

September 30, 2016

TO: Mayor and City Council Members  
FROM: Wayne S. Davis, City Manager   
SUBJECT: City Council Business Session of Wednesday, October 5, 2016

As a reminder, City Council is scheduled to meet in Business Session on Wednesday, October 5, 2016 at 7:00 p.m. Prior to the City Council Business Session at 6:30 p.m., a Public Hearing will be held at City Hall.

### Public Hearing

City Council is scheduled to conduct a Public Hearing to consider the following requests:

- a. An application from MB Land Company Communities to rezone PIN 620-0210-0723-00 from the current zoning classification to 'LB' – Limited Business with a Planned Development Overlay.
- b. An application from MB Land Company Communities for the approval of a minor modification to the approved list of conditions and exceptions for the Vintage Club Planned Development.
- c. An application for a text amendment to Chapter 151 of the Land Usage Code to add regulations regarding Sexually Oriented Businesses.

***At the close of each presentation, City Council's options are to either Approve the Recommendation, Deny the Recommendation, Remand the matter to Planning Commission for more specific information, or take the matter under advisement and vote at another public meeting within thirty days. If City Council chooses this final option it is suggested that City Council announce the date and time of the subsequent hearing when the matter will be discussed and considered for vote.***

***As a reminder, the Code does not allow additional new evidence to be submitted for review during the public hearing. City Council is to limit its consideration to the record from the Planning Commission, the arguments from the City and the applicant, and any comments, pro or con, from the public.***

### Business Session

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Special Presentation

5. Guests and Residents

6. Legislation for Consideration Tonight

Pending Legislation

New Legislation

- a. A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor—(Mr. Suer) Information has been supplied previously on this Resolution that, if adopted, will accept the rates and amounts determined by the Hamilton County Budget Commission. As a State of Ohio taxing authority and pursuant to the Ohio Revised Code, the City is required to adopt an annual tax budget. City Council adopted the Tax Budget on July 1, 2016, and the 2017 Tax Budget was then submitted to the Hamilton County Auditor for review by that office and the Hamilton County Budget Commission. Those reviews did not generate any questions and the proposed Tax Budget was accepted by the Budget Commission and Auditor. City Council is requested to act to accept the Budget Commission's rates and amounts, which would result in the estimated collections as specified in the City's 2017 Tax Budget. This action will then permit the Budget Commission to collect property taxes at the rates established for the upcoming year.

***Move to read the Resolution by title only***

***Voice Vote***

***Move passage of the Resolution***

***Roll Call Vote***

- b. An Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the City of Montgomery, State of Ohio, During the Fiscal Year Ending December 31, 2017—(Mr. Suer) Information has been supplied previously on this Ordinance that establishes the City's Budget for fiscal year 2017. These documents were presented to and reviewed with the Financial Planning Committee of City Council at their September 6 meeting. On September 14, City Council and staff formally reviewed the 2016 Operating and Capital Budget with Four Year Forecast and 2017-2021 Capital Improvement Program, and changes to the Budget as a result of that meeting have been incorporated into the revised Budget.

***Move to read the Ordinance by title only***

***Voice Vote***

***Move for passage of the first reading of the Ordinance***

***Roll Call Vote***

***The second reading of the Ordinance will be held at the November 2, 2016 Business Session. The third reading of the Ordinance will be held at the December 7, 2016 Business Session with adoption of the Ordinance requested at that meeting.***

- c. A Resolution Authorizing An Agreement with The Ohio Department Of Transportation For Bridge Inspection Services—(Mr. Cappel) Information has been supplied previously on this Resolution that, if approved, will authorize the City Manager to enter into an agreement with the Ohio Department of Transportation (ODOT) for the project known as Bridge Inspection Program Services, PID 102554. Each year the City of Montgomery is required to complete an annual inspection of the bridge located on Terwilliger's Run Drive. In 2014, the City of Montgomery entered into a similar agreement with ODOT by passing Resolution 9, 2014 which included bridge inspection services for years 2014, 2015 and 2016. ODOT has indicated they are renewing the program for three more years which would extend their bridge inspection services through years 2017, 2018 and 2019. In this program the Ohio Department of Transportation shall assume and bear 100% of the necessary costs for bridge inspection program services requested by the City of Montgomery and agreed to by the State.

***Move to read the Resolution by title only***

***Voice Vote***

***Move passage of the Resolution***

***Roll Call Vote***

- d. A Resolution Authorizing the City Manager to Extend a Contract with SwimSafe Pool Management, Inc. for Professional Services Related to the Operation and Management of the Montgomery Municipal Pool—(Ms. Roesch) Information has been supplied previously on this Resolution that, if approved, will authorize the City Manager to enter into a contract extension with SwimSafe Pool Management, Inc. for the operation and management of the municipal pool. This contract will cover the management of the pool, staffing of guards, management and staffing of the snack bar and front desk, and provisions for swimming lessons and swim team staff and the scheduling for each. Also included are general maintenance responsibilities, season opening work and winterization duties. The current contract is scheduled to end on October 31, 2016, however, a two-year contract continuation option is available.

***Move to read the Resolution by title only***

***Voice Vote***

***Move passage of the Resolution***

***Roll Call Vote***

- e. A Resolution Authorizing The City Manager To Prepare And Submit An Application To Participate In The Ohio Public Works Commission State Capital Improvement And/Or Local Transportation Improvement Program(s) And To Execute Contracts As Required—(Mr. Cappel) Information has been supplied previously on this Resolution that, if approved, will authorize the City Manager to submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute any contracts as required for the proposed Ross Avenue Improvement Project. Staff submitted a grant/loan application to the Ohio Public Works Commission (OPWC) on September 14, 2016 in an effort to subsidize project costs associated with the proposed Ross Avenue Improvement Project, which includes the construction of a concrete sidewalk, concrete curbing, minor road widening, and significant storm drainage improvements. Funding for this project is currently included in the 2017 City of Montgomery

Capital Improvement Program (CIP) budget. The OPWC grant/loan application requests \$121,245 in grant funds and \$121,245 in a loan with 0% interest and would require the City of Montgomery to repay OPWC for a term not to exceed 20 years.

***Move to read the Resolution by title only***

***Voice Vote***

***Move passage of the Resolution***

***Roll Call Vote***

**7. Administration Report**

**8. Approval of Minutes** – September 14, 2016 Budget Review Session; September 21, 2016 Work Session

**9. Mayor's Court Report**

**10. Other Business**

**11. Executive Session**

**12. 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

**October 5, 2016****Public Hearing – 6:30 p.m.**

- a. An application from MB Land Company Communities to rezone PIN 620-0210-0723-00 from the zoning as it exists in Symmes Township to 'LB' – Limited Business with a Planned Development Overlay
- b. An application from MB Land Company Communities for the approval of a minor modification to the approved list of conditions and exceptions for the Vintage Club Planned Development
- c. An application for a text amendment to Chapter 151 of the Land Usage Code to add regulations regarding Sexually Oriented Businesses

**City Council Business Session – 7:00 p.m.**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Special Presentation**
5. **Guests and Residents**
6. **Legislation for Consideration Tonight**

**Pending Legislation****New Legislation**

- a. A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor—(Mr. Suer)

***Move to read the Resolution by title only***

***Voice Vote***

***Move passage of the Resolution***

***Roll Call Vote***

- b. An Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the City of Montgomery, State of Ohio, During the Fiscal Year Ending December 31, 2017—(Mr. Suer)

**Voice Vote**

**Move for passage of the first reading of the Ordinance**

**Roll Call Vote**

**The second reading of the Ordinance will be held at the November 2, 2016 Business Session. The third reading of the Ordinance will be held at the December 7, 2016 Business Session with adoption of the Ordinance requested at that meeting.**

- c. A Resolution Authorizing An Agreement with The Ohio Department Of Transportation For Bridge Inspection Services—(Mr. Cappel)

**Move to read the Resolution by title only**

**Voice Vote**

**Move passage of the Resolution**

**Roll Call Vote**

- d. A Resolution Authorizing the City Manager to Extend a Contract with SwimSafe Pool Management, Inc. for Professional Services Related to the Operation and Management of the Montgomery Municipal Pool—(Ms. Roesch)

**Move to read the Resolution by title only**

**Voice Vote**

**Move passage of the Resolution**

**Roll Call Vote**

- e. A Resolution Authorizing The City Manager To Prepare And Submit An Application To Participate In The Ohio Public Works Commission State Capital Improvement And/Or Local Transportation Improvement Program(s) And To Execute Contracts As Required—(Mr. Cappel)

**Move to read the Resolution by title only**

**Voice Vote**

**Move passage of the Resolution**

**Roll Call Vote**

**7. Administration Report**

**8. Approval of Minutes** – September 14, 2016 Budget Review Session; September 21, 2016 Work Session

**9. Mayor's Court Report**

## **10. Other Business**

## **11. Executive Session**

## **12. 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

RESOLUTION NO. \_\_\_\_\_, 2016

**A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE HAMILTON COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**

**WHEREAS**, this Council, in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2017; and

**WHEREAS**, the Budget Commission of Hamilton County, Ohio, has certified its action thereon to the Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council and what part thereof is without, and what part is within the ten mill tax limitation.

