

President Vicki Hoppe called the regular Sharonville Council meeting of October 8, 2019 to order at 7:00 p.m. A moment of silence was held followed by the Pledge of Allegiance led by Samuel Hardman.

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, Law Director Mark Piepmeier, Auditor Ed Cunningham, Treasurer Kurt Irey and Safety Service Director Jim Lukas.

MINUTES

- ◆ The Minutes from the regular council meeting of September 24, 2019 were approved as written and distributed.

REPORTS AND COMMUNICATIONS

◆ MAYOR – KEVIN HARDMAN

- Introduced St. Michael's 5th Grade Junior Girl Scout Troop 47595 who completed their Bronze Award-Outdoor Journey Take Action Project where the troop planed milkweed seeds at the Millcreek at Berke Fields for the Monarchs and gave an informational speech on the history and future of the monarch butterflies.
- Appreciation given to Major Butler and those who helped plan the Veteran's Day Breakfast held at the Sharonville Convention Center; Spectra did a wonderful job on food.
- Thanks given to all who attended and cheered at Sharonville's Annual Walk to School Day; kids really loved seeing everyone.

◆ SAFETY SERVICE DIRECTOR – JIM LUKAS

- Explanation of Legislation:
 - 2019-58-E and 2019-R-20-E authorizes the beginning stages of the downtown flood project recently awarded by FEMA and designates Jim Lukas as the point person for the project.

◆ PRESIDENT OF COUNCIL – VICKI HOPPE

- Reminders provided of the events happening in the week ahead:
 - Wednesday, October 9th, all Elected Officials encouraged to walk in the Princeton Homecoming Parade.
 - Thursday, October 10th, Princeton High School's marching band is walking in the Blink Parade held in downtown Cincinnati. Donations still being accepted to cover the costs of the lights being placed on the instruments.
 - Friday, October 11th is Elected Officials Night at the Princeton Football Game where all elected officials will be called to the field at halftime. Attendance encouraged.
 - Saturday, October 12th is the Fire Department Open House from 2pm – 5pm at the Chester Road Fire House where chili hot dogs will be served.

◆ CLERK OF COUNCIL – TERI BUCHEIT

- No report.

◆ LAW DIRECTOR – MARK PIEPMEIER

- No report.

RESIDENTS DESIRING TO BE HEARD BEFORE COUNCIL

- ◆ None.

COUNCIL COMMITTEES

◆ COMMUNITY DEVELOPMENT – ROB TANKERSLEY

- No report.

◆ COMMUNITY SERVICES – CHARLES LIPPERT

- The Community Development 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

- No report.

◆ LAW & PUBLIC SAFETY – PAUL SCHMIDT

- The next Law & Public Safety Committee meeting is scheduled for Tuesday, October 22, 2019 at 4:00 p.m. in the Caucus Room.

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 Ordinance 2019-58-E and Resolution 2019-R-20-E was seconded by Mr. Wilson. Voice Vote on passage. Motion approved unanimously.

UNFINISHED BUSINESS

- ◆ None.

NEW BUSINESS

- ◆ **ORDINANCE 2019 – 58 – E**, Accepting a Grant from the Ohio Department of Public Safety Emergency Management Agency Flood Mitigation Assistance Grant Program and Authorizing the Safety Service Director to Execute the Grant Agreement as Sub-Recipient Pursuant to the Terms of the Agreement and Declaring an Emergency. Clerk of Council gave the first and only reading of the ordinance. The motion for passage by Mr. Tankersley was seconded by Mrs. Knight. There being no discussion, the Clerk proceeded with a Roll Call Vote on passage. Motion approved unanimously.
- ◆ **RESOLUTION 2018 – R – 20 – E**, Designating the Safety Service Director as the Sharonville Official Responsible for Implementing the Flood Mitigation Project Pursuant to a Grant Awarded from the Ohio Department of Public Safety Emergency Management Agency. The Clerk of Council gave the first and only reading of the resolution. 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.

RESIDENTS DESIRING TO BE HEARD BEFORE COUNCIL

- ◆ Tim Schmidt, 12215 Pickwick Place, thanked the City for working with the Hamilton County Health Department and generating the free flu shot clinic to be held at the Sharonville Community Center.
 - Mr. Lukas noted that by 4:00 pm there were 120 shots administered.

OTHER MATTERS TO BE HEARD BEFORE COUNCIL

- ◆ Councilman Wilson advised there will be a pep rally before the football game on Friday.

ADJOURNMENT

- ◆ The motion by Mr. Lippert to adjourn the meeting was seconded by Mr. Wilson. President of Council Vicki Hoppe adjourned the meeting at 7:27 p.m.

