

President Vicki Hoppe called the regular Sharonville Council meeting of September 10, 2019 to order at 7:00 p.m. A moment of silence was held followed by the Pledge of Allegiance led by Ed Cunningham.

ROLL CALL

- ◆ In attendance for Roll Call were Council Members: Rob Tankersley, Mike Wilson, Charles Lippert, Shayok Dutta, Dave Koch, Sue Knight and Paul Schmidt. Also in attendance were Mayor Kevin Hardman, President Vicki Hoppe, Safety Service Director Jim Lukas, Law Director Mark Piepmeier, Auditor Ed Cunningham, Treasurer Kurt Irey, and Department Heads: Finance Director Scott McKeehan, Economic Development Director Chis Xeil Lyons, Parks/Recreation Director Michael Blomer and Convention Center Director Jim Downton.

MINUTES

- ◆ The Minutes from the regular council meeting of August 27, 2019 were approved as written and distributed.

REPORTS AND COMMUNICATIONS

◆ **MAYOR – KEVIN HARDMAN**

- Received good news from OKI regarding the funding for the Rt. 42 Shared Use Path that would potentially go from LaRosa's to Kemper. This project made the next cut on the preliminary list for fiscal year 2023.
- Good press received in Sharonville regarding the PTO Popsicle Challenge between Sharonville Elementary School and Stewart Elementary School; Channel 5 news picked up the story and the City has received positive news and more attention to it for more parent involvement.
- Discussion about a \$2 million grant from FEMA and working with ODOT to improve flood relief measures is still ongoing. No details have been provided.

◆ **SAFETY SERVICE DIRECTOR – JIM LUKAS**

- Announced the 2nd Annual Veteran's Breakfast will take place on October 5th at the Convention Center; this breakfast is for any veteran who lives in the City or works in the City. Free to the veteran plus a guest.
- Request for Late Delivery on Ordinance 2019-57 to include additional appropriations for new fitness equipment. Mr. Blomer and Facility Operations Manager Carol Crawford explained the need for this appropriation and for the new equipment. The new equipment will replace the original Cybex equipment that was purchased in 1997 and due to its age, cannot be fixed any longer since replacement parts are no longer made. The request was made for \$100,000.00, however the quote came in at \$91,000.00. The additional funds will be made available for other surprises and smaller equipment upgrades as needed for the upgraded fitness center currently under construction. Photos of the project are attached to the Minutes.
 - Mr. Koch agreed with this appropriation and stated the timing is right, before the tariffs begin to affect the pricing; also, with the new year approaching, having new equipment for New Year Resolutions would be a wonderful benefit.
 - Mr. Schmidt commended the staff for the work on this expansion project.
- Explanation of Legislation:
 - 2019-55-E: Mr. Downton and a Spectra Representative were present to provide answers to any questions regarding this Ordinance. Spectra Food Service would like to extend their service agreement to 5 years. If approved, Spectra offered \$350,000.00 in capital as well as a 2% increase on commission on first \$1 million of gross revenues in exchange for renewing their agreement one year early.

- Mr. Tankersley stated that the partnership between the Convention Center and Spectra has been fabulous for the City.
- Mr. Koch stated the service agreement looks outstanding and the food is excellent.
- Mayor Hardman congratulated Mr. Lukas on his hard work negotiating such a good contract with Spectra.
- Mr. Piepmeier advised that a comma was corrected to the original Ordinance to reflect the correct dollar amount.
- 2019-56-E: Mr. Lukas explained that if approved, it would allow the Small Business Grant Program to continue for its fifth cycle and is requesting \$50,000.00 be provided to this program. The past four cycles have assisted 26 small businesses and helped create over 1.28 million in total investment. Eligible projects include: new signs, paint, awnings, doors, windows and engineering/design fees. Grants range from \$1,000 to a maximum of \$10,000.
 - Mr. Koch advised that this was approved in the Budget and Finance Committee Meeting.
 - Mayor Hardman thanked Mrs. Lyons and Small Business Liaison Katy Huffman for continuing with the program and noted he would like to see it continue.
- 2019-57 is an appropriation ordinance. In addition to the new fitness equipment, appropriations are needed for the Gateway 75 TIF Fund to expense County Auditor and Treasurer Fees along with reimbursements to the school districts. Appropriations are needed for the Downtown TIF Fund to expense County Auditor and Treasurer Fees and fulfill associated reimbursements to the school district and repay an advance provided by Ordinance 2011-19.
- 2019-R-18-E is a Resolution Proclaiming September as Prostate Cancer Awareness Month.

