

April 14, 2017

TO: Mayor and City Council Members

FROM: Wayne S. Davis, City Manager *WSD*

SUBJECT: City Council Work Session of Wednesday, April 19, 2017

As a reminder, City Council is scheduled to meet in Work Session on Wednesday, April 19, 2017 at 7:00 p.m.

Prior to the City Council Business Meeting, City Council is scheduled to hear Board and Commission Chair presentations from: Mark Laskovics (EAC) 6:30 p.m.; and Marcallene Shockey (Sister Cities) 6:45 p.m.

**Work Session**

1. Call to Order
2. Roll Call
3. Special Presentation
4. Guests and Residents
5. Legislation for Consideration Tonight

**Pending Legislation**

- a. A Resolution Authorizing a Purchase Agreement with Twin Lakes to Acquire Certain Real Property on Montgomery Road Adjacent to The City's Safety Center—(Tabled-Mrs. Harbison) Information has been previously supplied on this Resolution, that if approved, will authorize a Purchase Agreement with Twin Lakes to acquire Certain Real Property on Montgomery Road adjacent to the City's Safety Center. A part of the long range strategic vision for the City calls for the enhancement of service delivery in all functional areas of the City. The City has an opportunity with the development of the Twin Lakes site to acquire land needed for such future service enhancement, including potential direct access to Montgomery Road for emergency response vehicles and improvement of Safety Center facilities. This contract will enable the City Manager to acquire the needed .40 acres for future service enhancements on a parcel of land immediately to the south of the Safety Center.

***City Council voted to table this Resolution at the April 5, 2017 Business Session, until the April 19, 2017 Work Session. If all required documents have been obtained before this meeting, City Council may consider adding the Resolution onto the agenda, assigning it to a Council member and consider passage at this meeting.***

## 6. Establishing an Agenda for May 3, 2017

### New Legislation

- a. A Resolution Authorizing the City Manager to enter into a Contract with Strand Associates, Inc. for Professional Services related to Engineering Services for the Gateway Redevelopment Area Project—Please find attached correspondence from Public Works Director, Brian Riblet, requesting that City Council approve this Resolution authorizing the City Manager to enter into a Contract with Strand Associates, Inc. for professional engineering services associated with the HAM SR126/US 22 20.00/13.19 Interchange Improvement Project. The proposed contract includes professional design and consulting services and includes work to perform geotechnical, surveying and environmental components which are all necessary for the project. The total contract amount is not to exceed \$1,285,632 and includes a 15% contingency. These services are anticipated to be funded as part of the public improvements for the GRA project.

***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- b. A Resolution Recognizing the Month of May, 2017 as National Historic Preservation Month in the City of Montgomery—Please find attached correspondence from Tracy Roblero, Community Development Director, requesting that City Council consider this Resolution, which will recognize the month of May as National Historic Preservation Month in the City of Montgomery.

***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- c. A Resolution Establishing Compensation for the City Manager—The Government Affairs Committee of City Council has requested that the attached Resolution be presented to City Council. This Resolution will authorize an amendment to the current employment agreement with Mr. Wayne Davis as the City Manager of Montgomery. This Resolution is the result of the recent performance appraisal of the City Manager conducted by City Council. The Government Affairs Committee of City Council has recommended adoption of this Resolution.

***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- d. A Resolution Declaring a Moratorium on The Collection of Building and Zoning Permit Fees for Solar Installations—Please find attached correspondence from Tracy Roblero, Community Development Director, requesting that City Council authorize a Resolution that would declare a moratorium on the collection of building and zoning permit fees for solar installations. Any property within Hamilton County is eligible for participation in the program, which provides a free solar assessment, discounted rates and financing. At the April 3, 2017 Planning, Zoning and Landmarks Committee meeting of City Council, it was recommended to pass a Resolution waiving building and zoning fees for solar installations with a cap of \$1,000 for a thirty-month period beginning June 1, 2017 and ending on December 31, 2019. This extension will mirror the federal tax incentive that expires at the end of 2019. The waiver would be promoted as an incentive to our residents and businesses to adopt a more environmentally friendly source of power and to continue to promote Montgomery as a progressive community in the region and the State.

***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- e. An Ordinance Authorizing Jolain Drive Stormwater Sewer Project Public Improvements—Please find attached correspondence from Terry Donnellon requesting that City Council approve an Ordinance authorizing Jolain Drive Stormwater Sewer Project Public Improvements. This legislation is the next step in the process to authorize the Jolain Drive stormwater sewer project and to assess a portion of the project costs to the properties on Jolain Drive that will benefit from the shared stormwater sewer improvements. City Council previously passed a Resolution of Necessity authorizing the assessment, and notice was sent by the Clerk of Council to each of the property owners estimating their annual assessment over a period of 20 years with interest at 3.7% per year. This legislation will be presented at the May 3 Business Session of Council in anticipation that no objections will be filed by any of the impacted property owners within the required 14-day statutory period. This Ordinance then authorizes the Administration to proceed to prepare specifications for the project and to advertise for bids for construction. It is anticipated that construction will be completed during this construction season.

***Add this Ordinance to the May 3, 2017 Business Session agenda and assign it to a City Council Member requesting that the Ordinance be read consecutively with the first reading to be held that evening. The second reading of the Ordinance would be held at the May 24, 2017 Work Session. The third reading of the Ordinance would be held at the June 7, 2017 Business Session with adoption of the Ordinance requested at that meeting.***

- f. An Ordinance to Amend Appropriations for Current Expenses and Other Expenditures of the City of Montgomery, State of Ohio, During the Fiscal Year Ending December 31, 2017—Please find attached correspondence from Finance Director Katie Smiddy, requesting that City Council approve an Ordinance to Amend Appropriations for the City for Fiscal Year 2017. These supplemental appropriations are necessary for purchases by the City which were not anticipated or known when City Council adopted the City's 2017 Budget on December 7, 2016.

***Add this Ordinance to the May 3, 2017 Business Session agenda and assign it to a City Council Member requesting that the Ordinance be considered for first reading that evening. The second reading of the Ordinance would be held at the June 7, 2017 Business Session. The third reading of the Ordinance would be held at the July 5, 2017 Business Session with adoption of the Ordinance requested at that meeting.***

### **Tabled Legislation**

- a. An Ordinance Amending Ordinance 17, 2008 and Declaring a New Public Purpose for Montgomery Road Property—(Tabled-Mr. Margolis) Information has been previously supplied on this Ordinance, that if approved, will Amend Ordinance 17, 2008 and Declare a New Public Purpose for Montgomery Road Property. The City acquired property from Twin Lakes in 2008 for the purpose of installing a public access road to property across from the Recreation Annex on Montgomery Road. The City received this property at no cost. The property at that time was dedicated for use as an anticipated roadway. The property is now being proposed for development under a revised plan with access from an extension of Schoolhouse Lane and the City no longer needs this property for a public access road. However, part of this property is used for storm water improvements draining a significant water shed west of Montgomery Road. It is requested that City Council consider rededicating the public use of this property as it is being redeveloped to preserve these storm water improvements.

***City Council voted to table this Ordinance at the April 5, 2017 Business Session on the recommendation of the Law Director. Mr. Donnellon reported that the language of this Ordinance may be amended and added to a future agenda to vacate the property. No further action is needed at this time.***

**7. Administration Report**

**8. Law Director Report**

**9. City Council Member Reports**

- a. Mr. Cappel
- b. Mr. Alfaqih
- c. Mrs. Harbison
- d. Vice Mayor Roesch
- e. Mr. Suer
- f. Mr. Margolis
- g. Mayor Dobrozsi

**10. Approval of Minutes—April 5, 2017 Special Session and Business Session Minutes**

**11. Other Business**

**12. Executive Session**

**13. Adjournment**

Should you have any questions or concerns regarding this information, please do not hesitate to contact me

C: Connie Gaylor, Administrative Coordinator  
Department Heads  
Terry Donnellon, Law Director  
File



## CITY COUNCIL WORK SESSION AGENDA

10101 Montgomery Road • Montgomery, Ohio 45242 • (513) 891-2424 • Fax (513) 891-2498

April 19, 2017

### Board and Commission Chair Updates

Prior to the City Council Business Meeting, City Council is scheduled to hear Board and Commission Chair presentations from: Mark Laskovics (EAC) 6:30 p.m.; and Marcallene Shockey (Sister Cities) 6:45 p.m.

### City Council Work Session –7:00 p.m.

1. Call to Order
2. Roll Call
3. Special Presentation
4. Guests and Residents
5. Legislation for Consideration Tonight

### Pending Legislation

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***City Council voted to table this Resolution at the April 5, 2017 Business Session, until the April 19, 2017 Work Session. If all required documents have been obtained before this meeting, City Council may consider adding the Resolution onto the agenda, assigning it to a Council member and consider passage at this meeting.***

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***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- b. A Resolution Recognizing the Month of May, 2017 as National Historic Preservation Month in the City of Montgomery

***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- c. A Resolution Establishing Compensation for the City Manager

***Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.***

- d. A Resolution Declaring a Moratorium on The Collection of Building and Zoning Permit Fees for Solar Installations

**Add this Resolution to the May 3, 2017 Business Session agenda, assign it to a City Council member for reading, and consider adoption of the Resolution that evening.**

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**Add this Ordinance to the May 3, 2017 Business Session agenda and assign it to a City Council Member requesting that the Ordinance be read consecutively with the first reading to be held that evening. The second reading of the Ordinance would be held at the May 24, 2017 Work Session. The third reading of the Ordinance would be held at the June 7, 2017 Business Session with adoption of the Ordinance requested at that meeting.**

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- b. Mr. Alfaqih
- c. Mrs. Harbison
- d. Vice Mayor Roesch
- e. Mr. Suer
- f. Mr. Margolis
- g. Mayor Dobrozsi

#### **10. Approval of Minutes— April 5, 2017 Special Session and Business Session Minutes**

#### **11. Other Business**

#### **12. Executive Session**

#### **13. Adjournment**

RESOLUTION NO. \_\_\_\_\_, 2017

**A RESOLUTION AUTHORIZING A PURCHASE AGREEMENT WITH TWIN LAKES TO ACQUIRE CERTAIN REAL PROPERTY ON MONTGOMERY ROAD ADJACENT TO THE CITY'S SAFETY CENTER**

**WHEREAS**, while the long-term strategic goals of the City has been the expansion of the Safety Center to better accommodate police and fire services; and

**WHEREAS**, Twin Lakes, an Ohio not-for-profit corporation ("Twin Lakes"), has acquired property along Montgomery Road in anticipation of expanding their retirement village services; and

**WHEREAS**, Twin Lakes is able to subdivide .40 acres from its proposed site, which .40 acres abut the Safety Center; and

**WHEREAS**, Twin Lakes, in negotiations with the Administration, has agreed that it will sell such .40 acres to the City to enable the City to expand the Safety Center; and

**WHEREAS**, the Administration recommends such purchase and is requesting authority to enter into the attached Purchase Agreement to acquire such real estate from Twin Lakes.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the City of Montgomery, Hamilton County, Ohio, that:

**SECTION 1.** The City Manager is hereby authorized to execute the attached Purchase Agreement with Twin Lakes, an Ohio not-for-profit corporation, to acquire .40 acres of property along Montgomery Road south of and adjacent to the Safety Center at a

cost of \$509,000.00 to enable the Safety Center to be appropriately expanded to better support police and fire services.