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

**SECTION 1.** The rates, as determined by the Budget Commission in its certification, as set forth on the attached Schedule A, are hereby accepted.

**SECTION 2.** There is hereby levied on the City of Montgomery's tax duplicate the rate of each tax necessary to be levied without and within the ten mill limitation, as detailed on attached Schedule A, which Schedule A is adopted by reference as if fully restated herein.

**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

**GENERAL FUND**  
**UPCOMING TAX YEAR 2016**

NEW ESTIMATED DUPLICATE:				RES/AG	EFFECTIVE	OTHER	PUPP	TANG PP	TOTAL	PUPP ELECTRIC REIMB.	PUPP NAT. GAS REIMB.	TOTAL
FULL RATE	RES/AG FACTOR	OTHER FACTOR	RATE RES/AG	410,300,000	RATE OTHER	88,400,000	9,700,000	0	508,400,000			
INSIDE				410,300,000		88,400,000			508,400,000			
3.00	0.000000	0.000000	3.000000	1,230,900	3.000000	265,200	3.00	29,100	0	1,525,200	0	1,525,200
<b>OUTSIDE</b>												
1.50	0.000000	0.000000	1.500000	615,450	1.500000	132,600	1.50	14,550	0	762,600	0	762,600
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
1.50			1.500000	615,450	1.500000	132,600	1.50	14,550	0	762,600	0	762,600
<b>NEW LEVY</b>												
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0	0
<b>TOTAL</b>												
4.50			4.500000	1,846,350	4.500000	397,800	4.500000	43,650	0	2,287,800	0	2,287,800

TAX SUMMARY	GENERAL FUND		
	REAL	PERSONAL	TOTAL
INSIDE 10 MILL	1,525,200	0	1,525,200
OUTSIDE 10 MILL	762,600	0	762,600
<b>TOTAL</b>	<b>2,287,800</b>	<b>0</b>	<b>2,287,800</b>
Less Roll/Hmstd	258,489		258,489
Less PUPP Reimbursement	0		0
<b>NET LEVY</b>	<b>2,029,311</b>	<b>0</b>	<b>2,029,311</b>
<b>STATE REIMBURSEMENTS</b>	<b>258,489</b>	<b>0</b>	<b>258,489</b>
<b>GROSS LEVY PROCEEDS</b>	<b>2,287,800</b>	<b>0</b>	<b>2,287,800</b>

**REVENUE**

Income Tax	6,341,758	TOTAL RESOURCES	21,011,985
Other local Taxes	50	TOTAL EXPENDITURES	10,375,343
Estate Tax	0	LGF - County	0
Cigarette Tax	150	Financial Institutions	0
Liquor Tax	20,000	LGF - Revenue Assistance	0
LGF-State	15,750	Library & LGF Revenue Asst	0
Grants	0	REQUIRED TAX LEVY	10,636,642
Interest Income	85,000		
Special Assessments	0		
Bldg & Construction Permits	350,000		
Charges for Services	364,849		
Fines, Licenses & Permits	168,250		
Miscellaneous	70,445		
Transfers In	1,126		
Advances	0		
TOTAL REVENUE	7,419,378		
BEGINNING CASH BALANCE	13,592,607		
TOTAL RESOURCES	21,011,985		

Real Estate - 0111	2,029,311
Personal Property - 0113	0
TPP Reimbursement - 0141	0
Rollback & Homestead - 0142	258,489
PUPP - Reimbursement - 0143	0
<b>TOTAL TAX LEVY</b>	<b>2,287,800</b>

NEW CONSTRUCTION	REAPPRAISAL
RESAG 2,500,000	RES/AG 0.00
OTHER 500,000	COMM/IND 0.00
PUPP 0	
PP 0	

Montgomery 2017

FIRE		TAX CALCULATION									
CURRENT TAX YEAR 2015		EFFECTIVE	RES/AG	EFFECTIVE	OTHER	PUPP	TANG PP	TOTAL	PUPP	PUPP	TOTAL
FULL RATE	RES/AG	RATE	407,800,000	RATE	87,900,000	9,700,000	0	505,400,000	ELECTRIC	NAT.GAS	TOTAL
INSIDE	FACTOR	OTHER	RES/AG	OTHER					REIMB.	REIMB.	
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
<b>OUTSIDE</b>											
5.55	0.359672	0.172018	3.553820	1,449,248	4.595300	403,927	5.55	53,835	0	0	1,907,010
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
5.55			3.553820	1,449,248	4.595300	403,927	5.55	53,835	0	0	1,907,010
<b>TOTAL</b>											
5.55			3.553820	1,449,248	4.595300	403,927	5.550000	53,835	0	0	1,907,010

FIRE		UPCOMING TAX YEAR 2016									
NEW ESTIMATED DUPLICATE:		EFFECTIVE	RES/AG	EFFECTIVE	OTHER	PUPP	TANG PP	TOTAL	PUPP	PUPP	TOTAL
FULL RATE	RES/AG	RATE	410,300,000	RATE	88,400,000	9,700,000	0	508,400,000	ELECTRIC	NAT.GAS	TOTAL
INSIDE	FACTOR	OTHER	RES/AG	OTHER					REIMB.	REIMB.	
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
<b>OUTSIDE</b>											
5.55	0.359672	0.172018	3.553820	1,458,133	4.595300	406,225	5.55	53,835	0	0	1,918,192
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
5.55			3.553820	1,458,133	4.595300	406,225	5.55	53,835	0	0	1,918,192
<b>NEW LEVY</b>											
0.00	0.000000	0.000000	0.000000	0	0.000000	0	0.00	0	0	0	0
<b>TOTAL</b>											
5.55			3.553820	1,458,133	4.595300	406,225	5.550000	53,835	0	0	1,918,192

TAX SUMMARY	FIRE		
	REAL	PERSONAL	TOTAL
INSIDE 10 MILL	0	0	0
OUTSIDE 10 MILL	1,918,192	0	1,918,192
<b>TOTAL</b>	<b>1,918,192</b>	<b>0</b>	<b>1,918,192</b>
Less Roll/Hmstd	204,139		204,139
Less PUPP Reimbursement	0		0
<b>NET LEVY</b>	<b>1,714,053</b>	<b>0</b>	<b>1,714,053</b>
<b>STATE REIMBURSEMENTS</b>	<b>204,139</b>	<b>0</b>	<b>204,139</b>
<b>GROSS LEVY PROCEEDS</b>	<b>1,918,192</b>	<b>0</b>	<b>1,918,192</b>

NEW CONSTRUCTION	REAPPRAISAL
RES/AG	RES/AG
OTHER	COMM/IND
2,500,000	0.00
500,000	0.00
0	
0	

REVENUE	
Grant	0
Interest	23,000
EMS Fees	125,000
Fines Licenses & Permits	0
Miscellaneous	0
Transfers In	0
Other Sources	15,213
<b>TOTAL REVENUE</b>	<b>163,213</b>
BEGINNING CASH BALANCE	3,869,379
<b>TOTAL RESOURCES</b>	<b>4,032,592</b>
<b>TOTAL EXPENDITURES</b>	<b>2,783,782</b>
<b>REQUIRED TAX LEVY</b>	<b>-1,248,810</b>
<b>TOTAL TAX LEVY</b>	<b>1,918,192</b>

Real Estate - 0111	1,714,053
Personal Property - 0113	0
TPP Reimbursement - 0141	0
Rollback & Homestead - 0142	204,139
PUPP - Reimbursement - 0143	0
<b>TOTAL TAX LEVY</b>	<b>1,918,192</b>

ORDINANCE NO. \_\_\_\_\_, 2016

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

**WHEREAS**, Council previously did approve and submit to the Budget Commission a budget for revenues and expenses for the fiscal year commencing January 1, 2017 and ending December 31, 2017; and

**WHEREAS**, the proposed budget has been accepted and approved, and Council does desire to appropriate funds according to the budget to meet current expenses and other expenditures for the 2017 fiscal year.

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

**SECTION 1.** Commencing January 1, 2017 and for the fiscal year ending December 31, 2017, in order to provide for the current expenses and other expenditures of the City, the sums detailed on the attached schedule are hereby appropriated as if such schedule is fully set forth herein.

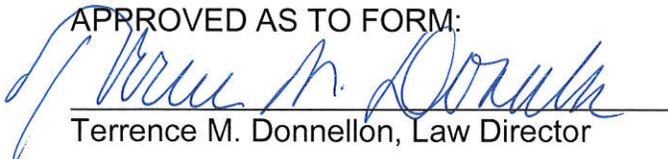
**SECTION 2.** This Ordinance shall be in full force and effect from and after the earliest period allowed by law.