◆ **PRESIDENT OF COUNCIL – VICKI HOPPE**

- No report.

◆ **CLERK OF COUNCIL – TERI BUCHEIT**

- REMINDER: Public Hearing on Proposed Amendments to the Planning and Zoning Code in the Central Business Zoning District (CBD) is set for September 24, 2019 at 7:00 pm.
- Returned a Change in Stock Ownership with El Rancho Inc. located on Lebanon Road to the Ohio Board of Liquor Control.

◆ **LAW DIRECTOR – MARK PIEPMEIER**

- A meeting of the Veteran’s Committee will be held on September 24th at 6:30 pm to put a final touch on the breakfast.

RESIDENTS DESIRING TO BE HEARD BEFORE COUNCIL

- ◆ Victoria Bradley, 3843 Creek Road, expressed her concern with her neighbor’s yard sale event happening every day, all day, since June. With this continuous yard sale comes vehicles stopping and parking, some of which block driveways. Since Creek Road has bends in it, it has become an unsafe street due to the added vehicle and foot traffic. There is no sidewalk on that side of the street and the yard sale butts up against the street.
 - Mrs. Knight advised neighbors to call police at 563-1147 to report illegally parked cars.
 - Mr. Tankersley requested her to be patient.
 - Mayor Hardman advised that the City is looking into this issue, it has been brought up previously and discussions for a solution are ongoing.

COUNCIL COMMITTEES

◆ COMMUNITY DEVELOPMENT – ROB TANKERSLEY

- The next Community Development Committee Meeting will be Wednesday, September 11, 2019 at 5:30 p.m. in the Community Development Conference Room.

◆ COMMUNITY SERVICES – CHARLES LIPPERT

- The Community Services Committee met and a summary of that meeting was provided. The committee report is attached to the Minutes.

◆ BUDGET & FINANCE – DAVE KOCH

- The Budget & Finance Committee met and a summary of that meeting was provided. The committee report is attached to the Minutes.

◆ HONORED CITIZENS – SUE KNIGHT

- The Honored Citizens Application will be in the next Hometown Guide.

◆ LAW & PUBLIC SAFETY – PAUL SCHMIDT

- The next Law & Public Safety Committee meeting is scheduled for Tuesday, September 17, 2019 at 4:00 p.m. in the Caucus Room.

LATE DELIVERY

- ◆ The motion by Mr. Lippert to allow the late delivery of Ordinance 2018-57, to include appropriations for the new fitness equipment, was seconded by Mr. Tankersley. Voice Vote on passage. Motion approved unanimously.

RULE SUSPENSION MOTIONS

- ◆ The motion by Mr. Lippert for the suspension of the regular rules of Council to allow for a first and only reading on Ordinances 2019-55-E, 2019-56-E and 2019-57 and Resolution 2019-R-18-R was seconded by Mr. Wilson. Voice Vote on passage. Motion approved unanimously.

UNFINISHED BUSINESS

- ◆ **ORDINANCE 2019 – 54**, Amending Sharonville Codified Ordinance Chapters 1123 and 1135 for the Central Business District. Clerk of Council gave the second reading of the ordinance.

NEW BUSINESS

- ◆ **ORDINANCE 2019 – 55 – E**, Authorizing Extension and Re-Negotiation of Food and Beverage Agreement with Spectra Food Services, L.P.. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Tankersley was seconded by Mr. Dutta. There being no discussion, the Clerk proceeded with a Roll Call Vote on passage. Motion approved unanimously.
- ◆ **ORDINANCE 2019 – 56 – E**, Authorizing a Continuation of the Small Business Improvement Grant Program and Amending 2019 Appropriations for the 401 Capital Fund and Declaring an Emergency. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Wilson was seconded by Mr. Koch. There being no discussion, the Clerk proceeded with a Roll Call Vote on passage. Motion approved unanimously.

