

INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

December 11, 2015

To: Mr. Thomas Vanover
President
Springdale City Council

From: Derrick Parham
City Administrator

Re: Report on Pending and Future Legislation

Item I

An Ordinance Accepting the Bid and Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into a Contract with Rumpke of Ohio, Inc. for Waste Collection and Recycling Services and Declaring an Emergency

In 2010, the Center for Local Government (CLG) created the Southwest Ohio Regional Refuse Consortium (SWORRE) to permit member jurisdictions to jointly seek bids for the collection, transportation, and disposal or processing of solid waste and recyclable materials. This consortium was the first of its kind for waste collection services in Southwest Ohio and consisted of four jurisdictions (Springdale, Greenhills, Loveland, and Fairfax). Since the creation of the initial SWORRE group, CLG formed a second group of communities to joint bid waste collection and recycling services. Bids for this year's program, which now includes the possible addition of the City of Mt. Healthy, were opened on Wednesday, November 4. Unfortunately, only one bid was received (Rumpke of Ohio, Inc.), and it reflects a substantial increase in the City's recycling costs. Under the Rumpke bid, the City will once again enter into a three-year contract with two additional one-year options for both waste collection and recycling services. The new rates being proposed by Rumpke will include unlimited solid waste collection services at \$10.15/household/month and curbside recycling services at \$3.25/household/month.

The City's current solid waste and recycling contract expires on February 28, 2016. The current rates for the program include unlimited solid waste collection services at \$9.88/household/month and curbside recycling services at \$0.75/household/month. This is the final year of a three-year agreement which included two separate option years. Springdale did choose to exercise its option on the two additional years.

An ordinance, with an emergency clause, accepting the bid and authorizing the Mayor and Clerk of Council/Finance Director to enter into an agreement with Rumpke of Ohio, Inc. for Waste Collection and Recycling Services, will be before Council at the **12/16/2015** meeting.

Item II

An Ordinance Authorizing the 2016 Fee Schedule with CT Consultants, Inc. for Engineering Services and Declaring an Emergency

CT Consultants, formerly CDS Associates, has submitted a request to amend their fee schedule with the City for 2016. The last adjustment made to their fees was approved by Council at the **01/15/2014** meeting. That adjustment reflected an overall 2.0% average rate increase for 2014. For the 2015 contract year, the City received proposals from several engineering firms before deciding to re-engage the services of CT Consultants.

Where adjustments to the rates are being considered, the requested rate increase ranges from 0.74% to 2.08% and averages 1.33% overall. In no case do any of the categories increase by more than two dollars. CT has changed many of the titles for positions performing services for the City. New in this year's schedule is the position of Designer 3. It is my understanding that an employee who works on the City's account now has that title. Previously, this employee's position was the equivalent of an Engineer 2. The Engineer 2 position is a higher rate on the schedule than the Designer 3. A copy of the proposed rates is attached to the hardcopy of this report for your review. If approved, the new rates would not go into effect until January 1, 2016.

An ordinance, with an emergency clause, authorizing an adjustment to the CT Consultants fee schedule will be presented for Council's consideration on **12/16/2015**.

Item III

An Ordinance Setting the Compensation for the Elected Mayor and Declaring an Emergency

In recognition of the Mayor performing nuptial services, Council increased the compensation of the Mayor's position for calendar year 2013, 2014, and 2015 from \$21,000 to \$25,000. In return, the Mayor would perform a specified number of nuptial ceremonies to accommodate the salary increase. All associated payments received by the Mayor related to said nuptial services would be submitted to the City of Springdale.

Mayor Doyle H. Webster has indicated he no longer wishes to have his salary tied to a specific number of nuptial ceremonies. Instead, he is requesting that the Mayor's annual salary return to the \$21,000 and remain at that level. According to the Mayor, this does not mean he will no longer perform weddings. He plans to continue performing weddings as he did prior to the wage increase program.

An ordinance, with an emergency clause, setting the compensation for the elected Mayor will be before City Council at the **12/16/2015** meeting.

Item IV

An Ordinance Setting the Employee Pay Rates for 2016 and Declaring an Emergency

As a part of this year's budget process, the City Administration will recommend Council authorize a modest wage increase for all non-union full-time City employees and part-time firefighters. The pay ordinance would be designed to go into effect on December 27, 2015, meaning the employees will receive the benefit of the pay increase on the first pay for 2016 (January 14, 2016).

An ordinance, with an emergency clause, setting pay rates for full-time City employees not covered by a collective bargaining agreement, as well as part-time firefighters, is scheduled to appear before City Council at the **12/16/2015** meeting.

Item V

Adopting the Final Appropriation and Transfer Ordinance for 2015

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 by either 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 2015 final appropriation ordinance will be presented for Council's consideration at its meeting on **12/16/2015**.