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

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

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

APPROVED AS TO FORM:

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

## Attachment to 2017 Appropriation Ordinance

General Fund		
101 Police Department	Personnel	3,119,797
	Nonpersonnel	457,062
	<b>Total</b>	<b>\$3,576,859</b>
106 Disaster Services	Personnel	0
	Nonpersonnel	9,300
	<b>Total</b>	<b>\$9,300</b>
201 Public Health and Welfare	Personnel	58,179
	Nonpersonnel	0
	<b>Total</b>	<b>\$58,179</b>
301 Recreation	Personnel	226,870
	Nonpersonnel	93,752
	<b>Total</b>	<b>\$320,622</b>
303 City Parks	Personnel	301,941
	Nonpersonnel	206,000
	<b>Total</b>	<b>\$507,941</b>
317 Swaim and Terwilliger Lodges	Personnel	0
	Nonpersonnel	31,600
	<b>Total</b>	<b>\$31,600</b>
321 Special Events	Personnel	0
	Nonpersonnel	104,250
	<b>Total</b>	<b>\$104,250</b>
405 Landmarks Commission	Personnel	0
	Nonpersonnel	13,250
	<b>Total</b>	<b>\$13,250</b>
406 City Beautiful	Personnel	0
	Nonpersonnel	123,411
	<b>Total</b>	<b>\$123,411</b>
407 Development	Personnel	363,883
	Nonpersonnel	426,100
	<b>Total</b>	<b>\$789,983</b>
408 Planning Commission	Personnel	0
	Nonpersonnel	11,000
	<b>Total</b>	<b>\$11,000</b>
409 Historical Building Operations	Personnel	0
	Nonpersonnel	43,700
	<b>Total</b>	<b>\$43,700</b>
701 City Administration	Personnel	457,200
	Nonpersonnel	23,600
	<b>Total</b>	<b>\$480,800</b>
702 Finance Department	Personnel	570,815
	Nonpersonnel	61,225

	<b>Total</b>	<b>\$632,040</b>
703 Legal Administration	Personnel	0
	Nonpersonnel	218,000
	<b>Total</b>	<b>\$218,000</b>
705 City Council	Personnel	17,304
	Nonpersonnel	3,750
	<b>Total</b>	<b>\$21,054</b>
707 Mayor's Court	Personnel	86,076
	Nonpersonnel	76,775
	<b>Total</b>	<b>\$162,851</b>
708 Civil Service Commission	Personnel	0
	Nonpersonnel	4,150
	<b>Total</b>	<b>\$4,150</b>
709 Public Works Administration	Personnel	532,025
	Nonpersonnel	139,500
	<b>Total</b>	<b>\$671,525</b>
712 Community and Information Services	Personnel	486,253
	Nonpersonnel	144,290
	<b>Total</b>	<b>\$630,543</b>
715 General Government	Personnel	10,000
	Nonpersonnel	1,471,270
	<b>Total</b>	<b>\$1,481,270</b>
Total General Fund Transfers/Cash Advances Out		<b>699,006</b>
Total General Fund	Personnel	6,230,343
	Nonpersonnel	4,360,991
	<b>Total</b>	<b>10,591,334</b>

**Special Revenue Funds**

219 Community Oriented Policing Solutions	Personnel	156,516
	Nonpersonnel	3,500
	<b>Total</b>	<b>\$160,016</b>
223 Fire Department	Personnel	2,191,628
	Nonpersonnel	726,694
	<b>Total</b>	<b>\$2,918,322</b>
261 Street Maintenance and Repair	Personnel	758,515
	Nonpersonnel	285,579
	<b>Total</b>	<b>\$1,044,094</b>
209 Memorial Fund	Personnel	0
	Nonpersonnel	3,000
	<b>Total</b>	<b>\$3,000</b>
210 Parks & Recreation	Personnel	0
	Nonpersonnel	500
	<b>Total</b>	<b>\$500</b>
215 Law Enforcement	Personnel	0
	Nonpersonnel	12,300

	<b>Total</b>	<b>\$12,300</b>
216 Drug Enforcement	Personnel	0
	Nonpersonnel	400
	<b>Total</b>	<b>\$400</b>
217 DUI Enforcement and Education	Personnel	0
	Nonpersonnel	1,000
	<b>Total</b>	<b>\$1,000</b>
218 Mayor's Court Technology Fund	Personnel	0
	Nonpersonnel	13,295
	<b>Total</b>	<b>\$13,295</b>
220 Law Enforcement Assistance Fund	Personnel	0
	Nonpersonnel	1,600
	<b>Total</b>	<b>\$1,600</b>
227 Environmental Impact Area I	Personnel	0
	Nonpersonnel	15,000
	<b>Total</b>	<b>\$15,000</b>
228 Environmental Impact Area II	Personnel	0
	Nonpersonnel	75,000
	<b>Total</b>	<b>\$75,000</b>
229 Environmental Impact Area III	Personnel	0
	Nonpersonnel	5,000
	<b>Total</b>	<b>\$5,000</b>
230 Environmental Impact Area IV	Personnel	0
	Nonpersonnel	1,500
	<b>Total</b>	<b>\$1,500</b>
265 State Highway Fund	Personnel	0
	Nonpersonnel	54,000
	<b>Total</b>	<b>\$54,000</b>
266 Permissive MVL Fund	Personnel	0
	Nonpersonnel	79,000
	<b>Total</b>	<b>\$79,000</b>
275 Municipal Pool	Personnel	0
	Nonpersonnel	263,450
	<b>Total</b>	<b>\$263,450</b>
485 Arts and Amenities	Personnel	0
	Nonpersonnel	94,200
	<b>Total</b>	<b>\$94,200</b>
<b>Total Special Revenue Funds</b>	Personnel	3,106,659
	Nonpersonnel	1,635,018
	<b>Total</b>	<b>4,741,677</b>

**Debt Service Funds**

322 Special Assessment Bond Retirement	Personnel	0
	Nonpersonnel	16,010
	<b>Total</b>	<b>\$16,010</b>

324 General Bond Retirement	Personnel	0
	Nonpersonnel	12,200
	<b>Total</b>	<b>\$12,200</b>
328 Reserve Bond Retirement	Personnel	0
	Nonpersonnel	176,625
	<b>Total</b>	<b>\$176,625</b>
331 Vintage Club Tax Increment Financing Fund	Personnel	0
	Nonpersonnel	2,019,045
	<b>Total</b>	<b>\$2,019,045</b>
Total Debt Service Funds	Personnel	0
	Nonpersonnel	2,223,880
	<b>Total</b>	<b>2,223,880</b>

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**Capital Projects Funds**

410 Capital Improvements	Personnel	0
	Nonpersonnel	3,560,144
	<b>Total</b>	<b>\$3,560,144</b>
460 Urban Redevelopment Fund	Personnel	0
	Nonpersonnel	287,650
	<b>Total</b>	<b>\$287,650</b>
461 Triangle Equivalent TIF	Personnel	0
	Nonpersonnel	153,900
	<b>Total</b>	<b>\$153,900</b>
463 Vintage Club Capital Construction Fund	Personnel	0
	Nonpersonnel	6,500,000
	<b>Total</b>	<b>\$6,500,000</b>
Total Capital Projects Funds	Personnel	0
	Nonpersonnel	10,501,694
	<b>Total</b>	<b>10,501,694</b>

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**Fiduciary Funds**

875 Compensated Absence	Personnel	27,000
	Nonpersonnel	0
	<b>Total</b>	<b>\$27,000</b>
546 Trust Reimbursements	Personnel	0
	Nonpersonnel	50,000
	<b>Total</b>	<b>\$50,000</b>
601 State Fees	Personnel	0
	Nonpersonnel	10,000
	<b>Total</b>	<b>\$10,000</b>
836 Historical Trust Fund	Personnel	0
	Nonpersonnel	500
	<b>Total</b>	<b>\$500</b>
840 Cemetery Expendable Trust	Personnel	0
	Nonpersonnel	44,850
	<b>Total</b>	<b>\$44,850</b>

890 Unclaimed Moneys Fund	Personnel	0
	Nonpersonnel	716
	<b>Total</b>	<b>\$716</b>
Total Fiduciary Funds	Personnel	27,000
	Nonpersonnel	106,066
	<b>Total</b>	<b>133,066</b>

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**Total All Funds**

Personnel	9,364,002
Nonpersonnel	18,827,649
<b>Total</b>	<b>28,191,651</b>

RESOLUTION NO. , 2016

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR BRIDGE INSPECTION SERVICES**

**WHEREAS**, the Ohio Department of Transportation offers bridge inspection services to local communities such as the City of Montgomery, which are required periodically to inspect roadway bridges supporting traffic throughout the community; and

**WHEREAS**, the Ohio Department of Transportation has offered to perform such services for the City with limited cost; and

**WHEREAS**, the Administration is recommending a contract with the Ohio Department of Transportation for such services.

**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 an agreement with the Ohio Department of Transportation (“Department”) for a period of thirty-six (36) months to participate in the Bridge Inspection Program Services (“Services”) offered by the Department. Such Services are to include, but not be limited to, bridge load rating calculations, scour assessments, bridge inspections and fracture critical plan development.