- ◆ **ORDINANCE 2019 – 57**, Amending 2019 Appropriations for Various Funds. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mrs. Knight was seconded by Mr. Koch. There being no discussion, the Clerk proceeded with a Roll Call Vote on passage. Motion approved unanimously.
- ◆ **RESOLUTION 2019 – R – 18 – E**, Proclaiming September as Prostate Cancer Awareness Month in the City of Sharonville. The Clerk of Council gave the first and only reading of the resolution. The motion for passage by Mr. Tankersley was seconded by Mr. Dutta. There being no discussion, the Clerk proceeded with a Roll Call Vote on passage. Motion approved unanimously.

RESIDENTS DESIRING TO BE HEARD BEFORE COUNCIL

- ◆ None.

OTHER MATTERS TO BE HEARD BEFORE COUNCIL

- ◆ Attendance encouraged by Mr. Tankersley at the DIPG Reese’s Rainbow fundraiser being held at the Recreation Center on Saturday the 14th from 1 pm – 11 pm.

ADJOURNMENT

- ◆ The motion by Mr. Lippert to adjourn the meeting was seconded by Mr. Tankersley. President of Council Vicki Hoppe adjourned the meeting at 7:49 p.m.

ATTEST

Teresa Bucheit, Clerk of Council Date

Vicki Hoppe, President of Council Date



Budget & Finance Meeting

Date: September 10, 2019

Attendees:

- Dave Koch (Chair - Councilman Ward 2)
- Jim Lukas (Safety Service Director)
- Scott McKeehan (Budget Director)
- Ed Cunningham (Auditor)
- Kurt Irey (Treasurer)
- Paul Schmidt (Councilman Ward 3)
- Rob Tankersley (Councilman Ward 4)
- Kevin Hardman (Mayor)
- Vicki Hoppe (President of Council)
- Chris Xeil Lyons (Economic Development Director)

Purpose:

The object of this report is to summarize the work completed on (8.27.19).

Agenda Items:

I. Small Business Improvement Grant Program

- Reviewed summary of the program to date.
 - 26 small business programs to date
 - City funded \$164,499.01 that resulted in a total project investment by owners of \$1,281,223.08
- Committee voted to recommend approving additional \$50K in funds for the remainder of 2019

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II. Reviewed possibilities for year end set asides

III. Discussed need for members to set up budget meetings with their respective committees

IV. Reviewed update on the Convention Center expansion

V. Reviewed the proposed amendment to the Hotel loan

Attachments:

CITY OF SHARONVILLE

FINANCE COMMITTEE

August 27, 2019

AGENDA:

1. Discuss proposal for another round of Small Business Facade Grants, along with proposed changes from administration
2. Discuss possibilities for Year-End set asides as we head into the 2nd half of the 2019 Budget. We are having another good year and the potential to set aside dollars above our desired fund balance levels is likely. Most funds have gone towards Capital in recent years. Since we borrowed \$5 million for the Police Station there is more of a choice to pay off debt or start other capital initiatives.
3. Encourage members to start thinking of Capital they would like to see in 2020 or beyond. This correlates to the Capital Initiatives mentioned in the previous bullet. (I am guessing this bullet will either be discussed the least or the most.)
4. Update on Convention Center Expansion discussions
5. Update on proposed amendment to Hotel loan to clarify the loan terms. (no material changes are proposed)
 - Provide that the Hotel Tax Credit would start retroactively in '18 (1st full year of operation) and run for 15 full years. The current agreement provides for all repayments to begin in '19. This is the expectation that Administration and the Developer had while negotiating. Because the repayment was triggered on a future date based on when the hotel would open, the language in the agreement provides that Hotel Tax credits not start until the 2nd full year of operation and run for 15 years coinciding with the quarterly repayments.
 - Provide that the Developer and the Mayor can mutually agree to a LIBOR replacement if and when it goes away as scheduled in a few years.
 - Amend Hotel Tax Ord to direct revenue generated from Hyatt Place be receipted to the 308 Hotel Tax Loan Fund.