ATTEST

Teresa Bucheit, Clerk of Council Date

Vicki Hoppe, President of Council Date

PUBLIC WORKS DEPARTMENT COMMITTEE REPORT

OCTOBER 2, 2019

Committee: Charles Lippert, Shayok Dutta, Sue Knight

- **2019 Curb and Sidewalk Repair Program:** The contractor is continuing with the work – nothing new to report.
- **2019 Parking Lot Repairs Project:** Repairs to the Berke Soccer Complex parking lots have been completed. The Municipal Building parking lot is scheduled to be replaced in the month of October.
- **Municipal Building Roof Replacement Project:** The roof replacement is scheduled to start on October 28th.
- **Salt Barn Roof:** The repairs have been completed and the new roof has been installed – project completed.
- **Parks Maintenance Division:** Nothing new to report.
- **Streets Maintenance Division:** Nothing new to report.

Community Services Meeting Recreation Report

October 2, 2019

- Mike Prenatt
 - Thank you to all that were able to attend the services for Mike P. He was a long time employee of the Recreation Department. Our staff would like to place a small plaque somewhere in one of the community center lobbies that appropriately memorializes Mike's service to the community. We do not plan to name any room or space after Mike, only something that allows our members and staff to remember him. We feel this is appropriate based on the years of service to the City and lifelong service. This is the only job he has ever held, he began at age 15-16.
- Volunteerism*
 - St. Michael fifth grade Girl Scout Troop 47595 recently completed their Outdoor Journey Take Action project. They learned about monarch butterflies and their need for more milkweed plants on their migration path. The girls also learned about the mission of the Twin Creek Preserve and the wetland restoration project while planting more milkweed seeds to help the butterflies flourish. Recognition at next council meeting.
- SYO Sports
 - Winter Volleyball & Basketball registration has begun. These practices will begin inside the Community Center in early November. At this time our daily attendance, especially in the evenings, begins to increase dramatically.
- Fitness Center/Lobby Renovation
 - In the construction meeting this morning we learned that we are a week behind schedule due to the engineering changes that needed to be made in the soffit above the glass of the new fitness wall. This engineering is necessary to ensure the structure of the wall and safety of everyone. The updated timeline of the project is as follows:
 - September 4 – On-Site Construction Began
 - October 22 – fitness center completion
 - October 23 – Lobby / entry doors construction begins
 - November 12 – Project Completion
 - New fitness equipment was ordered on September 23rd. The equipment is currently in production with an arrival date to be announced.
 - Fitness TV's*
- New Facility Furniture
 - New furniture has been ordered for the Lower Lobby (new gym) as well as the Game Room. This furniture will replace some of the hand me down furniture that we currently have. We will be getting new tables, chairs, booths and a custom multi-use gathering table that will allow many different types of activities.
- Gorman Park Renovation
 - Playground early bid package is currently being drafted.

2020 Recreation Budget Details

October 2, 2019

- Fund 100
 - Dept. 315: Parks Maintenance (outside the building – managed by PW)
 - Dept. 320: Recreation - Community Center (inside and adjacent to the building)
 - Dept. 335: Recreation - Pools (Main & Gorman pools)
- Fund 401
 - Dept. 320: Recreation Center
 - Dept. 335: Pools
- 100.320 Recreation - Community Center Operating Budget Highlights
 - Personnel Expenses:
 - 2% COLA increases
 - 20% increase in Health Care costs from 2019
 - Estimates for sick and vacation buybacks
 - Biennial increase for employee uniforms
 - 2019 - \$1,700.00 > 2020 - \$4,450.00
 - Operating Expenses:
 - 3300 - New HVAC company consideration
 - 3301 - Addition of Roof Repair money (\$1,500.00)
 - 3999 – New Nightly Cleaning Company consideration
 - 4200 - Purchasing new easels, new employee fridge, Kemper baseball field bases, pool table bumper replacement
 - 4999 - Additional disinfectant wipes for fitness equipment
- 100.335 Recreation – Pools Operating Budget Highlights
 - Personnel Expenses:
 - Part Time Salary increase for retention of swim team coaches
 - Operating Expenses:
 - 3999 Swim Safe Contracts
 - Gorman.2020 Decision
 - Additional hours for pool [4pm to 8pm during weekdays after Princeton returns to school through Labor Day]
 - 4903 Concession Supply Increase to account for heavy increase in sales (\$24,634.78 in 2019; \$17,473.00 in 2018)

2020

~~2019~~ BUDGET

Recreation - Community Center

FUND #100

DEPT. #320

RECEIPTS				2019 AMOUNT	2020 REQUEST
Account	Description				
41102	Program Fees			150,000.00	150,000.00
41103	Sport Rental Fees			5,000.00	5,500.00
41104	Rental Fees			10,000.00	10,500.00
41105	Membership Fees			110,000.00	110,000.00
41107	Silver Sneakers Fees			40,000.00	40,000.00
41822	Sponsorships			4,500.00	4,500.00
41899	Miscellaneous Revenue			3,000.00	3,000.00
TOTAL DEPARTMENT RECEIPTS				322,500.00	323,500.00