**SECTION 2.** Consistent with the proposal from the Department, the Department shall assume and bear one hundred percent (100%) of the cost for Bridge Inspection Program Services requested by the City and agreed to by the Department. Eligible Bridge Inspection Services are described in the Consultants Scope of Services Task Order Contract, Exhibit A attached hereto. The City of Montgomery agrees to pay

one hundred percent (100%) of the cost of those services which are not included in Exhibit A and requested by the City.

**SECTION 3.** The City agrees that all right-of-way required for the described project Services will be made available in accordance with current state and federal regulations.

**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

Scope of Services Meeting Date: \*\*/\*\*/\*\*  
Approved Final Scope of Services Minutes Date: \*\*/\*\*/\*\*

## **GENERAL ENGINEERING SERVICES Central Office, Office of Structural Engineering Scope of Services**

The CONSULTANT may be required to perform the following services on a task order type basis for bridges designated by regulation or by agreement as City or Village inspection responsibility. Consultants must be prequalified for Level 1 Bridge Inspection services, which may include but are not limited to the following:

Task 1 - Scour Tasks

- Task 1A - Scour Critical Assessment
- Task 1B - Scour Plan-of-Action
- Task 1C – Scour Analysis

Task 2 - Load Rating Tasks

- Task 2A - Field Measurements for Load Rating
- Task 2B - Load Rating Calculations

Task 3 – SMS Structure Inventory and Review

Task 4 – Inspection Procedures

- Task 4A - Fracture Critical Plan
- Task 4B – Underwater Inspection Procedures

Task 5 - Bridge Inspection

- Task 5A – Routine Bridge Inspection
- Task 5B – Fracture Critical Inspection
- Task 5C – Underwater Dive Inspection

Services shall be conducted in accordance with the following:

- ODOT Manual of Bridge Inspection, Latest Version
- Hydraulic Engineering Circulars 18, 20 and 23
- The Manual for Bridge Evaluation, Second Edition 2013 interim with revisions, AASHTO Publication
- Bridge Inspector's Reference Manual, FHWA NHI Publication Number: 12-049, Publication Year: 2012
- Underwater Bridge Inspection, FHWA Publication Number: FHWA NHI-10-027, Publication Year: 2010
- ODOT SMS Bridge and Inventory Coding Guide, Latest Version
- ODOT Bridge Design Manual, Latest Version

All work shall be performed on an actual cost basis. The CONSULTANT shall maintain a project cost accounting system that will segregate costs for individual task orders.

The duration of the agreement will be thirty-six (36) months from the authorization date of the agreement.

The Department will be performing an annual Quality Assurance Review (QAR) for each selected consultant in accordance with Manual of Bridge Inspection to ensure accuracy and consistency of the inspection and documentation in SMS. This typically includes an office and field review.

The project will be divided in to four (4) sub-projects (SP). A CONSULTANT will be selected for each sub-project. Municipalities opted into the previous inspection program will have the option to renew their legislation. The sub-projects have the following general geographic areas, category characteristics, and maximum contract values for the municipalities with with municipal inspection responsibility obtained from SMS data as of July 2016:

**Project: SP01 - District (1, 2, &3), Total Structures = 406\***

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
<b>Single Span</b>	157	149	21	0	<b>327</b>
<b>Multi-Span</b>	20	19	27	13	<b>79</b>
<b>Culvert</b>	116	33	0	0	<b>149</b>
<b>Truss</b>	0	7	14	0	<b>3</b>
<b>Underwater Inspection</b>	0	0	0	0	<b>0</b>
<b>Fracture Critical Inspection</b>	0	2	2	0	<b>4</b>

\* Level 1 bridge inspection structures

General Engineering Services Scope of Services  
Central Office, Office of Structural Engineering  
PID No. 102554

**Project: SP02 - District (4, 11, &12), Total Structures = 211\***

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	70	71	20	0	161
Multi-Span	6	7	22	15	50
Culvert	51	23	1	0	75
Truss	13	12	38	0	6
Underwater Inspection	0	0	0	1	1
Fracture Critical Inspection	0	1	4	0	5

\* Level 1 Bridge Inspection structures

**Project: SP03 - District (5, 6, &10), Total Structures = 285\***

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	104	99	24	0	227
Multi-Span	4	6	31	17	58
Culvert	72	32	4	0	108
Truss	0	0	54	0	7
Underwater Inspection	0	0	0	1	1
Fracture Critical Inspection	0	0	7	0	7

\* Level 1 bridge inspection structures

**Project: SP04 - District (7, 8 &9), Total Structures = 377\***

Type	Span =< 20'	20' < Span =< 60'	60' < Span =< 200'	Span > 200'	Total
Single Span	121	118	22	0	261
Multi-Span	23	44	37	12	116
Culvert	109	86	4	0	199
Truss	0	7	21	12	5
Underwater Inspection	0	0	1	0	1
Fracture Critical Inspection	0	2	3	1	6

\* Level 1 bridge inspection structures

Please note that the total number of structure types is estimated based on current SMS data and may be adjusted when tasks are assigned. The estimated annual contract price value for each sub-project is as follows:

SP01 \$280,000  
SP02 \$200,000  
SP03 \$230,000  
SP04 \$290,000

CONSULTANT shall clearly designate in the letter of intent the SP(s) they wish to be considered for.

Three (3) copies of the letter of intent shall be submitted. The letter of intent shall demonstrate that the CONSULTANT has a clear understanding of the scope of services.

**Price Proposal Due Date: \*\*/\*\*/\*\***

### **UNDERSTANDING**

1. Inspections shall be completed by firms prequalified with ODOT for Level 1 bridge inspection with full time staff according to Manual of Bridge Inspection.
2. All reports and records compiled under this agreement shall become the property of the City or Village and shall be housed in the City or Village. ODOT shall receive an electronic copy of plans, analysis files, reports and other items mentioned below.
  - a) CONSULTANT shall perform all applicable updates to SMS with new or revised information for structure inventory and appraisal data, inspections, scour, fracture critical members, and load ratings.
  - b) CONSULTANT shall submit copies of all reports and calculations electronically, or in hard copies when requested, to the City or Village for inclusion in their bridge records.
  - c) This includes, as applicable, a printed copy of the inspection report, Scour Plan-of-Action, Fracture Critical Plan, load rating report, gusset plate analysis, inspection procedures, and field measurement notes, digital pictures as well as a reproducible digital data file (.pdf, .doc, and .xls formats).
3. Copies of all transmittal letters related to this Task Order shall be submitted to Central Office, Office of Structural Engineering.
  - a) When required, CONSULTANTS shall locate the original construction plans, as-built, and shop drawings from archive locations specified by the municipality and upload them onto SMS.

Services to be furnished by CONSULTANT may include:

### **TASK 1 - SCOUR TASKS**

**Task 1A – Scour Critical Susceptibility NBIS Item 113)** - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection. Deliverables include field notes, a completed Scour Critical Assessment Checklist as per Appendix I of the 2014 Manual of Bridge Inspection, and any other reference material needed for the bridge owner to properly maintain their bridge files.

**Task 1B - Scour Plan-of-Action** - The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection Appendix H for the scope of this task. Deliverables include a completed Scour Plan-of-Action, field notes, calculations, and any other reference material needed by bridge owner to maintain bridge files.

### **TASK 2 – LOAD RATING TASKS**

**Task 2A - Field Measurements for Load Rating** - Should no plans exist or if additional information is required, each main member shall be field measured for load rating. The condition of the member should be noted on the field documentation. All measurements shall be included in the load rating report.

**Task 2B - Load Rating Calculations** – A bridge carrying vehicular traffic shall be rated to determine the safe load carrying capacity. The CONSULTANT shall review existing bridge plans and inspection reports and other inspection information such as photographs and estimates of section loss for bridge members and connections. The analysis for existing structures shall be performed for AASHTO HS20-44 [MS 18] (truck, lane, & military) loading for both inventory and operating levels, and for the four Ohio Legal Loads including the special hauling vehicles (2F1, 3F1, 4F1, and 5C1, SU4, SU5, SU6, SU7, and NRL) at operating level. The CONSULTANT shall try to complete the load rating analysis utilizing BrR (Virtis) at first. Hand-calculations or Spreadsheets if BrR is not applicable. The BrR analysis file, other load rating files, and BR100 shall be included with the submittal to OSE.

The inventory and operating ratings shall be coded as per the most recent version of the ODOT Bridge Inventory Coding Guide. Update SMS Inventory with the load rating results and upload BR100 pdf file.

The electronic deliverable shall include if applicable an Excel spreadsheet or other files used for analysis for each bridge which shall include the member areas, member capacities both with and without section loss, influence lines (can be the ordinates or graph of the lines), dead loads and dead load stresses in members, live loads and live

load stresses in members for all truck loadings and the load ratings of the members. Truck loadings to be used for the ratings are specified in BDM Section 900.

