of years in the original contract and does not result in the incumbent firm performing the audit of the public office for more than ten years. The City has been pleased with the services provided. This ordinance authorizes the execution of a five-year agreement between the City of Springdale and Clark Schaefer Hackett for auditing services through 2023. The Clark Schaefer Hackett contract amounts will be \$16,500 for fiscal year 2019; \$17,000 for fiscal year 2020; \$17,500 for fiscal year 2021; \$18,000 for fiscal year 2022; and \$18,500 for fiscal year 2023. The total for 2019-2023 is \$87,500. This is a \$10,000 increase over the 2014-2018 contract.

An ordinance authorizing the Mayor and Clerk of Council/Finance Director to enter into an agreement with Clark Schaefer Hackett for professional accounting services for the year-end 2019 through year-end 2023 will be before Council for a first reading at the **10/16/2019** meeting and a second reading at the **11/06/2019** meeting.

Item IV

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into a Contract with TEC for the Design Engineering Services Necessary for the State Route 747 and Kemper Road Intersection Rebuild Project

Duke Energy began replacing wooden poles with metal poles along Kemper Road in 2015 as a part of their Transmission Pole Replacement Project #4666. This Duke Energy project requires that the City perform several items related to our traffic signal system: 1) relocate our traffic signal communication fiber from the wood poles to the metal poles, 2) rework the electrical power service to our traffic signals from the wood poles to the metal poles at several intersections, and 3) take ownership of a Duke Energy wood pole at the northeast corner of SR 747 and Kemper Road, which is currently supporting our traffic signal span wire system at this intersection. Taking ownership of this wood pole is necessary as Duke Energy will not allow our traffic signal span wire to be connected to their new metal poles. The current wood pole is only a temporary solution to the support of this traffic signal system due to its age.

As a long-term measure to upgrade this intersection's signal system to a mast arm installation and to allow for the removal of this old wood pole and span wire system, the 2019 Five-Year Capital Improvement Budget had programmed \$309,030 in 2020 to perform this work. In addition, the 2019 Capital Budget had programmed \$100,000 to relocate our traffic signal communication fiber from the wood poles to the new metal poles.

This project also addresses the SR 747/Kemper Road signal upgrade to a mast arm installation as well as the relocation of our traffic signal communication fiber along Kemper Road. The project includes an upgrade to the conflict monitoring at intersections citywide, the re-lamping of our LED traffic signals citywide, the re-lamping of our PED signals citywide, the replacement of our PED push buttons citywide, and additional intersection detection upgrades. At the **05/15/2019** City Council meeting, Council authorized administration to apply for STP/CMAQ funding through OKI.

Design engineering services will be necessary for the project. TEC has provided the City with a proposal for the design engineering on the project in the amount of \$48,407.

An ordinance, with an emergency clause, authorizing an agreement with TEC to provide engineering and design work for the State Route 747 and Kemper Road Intersection Rebuild Project will be before Council for consideration at the **10/16/2019** meeting. The need for the emergency clause is to execute the contract at the earliest possible date.

Item V

Three Separate Ordinances Authorizing Annual Contracts with the Mayor’s Court Magistrate, Prosecutor, and Public Defender with Emergency Clauses

Each year, the City contracts for legal services required to operate our Mayor’s Court. The positions involved are those of Magistrate, Prosecutor, and Public Defender. The terms of the annual contracts run from 12/1 through 11/30. In an effort to maintain the Court’s efficient and effective operations, the Mayor will need to make the appointment of these three positions and Council adopt legislation authorizing the contracts by no later the second meeting in November.

Three (3) separate ordinances, with emergency clauses, will be before forthcoming.

Item VI

Other Items of Interest

1. Presentation by Rosalind Fultz, Congressman Steve Chabot’s Office - **10/02/2019**;
2. Presentation by Jeff Agricola, Public Works Director - Urban Forestry Update & State Route 4 Replanting Design - **10/16/2019**;
3. Introduction of New Employee - Public Works - Jeremy Hogeback - **10/16/2019**;
4. Introduction of New Employee - Public Works - Colten Phelps - **10/16/2019**.

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