**SECTION 2.** The City Manager is authorized to execute any and all additional documentation necessary to perform appropriate due diligence to acquire such property and to complete the purchase of the property consistent with the terms of the Purchase Agreement. The City Manager is authorized to incur such additional cost as may be necessary associated with the closing on the real estate including the purchase of title insurance and additional environmental testing to complete the City's due diligence prior to such closing. Such additional costs shall not exceed \$50,000.00.

**SECTION 3.** This Resolution shall be in full force and effect from and after its passage.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

April 14, 2017

TO: Wayne Davis, City Manager

FROM: Brian Riblet, Public Works Director

SUBJECT: Legislation Request for a Professional Services Contract with Strand Associates, Inc.

### **Request**

It is necessary for City Council to adopt a Resolution to authorize the City Manager to enter into a contract with Strand Associates, Inc., for professional design and consulting services associated with the HAM SR126/US 22 20.00/13.19 Interchange Improvement Project. The proposed contract is anticipated to begin May 3, 2017 and is scheduled for completion on December 2, 2019.

### **Financial Impact**

The proposed contract for the HAM SR126/US 22 20.00/13.19 Interchange Improvement Project includes professional design and consulting services and also includes work to perform geotechnical, surveying and environmental components which are all necessary for the project. The total contract amount is not to exceed \$1,285,632 and includes a 15% contingency. Monthly billings would be submitted for approval and be in conjunction with scheduled Stage I, Stage II, Stage III and Final Tracing submittals established by the Ohio Department of Transportation (ODOT).

Costs associated with the proposed contract would be eligible for reimbursement by the Tax Increment Financing District that is anticipated for the Gateway Redevelopment Area (GRA). Staff will continue to pursue alternative funding to subsidize costs associated with the proposed contract such as: Hamilton County Transportation Improvement District (TID) and Municipal Road Funds (MRF)

### **Background**

Staff advertised for Letters of Interest (LOI) on February 13, 2017 and February 20, 2017 from firms interested in providing professional design and consulting services for the HAM SR126/US 22 20.00/13.19 Interchange Improvement Project and received submissions from Strand Associates, Inc. and American Structurepoint, Inc.

On March 7, 2017 City Manager Wayne Davis, Law Director Terry Donnellon and myself met to evaluate each firm's qualifications, project manager and key staff, experience on similar projects, ability to meet schedule and within contractual amount and project understanding and ultimately chose to move forward in the process with Strand Associates, Inc.

**Recommendation**

Staff requests City Council to authorize the City Manager to enter into a contract with Strand Associates, Inc., for professional design and consulting services associated with the HAM SR126/US 22 20.00/13.19 Interchange Improvement Project for a period beginning May 3, 2017 through December 2, 2019 not to exceed \$1,285,632.

Enclosure: Fee Schedule

Task #	Subtask #	Task Description	Strand		Berding (Survey & R/W)	CMT (Environmental)	Thelen (Geotech)	Total
			Hours	Fee				
1	Stage 1							
	1.1	Survey	40	\$5,288	\$44,887	\$0	\$0	\$50,175
	1.2	Geotechnical	12	\$1,598	\$0	\$0	\$22,894	\$24,492
	1.3	Stage 1 Design Tasks	844	\$107,641	\$0	\$0	\$0	\$107,641
	1.3.1	MOT Alternatives Analysis	248	\$31,914	\$0	\$0	\$0	\$31,914
	1.3.2	Roundabout Layout	232	\$29,542	\$0	\$0	\$0	\$29,542
	1.3.3	Roadway	64	\$7,965	\$0	\$0	\$0	\$7,965
	1.3.4	Drainage	73	\$9,324	\$0	\$0	\$0	\$9,324
	1.3.5	Utilities	25	\$3,230	\$0	\$0	\$0	\$3,230
	1.3.6	Traffic Modeling and Corridor Analysis	68	\$8,618	\$0	\$0	\$0	\$8,618
	1.3.7	Bridge Demolition Design	84	\$10,709	\$0	\$0	\$0	\$10,709
	1.3.8	Pavement Design	10	\$1,292	\$0	\$0	\$0	\$1,292
	1.3.9	Signals	14	\$1,785	\$0	\$0	\$0	\$1,785
	1.3.10	Lighting	26	\$3,263	\$0	\$0	\$0	\$3,263
	1.4	Environmental Clearance Activities	12	\$1,598	\$0	\$38,600	\$0	\$40,198
	1.5	Stage 1 Drawings	1382	\$172,522	\$0	\$0	\$0	\$172,522
	1.5.1	Roadway	628	\$77,890	\$0	\$0	\$0	\$77,890
1.5.2	Drainage	174	\$21,857	\$0	\$0	\$0	\$21,857	
1.5.3	Structures	28	\$3,490	\$0	\$0	\$0	\$3,490	
1.5.4	Maintenance of Traffic	552	\$69,286	\$0	\$0	\$0	\$69,286	
1.6	Cost Estimate	60	\$7,752	\$0	\$0	\$0	\$7,752	
1.7	Quality Control	90	\$20,288	\$0	\$0	\$0	\$20,288	
		TASK 1: STAGE 1 DESIGN - TOTAL COST	2,440	\$316,688	\$44,887	\$38,600	\$22,894	\$423,069
2	Stage 2							
	2.1	Stage 2 Design Tasks	577	\$76,816	\$0	\$0	\$0	\$76,816
	2.1.1	Drainage	26	\$3,383	\$0	\$0	\$0	\$3,383
	2.1.2	Signals	160	\$20,912	\$0	\$0	\$0	\$20,912
	2.1.3	Lighting	99	\$12,827	\$0	\$0	\$0	\$12,827
	2.1.4	MOT	292	\$39,694	\$0	\$0	\$0	\$39,694
	2.2	Stage 2 Drawings	1730	\$215,356	\$17,080	\$0	\$0	\$232,436
	2.2.1	Roadway	610	\$75,982	\$0	\$0	\$0	\$75,982
	2.2.2	Drainage	160	\$20,252	\$0	\$0	\$0	\$20,252
	2.2.3	Structures	38	\$4,782	\$0	\$0	\$0	\$4,782
	2.2.4	Maintenance of Traffic	648	\$80,444	\$0	\$0	\$0	\$80,444
	2.2.5	Signals	132	\$16,422	\$0	\$0	\$0	\$16,422
	2.2.6	Lighting Plan	80	\$9,856	\$0	\$0	\$0	\$9,856
	2.2.7	Landscaping Plan	56	\$6,819	\$0	\$0	\$0	\$6,819
	2.2.8	Right-of-Way Plans	6	\$799	\$17,080	\$0	\$0	\$17,879
	2.3	Utilities	40	\$4,848	\$0	\$0	\$0	\$4,848
	2.4	Disposition of Stage 1 Comments	32	\$4,182	\$0	\$0	\$0	\$4,182
2.5	Update Cost Estimate	48	\$6,154	\$0	\$0	\$0	\$6,154	
2.6	Quality Control	80	\$17,456	\$0	\$0	\$0	\$17,456	
		TASK 2: STAGE 2 DESIGN - TOTAL COST	2,507	\$324,812	\$17,080	\$0	\$0	\$341,892
3	Stage 3							
	3.1	Stage 3 Drawings	502	\$63,116	\$8,540	\$0	\$0	\$71,656
	3.2	Update Cost Estimate	48	\$6,154	\$0	\$0	\$0	\$6,154
3.3	Disposition of Stage 2 Comments	32	\$4,182	\$0	\$0	\$0	\$4,182	

3.4	Highway/Airway Clearance Analysis	20	\$2,584	\$0	\$0	\$0	\$0	\$0	\$0	\$2,584
3.5	Specifications	120	\$15,984	\$0	\$0	\$0	\$0	\$0	\$0	\$15,984
3.6	Quality Control	80	\$17,456	\$0	\$0	\$0	\$0	\$0	\$0	\$17,456
	<b>TASK 3: STAGE 3 DESIGN - TOTAL COST</b>	<b>802</b>	<b>\$109,476</b>	<b>\$8,540</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$118,016</b>
4	<b>Final Tracings</b>									
4.1	Finalize Construction Plans	104	\$13,533	\$0	\$0	\$0	\$0	\$0	\$0	\$13,533
4.2	Finalize Construction Costs	8	\$1,046	\$0	\$0	\$0	\$0	\$0	\$0	\$1,046
4.3	Disposition of Stage 3 Comments	28	\$3,690	\$0	\$0	\$0	\$0	\$0	\$0	\$3,690
4.4	Specifications	52	\$6,766	\$0	\$0	\$0	\$0	\$0	\$0	\$6,766
	<b>TASK 4: FINAL TRACINGS - TOTAL COST</b>	<b>192</b>	<b>\$25,034</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,034</b>
5	<b>Bidding Assistance</b>									
5.1	Bidding Assistance	84	\$11,609	\$0	\$0	\$0	\$0	\$0	\$0	\$11,609
	<b>TASK 5: PRE-BID ACTIVITIES - TOTAL COST</b>	<b>84</b>	<b>\$11,609</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,609</b>
6	<b>Project Management</b>									
6.1	Project Management	484	\$80,989	\$0	\$0	\$0	\$0	\$0	\$0	\$80,989
6.2	Stakeholder Coordination	59	\$9,259	\$0	\$0	\$0	\$0	\$0	\$0	\$9,259
	<b>TASK 6: PROJECT MANAGEMENT - TOTAL COST</b>	<b>543</b>	<b>\$90,248</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,248</b>
7	<b>Meetings</b>									
7.1	Meetings	332	\$45,562	\$0	\$0	\$0	\$0	\$0	\$0	\$45,562
7.1.1	Status Meetings (Assume 24 meetings)	96	\$13,267	\$0	\$0	\$0	\$0	\$0	\$0	\$13,267
7.1.2	Project Design Meetings (Assume 4 Meetings)	42	\$5,854	\$0	\$0	\$0	\$0	\$0	\$0	\$5,854
7.1.3	ODOT Design Meetings (Assume 4 Meetings)	58	\$7,826	\$0	\$0	\$0	\$0	\$0	\$0	\$7,826
7.1.4	Targeted Stakeholder Meetings (Assume 4 Meetings)	58	\$7,826	\$0	\$0	\$0	\$0	\$0	\$0	\$7,826
7.1.5	Developer Meetings (Assume 6 Meetings)	78	\$10,790	\$0	\$0	\$0	\$0	\$0	\$0	\$10,790
	<b>TASK 7: MEETINGS - TOTAL COST</b>	<b>332</b>	<b>\$45,562</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,562</b>
8	<b>Public Engagement</b>									
8.1	Public Engagement Plan	450	\$62,510	\$0	\$0	\$0	\$0	\$0	\$0	\$62,510
8.1.1	Assist Owner in Preparing Materials for Public Engagement	196	\$26,407	\$0	\$0	\$0	\$0	\$0	\$0	\$26,407
8.1.2	Prepare Presentation and Exhibits for Public Informational Meeting	136	\$16,835	\$0	\$0	\$0	\$0	\$0	\$0	\$16,835
8.1.3	Attend up to 3 PIMs (Includes Preparing Summaries)	66	\$10,981	\$0	\$0	\$0	\$0	\$0	\$0	\$10,981
8.1.4	Attend City Events (Assume 4 Events)	52	\$8,286	\$0	\$0	\$0	\$0	\$0	\$0	\$8,286
	<b>TASK 8: PUBLIC ENGAGEMENT PLAN - TOTAL COST</b>	<b>450</b>	<b>\$62,510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,510</b>
	<b>TOTAL PROJECT</b>	<b>7,350</b>	<b>\$985,940</b>	<b>\$70,507</b>	<b>\$38,600</b>	<b>\$22,894</b>	<b>\$1,117,941</b>			<b>\$1,117,941</b>
	<b>CONTINGENCY (IF AUTHORIZED TASKS) - 15%</b>									<b>\$167,691</b>
	<b>GRAND TOTAL</b>	<b>7,350</b>	<b>\$985,940</b>	<b>\$70,507</b>	<b>\$38,600</b>	<b>\$22,894</b>	<b>\$1,285,632</b>			<b>\$1,285,632</b>