Community Services Meeting Recreation Report

September 4, 2019

- Aquatics
 - The 2019 pool season has concluded. We had a very safe and very fun summer. SwimSafe has been a pleasure to work with and we look forward to another summer next year with them.
 - We will begin to close the pool by storing all of our furniture, equipment, etc. as well as conduct multiple walkthroughs with Swimsafe to determine 2020 budget considerations.
 - Pool Concessions has a record breaking year. The final total of all concession revenue for Main and Gorman pools was \$24,634.78; which is 246% to our revenue goal of \$10,000.00.
- SYO
 - Fall soccer has begun. All games will be played at Berke Soccer Complex where volunteers from SUMC will be running a concession stand all season long to help support mission trips.
- Budget
 - With 58% of the budget year (1/1 – 7/31) completed, our current numbers are:
 - Department Revenue: \$331,263.52 (78.41% to goal)
 - 2020 Budget proposal will be sent to members of this committee for review.
- Gower Park
 - We will be replacing the swings at the Gower Playground. This is the second phase of the playground. Phase 3 will take place in early 2020 when we will receive our funding from the CDBG grant for the inclusive playground equipment.
- Fitness Center/Lobby Renovation
 - The current timeline of the project is as follows:
 - September 4 – On-Site Construction Begins
 - October 15 – fitness center completion
 - October 16 – Lobby / entry doors construction begins
 - November 10 – Project Completion
- Gorman Park Renovation
 - MSP is completing the new cost estimate and basis of design for the park given the new budget parameters. We will be early bidding the playground and have received designs and layouts (attached).

PUBLIC WORKS DEPARTMENT COMMITTEE REPORT

SEPTEMBER 4, 2019

Committee: Charles Lippert, Shayok Dutta, Sue Knight

- **2019 Curb and Sidewalk Repair Program:** The contractor is continuing with the work – Nothing new to add.
- **2019 Parking Lot Repairs Project:** Repairs to the Berke Soccer Complex parking lots has been postponed until September or October. The Municipal Building parking lot will be repaired in the month of October due to the renovation and roof replacement of the Municipal Building and the repairs to the salt barn roof. Nothing new to report.
- **Municipal Building Roof Replacement Project:** The roof replacement is scheduled to start in October.
- **Salt Barn Roof:** Ameridian's has removed the rock from the entire roof of the salt barn and has started removing the damaged concrete planks in the older section of the roof. The salt has been covered with tarps to protect it from the rain. The new concrete planks are scheduled to arrive September 9th for installation.
- **Parks Maintenance Division:** Nothing new to report.
- **Streets Maintenance Division:** Nothing new to report.
- **Initial Draft of the 2020 Public Works Department Budget Proposal:**
See attached

2020

Public Works Budget Requests

Introduction: The Public Works Department Budget is complicated because it encompasses several funds:

- Fund 100: Dept. 315: Park Maintenance
Dept. 510: Waste Collection
Dept. 780: Building & Lands
- Fund 201: Dept. 620: SCM&R – Streets
Dept. 630: SCM&R – Snow Removal
Dept. 650: SCM&R – Traffic Signs & Signals
- Fund 202: Dept. 620: State Highway – Streets
Dept. 630: State Highway – Snow Removal
Dept. 650: State Highway – Traffic Signs & Signals
- Fund 203: Dept. 620: Permissive MVL
Dept. 630: Chemicals & Road Salt
Dept. 650: Maintenance of Equipment
- Fund 602: Dept. 420: Senior Housing
- Fund 401: Capital Purchases & Improvements
Dept. 315: Capital – Parks
Dept. 610: Capital – Streets
Dept. 780: Capital – Building & Lands
- Fund 411: Facility Improvement
Dept. 780: Buildings

Notes:

- ★ This is the initial budget request from the Public Works Department for the Committee of Community Services to review and ask any questions at the October meeting.
- ★ The attached Budget Requests assumes:
 1. 2% COLA increases
 2. 20% increase in Health Care costs from 2019
 3. Includes only estimates for sick and vacation buybacks
- ★ These and other changes will be determined by the Administration and included in the Final Budget Request.

