

# INTERNAL MEMORANDUM

Office of the Assistant City Administrator

Springdale, Ohio

November 1, 2019

To: Mr. Thomas Vanover  
President  
Springdale City Council

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*Christine Russell for*  
From: Amanda Zimmerlin  
Assistant City Administrator

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Re: Report on Pending and Future Legislation

## Item I

### **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 was before Council for a first reading at the **10/16/2019** meeting, and a second reading is scheduled for the **11/06/2019** meeting.

## **Item II**

### **An Ordinance Providing for the Issuance of not to Exceed \$1,320,000 Real Estate Acquisition Bond Anticipation Notes by the City of Springdale, Ohio in Anticipation of the Issuance of Bonds, Providing for the Pledge of Revenues for the Payment of Such Notes and Declaring an Emergency**

In 2016, the City re-issued/renewed the Bond Anticipation Notes that were used to provide for the purchase of and subsequent demolition of the former Sheraton Hotel located at 11911 Sheraton Lane. The City has completed both tasks (purchasing the hotel and demolishing the structure), and now the only remaining task is to sell the property to a developer who will redevelop it into a functioning, productive, revenue-generating asset for the community.

The original \$2,640,000 Bond Anticipation Notes were scheduled to be paid off by December 1, 2017. The property was not sold prior to the December 1, 2017 date. At the November 15, 2017 City Council meeting, Council approved the issuance of a new note for an additional twelve-month period. The note was reissued at 50% of the original amount or \$1,320,000. The City was successful in eliminating half the debt through payment.

The property has not yet sold and will likely not be sold prior to December 1, 2019 when the current note expires. The City will need to issue a new note for an additional twelve-month period.

An ordinance, with an emergency clause, authorizing the issuance of Bond Anticipation Notes in an amount not to exceed \$1,320,000 for the purchase and demolition of the former Sheraton Hotel will be before Council for consideration at the **11/06/2019** meeting.

## **Item III**

### **An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into an Amended Agreement with MediSync Midwest, LLC Related to a Job Retention and Creation Incentive Agreement and Declaring an Emergency**

At the **10/15/2014** City Council meeting, Council authorized the City to enter into an incentive agreement with MediSync Midwest, LLC. This agreement allowed them to move into Springdale and establish their office at 25 Merchant Street. MediSync is significantly expanding their operations and requested that the City consider

In 2014, MediSync Midwest, LLC located approximately 65 jobs into the City of Springdale. To encourage the relocation of these jobs into Springdale, the City provided MediSync with a financial incentive under the City's Job Retention and Creation Incentive Program for a ten-year period. Several months ago, the company reached out to the City indicating their desire to significantly expand their operations at this location. The company has requested an extension to the current agreement with the City. Under the new proposal, the number of employees with MediSync could potentially increase to 323 associates with an average salary of \$99,319/year. Such an

opportunity has the potential of generating over \$32,000,000 in payroll with an annual financial incentive to the company up to \$205,312.

The City Administration is recommending that the City offer MediSync a forgivable line-of-credit incentive to encourage the growth and expansion of MediSync within the City of Springdale. The financial incentive provided to MediSync could be as low as \$44,352 or as high as \$205,312.

An ordinance, with emergency clause, authorizing an amended agreement with MediSync Midwest, LLC related to a job retention and creation incentive agreement will be before Council for their consideration at the **11/06/2019** meeting.

#### **Item IV**

#### **A Resolution Establishing the Springrose Meadows Community Authority and Appointing Four Members to the Community Authority Board**

The developer of Springrose Meadows submitted to the Clerk of Council/Finance Director's office a petition requesting the establishment of the Springrose Meadows Community Authority. At the **10/02/2019** meeting, City Council passed Resolution No. R17-2019 by a 7-0 vote. Resolution R17-2019 accepted the petition and established the public hearing date for the Springrose Meadows Community Authority. The public hearing date has been scheduled for the **11/06/2019** City Council meeting. In accordance with Section 349 of the Ohio Revised Code, the public hearing notice will be advertised in the Tri-County Press on 10/16/2019; 10/23/2019; and 10/30/2019.

The Springrose Meadows Community Authority 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.