**RESOLUTION NO     , 2017**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO  
A CONTRACT WITH STRAND ASSOCIATES, INC. FOR PROFESSIONAL  
SERVICES RELATED TO ENGINEERING SERVICES FOR THE  
GATEWAY REDEVELOPMENT AREA PROJECT**

**WHEREAS**, Section 9.03 of Article IX of the Charter of the City of Montgomery, Ohio, provides the method under which the City Manager shall make certain purchases and enter into contracts on behalf of the City; and

**WHEREAS**, it is appropriate to provide contract authority for professional services that are generally not subject to competitive bidding but will exceed a total of \$50,000 in a calendar year; and

**WHEREAS**, the Administration did request Letters of Interest from engineering firms which may be needed to assist the City in designing and engineering public improvements specifically including anticipated Interchange Improvements at and along Montgomery Road at the terminus of the Ronald Reagan Highway to support the development of the Gateway Redevelopment Area; and

**WHEREAS**, Strand Associates, Inc. did submit a Letter of Interest which was reviewed and recommended for approval by an evaluation committee consisting of the City Manager, Director of Law and Public Works Director; and

**WHEREAS**, it is the desire of the Council of the City of Montgomery to enter into a contract with Strand Associates, Inc. to perform design and engineering services for the City in conjunction with the Intersection Improvement project at Montgomery Road and the terminus of the Ronald Reagan Highway and other similar services in the Gateway Redevelopment Area related to such improvements.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the City of Montgomery, Hamilton County, Ohio, that:

**SECTION 1.** The City Manager is hereby authorized to enter into a contract with Strand Associates, Inc. for professional services to be provided to the City of Montgomery according to the schedule submitted by Strand Associates, Inc., attached hereto as Exhibit "A" and incorporated herein by reference, for the intersection improvements and related traffic improvements for the Gateway Redevelopment Area and more specifically the Intersection Improvements along Montgomery Road at the terminus of the Ronald Reagan Highway.

**SECTION 2.** The City Manager is hereby authorized to pay Strand Associates, Inc. according to the rates set forth in said schedule within the anticipated project scope of \$1,285,632.00 which includes all necessary subcontractors for surveying and engineering and a 15% contingency fund above the engineer's estimates.

**SECTION 3.** The City Manager is additionally authorized to seek appropriate grant funding for these services in conjunction with the Gateway Redevelopment Area Intersection Improvement project.

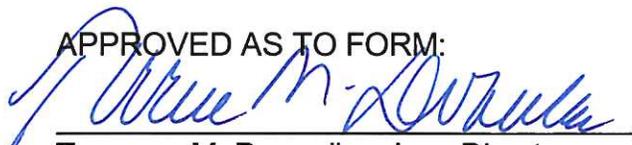
**SECTION 4.** This Resolution shall be in full force and effect from and after its passage.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

April 14, 2017

**TO:** Wayne S. Davis, City Manager  
**FROM:** Tracy Roblero, Community Development Director  
**SUBJECT:** National Historic Preservation Month



**Request**

Staff is requesting that City Council adopt a resolution recognizing the month of May 2017 as National Historic Preservation Month.

**Background**

Once again, the month of May is designated as National Historic Preservation month. It is a time when communities and organizations recognize the value and importance of their heritage. Traditionally Montgomery has passed a resolution endorsing historic preservation and the heritage of Montgomery. Based on the responses that we get to the downtown walking tour from both MCLA students and people who take the time for the Bastille Day tour, it is clear that the more people become familiar with our history and the landmark buildings downtown, the more appreciative they become of our community and the more committed they are to preserving our past. Additionally, our downtown historic district is appreciated throughout the region and its unique character draws visitors to our restaurants and stores, which helps add vitality to our Montgomery.

**Recommendation**

Staff recommends that City Council support this enthusiasm by passing a resolution recognizing the importance of historic preservation in our society.

RESOLUTION NO. , 2017

**A RESOLUTION RECOGNIZING THE MONTH OF  
MAY, 2017 AS NATIONAL HISTORIC PRESERVATION MONTH  
IN THE CITY OF MONTGOMERY**

**WHEREAS**, the City of Montgomery has a rich heritage which is manifested in numerous buildings throughout the City, including eight buildings listed in the National Historic Register; and

**WHEREAS**, this heritage enriches the lives of our citizens, and it is in the public interest to preserve this legacy so that future generations may benefit from the cultural, aesthetic, educational, economic and inspirational benefits of their heritage; and

**WHEREAS**, the retention of the City of Montgomery's heritage is best accomplished only through the combined efforts of concerned individuals and organizations in the community.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the City of Montgomery, Ohio, that:

**SECTION 1.** The City of Montgomery does hereby designate the month of May, 2017 as ***National Historic Preservation Month*** in the City of Montgomery. We call special attention to the Montgomery Landmarks that have been carefully researched and recognized by the Landmarks Commission and the collection of our community history assembled by the Montgomery Historical Preservation Association at the Wilder Swaim House.

**SECTION 2.** The City of Montgomery is proud to be home to many authentic architectural representations of the City's historic cultural heritage.

**SECTION 3.** We hereby call upon all citizens to recognize our City's historical past, and to protect these precious resources for the enjoyment of future generations.

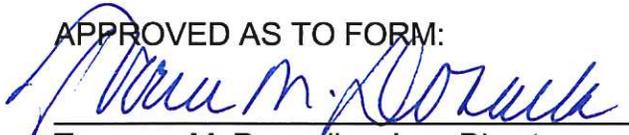
**SECTION 4.** This Resolution shall be in full force and effect from and after its passage.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

**RESOLUTION NO.       , 2017**

**A RESOLUTION ESTABLISHING COMPENSATION FOR THE CITY MANAGER**

**WHEREAS**, Council, by authority of Article IV, Section 4.01 of the City Charter, is charged with the responsibility for appointment and compensation of the City Manager; and

**WHEREAS**, Council has completed its annual performance review of the City Manager, and in conjunction with that performance review has recommended an increase in compensation.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the City of Montgomery, Ohio, that:

**SECTION 1.** Commencing May 3, 2017, compensation for the City Manager shall be fixed at One Hundred Fifty-Four Thousand Two Hundred Ninety Four Dollars and Forty Cents (\$154,294.40) per year. This adjustment includes a 2.5% general wage increase and a 2.5% merit increase based on performance. Additional compensation shall be payable to the City Manager in the amount of Six Thousand Dollars (\$6,000.00) per year, payable in quarterly installments representing reimbursement to him for costs incurred for use of his personal automobile for City business.

**SECTION 2.** The City Manager's Employment Agreement also shall provide for severance benefits of twelve (12) months' salary compensation if termination shall occur which triggers such compensation.

**SECTION 3.** The City Manager's Employment Agreement also shall provide for vacation time to be carried over and accumulated in subsequent calendar years in an amount not to exceed the amount of vacation earned in a three-year period.

**SECTION 4.** All other provisions of the Employment Agreement executed between the City Manager and the City of Montgomery with his hire in May 2012 shall remain in full force and effect.

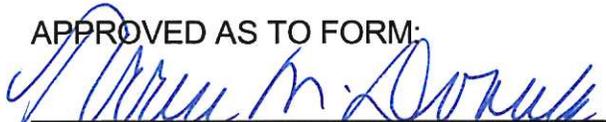
**SECTION 5.** This Resolution shall take effect at the earliest opportunity allowed by law.

PASSED: \_\_\_\_\_

ATTEST \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

April 14, 2017

TO: Wayne S. Davis, City Manager

FROM: Tracy Roblero, Community Development Director *JMR*

SUBJECT: Legislation Request for the Waiver of Building and Zoning Fees for Solar Installations

**Request**

It is requested that City Council consider passing a resolution waiving the building and zoning permit fees for solar energy installations through calendar year 2019 beginning June 1, 2017. The waiver would be promoted as an incentive to our residents and businesses to adopt a more environmentally friendly source of power and to promote Montgomery as a progressive City within the region.

**Financial Impact**

The financial impact will be the cost of the building and zoning permit fees that are waived during the incentive program. It is estimated that a building permit will cost approximately \$304.00 for an average residential array; however, a larger solar array for a business might be significantly higher. Staff would like to promote solar installations for commercial properties as well; however, staff does not want to leave the City exposed to a large, unanticipated fee from National Inspection Corporation (NIC) for the permit. Since it is impossible to predict what the fees could be for these various types of commercial solar arrays, Staff recommends that the City place a cap of \$1,000 on the amount of the building and zoning fees that will be waived during the incentive program. It is believed that most applications would be significantly less than the \$1,000 cap; however, this allows for a larger project to take advantage of the incentive while still limiting the financial exposure of the City.