The Load Rating Report shall be prepared by a registered or non-registered engineer and it shall be checked, signed, sealed and dated by an Ohio Registered Professional Engineer.

The Load Rating Report shall explain the method used to calculate the load rating of each bridge.

AASHTO Load Factor Rating (LFR) shall be utilized for all bridges not designed by Load and Resistance Factor Design. AASHTO Load and Resistance Factor Rating (LRFR) shall be utilized for all structures designed for HL93 loading.

Load Rating Report Submittal to the City or Village shall include:

- a. Two (2) printed copies and one electronic pdf copy of the Load Rating Report for each bridge.
- b. Final summary of inventory and operating ratings for each member and the overall ratings of the structure shall be presented for each live load truck. An acceptable format is ODOT form BR-100.
- c. Analysis program input files. Both input and output files shall be submitted when programs other than BrR or spreadsheets are used.
- d. All calculations related to the load rating.

### **TASK 3 – SMS STRUCTURE INVENTORY AND REVIEW**

The scope of this task includes a limited review of the structure inventory data in the ODOT SMS. In general, the CONSULTANT shall review specific existing ODOT bridge inventory records (as provided by the City and approved by ODOT) of the designated bridge. The CONSULTANT may download the inventory report, which contains inventory data for each bridge on file with ODOT from the ODOT website. The CONSULTANT shall verify this data and determine if the ODOT SMS structure file information needs changing. If no changes are necessary then no SMS inventory needs to be filled out. If changes are necessary, the scope of this task shall also include completing and filing inventory updates (and supplements, as needed) in SMS. The CONSULTANT shall refer to the ODOT Office of Structural Engineering Inventory and Coding Guide of SMS for inventory coding details.

## **TASK 4 – INSPECTION PROCEDURES**

**Task 4A – Fracture Critical Plan** – A Fracture Critical Member Plan and inspection procedure shall be developed and updated. For more details, refer to Chapter 4: Inspection Types in the Manual of Bridge Inspection. It shall include:

1. Sketches of the superstructure with locations of all fatigue and fracture prone details identified.
  - a. Use framing plan or schematic with detail locations labeled and a legend explaining each labeled item on the scheme.
  - b. Use an elevation view for trusses.
  - c. Classify similar fatigue/fracture prone details as types (e.g. end of partial cover plate).
2. A table or location of important structural details indicating:
  - a. Type of detail (e.g. end of partial cover plate, short web gap, etc.)
  - b. Location of each occurrence of detail
  - c. AASHTO Fatigue Category of detail
  - d. Identify retrofits previously installed
3. Risk Factors Influencing the inspector access.

Photos and sketches shall be properly referenced. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

**Task 4B – Underwater Inspection Procedures** – An underwater inspection procedure shall be developed. For more details, refer to Chapter 4: Underwater Inspections in the Manual of Bridge Inspection.

## **TASK 5 – BRIDGE INSPECTION**

**Task 5A – Routine Bridge Inspection (SMS Input)** - Perform a routine field inspection of the structure to determine the general condition. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task. Section 1111 of the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) modified 23 U.S.C.144, requires Ohio to report bridge element level data for NBIS bridges on the National Highway System (NHS) to FHWA. A condition rating or element level inspection will be assigned. This task includes: Condition Rating Inspection for non-NBI structures, Condition Rating Inspection for NBI structures, and Element Level Inspection for NBI classified as NHS.

**Task 5B – Fracture Critical Inspection** - Perform a fracture critical field inspection of fracture critical items. The CONSULTANT shall update the FCM inspection procedure with current photos and descriptions. The CONSULTANT shall refer to the most recent ODOT Manual of Bridge Inspection for additional details on the scope of this task.

**Task 5C – Underwater Dive Inspection** – Perform Underwater/ In-Water inspection of substructure units according to the cycle shown in SMS. Emergency underwater inspection may arise for specific structures over the duration of the contract period. Work shall be done in accordance with the reference manuals and inspection procedure. Scour risk shall be evaluated after field and data collection.

**Agreement Administration Procedures**

**I. Type I Task Order Notification and Authorization Procedures for task orders less than \$10,000 with a well-defined scope of services**

- A. Central Office will identify a task order, assign a task order number and develop a detailed scope of services.
- B. Central Office will authorize the CONSULTANT to perform the task by standard authorization letter that includes:
  - 1. A detailed scope of services for the task order.
  - 2. The completion time from authorization.
  - 3. The maximum compensation (including net fee).
    - a. The net fee shall be calculated as 11% of actual cost (labor + overhead + direct non-salary expenses). Subconsultant net fees shall be calculated in the same manner but the prime CONSULTANT shall not earn net fees on subconsultant costs.

**II. Type II Task Order Proposal Request, Review and Authorization Procedures for task orders greater than \$10,000**

- A. Central Office will identify a task order, assign a task order number and develop a detailed scope of services
- B. Central Office will prepare a request for a task order proposal in the format included herein and transmit it to the CONSULTANT. Review of the task order request and task order proposal preparation are allowable costs and shall be shown as a separate line item in the proposal.
- C. Standard Proposal Format - Each Task Order Proposal shall include the following elements:
  - 1. Letter of transmittal with reference to include:
    - a. Central Office General Engineering Services Agreement
    - b. PID No.
    - c. Agreement No.
    - d. Task Order No.

The project for which the task order is being performed shall NOT be in the letter of transmittal reference, but shall be referenced in the body of the letter.
  - 2. All other proposal requirements shall conform to Chapter 6, Price Proposals for Agreements and Modifications, of the current Specifications for Consulting Services.
  - 3. Appendix A of the CONSULTANT's proposal shall include the task order proposal request transmitted to the CONSULTANT by the District.
- D. Central Office will review the CONSULTANT's proposal for:
  - 1. Adherence to submittal requirements.
  - 2. Compliance with the scope of services.
  - 3. Mathematical accuracy.
  - 4. Labor hours and rates.
  - 5. Net fee percentage.
- E. Central Office will resolve any issues with the CONSULTANT and obtain a revised proposal (if necessary).
- F. Central Office will authorize the CONSULTANT to proceed with the task.

**III. Task Order Identification and Numbering**

- A. The task order numbering system shall be a three component series consisting of the Sub-Project (SP) number assigned to each consultant under this PID, second number is for the year, third is for sequential number of task orders.
  - 1. For example, the first task order issued in in 2017 for SP01 is SP01-2017(1).
    - a. Continuing task orders on that project would be numbered SP01-2017(2).
  - 2. A new task order number shall be assigned rather than increase the fee of an existing task order.

**IV. Invoice and Project Schedule Requirements**

- A. The CONSULTANT shall provide monthly invoices and project schedules in the format transmitted with the executed agreement. Each invoice shall include all task orders authorized, a summary of the total amount authorized, the total amount invoiced and appropriate project schedules.

**Authorization to Proceed - Type I Task Order**

Consultant Name and Address

Re: Central Office, Office of Structural Engineering  
General Engineering Services Agreement  
PID No.  
Agreement No.  
Task Order Number (FIPS Code) - (Number)

Dear Consultant:

Effective this date you are hereby authorized to proceed with the subject task order.

Project Identification

- a. Bridge List
- b. Tasks required on each bridge

Services Requested

(Detailed description of services required.)

Documents Furnished by the Agency (attached)

Additional Scope of Services Notes

Task Order Completion Time

\_\_\_ days from Notice to Proceed.

Prime Compensation

The State agrees to compensate the CONSULTANT for the performance of the task order specified in accordance with Agreement No. \_\_\_\_\_, as follows:

Actual costs plus a net fee. The Maximum Prime Compensation shall not exceed \_\_\_\_\_ (\$ \_\_\_\_\_). The net fee shall be calculated as 11% of actual cost (labor + overhead + direct non-salary expenses). Subconsultant net fees shall be calculated in the same manner but the prime CONSULTANT shall not earn net fees on subconsultant costs.

Please address your written acknowledgment of this communication to:

Omar Abu-Hajar

[Omar.Abu-Hajar@dot.ohio.gov](mailto:Omar.Abu-Hajar@dot.ohio.gov)

Office of Structural Engineering  
Ohio Department of Transportation  
1980 West Broad Street  
3rd Floor - Mail Stop 5180  
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

**Request for Task Order Proposal - Type II Task Order**

Consultant Name and Address

Re: Central Office, Office of Structural Engineering  
General Engineering Services Agreement  
PID No.  
Agreement No.  
Task Order Number SP0X - (Number)

Dear Consultant:

Please provide a cost proposal for the subject task order as follows:

Project Identification

- a. Bridge List
- b. Tasks required on each bridge

Services Requested

(Detailed description of services required.)

Documents Furnished by the State (attached)

Additional Scope of Services Notes

Task Order Completion Time

\_\_\_ days from Notice to Proceed.

