

INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

December 14, 2012

To: Mrs. Marjorie Harlow
President
Springdale City Council

From: Derrick Parham
City Administrator

Re: Report on Pending and Future Legislation

Item I

An Ordinance Setting the Compensation For The Elected Mayor For Calendar Year 2013 and Declaring an Emergency

In recognition of performing nuptial services, Mayor Doyle Webster has requested Council consider increasing the compensation of the Mayor's position for calendar year 2013. In return, the Mayor is expected to perform a certain number of nuptial ceremonies with fees related to the ceremony being paid to the City of Springdale.

The current rate of pay for the Mayor's position is \$21,000. The proposed legislation would increase the Mayor's compensation by \$4,000 to \$25,000 for calendar year 2013 and become effective January 1, 2013. For calendar year 2014 and beyond, City Council would be required to set the compensation for the Mayor's position.

An ordinance setting the compensation for the elected Mayor for calendar year 2013 was before City Council at the **12/05/2012** meeting for a first reading. The ordinance, with an emergency clause, is scheduled for a second reading before Council at the **12/19/2012** meeting.

Item II

Adopting A Temporary Appropriation Ordinance for the Period January 1, 2013 until the Fiscal Year 2013 Appropriation Permanent Ordinance is Adopted by City Council

The first Council Meeting of the New Year falls on 01/02/2013. In order to provide for City operations until the Annual Appropriation Ordinance can be considered on that date, a temporary appropriation ordinance will be presented for Council's consideration at the regular meeting of **12/19/2012**. Because this is an ordinance dealing with financial matters, it may take effect on 01/01/2013 without an emergency clause.

Item III

Adopting the Final Appropriation and Transfer Ordinance for 2012

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 2012 final appropriation ordinance will be presented for Council's consideration at its meeting on **12/19/2012**.

Item IV

An Ordinance Setting the Employee Pay Rates for 2013 and Declaring an Emergency

As presented during the 2013 Budget process, the City Administration is recommending approval of a two-percent (2%) wage increase for all non-union full-time City employees and part-time firefighters. The pay ordinance is designed to go into effect on 12/16/2012, meaning the employees will receive the benefit of the pay increase on January 3, 2013 (the first pay for 2013).

Members of the Springdale Firefighters Union are currently negotiating with the City's bargaining team.

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 **12/19/2012** meeting.

Item V

Two Ordinances Authorizing Amendments to the Collective Bargaining Agreements between the City of Springdale and the Fraternal Order of Police (FOP) Providing for a 2% Pay Increase and Declaring an Emergency

The members of the City's Patrol Officers (FOP) Union have agreed to a two-percent (2%) pay increase to match that of the non-union City employees. The Police supervisors' contract provides for the same pay increase as the patrol officers to maintain the appropriate differential between the patrol officers and the Police supervisors. The pay increase for both groups shall be effective 12/16/2012, so the employees will receive the pay increase on January 3, 2013 (the first pay for 2013).

Two ordinances, with an emergency clause, authorizing an amendment to provide for a two-percent (2%) pay increase for members of the City's two Police labor unions will be before Council at the **12/19/2012** meeting.

Item VI

An Ordinance Approving the Springdale Executive Re-Employment Program (SERP) and Declaring an Emergency

Under the Ohio Public Employees Retirement System (OPERS), an employee is allowed to retire at the young age of 55 with 25 – 30 years of service in the OPERS system. In an effort to retain and take advantage of the knowledge, skills, and experience of the City's Department Directors, the Administration is recommending the adoption of the Springdale Executive Re-Employment Program (SERP). Under the program, the Director must have retired from OPERS, have been employed with the City for at least fifteen (15) years with the last five (5) years as a Department Director, work at least forty (40) hours a week, become a total at-will employee, and, beginning the third month of continued employment, work at a 25% reduced salary. The program is proposed to allow the employee to work three (3) years with two (2) additional one-year terms at the option of the City.

An ordinance, with an emergency clause, approving the SERP program, is scheduled to be before City Council at the **12/19/2012** meeting.

Item VII

An Ordinance Adopting the Annual Appropriation/Estimated Receipts for Fiscal Year Ending December 31, 2013

This ordinance, scheduled for the **01/02/2013** meeting, authorizes the approval of appropriations for current expenses and other expenditures of the City of Springdale, Ohio, for the fiscal year ending December 31, 2013. It also adopts the estimated receipts the City anticipates on collecting in the fiscal year ending December 31, 2013. The appropriations and receipts are consistent with the 2013 Budget presented at the 12/05/2012 Council meeting. An appropriation ordinance does not require an emergency clause and will go into effect immediately after adoption by Council and execution by the Mayor.

Item VIII

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 "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 2013 will be before City Council on **01/02/2013**.

Item IX

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 2013 will be before Council at the **01/02/2013** meeting.

Item X

An Ordinance Authorizing the City to Enter Into An Agreement with ODOT For the State Route 4 (South) Urban Paving Project and Declaring An Emergency

On 03/21/2008, City Council adopted Resolution 08-2008, the consent agreement for the ODOT Urban Paving Project that will resurface SR 4 from Sharon Rd. to Cameron Rd. After many years, this project is now ready to be sold by ODOT in early spring (2013). In order for the project to move forward, the City will need to adopt the final resolution authorizing a contract with ODOT for the improvements.

ODOT has scheduled the project to start May 1, 2013 with a project completion date of July 31, 2013. The engineer’s estimated construction cost is \$301,000. ODOT has revised its estimate to \$307,700 for construction and \$23,950 for construction engineering providing a total project cost of \$331,650. Based on ODOT’s estimated numbers the cost breakdown is as follows: ODOT’s share for construction is \$161,600 with construction engineering at \$13,176; the City’s share for construction is \$127,700 with construction engineering at \$10,774. The City can expect to receive an invoice this month in the amount of \$138,474. We will not know our actual cost until the bid results are received.

An ordinance, with an emergency clause, authorizing the City to enter into the contract with ODOT for the SR 4 (South) Urban Paving Project is scheduled for Council’s consideration at the meeting of **01/16/2013**.

Item XI

Introduction and Public Swearing-In of two (2) new City of Springdale Police Officers

Mayor
Clerk of Council / Finance Director
City Council
Assistant City Administrator
Reading File

Law Director
City Engineer
Department Directors
Recording Secretary