**Background**

Goal 1, Strategy 5, Implementation Steps 1 and 2 of the 2011 – 2016 Strategic Plan direct staff to look at the opportunities to promote energy efficiency for new homes and for retrofitting existing homes. This includes promoting energy efficient design and products and looking at federal, state and local incentive options to encourage their use. In 2014, Frank Davis, former Community Development Director served on the OKI Solar Initiative which gave him the opportunity to learn more about solar and to meet people in the field. After discussions with local installers, staff suggested that the City offer a waiver of building permit fees as an incentive for solar installations. City Council agreed to the incentive program and it was advertised in the Montgomery Bulletin and the website. Several solar companies also chose to run specials at the same time as the Montgomery incentive, making it even more attractive to install solar within the community. In total, four new solar photovoltaic systems were installed in Montgomery during the 2014 incentive period. Staff also worked together with the Environmental Advisory Commission and local solar installers to host an informational session and recognized residents who installed solar in the Montgomery Bulletin. At the 2015 OKI Solar Workshop, the City's program was recognized for being a model program and the first of its kind in the Cincinnati region.

In April of 2015, City Council chose to reinstate the waiver of building permit fees for new solar installations within the City from June through December. The Community Development Department and Environmental Advisory Commission partnered with Greater Cincinnati Energy Alliance to conduct monthly trainings for residents on the basics of solar installations, the Solarize Cincinnati program and the city's incentive. In total, two new solar photovoltaic systems were installed in Montgomery during the 2015 incentive period, including the first commercial installation at Pipkin's Market on Cooper Road. In 2016, City Council chose to reinstitute the building and zoning permit waiver again for calendar year 2016. Only one new solar photovoltaic system was installed in 2016 using the incentive.

At this time, installing a photovoltaic solar array for a home or business is costly and has a fairly long payback period; however, there are federal tax incentives, state loans and potentially public assessments that can offer relief and the cost of the panels themselves have continued to drop in recent years. The City of Cincinnati and the Greater Cincinnati Energy Alliance continue to partner to provide the Solarize Cincinnati program. Any property within Hamilton County is eligible for participation in the program, which provides a free solar assessment, discounted rates and financing.

The Planning, Zoning and Landmarks Committee of Council met on April 3, 2017 to discuss reinstating the waiver of building permit fees for new solar installations within the City, which would provide a greater incentive to our residents if paired with the Solarize Cincinnati program and the federal tax incentives which are scheduled to expire at the end of 2019. The Committee recommended approval of the waiver through calendar year 2019, when the federal tax expires.

### **Staff Recommendation**

It is recommended that City Council pass a resolution waiving building and zoning fees for solar installations with a cap of \$1,000 through calendar year 2019 beginning June 1, 2017. The benefits of promoting the Solarize Cincinnati program and offering a solar incentive above and beyond the benefits of that program and the Federal Tax Credit would provide a benefit to the residents as well as the image of the City by furthering our reputation as a progressive, proactive community interested in our residents and the environment.

RESOLUTION NO. , 2017

**A RESOLUTION DECLARING A MORATORIUM ON THE COLLECTION OF BUILDING AND ZONING PERMIT FEES FOR SOLAR INSTALLATIONS**

**WHEREAS**, Chapter 152.04 of the Code of Ordinances of Montgomery requires the payment of building and zoning fees prior to the issuance of a building and zoning permit; and

**WHEREAS**, the City wants to promote the use of solar technology to provide hot water and electricity from a renewable, non-polluting source; and

**WHEREAS**, the City recognizes that the upfront costs to install solar technology, while much lower than in the past, are still expensive compared to natural gas and other traditional sources; and

**WHEREAS**, staff has recommended that the City waive the building and zoning permit fees for a period of time to reduce the cost and provide incentives for residents and businesses to invest in a solar installation; and

**WHEREAS**, suspending these fees will not impact the General Budget nor curtail services within the City, but may help provide the stimulus to improve the quality of life in Montgomery.

**NOW THEREFORE, BE IT RESOLVED** by the Council of the City of Montgomery, Ohio, that:

**SECTION 1.** Building and zoning permit fees that are typically payable in order to receive the proper permits to install a solar hot water heating system or solar photovoltaic electricity system shall be suspended up to a maximum of \$1,000.00 per

project for a period of (30) months commencing June 1, 2017, and ending December 31, 2019.

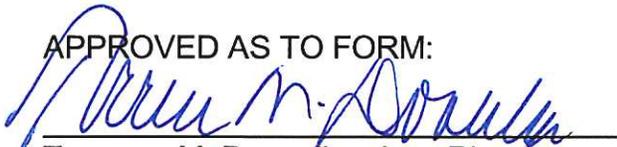
**SECTION 2.** This Resolution shall be in full force and effect from and after its passage.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

TO: Mayor Chris Dobrozi  
Members of City Council

FROM: Terrence M. Donnellon

RE: Jolain Drive Stormwater Sewer Project and Assessment

DATE: April 12, 2017

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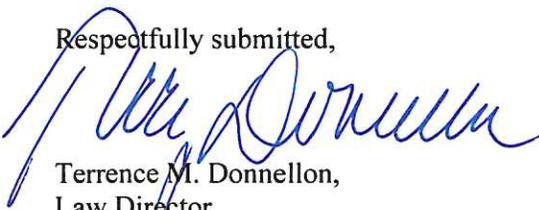
Following adoption of the Resolution of Necessity at the March 1, 2017 meeting of City Council, the Clerk of Council sent notice to each of the impacted property owners as required by Ohio law, estimating their proportionate assessment based upon the linear street frontage for each parcel. The estimated assessment included the proposed cost of the project with interest at 3.7% per annum assessed over a period of 20 years. A copy of one of the sample letters is attached hereto.

The notices were sent by certified mail and a 14 day period was given to each of property owners to file their objections with the Clerk and the Board of Equalization. The 14 day period extends for each property owner from the date of service. To date no objections have been filed and the Administration does not anticipate any objection being filed before this Ordinance is presented for first reading at Council's meeting on May 3, 2017. To keep the project on track for construction this summer, assuming no objections are received within the 14 day window, Council is asked to place this Ordinance on the agenda for the May 3 Business Session.

This is the type of legislation we would typically pass as a Resolution to be effective immediately, but Ohio law requires that this legislation be an Ordinance. While there is no need to pass the Ordinance as an emergency, Council is asked to give consideration to either reading the Ordinance at successive meetings, or waiving the requirement that the Ordinance be read on three separate occasions. This will allow our engineers and the Public Works Department adequate time to prepare bid specifications and to advertise and award the contract for construction this season.

As a closing note, once the final project is completed the estimated assessments will be adjusted for the actual cost of the project as apportioned to the property owners. Council will then pass legislation to assess these costs through the County Auditor to be paid in 20 annual installments at 3.7% interest. The County Auditor adds an additional 3% per year administrative fee which may encourage some of the property owners to pay off the assessment in one lump sum.

Respectfully submitted,



Terrence M. Donnellon,  
Law Director  
TMD/lld  
Enclosures

cc: Wayne S. Davis, City Manager  
Connie Gaylor, Administrative Coordinator  
Department Heads

ORDINANCE NO. , 2017

**AN ORDINANCE AUTHORIZING JOLAIN DRIVE STORMWATER SEWER  
PROJECT PUBLIC IMPROVEMENTS**

**WHEREAS**, the Administration previously received a petition from property owners on the south side of Jolain Drive from 7815 through 7875 Jolain Drive petitioning the City for the construction of a stormwater sewer project across their properties and allocation of a portion of the expense of such project through a special assessment; and

**WHEREAS**, on March 1, 2017, Council did adopt Resolution 4, 2017 which was a Resolution of Necessity to implement the Jolain Drive stormwater sewer project and special assessments; and

**WHEREAS**, notice of the adoption of the Resolution of Necessity with the estimated costs of the project and an estimated assessment for each of the properties in the improvement area has been sent by the Clerk of Council by certified mail, and the time for filing any objection to the project and assessment has passed without any objections being filed by the affected property owners; and

**WHEREAS**, R.C. § 727.23 requires the City Council as the next step in the project assessment process to pass this Ordinance declaring its intention to proceed with the Jolain Drive stormwater sewer project and special assessment to the property owners benefited in the project area.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Montgomery, Hamilton County, Ohio, that:

**SECTION 1.** Council hereby does authorize the Administration to proceed with the Jolain Drive stormwater sewer project as outlined in the Resolution of Necessity

and to secure appropriate bids to be able to award a contract for such public improvements.

**SECTION 2.** Council does hereby adopt the estimated assessment of \$52,800.00 for that portion of the project cost to be allocated and assessed to the impacted and benefited properties, being Auditor parcel numbers 603-0013-0039, 603-0013-0040, 603-0013-0041, 603-0013-0043, 603-0013-0047, 603-0013-0048, and 603-0013-0049.

**SECTION 3.** No claims for damages have been filed consistent with R.C. § 727.18, and no objections to the assessment have been filed within the notice period allowing Council to authorize this public improvement and the resulting assessment based upon the actual cost of such public improvement which shall be determined after the award of the contract and completion of the project.

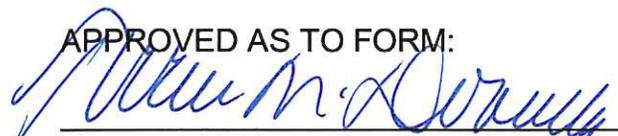
**SECTION 4.** The City Manager is authorized to execute any and all additional documentation necessary to implement this project and assessment, and to bring forward to Council in the future a recommended lowest and best bid to proceed with such project and the final assessment for such project costs as required by Ohio law.

**SECTION 5.** This Ordinance shall take effect the earliest opportunity as allowable by law.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM:  
  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

March 31, 2017

TO: Wayne S. Davis, City Manager

FROM: Katie Smiddy, Finance Director *KMS*

SUBJECT: Recommendation on 2017 Appropriation Adjustments

**Introduction**

The City approved its 2017 Operating Budget at the December 7, 2016 Business Session of City Council. This culminated six months of work that is associated with reviewing, planning and creating the financial plan of the City of Montgomery for 2017 – 2021 over the course of three separate readings which occur in October, November and December. In any given year, it may become necessary to make adjustments to the appropriations as new funding becomes available or as unplanned opportunities arise or emergency situations occur.

**Background**

Due to unplanned situations that are beyond the control of staff, it is necessary for staff to request the following appropriation adjustments for 2017. The changes are identified below:

<u>Budget Account</u>	<u>Description</u>	<u>Amount</u>
410.261.5470	Renovation of Public Works Facility	\$100,000

This will provide additional funds to allow for funding of three alternative bids for this project including an 18 foot Truck Bay Addition; Fire Protection and a Back-Up Generator, as well as for \$30,000 in contingency appropriation for this project which was originally budgeted for \$900,000, without the alternatives.