EXPENSES				2019 AMOUNT	2020 REQUEST
Account	Description				
51010	Full Time Salaries			437,000.00	425,100.00
51012	Overtime			10,000.00	10,000.00
51014	Part-Time Salaries			372,000.00	372,000.00
51016	Sick Time Buyback			2,200.00	2,307.60
51100	Hospital Care			88,000.00	101,858.00
51101	Worker's Compensation			17,300.00	17,014.24
51103	Life Insurance			900.00	851.11
51104	Unemployment Insurance			1,500.00	1,500.00
51105	Medicare			13,000.00	12,315.77
51110	Pers			115,000.00	116,161.66
51190	Uniforms & Clothing			1,700.00	4,450.00
51191	Medical Fees			4,100.00	4,100.00
51999	Personnel- Contingencies			4,000.00	4,000.00
PERSONNEL COST				1,066,700.00	1,071,658.38
52000	Travel & Transportation			6,240.00	6,010.00
52100	Education & Training			5,240.00	5,500.00
TRAINING & TRAVEL				11,480.00	11,510.00
53000	Gas			19,000.00	17,000.00
53001	Electric			77,300.00	75,000.00
53003	Water			11,700.00	12,500.00
53100	Telecommunications			8,600.00	8,600.00
53103	Advertising			5,000.00	5,000.00
53300	Maintenance Of Equipment			60,260.00	60,138.80
53301	Maint Of Bldg,Lands & Property			3,200.00	4,700.00
53400	Risk Insurance			14,000.00	14,000.00
53503	Senior Citizen Activities			10,000.00	10,000.00
53600	Taxes Licenses & Permits			2,285.00	2,485.00

53700	Memberships & Dues			2,360.00	2,140.00
53900	Rentals & Leases			11,400.00	12,200.00
53903	Recreation Activities			80,000.00	80,000.00
53950	Credit Card Surcharges			4,200.00	5,000.00
53999	Other Misc Contractual			40,470.00	39,224.00
54100	Equipment Maint. Supplies			4,200.00	4,655.00
54101	Bldg/Land Maintenance Supplies			8,600.00	8,600.00
54102	Cleaning Supplies			8,500.00	8,000.00
54200	Small Tools & Equip <=\$1,000			5,530.00	7,985.00
54301	Medical Supplies			500.00	500.00
54900	Office Supplies			5,500.00	5,500.00
54903	Resale Merchandise			6,500.00	5,500.00
54904	Program Supplies			6,500.00	6,500.00
54999	Other Operating Supplies			8,120.00	9,170.00
59999	Non-Personnel Contingencies			4,000.00	4,000.00
	SUPPLIES & MATERIALS			407,725.00	408,397.80
57100	Refunds			1,000.00	1,000.00
	OTHER FINANCING USES			1,000.00	1,000.00
	OPERATING BUDGET			1,486,905.00	1,492,566.18
TOTAL DEPARTMENT EXPENSES				1,486,905.00	1,492,566.18

2020 BUDGET

FUND #100

Recreation - Pools

DEPT. #335

RECEIPTS				2019 AMOUNT	2020 ESTIMATE
Account	Description				
41102	Recreation Membership Fees			90,000.00	90,000.00
41899	Miscellaneous Revenue			0.00	0.00
41104	Pool Concessions			10,000.00	15,000.00
TOTAL DEPARTMENT RECEIPTS				100,000.00	105,000.00

EXPENSES				2019 AMOUNT	2020 REQUEST
Account	Description				
51010	Full Time Salaries			0.00	0.00
51012	Overtime			0.00	0.00
51014	Part-Time Salaries			10,000.00	12,000.00
51100	Hospital Care			0.00	0.00
51101	Worker's Compensation			3,500.00	200.00
51103	Life Insurance			0.00	0.00
51104	Unemployment Insurance			500.00	500.00
51105	Medicare			200.00	145.00
51110	Pers			2,000.00	1,400.00
51190	Uniforms & Clothing			1,000.00	1,000.00
51191	Medical Fees			0.00	0.00
51999	Personnel- Contingencies			0.00	0.00
PERSONNEL COST				17,200.00	15,245.00
52000	Travel & Transportation			0.00	0.00
52100	Education & Training			0.00	0.00
TRAINING & TRAVEL				0.00	0.00
53000	Gas			3,500.00	3,500.00
53001	Electric			23,000.00	23,000.00
53003	Water			7,000.00	7,000.00
53100	Telecommunications			600.00	600.00
53300	Maintenance Of Equipment			5,000.00	6,000.00
53301	Maint Of Bldg,Lands & Property			2,900.00	3,000.00
53400	Risk Insurance			3,000.00	3,000.00
53600	Taxes Licenses & Permits			3,900.00	3,900.00
53903	Recreation Activities			2,000.00	2,000.00
53999	Contractual			271,000.00	205,000.00
54101	Bldg/Land Maintenance Supplies			0.00	0.00
54102	Cleaning Supplies			0.00	0.00
54200	Small Tools & Equip <=\$1,000			4,000.00	4,000.00
54300	Chemicals			0.00	0.00
54301	Medical Supplies			200.00	0.00