Due date for Cost Proposal:

**General Engineering Services Scope of Services  
Central Office, Office of Structural Engineering  
PID No. 102554**

Please submit your proposal to:

Omar Abu-Hajar

[Omar.Abu-Hajar@dot.ohio.gov](mailto:Omar.Abu-Hajar@dot.ohio.gov)

Office of Structural Engineering  
Ohio Department of Transportation  
1980 West Broad Street  
3rd Floor - Mail Stop 5180  
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

If you have any questions or comments regarding this request, please contact this office prior to submitting your proposal.

Respectfully,

Attachments:

cc: file

**Authorization to Proceed - Type II Task Order**

Consultant Name and Address

Re: Central Office, Office of Structural Engineering  
General Engineering Services Agreement  
PID No.  
Agreement No.  
Task Order Number SP0X-(Number)

Dear Consultant:

Reference is made to your task order proposal dated \_\_\_\_\_, requesting compensation for the identified task.

Effective this date you are hereby authorized to proceed with the subject task order.

**Prime Compensation**

The State agrees to compensate the CONSULTANT for the performance of the task order specified in accordance with Agreement No. \_\_\_\_\_, as follows:

Actual costs plus a net fee of \_\_\_\_\_ (\$ \_\_\_\_\_). The maximum prime compensation shall not exceed \_\_\_\_\_ (\$ \_\_\_\_\_).

Please address your written acknowledgment of this communication to:

Omar Abu-Hajar

[Omar.Abu-Hajar@dot.ohio.gov](mailto:Omar.Abu-Hajar@dot.ohio.gov)

Office of Structural Engineering  
Ohio Department of Transportation  
1980 West Broad Street  
3rd Floor - Mail Stop 5180  
Columbus, OH 43223-1102

Respectfully,

cc: Tim Keller, file

RESOLUTION NO. , 2016

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXTEND  
A CONTRACT WITH SWIMSAFE POOL MANAGEMENT, INC.  
FOR PROFESSIONAL SERVICES RELATED TO THE OPERATION  
AND MANAGEMENT OF THE MONTGOMERY MUNICIPAL POOL**

**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**, under the existing proposal and contract for services with SwimSafe Pool Management, Inc. (SwimSafe), SwimSafe did offer to the City the option to extend the contract for services under the same terms and conditions for the 2017 and 2018 pool seasons; and

**WHEREAS**, it is the desire of the Council of the City of Montgomery to extend the contract with SwimSafe to accept the proposed option years to perform professional services related to the operation and management of the Montgomery Municipal Pool for the years 2017 and 2018, with the City retaining the option to terminate the agreement before either the second calendar year.

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

**SECTION 1.** The City Manager is hereby authorized to extend the current contract with SwimSafe Pool Management, Inc. for professional services to the City of

Montgomery for the years 2017 and 2018. The City shall retain the option in its discretion to terminate the contract before either the 2017 or 2018 season.

**SECTION 2.** The City Manager is hereby authorized to pay SwimSafe according to the rates set forth in said contract.

**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

RESOLUTION NO. \_\_\_\_\_, 2016

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED**

**WHEREAS**, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and

**WHEREAS**, the City of Montgomery is planning to make capital improvements to Ross Avenue; and

**WHEREAS**, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs; and

**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 apply to the OPWC for funds as described above for and on behalf of the City.

**SECTION 2.** The City Manager is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

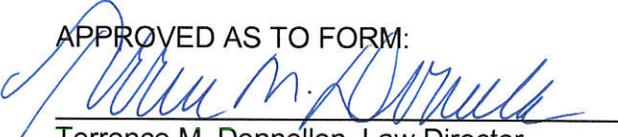
**SECTION 3.** This Resolution shall be in full force and effect from and after its passage.

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

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

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

APPROVED AS TO FORM:

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

September 9, 2016

**Ross Avenue Improvements**

CHIEF FINANCIAL OFFICER'S CERTIFICATION OF LOCAL FUNDS/  
LOAN REPAYMENT LETTER

I, Finance Director of the City of Montgomery, Ohio, hereby certify that the City of Montgomery will collect the amount of **\$121,245.00** in the Capital Improvements Fund (410) and that this amount will be used to repay the Ohio Public Works Commission SCIP or RLP loan requested for the Ross Avenue Improvements project not to exceed a 20-year term.

Katie Smiddy, Director of Finance

*Katie Smiddy* 9/9/2016



SHARON A. SMITH SAVITT  
Notary Public, State of Ohio  
My Commission Expires  
June 28, 2019

*Sharon A. Smith Savitt*  
9/9/16

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 Special Session Minutes  
September 14, 2016

Present

Wayne Davis, City Manager  
Tracy Roblero, Community Development Director  
Katie Smiddy, Finance Director  
Tonyia Burnett, Assistant Finance Director/Tax Commissioner  
Brian Riblet, Public Works Director  
Terry Willenbrink, Public Works Supervisor  
Julie Machon, Recreation Coordinator  
Don Simpson, Police Chief  
John Crowell, Assistant Police Chief  
Paul Wright, Fire Chief  
Matthew Vanderhorst, Community and Information Services Director  
Connie Gaylor, Clerk of Council  
Sharon Savitt, Finance Specialist  
Taryn Radford, Finance Specialist

City Council Members Present

Chris Dobrozsi, Mayor  
Lynda Roesch, Vice Mayor  
Ken Suer  
Craig Margolis  
Gerri Harbison  
Mike Cappel  
Ann Combs

City Council convened in Council Chambers for the Special Budget Review Session at 5:30 p.m. with Mayor Dobrozsi presiding.

**Review of the 2017 Operating and Capital Budget**

Ms. Smiddy presented the following information:

2017 Budget accomplishes these key objectives:

- Continues stewardship of City resources in a prudent manner while delivering superior services;
- Follows priorities from 2016-2021 strategic plan for new initiatives;
- Provides adequate resources to maintain current service levels and provide for the City's capital assets; infrastructure maintenance, capital improvements and asset acquisition over the life of the budget and four-year expenditure forecast.

Revenue Assumptions:

- Income Taxes are estimated at \$8.8M, 1% over the amount estimated for 2016 collections;
- Real Estate Property taxes are estimated to be 1% more than 2016;
- All other revenue sources including Local Government Funds, Investment Income, the Gasoline Tax and Motor Vehicle Registration Fees are estimated to remain flat.

Management of Targeted Fund Balances:

The current policy reserves fund balances in four funds:

- General Fund (established as six-twelve months of operating expenditures);
- Capital Improvement Fund (established at \$1,000,000);
- General Bond Retirement Fund (established at total principal and interest of subsequent year's debt service payment);
- Art and Amenities Fund (established at \$376,237);
- Fire/EMS Levy Fund (established as six-twelve months of operating expenditures);

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City Council Special Session Minutes

September 14, 2016

Page 2.

55 The purpose of these fund balances is to provide a level of emergency funding that will ensure continuity  
56 of City operations in the event of a catastrophe, a loss of City revenue, or a downturn in the economy.

57  
58 Capital Improvements Fund:

59  
60 The 2016 ending cash balance in this fund is \$3,204,322, when added to the total estimated revenues for  
61 2017 of \$3,301,133, this more than adequately covers the proposed capital spending of \$3,540,144. The  
62 reserved fund balance target of \$1,000,000 will be maintained in 2017 through 2021, with the total cash  
63 balance in the fund at \$2.0 million in 2020.

64  
65 Fire/EMS Levy Fund:

66  
67 The beginning cash balance in this fund for 2017 is \$3,967,911, adding in the expected revenues for 2017  
68 of \$2,158,906 totals \$6,126,817 in available funds to offset the expected expenditures of \$2,918,322.  
69 This will leave an estimated balance of \$3,208,495.

70  
71 The revenue generated for this fund is primarily from property taxes. The projected replacement of a  
72 pumper truck in 2020 as well as new cardiac monitors and a new Quint in the forecasted years suggests  
73 that consideration may need to be given for placing on the ballot a “replacement” fire levy in 2018 or  
74 2019.

75  
76 General Fund:

77  
78 The General Fund 2017 ending fund balance is projected to be \$12,974,724 which is \$679,665 or 5% less  
79 than 2016’s budgeted ending fund balance of \$13,654,389. The estimated ending fund balance represents  
80 a fifteen-month reserve in the General Fund. The savings is a result of the 2016 year-end estimates  
81 projected to be lower than the 2016 budget for police, recreations, special events, development and  
82 general government.

83  
84 Revenues, Expenditures, and Personnel Costs:

85  
86 Total City budget revenues for 2017 are forecasted at \$26.7M compared to the revised forecast of \$18.2M  
87 for 2016, a difference of \$8.5M. The difference in total revenues can be attributed primarily to anticipated  
88 bond proceeds of \$6.5M for public improvements at the Vintage Club. The remainder is due to \$1.3M in  
89 grants anticipated for traffic signal upgrades and sidewalk improvements scheduled for 2017.