101.715.5401	Purchase of Hamilton County Land at the GRA	\$600,000
--------------	---	-----------

This appropriation increase from the City's General Fund will allow for the purchase of 10.334 acres from Hamilton County for the Gateway Redevelopment Project. This was approved by City Council at its February 1, 2017 Business Session. To accommodate this increase, the City will plan to transfer the cash balance of the 460 – Urban Redevelopment Fund to the General Fund when the Village Corner and Montgomery Commons Tax Increment Financing (TIF) districts are terminated later in the year. This appropriation will be added as a supplemental appropriation at the end of the year to transfer and close out the remaining fund balance in the Urban Redevelopment Fund.

101.715.5401	Purchase of Land from Life Enriching Communities	\$509,000
--------------	--	-----------

This appropriation increase from the City's General Fund will allow for the purchase of .4 acres from Life Enriching Communities that is directly south of the City's Safety Center at 10150 Montgomery Road. This was approved by City Council at its April 5, 2017 Business Session. In the beginning of 2017, City Council approved a change in the City's earnings tax allocation to allow for an additional 4% of collections to be allocated to the City's General Fund. This additional allocation is forecasted to result in \$330,000 in collections, and will contribute to the General Fund's Cash Reserves and this with the City's current financial position will provide the necessary funding.

### **Recommendation**

It is recommended that City Council consider amending and adopting the appropriations adjustment legislation at its May 3 Business Session. This action will enable the City to meet its financial obligations which have resulted from financial issues that cannot be reasonably anticipated while developing and planning for the appropriation of the City's funds during its 2017 Budget process.

ORDINANCE NO. , 2017

**AN ORDINANCE TO AMEND APPROPRIATIONS FOR  
CURRENT EXPENSES AND OTHER EXPENDITURES OF THE  
CITY OF MONTGOMERY, STATE OF OHIO,  
DURING THE FISCAL YEAR ENDING DECEMBER 31, 2017**

**WHEREAS**, the 2017 Appropriation Ordinance No. 7, 2016 passed December 7, 2016, appropriated a total of \$28,199,651 for the year 2017; and

**WHEREAS**, appropriations within a certain fund are insufficient to meet the obligations of the City.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Montgomery, Ohio, that the appropriation ordinance be amended as below:

**SECTION 1.** There be an increase of \$1,109,000 in the appropriation balance of the following accounts of the General Fund 101:

Account Number 101.715.5401    Special Projects                    +    \$1,109,000

**SECTION 2.** There be an increase of \$100,000 in the appropriation balance in the Capital Projects Fund 410 to:

Account Number 410.261.5470    Capital Projects                    +    \$100,000

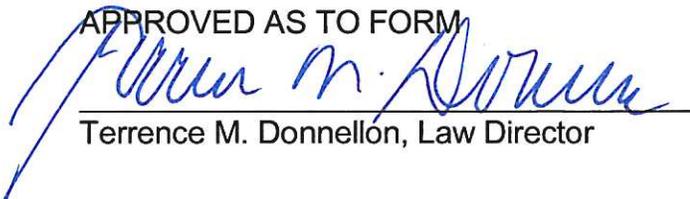
**SECTION 3.** This Ordinance shall be in full force and effect from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Connie M. Gaylor, Clerk of Council

\_\_\_\_\_  
Christopher P. Dobrozsi, Mayor

APPROVED AS TO FORM

  
\_\_\_\_\_  
Terrence M. Donnellon, Law Director

These minutes are a draft of the proposed minutes from the City Council meeting. They do not represent the official record of proceedings until formally adopted by the City Council. Formal adoption is noted by signature of the Clerk within the minutes.

City of Montgomery  
City Council Business Session Minutes  
April 5, 2017

Present

Wayne Davis, City Manager  
Terry Donnellon, Law Director  
Tracy Roblero, Community Development Director  
Katie Smiddy, Finance Director  
Brian Riblet, Public Works Director  
Don Simpson, Police Chief  
Paul Wright, Fire Chief  
Matthew Vanderhorst, Community and Information Services Director  
Faith Lynch, Community Engagement Coordinator  
Connie Gaylor, Clerk of Council

City Council Members Present

Chris Dobrozsi, Mayor  
Lynda Roesch, Vice Mayor  
Gerri Harbison  
Ken Suer  
Mike Cappel  
Craig Margolis  
Laith Alfaqih

City Council convened in Council Chambers at 7:00 p.m. for the Business Session with Mayor Dobrozsi presiding.

**ROLL CALL**

Mayor Dobrozsi asked for a motion to dispense with the roll call since everyone was in attendance.

Mr. Margolis moved to dispense with the roll call. Mr. Cappel seconded. City Council unanimously agreed.

**SPECIAL PRESENTATION**

John Tholking was inducted into the Volunteer Walk of Fame and presented with a Certificate of Appreciation for his years of service on the Parks and Recreation Commission by Vice Mayor Roesch.

City Council and staff thanked John for his years of service and commitment to the Commission.

**LEGISLATION FOR CONSIDERATION TONIGHT**

**Pending Legislation**

**New Legislation**

An Ordinance Enacting and Adopting the 2016/2017 Recodification to the Code of Ordinances and Declaring an Emergency

Mr. Alfaqih moved to read the Ordinance by title only. Mr. Margolis seconded. City Council unanimously agreed.

Mr. Alfaqih read the Ordinance by title only and moved for suspension of the rules. Mr. Cappel seconded.

The roll was called and showed the following vote:

AYE: Cappel, Alfaqih, Harbison, Dobrozsi, Roesch, Suer, Margolis (7)

NAY: (0)

Mr. Alfaqih moved for passage. Mr. Cappel seconded.

Mr. Alfaqih explained that this Ordinance, if approved, will adopt an Ordinance enacting and adopting the 2016/2017 Recodification to The Code of Ordinances. This is the periodic update of the Code of Ordinances and supplements the Code from 2013 through 2016. It includes all Ordinances passed by the City during that time,

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City Council Business Session Minutes

April 5, 2017

Page 2

55 particularly with updates to the Land Use Code, Income Tax Code, and recently enacted regulations governing  
56 Sexually Oriented Businesses. The update also supplements the City's Criminal Code for any changes which have  
57 occurred over the past few years under State law. He explained that by suspending the rules and passing as an  
58 emergency the Ordinance will take effect immediately and the Code is immediately updated for enforcement of the  
59 laws within the City.

60

61 The roll was called and showed the following vote:

62

63 AYE: Alfaqih, Harbison, Dobrozsi, Roesch, Suer, Margolis, Cappel (7)

64 NAY: (0)

65

66 A Resolution Accepting a Bid and Authorizing the City Manager to enter into a Contract with the John R. Jurgensen  
67 Company for the 2017 Street Resurfacing Program

68

69 Mr. Cappel moved to read the Resolution by title only. Mr. Margolis seconded. City Council unanimously agreed.

70

71 Mr. Cappel read the Resolution by title only and moved for passage. Mr. Margolis seconded.

72

73 Mr. Cappel explained that this Resolution, if approved, will authorize the City Manager to enter into a contract with  
74 John R. Jurgensen Company for the annual Street Resurfacing Program. This year's 2017 Street Resurfacing  
75 Program includes resurfacing 2.48 centerline miles of roadways. The street resurfacing program is programmed in  
76 the 2017 Capital Improvement Program 410-261-5470 account. It is requested that this project be approved for  
77 funding in the amount of \$759,390.66 to complete the Base Bid and Alternates #1 and #2. The amount of the  
78 recommendation includes \$36,141.46 in project contingency funding or approximately 7% of the bid amount.

79

80 The roll was called and showed the following vote:

81

82 AYE: Harbison, Dobrozsi, Roesch, Suer, Margolis, Cappel, Alfaqih (7)

83 NAY: (0)

84

85 A Resolution Approving the Update of the Solid Waste Management Plan of the Hamilton County Solid Waste  
86 Management District

87

88 Mr. Cappel moved to read the Resolution by title only. Mr. Margolis seconded. City Council unanimously agreed.

89

90 Mr. Cappel read the Resolution by title only and moved for passage. Mr. Margolis seconded.

91

92 Mr. Cappel explained that this Resolution, if approved, will accept the update of the 2018-2032 Solid Waste  
93 Management Plan. The Plan focuses on several areas including the following: the Residential Recycling Incentive  
94 Program; Assistance to Underperforming Communities; Business Recycling; and an Environmental Crimes Task  
95 Force. As required by State law, the Plan must undergo a complete update every five (5) years. This plan results in  
96 no increases in disposal fees which remain at \$1/ton for In-District waste, \$2/ton for out-of-District waste and \$1/ton  
97 for out-of-State waste.

98

99 The roll was called and showed the following vote:

100

101 AYE: Dobrozsi, Roesch, Suer, Margolis, Cappel, Alfaqih, Harbison (7)

102 NAY: (0)

103

104 A Resolution Authorizing the City Manager to enter into a Contract with Penn Care Inc. for the purchase of a 2017  
105 Braun E450 Chief XL Type III Ambulance

106

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City Council Business Session Minutes

April 5, 2017

Page 3

107 Mr. Alfaqih moved to read the Resolution by title only. Mr. Cappel seconded. City Council unanimously agreed.

108  
109 Mr. Alfaqih read the Resolution by title only and moved for passage. Mr. Margolis seconded.

110  
111 Mr. Alfaqih explained that this Resolution, if approved, will authorize the City Manager to enter into a contract with  
112 Penn Care Inc. for the purchase of a 2017 Braun E450 Chief XL Type III Ambulance. The ambulance will be  
113 purchased through the bid process conducted through the State of Ohio Cooperative Purchasing Program. The base  
114 bid for the ambulance totals \$176,249.15, with additional options totaling \$14,154.25, a chassis rebate of \$5,800.00  
115 and a contingency amount of \$2,396.60. These numbers, when combined, total \$187,000.00, which is significantly  
116 under the amount of \$235,000.00 budgeted in account 223.000.5405 as part of the City's 2017 Capital Improvement  
117 Program.

118  
119 The roll was called and showed the following vote:

120  
121 AYE: Roesch, Suer, Margolis, Cappel, Alfaqih, Harbison, Dobrozsi (7)  
122 NAY: (0)

123  
124 A Resolution Accepting a Bid and Authorizing the City Manager to enter into a Contract with Perkins/Carmack  
125 Construction LLC. for the Public Works Building Renovation Project

126  
127 Mrs. Harbison moved to read the Resolution by title only. Mr. Margolis seconded. City Council unanimously  
128 agreed.

129  
130 Mrs. Harbison read the Resolution by title only and moved for passage. Mr. Cappel seconded.