Item VI

Adopting a Temporary Appropriations Ordinance for the Period January 1, 2016 until the Fiscal Year 2016 Appropriations Permanent Ordinance is Adopted by City Council

The first Springdale City Council meeting of 2016 falls on January 6, 2016. To provide for City operations until the 2016 Annual Appropriations Ordinance is adopted on January 6, 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 **12/16/2015**. Because this is an ordinance dealing with financial matters, it may take effect on January 1, 2016 without an emergency clause.

Item VII

Several Resolutions Appointing Members to Various Boards, Commissions, and Committees

A quick review of the Boards and Commissions document (dated 1/30/2015) reveals the terms of several members of the various boards, commissions, and committees expire at the end of the calendar year. Appointments by Council will need to be made in order to keep the business of the City functioning.

Below are a number of board or commission members, according to the document, with terms expiring this year: Civil Service Commission – Mr. Robert Coleman (12/31/2015); Charter Revision – Mr. Daniel Mastrullo (12/31/2015). In addition, it is my understanding that Ms. Teresa Pardieck either has resigned or intends to resign her position on the Charter Revision Committee, and therefore a replacement is needed.

Several resolutions appointing members to the various boards, commissions, and committees are scheduled to be before Council at the **12/16/2015** meeting.

Item VIII

Three (3) Separate Resolutions Confirming the Mayor's Appointments to the Board of Health

In the City of Springdale Charter, the Mayor of the City is responsible for appointing the members of the Springdale Board of Health, and the legislative body (City Council) is to confirm those appointments. At the **12/02/2015** City Council meeting, Mayor Doyle H. Webster indicated his intentions to appoint Mr. Scott Garrison, Ms. Lynn Jones, and Mr. James Squires to serve on the Board of Health.

Three (3) separate resolutions confirming Mayor Webster's appointments of Mr. Scott Garrison, Ms. Lynn Jones, and Mr. James Squires are scheduled to be before Council at the **12/16/2015** meeting.

Item IX

An Ordinance Adopting the Annual Appropriations/Estimated Receipts for Fiscal Year Ending December 31, 2016

This ordinance, scheduled for the **01/06/2016** meeting, authorizes the approval of appropriations for current expenses and other potential expenditures of the City of Springdale, Ohio, for the fiscal year ending December 31, 2016. It also adopts the estimated receipts the City anticipates on collecting in the fiscal year ending December 31, 2016. The appropriations and receipts are consistent with the 2016 Budget which was presented to Council at the **12/02/2015** meeting. The appropriations ordinance does not require an emergency clause and will go into effect immediately after adoption by Council and execution by the Mayor.

Item X

A Resolution Authorizing the Investment of Municipal Funds

Article III, Section G, Paragraph 6, (i) of the Charter requires the Clerk of Council/Finance Director shall "Invest any such funds as Council, by resolution, declares are not needed for any Municipal purpose for more than ninety (90) days." At the beginning of the year, it has been Council's long-standing practice to adopt a blanket resolution authorizing the Clerk to invest those funds she determines not to be needed for more than 90 days. Such a resolution for the year 2016 will be before City Council on **01/06/2016**.

Item XI

A Resolution Requesting Advance Payment from the County Auditor

At its first meeting each year, Council adopts a resolution requesting the County Auditor "pay to the Clerk of Council/Finance Director of the City of Springdale all funds currently available for distribution to said City of Springdale." If we fail to adopt such a resolution, the County will hold our property tax settlements as long as they can in order to derive the interest from the investment of such funds. As a result of this resolution, the County must distribute our property tax settlements as soon as the money is collected and available. The resolution covering 2016 will be before Council at the **01/06/2016** meeting.

Item XII

An Ordinance Adopting the New Zoning Regulations for the City of Springdale

At its regular meeting on December 8, 2015, the Springdale Planning Commission approved and recommended for Council's consideration, a revised zoning code for the City of Springdale. In preparation for a joint meeting held on Saturday, July 18, 2015, consisting of members of the Planning Commission, Board of Zoning Appeals, and City Council, a complete copy of the proposed new zoning code was distributed to all parties. Following the July 18 joint meeting, the consultant, McBride Dale Clarion, incorporated comments generated from that meeting into the final document which was presented to the Planning Commission on December 8.

The proposed schedule to address and eventually adopt the new zoning code would be as follows: At the **01/06/2016** Council meeting, the consultant would make a presentation to City Council on the changes made to the document since the July 18 meeting. An ordinance adopting the new zoning code would be before Council at the **01/20/2016** meeting for a first reading. The second reading and public hearing would be before Council at the **02/03/2016** meeting.

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