2020 OPERATING BUDGET:

100-315 – PARK MAINTENANCE:

- Personnel appropriations increase is due to the increase in health care costs and 2% COLA increase
- The general increase of operational budget is due to cost increases, certifications due in 2020, and purchases of new tools and equipment.

100-510 – WASTE COLLECTION:

- Increase is due to the contractual increases from the new 5 year contract

100-780 – BUILDING & LANDS:

- Personnel appropriations increase is due to the increase in health care costs and 2% COLA increase
- General increase of operational budget is due to expected increases in utilities based on this years expenses

201-620/630/650 – SCMR STREET MAINTENANCE:

- Personnel appropriations increase is due to the increase in health care costs and 2% COLA increase
- General increases for fuel costs and tools & equipment under \$1,000; decrease in rock salt appropriations

202-620/630/650 – SCMR STREET MAINTENANCE:

- Only significant change is a decrease in Rock Salt appropriations

203-620/630/650 – SCMR STREET MAINTENANCE:

- Personnel appropriations decrease due to change from Employee/spouse to Single health care plan
- General decrease due to rock salt appropriations

602-420 – SENIOR HOUSING:

- Personnel appropriations increase is due to the increase in health care costs and 2% COLA increase

2020 CAPITAL BUDGET:

201-620 – STREETS:

- **Street Sign Replacement Program = \$10,000** – yearly appropriations for sign replacement throughout the city
- **Guardrail Replacement Program = \$10,000** – yearly appropriations for guardrail replacement
- **Replace 12 LED Light Fixtures on Sharon Road = \$6,000** – 5 of the 17 lights were replaced this year and this is the balance to be completed
- **Exmark 60” LZX Mower with attachments = \$15,800** – this is replacing an older 2005 mower
- **STEPP Hot Box Diesel 4 ton = \$38,500** – This larger diesel hot box is replacing a 2012 - 2 ton gas hot box
- **Freightliner Large Dump Truck = \$160,000** – this is replacing the 2008 International Dump Truck

202-620 – STATE HIGHWAY:

- **Replace Backup Batteries at eight (8) intersections = \$16,000** – this is a yearly project as backup batteries at various locations must be replaced every 5 years

203-620 – STATE HIGHWAY PMVL:

- **Street Preventive Maintenance Program = \$100,000** – this is a yearly program for crack sealing and street painting

401-315 – PARKS (General Fund):

- **Seal Coat & Striping Kemper Park Parking Lot = \$7,000** – maintenance repair and seal coat
- **Paint Fencing at Kemper Sports Park = \$26,000** – maintenance of fences
- **Exmark 60” Z-mower = \$11,000** – replacing a 2011 mower

401-610 – STREETS (General Fund):

- **2019 Street Repair Program = \$900,000**– includes Woodward, Burke, Cornell & Walnut (from Main to Maple), Spinner, Oak, Ohio
- **2019 Curb and Sidewalk Program = \$100,000** – yearly program

401-780 – BUILDING & LANDS (General Fund):

- **City Hall Parking Lot Beds Landscaping = \$5,500** – relandscape the islands
- **Replace Nine (9) Trees at Cliffs, Depot Deli and Cornell Island = \$2,500** - replacement
- **Runyan Cemetery Fence Replacement = \$2,000** - replacement
- **Six (6) New Large Flower Pots for Downtown = \$2,400**

411-780 – BUILDING IMPROVEMENTS (General Fund):

- **New Garage Doors/Track on Upper Garage = \$12,900** – replacing two worn out doors
- **Miscellaneous Repairs - \$10,000**

602-420 – SENIOR HOUSING:

- **No new items for 2020**