131  
132 Mrs. Harbison explained that this Resolution, if approved, will authorize the City Manager to enter into a contract  
133 with Perkins/Carmack Construction LLC., for the City of Montgomery Public Works Addition and Expansion  
134 Project. The Public Works Building Addition and Expansion Project is currently programmed in the 2017 Capital  
135 Improvement Budget 410.261.5470 account in the amount of \$900,000. Staff is requesting that City Council  
136 consider increasing the budgeted amount to \$1,000,000 to complete the Base Bid, and three proposed options:  
137 Alternate #1 (18' Truck Bay Addition), Alternate #2 (Fire Protection) and Alternate #3 (Back Up Generator). While  
138 the proposed project came in under budget and significantly under the Engineer's Estimate, the additional options  
139 will push the entire project approximately 11% beyond the proposed budget. The recommended project budget of  
140 \$1,000,000, which is \$100,000 more than originally budgeted, includes \$30,000 in project contingency funding or,  
141 approximately 3% of the bid amount.

142  
143 The roll was called and showed the following vote:

144  
145 AYE: Suer, Margolis, Cappel, Alfaqih, Harbison, Dobrozsi, Roesch (7)  
146 NAY: (0)

147  
148 A Resolution Accepting a Bid and Authorizing the City Manager to enter into a Contract with Strawser  
149 Construction, Inc. for the 2017 Onyx Mastic Surface (Black Onyx) Project through the Ohio Department of  
150 Transportation (ODOT) Cooperative Purchasing Program Contract #101L-18

151  
152 Mr. Cappel moved to read the Resolution by title only. Mr. Margolis seconded. City Council unanimously agreed.

153  
154 Mr. Cappel read the Resolution by title only and moved for passage. Mr. Alfaqih seconded.

155  
156 Mr. Cappel explained that this Resolution, if approved, will authorize the City Manager to enter into a contract with  
157 Strawser Construction for the 2017 Onyx Mastic Surface (Black Onyx) project. The project includes work to micro-  
158 surface 3.13 centerline miles on the streets indicated on the attached memorandum. Funding for this project is

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159 programmed in the 2017 Capital Improvement Program 410-261-5470 account. It is requested that the 2017 Onyx  
160 Mastic Surface (Black Onyx) Project be approved for funding in the amount of \$76,116.23.

161

162 The roll was called and showed the following vote:

163

164 AYE: Margolis, Cappel, Alfaqih, Harbison, Dobrozsi, Roesch, Suer (7)

165 NAY: (0)

166

167 Resolution Delegating Authority to Make Declarations of Official Intent and Allocations with Respect to  
168 Reimbursements of Temporary Advances During Fiscal Years 2017 And 2018 Made for Capital Improvements for  
169 the Gateway Redevelopment Project to be made from subsequent borrowings

170

171 Mayor Dobrozsi asked to recuse himself from this vote due to a potential conflict based on the potential of a business  
172 relationship.

173

174 Vice Mayor Roesch asked Mr. Suer to read the legislation.

175

176 Mr. Suer moved to read the Resolution by title only. Mr. Margolis seconded. City Council unanimously agreed.

177

178 Mr. Suer read the Resolution by title only and moved for passage. Mr. Margolis seconded.

179

180 Mr. Suer explained that this Resolution, if approved, will allow for reimbursements of temporary advances during  
181 fiscal years 2017 and 2018 made for Capital Improvements for the Gateway Redevelopment Project to be made  
182 from subsequent borrowings. This is a reimbursement Resolution consistent with IRS regulations which must be  
183 passed in advance of issuing bonds for capital improvements in the Gateway Redevelopment Area (GRA) District.  
184 Although the terms and conditions for the bonds have not been finalized, it is important to have this Resolution in  
185 place in advance for those costs the City may incur, such as engineering fees or land acquisition costs which are  
186 properly paid from the bond proceeds.

187

188 The roll was called and showed the following vote:

189

190 AYE: Cappel, Alfaqih, Harbison, Dobrozsi, Roesch, Suer, Margolis (7)

191 NAY: (0)

192

193 A Resolution Authorizing a Purchase Agreement with Twin Lakes to Acquire Certain Real Property on  
194 Montgomery Road Adjacent to The City's Safety Center

195

196 Mr. Donnellon requested to table this legislation until the April 19, 2017 Work Session for consideration that night  
197 due to last minute details that need to be resolved.

198

199 Mr. Margolis made a motion to table the Resolution and to add to the agenda for consideration on April 19, 2017.

200 Mr. Cappel seconded. City Council unanimously agreed.

201

202 An Ordinance Amending Ordinance 17, 2008 and Declaring a New Public Purpose for Montgomery Road Property

203

204 Mr. Donnellon requested to table this legislation until further information is confirmed. Mr. Donnellon explained  
205 that this property was originally dedicated in 2008 for the anticipated use of a roadway. He stated that at the time of  
206 preparation this legislation was intended to repurpose the land for storm water improvements because of the Twin  
207 Lakes site development on the adjacent property. Mr. Donnellon stated that it has been reported that Twin Lakes  
208 will not need public improvements. He feels it would be best to table the legislation until this information is  
209 confirmed, at which time the legislation could be amended to vacate the property and transfer back to the rightful  
210 property owners.

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211 Mr. Margolis made a motion to table the Ordinance until further information is provided. Mr. Cappel seconded.  
212 City Council unanimously agreed.  
213

214 A Resolution Authorizing the City Manager to enter into a Contract with Tri-State Concrete Construction, Inc. to  
215 Complete the HAM-US 22-15.35 Montgomery Road Sidewalk Project, PID #99954  
216

217 Mr. Cappel moved to read the Resolution by title only. Mr. Margolis seconded. City Council unanimously agreed.  
218

219 Mr. Cappel read the Resolution by title only and moved for passage. Mrs. Harbison seconded.  
220

221 Mr. Cappel explained that this Resolution, if approved, will authorize the City Manager to enter into a contract with  
222 Tri-State Concrete Construction, Inc. to complete the HAM-US 22-15.35 Montgomery Road Sidewalk Project, PID  
223 #99954. In 2014, the City of Montgomery was approved by the Ohio-Kentucky-Indiana Regional Council of  
224 Governments (OKI) for a reimbursement grant of up to \$497,760 to complete the construction of a concrete sidewalk  
225 on the east side of Montgomery Road from Weller Road to the main entrance of Bethesda Hospital. This project  
226 would include the construction of a pedestrian bridge across Sycamore Creek. The OKI grant represents  
227 approximately 80% of the construction costs. The City has advertised for and received bids, and is recommending  
228 approval of Tri-State Concrete Construction, Inc. as the bidder having the lowest and best bid for this project.  
229

230 The roll was called and showed the following vote:  
231

232 AYE: Alfaqih, Harbison, Dobrozsi, Roesch, Suer, Margolis, Cappel (7)

233 NAY: (0)  
234

235 **ADMINISTRATION REPORT**  
236

237 Mr. Davis reported on the following items:  
238

- 239 • The Government Affairs Committee will meet at 4:00 p.m. on April 10, 2017. The Parks and Recreation  
240 and Public Works Committees have cancelled their meetings for the month of April.  
241
- 242 • City Council Work Session is scheduled for April 19, 2017 at 7:00 p.m.  
243
- 244 • Prior to the City Council April 19, Work Session, Boards and Commission Chair Updates are scheduled  
245 from 6:15 to 7:00 p.m. At 6:15 Larry Schwartz with Landmarks; 6:30 Mark Laskovics with EAC; and 6:45  
246 Marcallene Shockey with Sister Cities. Chair updates will be scheduled for both May Council sessions and  
247 one final one on June 7. Connie, will send out an appointment schedule to all Council Members.  
248
- 249 • On Friday, March 31, Wayne Davis, Katie Smiddy and representatives from Fifth Third Bank held a  
250 conference call with Sycamore Community School's Treasurer, Beth Weber to share an update on the  
251 Gateway Redevelopment Area (GRA) project. The team discussed the proposed valuation forecasts and  
252 potential school compensation options.  
253
- 254 • On Tuesday, April 4, 22 volunteers planted flowers into the City's moss lined hanging baskets to complete  
255 the Basket Planting Basket project. Public Works and the Beautification and Tree Commission worked in  
256 conjunction with the volunteers to complete the 260 flower baskets that will grace Montgomery. Many  
257 thanks to these eager gardeners.  
258
- 259 • On Thursday, April 6, Terry Donnellon, Katie Smiddy, and Wayne Davis are scheduled to meet with  
260 members of the development team to discuss the Gateway Redevelopment Ara (GRA). The team disused

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- 261 several key areas including project design finances, and cost estimates for the public improvements. The  
262 team discussed important issues and upcoming deadlines to keep the project moving forward.  
263
- 264 • The Montgomery Arts Commission will be presenting the 30<sup>th</sup> Annual Montgomery Photo Competition this  
265 weekend at Universalist Church. 280 photos were entered into the contest. A reception will be held on  
266 Saturday from 2:00 to 4:00 p.m. for anyone who wishes to view these works of art. On Sunday, a reception  
267 will be held from 1:00 to 2:00 p.m. and the awards presentation will occur from 2:00 to 3:00 p.m. Mayor  
268 Dobrozsi will be welcoming the participants on Sunday. The Photo Contest is sponsored by Riley and Rees.  
269
  - 270 • As a reminder, the Neighborhood Leaders Forum will be held on Tuesday, May 9, starting at 7:00 p.m. at  
271 Terwilliger Lodge. We currently have 29 RSVPs. All MCLA Alumni, neighborhood leaders, and those  
272 who have attended in the past have been invited. Please let Faith Lynch know if you would like to attend.  
273 Topics of discussion will be traffic improvements, as well as traffic-related challenges that face  
274 Montgomery now and into the future. Assistant Public Works Director, Gary Heitkamp and Sergeant Mike  
275 Plaatje will be the presenters that evening.  
276
  - 277 • A Save the Date item, National Public Works Week is the week of Monday, May 22. The Public Works  
278 Department will be treated to a recognition breakfast on Thursday, May 25 at 7:30 a.m., if you would like  
279 to stop in say hi, please plan to do so.  
280
  - 281 • It is planned at this time that John Crowell will be formally sworn in as Police Chief at the June 7  
282 Business Session.  
283

### APPROVAL OF MINUTES

284 Mr. Cappel moved to approve the March 22, 2017 Special Session and Work Session minutes as written. Mr.  
285 Margolis seconded. City Council unanimously agreed.  
286  
287  
288

### MAYOR'S COURT

289 Mayor Dobrozsi reported that the total Mayor's Court collections for the month of March 2017 were \$14,705.01.  
290

291 Mr. Margolis moved to accept the Mayor's Court collections for the month of March 2017. Mr. Cappel seconded.  
292 City Council unanimously accepted the collections.  
293  
294  
295

### OTHER BUSINESS

296 Mr. Margolis reported that he attended a Planning Partner Luncheon at which Tracy Roblero and Melissa Hays  
297 accepted the Frank F. Ferris award for the work on the Gateway Redevelopment Area planning process. He  
298 congratulated staff on receiving this award.  
299  
300  
301

