

INTERNAL MEMORANDUM

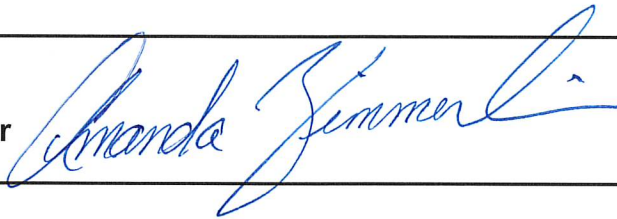
Office of the Assistant City Administrator

Springdale, Ohio

November 29, 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 the 2020 Fee Schedule with CT Consultants, Inc. for Engineering Services and Declaring an Emergency

CT Consultants has submitted a request to amend their fee schedule with the City for 2020. The proposal is currently under review. If approved by Council, the new rates would not go into effect until January 1, 2020.

An ordinance, with an emergency clause, authorizing an adjustment to the CT Consultants fee schedule will be presented for Council's consideration on **12/04/2019**.

Item II

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into an Agreement with Strauss Troy for Legal Services to the City of Springdale and Declaring an Emergency

The contract for the City Solicitor is reviewed annually. Strauss Troy is not proposing any amendments to their current fee schedule.

An ordinance, with an emergency clause, authorizing the Mayor and Clerk of Council/Finance Director to enter into an agreement with Strauss Troy for legal services to the City of Springdale will be before Council for consideration at the **12/04/2019** meeting.

Item III

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into an Agreement with Ultimus Fund Solutions, LLC Related to Job Retention and Creation Incentives and Declaring an Emergency

At the **04/06/2016** City Council meeting, Council authorized the City to enter into an incentive agreement with Ultimus Fund Solutions, LLC. This agreement allowed them to expand their current footprint in Springdale and invest \$200,000 in their current facility.

They have approached the City and requested an amendment to their agreement. To demonstrate a commitment to one of the City's existing businesses, it is the Administration's recommendation to provide Ultimus with an amendment to their agreement under the City's "Forgivable Line of Credit Draw Program."

An ordinance, with an emergency clause, authorizing an amended agreement with Ultimus Fund Solutions, LLC related to job retention and creation incentives will be before Council for consideration at the **12/04/2019** meeting.

Item IV

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into an Agreement with the Council on Aging of Southwest Ohio (COA) Related to Job Retention and Creation Incentives and Declaring an Emergency

At the **04/06/2016** City Council meeting, Council authorized the City to enter into an incentive agreement with the Council on Aging of Southwest Ohio (COA). At that time, COA had been located in Springdale for eight years and had doubled in size.

They have approached the City and requested an amendment to their agreement. To demonstrate a commitment to one of the City's existing businesses, it is the Administration's recommendation to provide the Council on Aging of Southwest Ohio (COA) with an amendment to their agreement under the City's "Forgivable Line of Credit Draw Program."

An ordinance, with an emergency clause, authorizing an amended agreement with Council on Aging of Southwest Ohio (COA) related to job retention and creation incentives will be before Council for consideration at the **12/04/2019** meeting.

Item V

Authorizing the Mayor and Clerk of Council/Finance Director to Enter into an Agreement with Process Plus, LLC, Related to Job Retention and Creation Incentives and Declaring an Emergency

At the **10/21/2015** City Council Meeting, Council authorized the City to enter into an incentive agreement with Process Plus, LLC. At that time, the company wanted to occupy the space at 135 Merchant Street. The company has maintained that facility since 2015.

They have approached the City and requested an amendment to their agreement. To demonstrate a commitment to one of the City's existing businesses, it is the Administration's recommendation to provide Process Plus, LLC with an amendment to their agreement under the City's "Forgivable Line of Credit Draw Program."

An ordinance, with an emergency clause, authorizing an amended agreement with Process Plus, LLC related to job retention and creation incentives will be before Council for consideration at the **12/04/2019** meeting.

Item VI

A Resolution Requesting the State of Ohio Director of Transportation to Modify the Speed Limit on East Crescentville Road Beginning at Transportation Way and Ending at Centerdale Road

As part of the Crescentville Road Widening Project, engineering and traffic investigation was completed. The findings indicated the speed limit along Crescentville Road should be 35 miles per hour. Currently, the speed is 40MPH westbound in Butler County, 35MPH eastbound in the City of Springdale and 25MPH eastbound in Sharonville. Both Sharonville and Butler County support the change to 35MPH. Should City Council decide to support the resolution, no other action will be needed by the City on this matter. No signage changes will be needed within the City limits along this section of Crescentville Road.

A resolution requesting the State of Ohio Director of Transportation to modify the speed limit on East Crescentville Road beginning at Transportation Way and ending at Centerdale Road will be before Council at the **12/04/2019** meeting.

Item VII

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

Since City Council passed the resolution to establish the Springrose Meadows Community Authority ("SMCA"), City Council will now 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 **12/18/2019** meeting. The need for the emergency clause is to enter into the agreement at the earliest possible date.

Item VIII

An Ordinance Setting the Employee Pay Rates for 2020 and Declaring an Emergency

As a part of this year's budget process, the City Administration is recommending that Council authorize a modest wage increase for all non-union full-time City employees and part-time Firefighters. Additionally, this year, Administration is requesting that part-time employees be included in the 2% increase. The pay ordinance would be designed to go into effect on December 22, 2019, meaning the employees will receive the benefit of the pay increase on the first pay for 2020 (January 9, 2020).

An ordinance, with an emergency clause, setting pay rates for full-time City employees not covered by a collective bargaining agreement, part-time firefighters, and other part-time City employees is scheduled to appear before City Council at the **12/18/2019** meeting.

Item IX

Adopting the Final Appropriation and Transfer Ordinance for 2019

This ordinance is adopted each December in order to balance out all departments in the General Fund and to insure we balance within all funds at the end of the year. This is accomplished either by moving funds already appropriated or by adopting additional appropriations to cover actual expenses. An appropriation ordinance does not require an emergency clause and will go into effect immediately after adoption by Council and execution by the Mayor.

The 2019 final appropriation ordinance will be presented for Council's consideration at its meeting on **12/18/2019**.

Item X

Adopting a Temporary Appropriations Ordinance for the Period January 1, 2020 until the Fiscal Year 2020 Appropriations Permanent Ordinance is Adopted by City Council

The first Springdale City Council meeting of 2020 falls on Wednesday, January 1, 2020, New Year's Day. Council will need to set an alternate date for the meeting. To provide for City operations until the 2020 Annual Appropriations Ordinance is adopted, a temporary appropriations ordinance will need to be adopted by City Council. The adoption of this ordinance is an annual practice of the City.

A temporary appropriations ordinance will be presented for Council's consideration at the meeting of **12/18/2019**. Because this is an ordinance dealing with financial matters, it may take effect on January 1, 2020 without an emergency clause.

Item XI**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:

Board or Commission	Name	Term Ends	Appointment Source
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 XII

Other Item of Interest

1. The first City Council meeting of 2020 falls on **Wednesday, January 1, 2020** – New Year's Day. City Offices are closed, therefore City Council will need to determine the date and time of the rescheduled meeting.

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