This resolution will also appoint three citizen members and one local government representative to the Community Authority Board. The citizen members may be members of Council. The Board will consist of three citizen members appointed by the Council, three members representing the developer, and one local government representative. Members shall serve two-year overlapping terms, with two of each of the initial citizen members and developer members appointed to serve initial one-year terms. The initial Board will establish the process by which successor members will be selected. Elected citizen members, from those who live in the boundaries of the Community Authority, will eventually replace the appointed members.

A resolution, along with a public hearing, establishing the Springrose Meadows Community Authority and appointing four members to the Community Authority Board is scheduled for Council's consideration at the **11/06/2019** meeting.

**Item V**

**A Resolution Authorizing the City of Springdale’s Participation in Financing Public Improvements in Cooperation with the Port Authority and Authorizing the Execution of Documents to Effectuate Such Financing, and Declaring an Emergency**

If City Council passes the resolution to establish the Springrose Meadows Community Authority (“SMCA”), City Council will then be presented with a resolution authorizing the City to enter into a Cooperative Agreement with the SMCA and the Greater Cincinnati Redevelopment Authority (“Port Authority”) for the financing of the infrastructure in the Springrose Meadows Development. The Port Authority will issue the bonds for the financing. The obligations of the City of Springdale under this agreement shall not represent or constitute a debt or pledge of the full faith and credit or the taxing power of the City. The debt will be paid by homeowner fees established by the SMCA.

A resolution, with an emergency clause, authorizing the City of Springdale’s participation in financing public improvements in cooperation with the Port Authority and authorizing the execution of the documents to effectuate such financing, will be before City Council for consideration at the **11/20/2019** meeting. The need for the emergency clause is to enter into the agreement at the earliest possible date.

**Item VI**

**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 VII**

**Several Resolutions Either Confirming Mayoral Appointments and/or Council Appointments to Various Boards, Commissions, and Committees**

A quick review of the Boards and Commissions document (dated 08/07/2019) reveals the terms of several members of the various boards and commissions expire near or at the end of the calendar year.

Below are a number of board or commission members, according to the document, with terms expiring this year:

<b>Board or Commission</b>	<b>Name</b>	<b>Term Ends</b>	<b>Appointment Source</b>
Zoning Appeals	Robert Weidlich	11-30-19	Mayor Appoint.
Zoning Appeals	Carmen Daniels	11-30-19	Mayor Appoint.
Zoning Appeals	Doug Stahlgren	11-30-19	Council Appoint.
Zoning Appeals	Carolyn Ghantous	11-30-19	Council
Planning Commission	Rich Bauer	11-30-19	Council Appoint.
Planning Commission	Dave Okum	11-30-19	Council Appoint.
Planning Commission	Tom Hall	11-30-19	Mayor Appoint.
Planning Commission	Joe Ramirez	11-30-19	Mayor Appoint.
Planning Commission	Donald Darby	11-30-19	Mayor Appoint.
Planning Commission	Lawrence Hawkins III	11-30-19	Council
Charter Revision	Sharon Conrad	12-31-19	Council Appt.
Civil Service Commission	Cheryl Darby	12-31-19	Council Appt.
Parks and Recreation	Charles R. Hormann Jr	11-30-19	Mayor Appoint.
Parks and Recreation	Michelle Miller	11-30-19	Mayor Appoint.
Parks and Recreation	Josh Monson	11-30-19	Mayor Appoint.
Parks and Recreation	Lori Merz	11-30-19	Mayor Appoint.
Parks and Recreation	Daryl Dennie	11-30-19	Mayor Appoint.
Board of Health	Scott Garrison	12-31-19	Mayor Appoint.
Board of Health	Lynn Jones	12-31-19	Mayor Appoint.
Board of Health	Jim Squires	12-31-19	Mayor Appoint.
Tax Review Board	Roy A. Mitchell	12-31-19	Council Appoint.
Vol. Fire Fighters' Dependents	Dan Shroyer	12-31-19	Council
Vol. Fire Fighters' Dependents	Jeff Anderson	12-31-19	Council

**Item VIII**

**Other Item of Interest**

1. City Offices will be closed, Thursday, November 28, 2019 in observance of the Thanksgiving Holiday

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