302 Mr. Margolis stated that at the Planning, Zoning and Landmarks Committee meeting held on Monday, April 3, the  
303 Committee discussed with staff the continuation of the moratorium on building and zoning fees for solar installations  
304 up to \$1000. The Committee made the recommendation to continue with the moratorium beginning on June 1, 2017  
305 and expiring on December 31, 2019. He explained that this mirrors the current federal tax incentive program.  
306

307 Mr. Margolis also reported that at the Planning, Zoning and Landmarks Committee meeting staff presented the  
308 annual Housing Report and the Customer Satisfaction Survey. He stated that both reports were very informative  
309 and thanked Ms. Roblero and Ms. Hays for compiling the information included in these reports.  
310

310



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City of Montgomery  
City Council Special Session  
April 5, 2017

Present

Wayne Davis, City Manager  
Tracy Roblero, Community Development Director  
Katie Smiddy, Finance Director  
Brian Riblet, Public Works Director  
Don Simpson, Police Chief  
Paul Wright, Fire Chief  
Faith Lynch, Community Engagement Coordinator  
Matthew Vanderhorst, Community and Information Services Director  
Connie Gaylor, Clerk of Council

City Council Members Present

Chris Dobrozsi, Mayor  
Laith Alfaqih  
Mike Cappel  
Gerri Harbison  
Ken Suer  
Lynda Roesch, Vice Mayor

City Council Members Absent

Craig Margolis

---

City Council met as a Committee of the Whole to receive a presentation from staff concerning the Strategic Plan at 6:30 p.m.

Mayor Dobrozsi stated that this Special Session of City Council is for the annual update of the 2016-2021 Strategic Plan.

Mr. Davis thanked City Council for allowing staff to take this time to update City Council on the status of the 2016-2021 Strategic Plan. He stated that staff will present a summary on the progress of each of the five goals of the plan.

**2016-2021 Strategic Plan**

Brian Riblet, public works director, gave a summary of **Goal One** of the 2016-2021 Strategic Plan. He read the goal by title "*Montgomery delivers core services through innovation and partnerships consistent with our vision by assessing changes in customer demands, demographics and the environment.*"

He summarized the accomplishments and activities of Goal One as:

- Staff completed a re-assessment of all City services and a new service inventory has been created on the intranet and is more user-friendly.
- An initial communication strategy has been developed to provide information about our ability/effort to impact traffic, both locally and regionally, with an emphasis on maintaining a small-town feel.
- HPO refresher training was conducted for existing employees and exposure to newer employees by Tony Gardner from April 19-21, 2016.
- Staff conducted a review of our succession planning efforts and exposure to Leading Educating And Developing (LEAD) for employees who may be in a position to grow within our organization. A proposed five (5) year list of candidates who have demonstrated an interest in attending LEAD has been developed.
- Performance measures and benchmarks for winter operations, finance, and police are being benchmarked to comparable communities.
- An inventory of the City's guiding documents has been compiled and will be reviewed to evaluate compatibility with the City's service delivery model and operating equipment.

Mr. Riblet reported upcoming activities for this Goal are:

- Staff will identify 20 to 40 City services from the database to complete a thorough review of. Initial review and consideration to incorporate service costs into the City's budget document will begin.

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- 52 • Montgomery Bulletin, social media, open houses, neighborhood leadership forums are all avenues to share
- 53 traffic related impacts both currently and associated with the GRA.
- 54 • Initial review of the City's organizational structure to assess how things are working from changes made as
- 55 part of Goal 3 of the 2011-2016 strategic plan and assess future needs based on upcoming projects.
- 56 • Review of Government Accounting Standards Board (GASB) 34 to assure all City infrastructure is
- 57 accounted for and begin determining future needs.
- 58 • The Efficiencies and Effectiveness Team is working with the Managers' Forum Culture Team to develop
- 59 ways to measure values such as leadership, work culture, etc.
- 60

61 Mr. Riblet reported that current challenges to consider with Goal One are:

- 62
- 63 • It may be difficult to begin assessing and recommending future infrastructure and organizational structure
- 64 needs until we understand the full build out of proposed projects such as the Gateway Redevelopment Area
- 65 and Vintage Club North and the impacts they may have on the City.
- 66
- 67 • Performance measures on leadership and work culture may be difficult to benchmark with other entities.
- 68

69 Matthew Vanderhorst, community and information services director, gave a summary of **Goal Two** of the 2016-

70 2021 Strategic Plan. He read the goal by title "*Montgomery has a quality of life that makes it a premier community.*"

71

72 He summarized the accomplishments and activities of Goal Two as:

- 73
- 74 • An age analysis was completed on all recreation programs and all events in 2015 and 2016 and will
- 75 occur again as part of a larger recreation survey this fall. One of the results of earlier assessments was
- 76 the addition of chair yoga. Staff will review the survey results this fall to determine if any further
- 77 changes need to be made.
- 78 • A survey was completed in 2015-2016, and another survey will be completed in the fall of 2017 to
- 79 determine interest and need for instruction and recreation programming in general. Staff determined
- 80 that more information is necessary.
- 81 • Pickleball offerings are being planned for fall of 2017, such as instructional days and open play court
- 82 times for older adults. An instructional program or league is being planned for 2018. Equipment and
- 83 program grants are being researched.
- 84 • The Community and Information Service Department is working on an employee development
- 85 curriculum regarding the concepts of citizen engagement. The deadline is not until the end of the year,
- 86 however, Ray Kingsbury has already conducted training in 2016 with staff about "The Ideal
- 87 Montgomery Citizens Leadership Academy (MCLA) Session" focusing on foundations of citizen
- 88 engagement.
- 89 • The Community and Information Service Department has researched social media trends to ensure we
- 90 effectively reach and engage our local audience. As a result, the City has adopted Instagram,
- 91 Nextdoor.com, and incorporated more videos in the social media feeds including a ten-minute video of
- 92 the July 4 parade in 2016 and the Holiday Tree Lighting in December 2016. Also, all the Former
- 93 Mayors' Roundtable Discussion videos were shared on social media and will be shared on the City's
- 94 podcast.
- 95 • To encourage tree planting and preservation on private property, Terry and Faith have produced the
- 96 "Terry's Favorite Tree" series starting with the March 2017 Bulletin and this will appear as an ongoing
- 97 series that will run through February 2018. Also, through a partnership with Natorp's, a voucher
- 98 program was created for discounted pricing on selected 'Terry's Favorite Tree' varieties.
- 99 • The City is nearing the end of the current WeThrive! two-year plan and wrapping up the
- 100 implementation.
- 101

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102

103

Mr. Vanderhorst reported upcoming activities for Goal Two are:

104

105

- Continued development of a citizen engagement curriculum. A training session is being planned for a 2017 Managers' Forum.

106

107

- The current WeThrive! plan is just about complete. The team will be meeting over the next few months to develop the next two-year plan.

108

109

- Analyze the communication preferences of different demographic groups to ensure information is disseminated to meet the widest audience. The completion date for this is not scheduled until June 2018 but Faith and Matthew have decided to start working on it this summer and fall since it's such an important and all-encompassing implementation step.

110

111

112

- The Community and Information Services Department will be creating a proposal to define customer service standards for all City staff. Items to be considered are response times, customer feedback, service in a technology-driven World, and asking "Are we doing the right "What"?"

113

114

115

116

117

Mr. Vanderhorst reported that challenges to consider with this Goal are:

118

119

- Generating quality survey instruments and avoiding society's general 'survey fatigue' and ensure that statistically significant data is collected for decision-making.

120

121

122

Tracy Roblero, community development director, gave a summary of **Goal Three** of the 2016-2021 Strategic Plan.

123

She read the goal by title "*Montgomery attracts and retains businesses that contribute to the long-term stability of the City, while maintaining our small town historic feel*".

124

125

126

She summarized the accomplishments and activities of Goal Three as:

127

128

- The business community continued to do well in 2016 with numerous new businesses moving into the community. The Christ Hospital Surgery Center also opened at the Vintage Club. Construction of a new pre-owned vehicle sales building for Columbia Acura/Hyundai was also completed in 2016. The new building will allow for Columbia Hyundai to begin sales of the new Genesis brand at the store located at 10987 Montgomery Road.

129

130

131

132

- On the southern end of the City, work continues in the planning of the Gateway Redevelopment Area (GRA). As part of the project, the Ohio-Kentucky-Indiana Regional Council of Governments (OKI) approved and awarded funding for a grant application submitted by the City for an Interchange Modification Project at Montgomery Road and Ronald Reagan Cross County Highway. The project includes construction of a modified two-lane roundabout, the installation of a traffic signal in and around the interchange and would also include demolition of the existing bridge at this location. The project would have a safe and positive impact on traffic while opening more land for redevelopment. The OKI grant of \$6,000,000 represents approximately 70% of the total estimated construction cost of \$8,600,000 and the project is currently programmed in Ohio Department of Transportation (ODOT) fiscal year 2020. Staff will continue to work with Gateway Partners to negotiate a preferred developer agreement, refine the site plan and identify funding sources for the project. The City was awarded the Frank F. Ferris Planning Award by the Hamilton County Planning Partnership in March of 2017 for the work thus far at the GRA.

