INTERNAL MEMORANDUM

Office of the Assistant City Administrator

Springdale, Ohio

October 11, 2019

To: Mr. Thomas Vanover
   President
   Springdale City Council

From: Amanda Zimmerlin
       Assistant City Administrator

Re: Report on Pending and Future Legislation

Item 1
An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter into a Contract with TEC for the Design Engineering Services Necessary for the State Route 747 and Kemper Road Intersection Rebuild Project

Duke Energy began replacing wooden poles with metal poles along Kemper Road in 2015 as a part of their Transmission Pole Replacement Project #4666. This Duke Energy project requires that the City perform several items related to our traffic signal system: 1) relocate our traffic signal communication fiber from the wood poles to the metal poles, 2) rework the electrical power service to our traffic signals from the wood poles to the metal poles at several intersections, and 3) take ownership of a Duke Energy wood pole at the northeast corner of SR 747 and Kemper Road, which is currently supporting our traffic signal span wire system at this intersection. Taking ownership of this wood pole is necessary as Duke Energy will not allow our traffic signal span wire to be connected to their new metal poles. The current wood pole is only a temporary solution to the support of this traffic signal system due to its age.

As a long-term measure to upgrade this intersection’s signal system to a mast arm installation and to allow the for the removal of this old wood pole and span wire system, the 2019 Five-Year Capital Improvement Budget had programmed $309,030 in 2020 to perform this work. In addition, the 2019 Capital Budget had programmed $100,000 to relocate our traffic signal communication fiber from the wood poles to the new metal poles.

This project also addresses the SR 747/Kemper Road signal upgrade to a mast arm installation as well as the relocation of our traffic signal communication fiber along Kemper Road. The project includes an upgrade to the conflict monitoring at intersections citywide, the re-lamping of our LED traffic signals citywide, the re-lamping of our PED signals citywide, the replacement of our PED push buttons citywide, and additional intersection detection upgrades. At the 05/15/2019 City Council meeting, Council authorized administration to apply for STP/CMAQ funding through OKI.
Design engineering services will be necessary for the project. TEC has provided the City with a proposal for the design engineering on the project in the amount of $48,407.

An ordinance, with an emergency clause, authorizing an agreement with TEC to provide engineering and design work for the State Route 747 and Kemper Road Intersection Rebuild Project will be before Council for consideration at the 10/16/2019 meeting. The need for the emergency clause is to execute the contract at the earliest possible date.

**Item II**

**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 will be before Council for a first reading at the 10/16/2019 meeting and a second reading at the 11/06/2019 meeting.

**Item III**

**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 IV
A Resolution Establishing the Springrose Meadows Community Authority

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.

A resolution, along with a public hearing, establishing the Springrose Meadows Community Authority is scheduled for Council’s consideration at the 11/06/2019 meeting.

Item V
Three Resolutions Appointing Citizen Members to the Springrose Meadows Community Authority Board

If City Council votes to establish the Springrose Meadows Community Authority, Council will then need to appoint three citizen members to serve on 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.

Three resolutions appointing citizen members to the Springrose Meadows Community Authority Board will be before Council at the 11/06/2019 meeting.

Item VI
A Resolution Appointing a Local Government Representative to the Springrose Meadows Community Authority Board

As stated above, if Council votes to establish the Springrose Meadows Community Authority, Council will then need to appoint one local government representative to the Board.

A resolution appointing a local government representative to the Springrose Meadows Community Authority Board will be before Council at the 11/06/2019 meeting.
**Item VII**
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 VIII**
Other Items of Interest

1. Presentation by Jeff Agricola, Public Works Director - Urban Forestry Update & State Route 4 Replanting Design - 10/16/2019;
2. Introduction of New Employee - Public Works - Jeremy Hogeback - 10/16/2019;

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