90  
91 Total City expenditures are projected at \$28M, which is an increase of \$9.7M from the 2016 forecasted  
92 expenditures. A majority of this increase, \$6.5M, is due to the cost associated with the acquisition of land  
93 and construction of public garage and roadways at the Vintage Club.

94  
95 The City currently has three labor agreements in place: The Fraternal Order of Police (FOP) labor  
96 agreement expires on June 30, 2019. The American Federation of State, County and Municipal  
97 Employees (AFSCME) agreement expires on August 31, 2017. International Association of Firefighters  
98 (IAFF) agreement expires on March 31, 2018.

99  
100 Total medical insurance premiums increased 5.6% from the previous plan. The increase is shared by the  
101 City and employees through the “caps” established for health insurance costs. The City’s total  
102 contributions to fund medical and dental insurance premiums is budgeted at \$978,323 in 2017, increasing  
103 to \$1.3M in 2021. Future increases are based on annual increases of 10% for medical and 3% for dental  
104 insurance.

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City Council Special Session Minutes

September 14, 2016

Page 3.

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Solid Waste and Recycling:

Next to personnel costs, the single largest expenditure of General Fund dollars is providing waste collection and recycling service. The City entered into a multi-year waste/recycling contract with Rumpke for 2011 through 2013, and in 2015 exercised its option to extend the contract through 2017. The current cost of services is approximately \$593,586 per year. \$3.3M has been programmed over 5 years, \$625,000 in 2017, \$656,250 in 2018 and 2019, \$689,063 in 2020 and 2021 to fund this service. The current contract with Rumpke will need to be re-bid for 2018.

Vintage Club Debt Service

Programmed in the 2017 budget is the debt service associated with the \$13,265,000 in special obligation bonds issued for the construction of a public road and public garage. Annual debt service programmed in 2017 is \$519,153 for interest expense and payment of principal in the amount of \$300,000. Debt service is paid from the PILOTS (payments in lieu of taxes) from the residential properties and the commercial properties south of Vintage Club Boulevard.

**OTHER BUSINESS**

Mayor Dobrozsi asked if there was any further business to discuss in Public Session. There being none, he asked for a motion to adjourn.

Mr. Cappel moved to adjourn. Mr. Margolis seconded.

City Council unanimously agreed.

The Special Budget Review Session of City Council adjourned at 8:09 p.m.

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Connie Gaylor, Clerk of Council

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City of Montgomery  
City Council Work Session Minutes  
September 21, 2016

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  
Faith Lynch, Community Engagement Coordinator  
Matthew Vanderhorst, Community and Information Services Director  
Connie Gaylor, Clerk of Council

City Council Members Present

Chris Dobrozsi, Mayor  
Lynda Roesch, Vice Mayor  
Craig Margolis  
Mike Cappel  
Gerri Harbison  
Ken Suer  
Ann Combs

---

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

ROLL CALL

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

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

SPECIAL PRESENTATION

Montgomery resident, Mr. William Howard Gunnels, along with his grandson Pierre Leavell, was present to receive a proclamation in honor of his 100<sup>th</sup> birthday.

ESTABLISHING AN AGENDA FOR OCTOBER 5, 2016

New Legislation

**A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor**

Ms. Smiddy explained that at the June 6, 2016 Financial Planning Committee meeting, the 2017 Tax Budget was presented and referred to City Council where it was approved on July 1, 2016. The 2017 Tax Budget was then submitted to the Hamilton County Auditor and the Hamilton County Budget Commission for review and acceptance. She explained that if approved, this Resolution would accept the Budget Commission's rates and amounts, which would result in the estimated collections as specified in the City's 2017 Tax Budget. This action will then permit the Budget Commission to collect property taxes at the rates established for the upcoming year.

**An Ordinance to Make Appropriations for Current Expenses and Other Expenditures of the City of Montgomery, State of Ohio, During the Fiscal Year Ending December 31, 2017**

Ms. Smiddy explained that the 2017 Operating and Capital Budget was presented to the Financial Planning Committee on September 6, 2016. On September 14, City Council conducted its formal review of the 2017 Operating and Capital Budget with Four Year Forecast and 2017-2021 Capital Improvement Program. Ms. Smiddy stated that if approved, this Ordinance would allow expenditures for the City for the year ending December 31, 2017.

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City Council Work Session Minutes

September 21, 2016

Page 2.

54 **A Resolution Authorizing an Agreement with The Ohio Department of Transportation for Bridge**  
55 **Inspection Services**  
56

57 Mr. Riblet explained that if approved, this Resolution would authorize the City Manager to enter into an  
58 agreement with the Ohio Department of Transportation (ODOT) for the project known as Bridge Inspection  
59 Program Services, PID 97103. He stated that each year the City of Montgomery is required to complete an annual  
60 inspection of the bridge located on Terwilliger Run Drive. In 2014, the City of Montgomery entered into a similar  
61 agreement with ODOT by passing Resolution 9, 2014 which included bridge inspection services for years 2014,  
62 2015 and 2016. ODOT has indicated they are renewing the program for three more years which would extend  
63 their bridge inspection services through years 2017, 2018 and 2019. In this program the Ohio Department of  
64 Transportation shall assume and bear 100% of the necessary costs for bridge inspection program services  
65 requested by the City of Montgomery and agreed to by the State.  
66

67 **A Resolution Authorizing the City Manager to Extend a Contract with SwimSafe Pool Management, Inc.**  
68 **for Professional Services Related to the Operation and Management of the Montgomery Municipal Pool**  
69

70 Mr. Riblet explained that if approved, this Resolution would authorize the City Manager to enter into a contract  
71 with SwimSafe Pool Management, Inc. for the operation and management of the municipal pool. This contract  
72 will cover the management of the pool, staffing of guards, management and staffing of the snack bar and front  
73 desk, and provisions for swimming lessons and swim team staff and the scheduling for each. Also included are  
74 general maintenance responsibilities, season opening work and winterization duties. The current contract is  
75 scheduled to end on October 31, 2016, however, a two-year contract continuation option is available.  
76

77 **A Resolution Authorizing the City Manager to Prepare and Submit an Application to Participate in The**  
78 **Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement**  
79 **Program(s) And to Execute Contracts as Required**  
80

81 Mr. Riblet explained that if approved, this Resolution would authorize the City Manager to submit an application  
82 to participate in the Ohio Public Works Commission State Capital Improvement Program and to execute any  
83 contracts as required for the proposed Ross Avenue Improvement Project. Staff submitted a grant/loan application  
84 to Ohio Public Works Commission (OPWC) on September 14, 2016 in an effort to subsidize project costs  
85 associated with the proposed Ross Avenue Improvement Project, which includes the construction of a concrete  
86 sidewalk, concrete curbing, minor road widening, and significant storm drainage improvements. Funding for this  
87 project is currently included in the 2017 City of Montgomery Capital Improvement Program (CIP) budget. The  
88 OPWC grant/loan application requests \$121,245 in grant funds and \$121,245 in a loan with 0% interest and would  
89 require the City of Montgomery to repay OPWC for a term not to exceed 20 years.  
90

91 **LAW DIRECTOR REPORT**  
92

93 Mr. Donnellon stated that he recently presented at the Miami Valley Risk Management Association (MVRMA)  
94 Law Director Roundtable program where topics discussed were: the review of a model sign code, small antennas  
95 that are attached to telephone poles designed to close the gap in cellular coverage, and the passage of the medical  
96 marijuana bill. He stated that he would continue to update City Council and staff of new developments related to  
97 these topics.  
98

99 **ADMINISTRATION REPORT**  
100

101 Mr. Wayne Davis reported on the following items:  
102

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City Council Work Session Minutes

September 21, 2016

Page 3.

