

# INTERNAL MEMORANDUM

Office of the City Administrator

Springdale, Ohio

March 2, 2018

To: Mr. Thomas Vanover  
President  
Springdale City Council

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From: Derrick Parham  
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 a Contract With Murphy Tractor & Equipment Company for the Purchase of a John Deere 310SL HL Backhoe Loader and Declaring an Emergency**

Over the years, the Public Works Department and Parks Department have been sharing a 1991 John Deere backhoe to perform a variety of services and functions. During 2017, the unit stopped working, and it was decided to no longer invest money and resources into the twenty-five-year-old unit. This backhoe was used primarily to load rock salt into the City's dump trucks during the winter season for snow removal as well as to remove logs that may have fallen into our creeks.

The estimated cost to replace the backhoe is \$110,000. As a part of the 2018 Budget process, the plan was to finance the purchase of both the backhoe and a new bucket truck (\$125,518). The financing would be over a three-year period with estimated payments of \$82,000 per year beginning in 2018. Each year's payment would be split between the Capital Improvement Fund (090) and the Street Maintenance Fund (061) at \$41,000 each. At the recent Council Finance Committee Meeting, the Committee agreed with the recommendation of the City Administration to purchase the two units outright as opposed to financing them.

The department has chosen the John Deere 310SL HL Backhoe Loader as the unit of choice for the amount of \$98,735.62 from vendor Murphy Tractor & Equipment Company. This vendor has been identified as the lowest bidder on the State of Ohio Cooperative Purchasing Program list. In addition, the vendor has also agreed to take the 1991 John Deere as a trade-in for \$4,000, thereby reducing the purchase price to \$94,735.62. When the cost of the required safety lighting package (approximately \$4,000) is added, the total cost of the unit is roughly \$98,735.62. The lighting package is being purchased from a separate vendor.

An ordinance, with an emergency clause, accepting a proposal under the State of Ohio Cooperative Purchasing Program and authorizing a contract with Murphy Tractor & Equipment Company for the purchase of a John Deere 310SL HL Backhoe Loader in the amount of \$98,735.62 and the trade-in of the City's current 1991 John Deere 310D Backhoe Loader for \$4,000 is scheduled to be before Council for consideration at the **03/07/2018** meeting.

## **Item II**

### **An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into a Contract With Utility Truck Equipment, Inc. for the Purchase of a Versalift SST-40-EIH Aerial Unit Package – 2018 Ford F550 4x2 Chassis (Bucket Truck) and Declaring an Emergency**

The Public Works Department currently utilizes a 1999 Ford SuperDuty bucket truck in the course of their responsibilities such as hanging individual street light banners, hanging Christmas decorations, or even relocating the City's speed monitoring sign for the Police Department. Unfortunately, the time arrives when increasing maintenance issues and their associated costs reach the point where it is no longer cost effective to delay the replacement of a piece of equipment. In other instances, total failure of the equipment may occur which would then force the unscheduled/unbudgeted purchase of a new unit. Such is the case with the City's old bucket truck.

The department has identified a new bucket truck on the State's Cooperative Purchasing Program list from Utility Truck Equipment, Inc. (UTE). The unit they have targeted is a Versalift SST-40-EIH Aerial Unit Package with a 2018 Ford F550 4x2 Chassis (bucket truck) in the amount of \$125,280. Regrettably, UTE has no interest in the City's current unit, and therefore, no trade-in is included with this purchase.

The total expenses for purchasing the two units will be paid from the Capital Improvements Fund (\$200,000) and the Street Maintenance Fund (\$31,000).

An ordinance, with an emergency clause, accepting a proposal under the State of Ohio Cooperative Purchasing Program and authorizing a contract with Utility Truck Equipment, Inc. for the purchase of a Versalift SST-40-EIH Aerial Unit Package including a 2018 Ford F550 4x2 Chassis in the amount of \$125,280 is scheduled to be before Council for consideration at the **03/07/2018** meeting.

## **Item III**

### **An Ordinance Adopting a Supplemental Appropriation/Estimated Receipts Ordinance to Adjust Appropriations for Current Expenses and Other Expenditures and Adjust Estimated Receipts for the City of Springdale During the Fiscal Year Ending December 31, 2018**

As a result of the City deciding to purchase the backhoe and bucket truck outright instead of financing them, it is necessary that Council adopt a supplemental appropriations ordinance. This ordinance, if adopted, will increase the amount of transfers from the City's General Fund (GF) to the Capital Improvements Fund (CI). It will also increase the amount of funds permitted to purchase the two units from the Capital Improvements Fund.

The proposal increases the amount of the transfer from the City's General Fund to the Capital Improvements Fund from the originally budgeted \$350,000 to \$1,159,000, a difference of \$809,000. The necessity of the transfer increasing is two-fold. First, the 2018 Budget only reflected spending \$41,000 from the CI for the purchase of the backhoe and bucket truck. Now that we are going to purchase the units outright, the expenditure must be increased by an additional \$159,000 to cover the cost of the two. Next, the 2018 Budget reflects the City selling the former Sheraton Hotel property for \$2 million. This activity would have provided additional funding in the Capital Improvements Fund to cover a number of other expenses already included in the 2018 Budget. Since it appears the sale will not occur this year, it is necessary to increase the transfer by an additional \$650,000 to cover those expenses.