54900	Office Supplies			200.00	0.00
54903	Resale Merchandise			12,000.00	16,000.00
54904	Program Supplies			1,000.00	1,000.00
54999	Other Operating Supplies			1,000.00	1,000.00
59999	Contingency - Non Personnel			7,500.00	7,500.00
	SUPPLIES & MATERIALS			347,800.00	286,500.00
57100	Refunds			350.00	350.00
	OTHER FINANCING USES			350.00	350.00
	OPERATING BUDGET			365,350.00	302,095.00
	TOTAL DEPARTMENT EXPENSES			365,350.00	302,095.00

Recreation was historically budgeted as Maintenance, Programs, and Pools. As a result of the Recreation Study, we are transitioning to categories of Parks, Rec. Center, and Pool.

2020 BUDGET

*Selected funds and departments

Detail by Department		2020 Dept. Request	2020 Recommended
401.320.	320 Recreation Center		
55280	Community Center Boilers	150,000.00	
55280	Community Center Furniture	21,000.00	
55280	Multipurpose Room floor tiles	1,000.00	
55280	Parking Lot Light Timers	2,888.00	
55280	Parking Lot Drainage Repair	6,000.00	
55530	Volleyball Equipment Replacement	5,730.00	
55280	Water Fountain Replacement Old Gym	950.00	
55530	CDBG Grant Playground Equipment	80,000.00	
55530	Power Systems TRX Multimount / Straps	2,240.00	
55280	Lower Gower Fence Replacement	33,563.00	
320 GENERAL BUILDING IMPROVEMENTS 52280		303,371.00	0.00
55280	Track Flooring Replacement	30,000.00	
55280	Building Painting	7,450.00	
55280	Employee Kitchen Renovation	6,500.00	
55280	Replacement Building Signage	6,200.00	
55530	Resurface Aerobics Room Floor	2,500.00	
320 RECREATIONAL USE EQUIP 55530		52,650.00	0.00
320 TOTAL RECREATION CAPITAL		356,021.00	0.00
401.335.	335 Pools		
55280	Patio Gate for Pool Events	1,654.00	
55280	Replace 10 lounge chairs at main pool	3,400.00	
55280	Refinish pool front gate	1,300.00	
55280	Lifeguard & Concession Umbrellas	2,750.00	
55280	Comp Pool painting	9,100.00	
55280	Plunge Pool painting	4,420.00	
55280	Family Pool painting	10,400.00	
55280	Comp Pool caulking	7,800.00	
55280	Plunge Pool caulking	1,950.00	
55280	Family Pool caulking	4,030.00	
55280	Splash Pad caulking	975.00	
55280	Diving Board Stands refinishing	2,000.00	
55280	Filter Room repairs	4,953.00	
55280	Misc. budget for filter room failures	4,000.00	

335 GENERAL BUILDING IMPROVEMENTS 52280		58,732.00	0.00
55530	Pool Security Lights	7,069.00	
55530	Replace Flume Slide steps	10,400.00	
55530	Closed slide exterior restoration	15,120.00	
55530	Closed slide interior restoration	41,280.00	
55530	Open slide exterior restoration	7,540.00	
55530	Open slide interior restoration	20,540.00	
55530	Blue tower and structural steel restoration	44,880.00	
55530	Replace 2 Funbrellas	4,000.00	
335 RECREATIONAL USE EQUIP 55530		150,829.00	0.00
55540			
335 MACHINERY & EQUIP 55540		0.00	0.00
335 TOTAL RECREATION CAPITAL		209,561.00	0.00
TOTAL RECREATION REQUEST		565,582.00	0.00



Budget & Finance Meeting

Date: October 8, 2019

Attendees:

- Dave Koch (Chair - Councilman Ward 2)
- Jim Lukas (Safety Service Director)
- Scott McKeehan (Budget Director)
- Ed Cunningham (Auditor)
- Kurt Ireby (Treasurer)
- Paul Schmidt (Councilman Ward 3)
- Rob Tankersley (Councilman Ward 4)
- Vicki Hoppe (President of Council)
- Jim Downton (Executive Director / General Manager Sharonville Convention Center)

Purpose:

The object of this report is to summarize the work completed on (9.24.19).

Agenda Items:

I. Convention Center

- Reviewed proposed 2020 Convention Center budget.

Attachments:

- No attachments