- 103
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- The Law and Safety and Financial Planning Committees will meet at City Hall on Monday, October 3 at 3:30 and 4:30 p.m., respectively. The Planning, Zoning and Landmarks Committee has cancelled their meeting for the month of October.
  - City Council will meet in Business Session on Wednesday, October 5, 2016 at 7:00 p.m.
  - A Public Hearing is requested to be held on Wednesday, October 5, at 6:30 p.m. to consider two requests from MB Land Company for the Vintage Club of Montgomery. These requests include the following:
    - A request for a minor modification to the approved list of conditions and exceptions for the Vintage Club Planned Development and,
    - A request to rezone a parcel 620-0210-073-00 from the zoning as it exists in Symmes Township to 'LB' – Limited Business with a Planned Development Overlay.
- Directly following this application, the Planning Commission will consider a zoning text amendment to Chapter 151 of the Land Usage Code in reference to sexually oriented businesses.
- Jim Mayer contacted staff on Monday regarding the preparation of another 100<sup>th</sup> Birthday proclamation, for Twin Lakes resident Ruth Watkins. Ms. Watkins will be presented the proclamation on Friday, her birthday is actually Saturday, September 24 which will be proclaimed Ruth Watkin's Day.
  - Members of the police department were busy on Wednesday, September 21 assisting Sycamore Schools with their annual evacuation drills. Chief Simpson and Sergeant Greg Harris assisted at the High School and Officer Martin Day along with the Blue Ash, Evendale and Sharonville Police Departments were at Blue Ash Elementary to assist with their annual evacuation drills. Officer Nick Nims Kern will be at Montgomery Elementary school on Thursday, September 22 to assist in their drill.
  - He spoke with Warren Walker on Wednesday, September 21 in an update of the local operation of Duke as related to the City and the proposed gas pipeline.
  - Open enrollment meetings were held the week of September 12 to provide information to fulltime employees regarding group insurance benefits and enrollment procedures. In addition, 27 full-time employees signed up for individual meetings with Humana representatives to learn about voluntary supplemental insurance offerings (accident insurance, critical care/cancer insurance, term life insurance and short term disability insurance plans are offered.)
  - We currently have 24 applicants to the Montgomery Citizens' Leadership Academy Class of 2017. Thank you for your last minute calls to potential recruits. Applications are due by September 30. Staff will continue to make calls and reach out to potential recruits up to the deadline.
  - He signed a contract with Site Industries for Cemetery Software and GIS Mapping at Hopewell Cemetery in the amount of \$10,900.
  - He signed an extension contract with DSD Advisors this week for government affair services for the purpose of developing the Gateway Redevelopment Area.
  - The next Neighborhood Leadership Forum will be hosted on Thursday, October 27 at Terwilliger Lodge from 6:30 to 8:00 p.m. to discuss the challenges and opportunities as it pertains to housing. Tracy Roblero will be presenting much of the same information that was presented to the MCLA Alumni on April 14 at the MCLA 2.0 session. Please let Faith Lynch know if you plan to attend.

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City Council Work Session Minutes

September 21, 2016

Page 4.

- 153
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- 186
- As a reminder, the Twin Lakes Groundbreaking Ceremony is scheduled for Tuesday, September 27, at 11:30 am for the Groundbreaking and special American flag ceremony, at the Welcome Center entrance. Following from 12:00 - 1:00 pm, heavy hors d'oeuvres will be served in the main dining room.
  - Please contact Ms. Gaylor if you are interested in attending the following programs:
    - If you are interested in attending the Hamilton County Municipal League meeting on Wednesday, September 28 at the Evendale Recreation Center. Speakers will be Ohio House Finance Chair Ryan Smith and Ohio Senate Finance Vice-Chair Bill Coley. They will speak about the upcoming Ohio budget process, focusing on risk and opportunities. Dinner is served at 6:00 p.m. and the presentation begins at 7:00 p.m.
    - If you are interested in attending the First Suburbs Meeting on Thursday, September 29, to be held at the Woodlawn Community Center from 6:00 p.m. to 8:00 p.m. This meeting will host Hamilton County Candidates for Commissioner, Clerk of Courts and Sheriff.
  - Please mark your calendars for the following events:
    - The First Responders Recognition Breakfast will be held Friday, October 7 at the Safety Center from 7:00 to 9:00 a.m.
    - The Smokin' Irish barbecue luncheon is scheduled for Friday, October 21 at Terwilliger Lodge from 11:00 a.m. to 1:00 p.m.
    - The Employee Holiday Luncheon will be held on Friday, December 9 at Terwilliger Lodge from 11:00 a.m. to 1:00 p.m.
    - The Community Leadership Forum is tentatively scheduled for Saturday, February 4, 2017, to be held at The Golder Room in Bethesda North Hospital.
  - Mr. Davis stated that he would be out of the office and out of the area from Saturday, September 24 through Wednesday, September 28 attending the annual ICMA conference in Kansas City. He will be taking a vacation day on Thursday, September 29 and will return to the office on Friday, September 30.

187 Mr. Davis stated that he would like to request an Executive Session for matters related to the sale and purchase of  
188 real estate.  
189

190 **CITY COUNCIL REPORTS**

191

192 Mrs. Combs reported that she attended a Sycamore Schools Advisory Committee meeting at which time the  
193 upcoming levy was discussed. She reported that at this time 70 percent of the homes in the school district do not  
194 have children that attend the schools. She stated that the average property in the district would see an increase of  
195 approximately \$1,000 annually.  
196

197 Mr. Cappel stated that the Environmental Advisory Commission held the One Stop Drop Recycling Event on  
198 Saturday, September 17, where they experienced a record high amount of cars come through the drop off line. He  
199 stated that the Commission will be reviewing the success of the event and improvements to consider for next year.  
200

201 Mr. Cappel reminded everyone of the Document Shredding Event that will be held on Saturday, October 15, from  
202 10:00 a.m. to 1:00 p.m. at the Public Works Facility.

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City Council Work Session Minutes

September 21, 2016

Page 5.

203 Mrs. Harbison reminded City Council and staff of the following events:

- 204 • The Chamber Ribbon Cutting for Rapid Fire Pizza on Monday, September 26 at 4:00 p.m.
- 205 • The Chamber's Montgomery After Five on Wednesday, September 28 at Stir beginning at 5:30 p.m.

206  
207 Mrs. Harbison reported that the Arts Commission will be holding a Strategic Planning meeting on Saturday,  
208 October 1 from 10:00 a.m. to 1:00 p.m. in City Hall, Council Chambers.

209  
210 Ms. Roesch stated that the Beautification and Tree Commission voted to hold a Garden Tour in 2017.

211  
212 Ms. Roesch reported that the Parks and Recreation Commission met and discussed the holiday party to be held in  
213 December.

214  
215 Ms. Roesch reported that the Blue Ash/ Montgomery Symphony Orchestra would be holding a Gala on October  
216 30, from 2:00 to 5:00 p.m., at the Peterloon Foundation and would also be holding a Chamber Concert on  
217 November 6 at St. Barnabas Church.

218  
219 Mr. Suer read a letter sent in by a resident stating their appreciation to the City for the public works street  
220 improvement projects that have been completed. This resident stated how impressed they were by the amount of  
221 work completed and the amount of grant money that was obtained in order to save the taxpayers money. Mr. Suer  
222 suggested that it would be a good idea to compile a list of projects that have been awarded grant funding and place  
223 an article in the monthly bulletin to make residents aware of total savings to the resident.

224  
225 Mr. Margolis reported on his trip to Montgomery, New York, to participate in the General Montgomery Day  
226 Parade and his appreciation of the growing relationship with our National Sister City.

227  
228 Mayor Dobrozsi reported on the success of the Car Show even though the threat of bad weather caused a decline  
229 in attendance, it was still a fun event for everyone who came.

230  
231 Mayor Dobrozsi reported that he would be out of town from Friday, September 23 through Sunday, September 25.  
232 He asked for a motion to appoint Council member Suer as Acting Mayor during his absence. Mr. Margolis made a  
233 motion to appoint Council member Suer as Acting Mayor. Mr. Cappel seconded. City Council unanimously  
234 agreed.

235  
236 **APPROVAL OF MINUTES**

237  
238 Mr. Margolis moved to approve the September 7, 2016 Business Session minutes. Mr. Cappel seconded. City  
239 Council unanimously agreed.

240  
241 **OTHER BUSINESS**

242  
243 Mr. Donnellon indicated that a request for the transfer of a Trex liquor license for Bones Burgers was received  
244 from the State of Ohio Liquor Control Board. He explained that the original Trex license was approved last year  
245 for Cibo Oggi, LLC also known as Anea Bistro and is allowed to be transferred. The request is for the  
246 authorization of the transfer and the confirmation that no hearing is needed.

247  
248 Mrs. Harbison asked Chief Simpson if he felt there was a need for a hearing. Chief Simpson replied there was no  
249 need for a hearing.

250  
251 Mr. Margolis made a motion to approve the transfer and to decline a hearing for the Trex license to be transferred  
252 to Bones Burgers. Mr. Cappel seconded. City Council unanimously agreed.

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City Council Work Session Minutes

September 21, 2016

Page 6.

253 Mayor Dobrozsi stated that we would need a motion to adjourn into Executive Session for matters related to the  
254 sale and purchase of real estate.

255  
256 Mr. Margolis made a motion. Mr. Cappel seconded.

257  
258 The roll was called and showed the following vote:

259  
260 AYE: Combs, Cappel, Harbison, Dobrozsi, Roesch, Suer, Margolis (7)  
261 NAY: (0)  
262 ABSENT: (0)

263  
264 City Council adjourned into Executive Session at 7:58 p.m.

265  
266 City Council reconvened into Public Session at 8:12 p.m.

267  
268 Mayor Dobrozsi asked if there was any further business to discuss in Public Session. There being none, he asked  
269 for a motion to adjourn.

270  
271 Mr. Margolis moved to adjourn. Mr. Cappel seconded. City Council unanimously agreed.

272  
273 City Council adjourned at 8:12 p.m.

274  
275  
276  
277

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Connie Gaylor, Clerk of Council