133

134

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144

- An updated General Development Plan for the Village Section of the Vintage Club of Montgomery was approved by the Planning Commission in May of 2016. The updated General Development Plan reflects months of work by the developer to meet the expectations of the City and the residents of the Vintage Club while working with the current market conditions. Staff continues discussions with developers for the north

145

146

147

148

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- 149 portion at the Vintage Club and is hopeful that construction can begin in 2017 once agreement on the  
150 purchase price of the land and public financing has been reached.
- 151 • Twin Lakes Senior Living Community began work on a building addition to the main campus, 9840  
152 Montgomery Road, in 2016. The addition will include 45 additional independent living apartments and a  
153 new club-like dining venue, which will be located adjacent to a new auditorium/community room. A retail  
154 component along Montgomery Road will be added as a second phase and will include a restaurant/retail  
155 site along the Montgomery Road entrance to the Twin Lakes campus.
  - 156 • Twin Lakes has also received approval for a memory care assisted living facility on the east side of  
157 Montgomery Road at the intersection of Montgomery Road and Schoolhouse Lane. The project will also  
158 include the extension of Schoolhouse Lane with the new facility accessing Montgomery Road at the existing  
159 traffic signal. Staff is also working with Twin Lakes on proposed Villa Homes on Montgomery Road just  
160 south of the Safety Center. These homes would be accessed from the existing north campus off Hopewell  
161 Road. Twin Lakes has indicated that they would like to submit for Planning Commission approval in April  
162 of 2017.
  - 163 • A new residential subdivision, Orchard Trail, began construction in 2016. The new 29 lot single family,  
164 detached subdivision is located at the location of the former Montgomery Swim and Tennis Club on Orchard  
165 Club Drive. Camden Homes will be developing the site and building the homes. The new subdivision will  
166 feature high-end, empty-nester type housing with a pocket park and a walking trail.
  - 167 • Staff has continued to encourage the development of underutilized spaces and has met with key  
168 representatives of Tri-Health to discuss the potential for an office building on the vacant parcel in front of  
169 the Tri-Health Fitness Pavilion off Pfeiffer Road. Staff has also met with representatives from the Gregory  
170 family to discuss the potential for outdoor dining at Montgomery Inn. Staff has had several conversations  
171 with developers regarding the potential for multi-family residential projects on different properties within  
172 the City, including, the Marketplace and on the west side of Montgomery Road between Deerfield and  
173 Pfeiffer Roads.
  - 174 • Staff has conducted the MCLA 2.0 session and other input gathering sessions with residents, business  
175 owners and property owners within the Montgomery Road Commercial Corridor to provide feedback to the  
176 Planning Commission and City Council on potential changes to the Zoning Code and Montgomery Road  
177 Commercial Corridor Design Guidelines.
  - 178 • Partnerships/relationship building has been accomplished through the business calling effort, intensive  
179 conversations with the owners/developers of the Vintage Club, lunch meetings with commercial realtors  
180 and numerous conversations with developers and consultants regarding the Gateway Redevelopment Area.

181  
182 Ms. Roblero reported upcoming activities for this Goal are:

- 183
- 184 • Move forward with the process at the Gateway Redevelopment Area, including negotiating a preferred  
185 developer agreement with Gateway Partners, work with Sycamore Community Schools to create a Tax  
186 Increment Finance District, suggest modifications to the Old Montgomery Gateway District zoning  
187 regulations, host an open house for the public and work with the Planning Commission and Landmarks  
188 Commission on preliminary approvals.
- 189 • Creation of an entertainment district including downtown and the Gateway Redevelopment Area.
- 190 • Continue to work with the developer to work through financing issues at the Vintage Club, work with staff  
191 on bidding, approval and construction of public improvements and work with the developer on approval of  
192 Final Development Site plans.
- 193 • Planning Commission and staff to work with Twin Lakes on development plans for the proposed villa  
194 homes along Montgomery Road just south of the Safety Center.
- 195 • Staff and Planning Commission to work with the property owners for a potential new medical office

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- 196 building in the Hospital Corridor.
- 197 • Staff and Planning Commission to work with the property owner on the approval of a body shop addition
- 198 at Camargo Cadillac.
- 199 • The business calling team will partner with the Chamber of Commerce to conduct a survey of businesses
- 200 to assess their current and future needs and to solicit feedback on how the City can help provide physical
- 201 infrastructure to enhance and sustain commerce in the City.
- 202 • Staff will propose the reinstatement of the zoning and building permit waiver for solar installations to
- 203 Planning, Zoning and Landmarks Committee of Council in April in partnership with the Environmental
- 204 Advisory Commission.
- 205

206 Ms. Roblero reported that challenges to consider with this Goal are:

207

- 208 • Numerous projects happening at once, including the GRA, Vintage Club, Twin Lakes expansion, a potential
- 209 new medical office building and Orchard Trail.
- 210 • The process for financing and approvals from Planning Commission and Landmarks Commission for the
- 211 GRA could be long and may cause potential larger employers to look at other available sites.
- 212 • Issues regarding the purchase price of the Vintage Club have delayed submission of the Final Development
- 213 Plans for the north section to the Planning Commission. These issues also delayed construction of public
- 214 improvements at the site.
- 215 • There is a lack of quality restaurant space available for sale or lease; however, there will be a need to backfill
- 216 the space vacated by Stone Creek Dining Company when they make the move up the street to the new retail
- 217 building in front of Twin Lakes Main Campus.
- 218 • There is a lack of quality office space for sale or lease in the 5,000-20,000 square foot range.
- 219 • Most of the City's vacant spaces are being absorbed creating a lack of options for new/expanding
- 220 businesses; however, there are still several underutilized and/or vacant properties remaining in the
- 221 Commercial Corridor.
- 222

223 Tracy Roblero, community development director, gave a summary of **Goal Four** of the 2016-2021 Strategic Plan.

224 She read the goal by title "*Montgomery will retain and attract quality and diverse housing options while*

225 *maintaining a small town feel and effectively managing the infrastructure impacts of redevelopment.*".

226

227 She summarized the accomplishments and activities of Goal Four as:

228

- 229 • Community Development and Community and Information Services Department partnered with the
- 230 Community Building Institute to hold the first MCLA 2.0 program in April of 2016. The topic was housing
- 231 trends and 48 MCLA graduates were given the opportunity to provide feedback on the current housing mix
- 232 in the community and discuss if the City should use zoning to try to encourage a more diverse mix of
- 233 housing stock.
- 234 • Staff presented information on housing to the Neighborhood Leaders Forum in the fall of 2016 and included
- 235 an article regarding housing in the Montgomery Bulletin.
- 236 • Staff is working with local realtor groups and the Home Builders Association to set up meetings to obtain
- 237 feedback from these groups on the housing stock within the City.
- 238 • Staff completed a review of the 2015 Residents Survey to extract information pertaining to residential
- 239 housing concerns and a summary of these concerns will be included in a White Paper to be presented to the
- 240 Planning Commission and City Council.
- 241

242 Ms. Roblero reported upcoming activities for this Goal are:

243

- 244 • Staff will complete a White Paper on the existing housing stock within the City which will include

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- 245 summaries of information gathered from MCLA graduates, residents, realtors and builders.  
246 • Staff will facilitate a joint meeting with the Planning Commission and City Council to present the results  
247 of the White Paper and to solicit feedback from both groups regarding the vision for the future housing  
248 opportunities in the City.  
249 • Staff will work with the Planning Commission to create a housing strategy, considering input from  
250 stakeholders, and present this to City Council for consideration.  
251 • Staff will update the Teardown White Paper completed in 2007, including a section on the physical and  
252 financial impacts of teardowns.  
253 • Staff will solicit feedback from residents on the benefits and challenges of teardowns on neighborhoods.  
254 • We will partner with the Home Builders Association to solicit feedback on the market demands for  
255 teardowns, the impediments and/or challenges to building within the City and the process for building.  
256 • Staff will also be creating a list of frequently asked questions for single family infill development for  
257 inclusion on the City's website.  
258 • The Public Works Department and Community Development Department will revisit the performance bond  
259 requirements and make a recommendation to the City Manager for Committee consideration by the  
260 Planning, Zoning and Landmarks Committee of Council on any proposed changes by the end of the year.  
261

262 Ms. Roblero reported that challenges to consider with the close out of this Goal are:

- 263  
264 • Changes in the priority of the Montgomery Road Commercial Corridor Design Guidelines update and  
265 economic development activities have caused the Housing Strategy White Paper to be delayed.  
266 • Increasing concern regarding the numerous teardowns within the City regarding the architecture, size,  
267 stormwater runoff, excess trash to the landfills and noise. Managing the perceived negative impacts of infill  
268 development while allowing for property owners to update properties is a delicate balancing act.  
269 • New concern from residents regarding infill development started in the 2014 – 2015 timeframe regarding  
270 the reduction in starter homes and/or empty nester homes and the increasing price point of housing in the  
271 community. This was reflected in the results of the 2015 Resident Survey as well as during MCLA 2.0 and  
272 Neighborhood Leaders Forum.  
273 • Changes in the Federal interest rate could significantly change the housing market, especially in regards to  
274 infill development. Teardowns are strongly related to the Federal interest rate and if it increases, it is likely  
275 the City will see a decrease in teardowns.  
276 • There is a large interest by developers for multi-family residential projects within the City with proposed  
277 densities that exceed what is allowed by the Zoning Code.  
278

279 Katie Smiddy, finance director, gave a summary of **Goal Five** of the 2016-2021 Strategic Plan. She read the goal  
280 by title "*Montgomery's fiscal plan supports City operations consistent with policy, while managing risk to provide*  
281 *services in the most efficient and effective manner.*"  
282

283 She summarized the accomplishments and activities of Goal Five as:

- 284  
285 • Developed a sound financial plan to assist in the development of the Gateway Redevelopment Area (GRA)  
286 which may involve the creation of a new tax increment financing district for 30 years.  
287 • Developed a sound financial plan to assist in development of the north portion of the Vintage Club which  
288 incorporates the remaining portion of Traditions property bordering Christ Hospital and the north portion  
289 to be developed by Brandicorp.  
290 • Completed the land purchase of 10.3 acres from Hamilton County to secure the additional acreage necessary  
291 for the intersection modification in the Gateway Redevelopment Area.  
292 • Finalized a Tax Increment Financing (TIF) agreement with the Sycamore School District that ensures  
293 reasonable compensation and the long-term success of the project.  
294 • Continued to educate residents, state legislators and other stakeholders on financial and tax related concepts

These minutes are a draft of the proposed minutes from the City Council meeting. They do not represent the official record of proceedings until formally adopted by the City Council. Formal adoption is noted by signature of the Clerk within the minutes.

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295 that affect the City.

296

297 Ms. Smiddy reported upcoming activities for this Goal are:

298

- 299 • Assemble a task team to research and implement a financial software package to replace existing
- 300 applications for budget, accounting, tax and payroll.
- 301 • Finalize budget and cash flow analysis for upcoming fire tax levy.
- 302 • Pursuit of grants and other funding for the Gateway Redevelopment Area.
- 303 • Prepare financial presentation in anticipation of future bond rating associated with the Gateway
- 304 Redevelopment Area.
- 305 • Finalize an Income Tax Ordinance which fully complies with language required in House Bill 5 passed by
- 306 the Ohio Legislature in 2014.
- 307 • Preparation of the tax budget and operating budget incorporating a possible income tax reallocation in 2018
- 308 to provide additional revenues for funding any additional capital or operating expenditures as a result of
- 309 economic development initiatives.

310

311 Ms. Smiddy reported that the challenge she sees with this Goal is to achieve as little disruption in operations

312 regarding potential changes in software, budgets, capital financing and personnel.

313

314 Mayor Dobrozsi thanked staff for a very comprehensive update of the 2016-2021 Strategic Plan and for all their

315 efforts in implementing the tasks and following the timelines as set forth in the plan.

316

317 Mayor Dobrozsi asked if there was any further business to discuss in Special Session. There being none, he asked

318 for a motion to adjourn.

319

320 Mr. Cappel moved to adjourn. Mr. Suer seconded. City Council unanimously agreed.

321

322 City Council adjourned at 6:55 p.m.

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326

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Connie Gaylor, Clerk of Council