The supplemental appropriation ordinance is scheduled to be presented for Council's consideration at the **03/07/2018** meeting. Due to the ordinance being financial in nature, it does not require an emergency clause to go into effect immediately.

**Item IV**

**An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Execute an Agreement with the City of Forest Park to Provide Prisoner Confinement**

The City of Forest Park Police Department has requested that the City of Springdale contract with them for the use of our jail facilities. Currently, we provide jail facility services for the communities of Blue Ash, Glendale, Greenhills, and Sharonville. At its February 21 meeting, Council adopted an ordinance to include the City of Montgomery in the program. The agreement proposed with Forest Park closely mirrors the agreement we have with the other jurisdictions. The Springdale jail facility is a twelve-day facility, however, we limit the number of days for other communities' prisoners to five days. Springdale Police Chief Mike Mathis believes we have adequate space to accommodate Forest Park as well as the other five communities.

An ordinance authorizing an agreement with the City of Forest Park to provide them with prisoner confinement services will be before Council at the **03/07/2018** meeting.

**Item V**

**An Ordinance Authorizing the Provision of Health Care Benefits to Certain Part-time Firefighters for the City of Springdale and Declaring an Emergency**

Since the implementation of the Affordable Health Care Act (Act) by the Federal Government, local jurisdictions have had to limit the number of hours part-time employees could work per week or offer health care benefits. According to the Act, part-time employees who work an average of thirty (30) hours per week in a twelve-month period must be offered health care benefits by the employer. Due to the high cost of insurance coverage, most jurisdictions (including Springdale) could not afford the cost of providing health care benefits for part-time employees. As a result, part-time employees, including part-time firefighter paramedics, were limited to work no more than twenty-four to twenty-eight hours per week on average. When the hours for the part-time firefighters were reduced, they had to find other places to fill that new income void. Many committed to work at multiple departments on certain days and shifts, thereby making them unavailable to pick up other shifts for Springdale and many other communities. Practically any community with a fire department has to deal with this issue.

As a result of this situation, Springdale's full-time employees have been burdened to work a lot of overtime hours. During 2017, the great majority of the full-time firefighters worked in excess of 300 hours of overtime. Several of them actually worked over 600 hours of overtime. In an effort to reduce this strain on the full-time firefighters, the City believes it is time to offer health care benefits to certain part-time employees who commit to work a specified number of hours per week. It is anticipated that this will go a long way in reducing a great deal of the overtime hours worked by full-time firefighters. Part-time firefighter paramedics are crucial to the City of Springdale's emergency medical service operations, and as a result, there is a great need to recruit additional employees.

An ordinance, with an emergency clause, authorizing the provision of health care benefits to certain part-time firefighters is scheduled to be before Council at its **03/07/2018** meeting.

**Item VI**

**An Ordinance Authorizing an Agreement with the Contractor with the Best Bid for the Cloverdale Area Rehabilitation Project and Declaring an Emergency**

As a result of the Greater Cincinnati Water Works (GCWW) water main replacement project in the Cloverdale and Smiley neighborhood that began in late 2017, the Cloverdale Area Rehabilitation Project became necessary. Typically, when GCWW contractors complete a water main replacement project, the condition of the road is left with patches, bumps, and unpleasant riding conditions. In an effort to avoid these conditions, the City entered into an agreement with GCWW in 2017 to insure the proper restoration of the impacted streets. Under this agreement, both parties will split the cost of properly rehabbing those streets that are a part of the GCWW water main replacement project. Because the City did not wish to have some streets improved and other streets not improved, additional streets in the neighborhood were added to this rehabilitation project. The streets included as a part of this improvement are Smiley Avenue, Allen Avenue, Cloverdale Avenue, Dimmick Avenue, Greenlawn Avenue, Valleyview Avenue, Harmony Avenue, Park Avenue, and Rose Lane. The improvements under the rehabilitation project will entail the streets receiving a 2" deep grind and overlay of the full width of the streets as well as new pavement markings.

The overall estimated construction cost for the rehabilitation project is \$1,073,417. The City's share of the construction cost is estimated to be \$688,696 and GCWW's portion is estimated to be \$384,721. Each party will split the \$35,500 design engineering costs at \$17,750 each. The City will serve as the lead agency for the project. Bids for the project were opened on Wednesday, February 28 and are currently being reviewed by the City Engineer for accuracy. At the conclusion of the project, the City will invoice GCWW for reimbursement of their share.

An ordinance, with an emergency clause, accepting the bid and authorizing an agreement with the best bidder for the Cloverdale Area Rehabilitation project is scheduled to be before Council for consideration at the **03/21/2018** meeting.

**Item VII**

**Other Items of Interest**

1. Springdale Police Department Recognitions – **03/07/2018**:
  - a) Citizen Commendation – Brian Frech;
  - b) AAA Platinum Award Winner Recognition;
  - c) Commendations of Springdale Police Officers – Joseph Robers, Jesse Morgan, and Kellen Lyons;
2. Recognition of Springdale Dental Care and the National Guard Reserves – **03/21/2018**;
3. Introduction of New Employee: Lisa DellaTorre, Administrative Secretary – Police Department – **03/21/2018**;
4. Introduction of New Employee: Nathan Chaney, Maintenance Worker – Public Works Department – **03/21/2018**;
5. National Public Health Week – April 2 through April 8 – **03/21/2018**.

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