

# CITY OF BLUE ASH

## Interoffice Memo – City Manager's Office

**TO:** City Council  
**FROM:** City Manager and Department Directors  
**SUBJECT:** Agenda Items for the September 11<sup>th</sup> Council Meeting  
**DATE:** September 9, 2014  
**COPIES:** Department Directors, Press, Clerk of Council, Solicitor

---

This memo offers a brief description of the topics included on the September 11<sup>th</sup> Council agenda.

#### **4. Beautification Week Presentations**

The Beautification Week judging process took place in June, with the City receiving nominations for 51 residential properties. All properties nominated for an award were judged by the Committee. Examples of the judging criteria included overall appearance, type of plantings used (garden variety/color), and overall lawn, landscaping and tree maintenance.

This year's Beautification Week winners, who were invited to Thursday's meeting to receive their awards, include:

- *Mayor's Choice:* John & Cheryl Dean, 9544 Conklin Avenue
- *Committee Choice:* Menk M. Yasbeck, 10116 Kenwood  
Steven G. Warshaw, 10350 Ryan's Way  
Norman & Tara Khoury, 4861 Muirwood  
Andrew & Dawn Green, 3 Trailbridge Drive
- *Business Choice:* itelligence, 10856 Reed Hartman Highway

Please direct questions regarding the Beautification Week process to Mayor Czerwonka.

#### **5. PUBLIC HEARING to consider approval of a 66-lot, single-family development on approximately 21.7411 acres at 10538 & 10592 Plainfield Road as a large Scale Residential Development in an R-3 Residential District**

Great Traditions Land Development Company has made application for approval of a Large Scale Residential Development. The proposed development would include 66 single-family residential lots with reduced front setbacks intended to promote a traditional neighborhood atmosphere.

The attachments to the Ordinance show the design and layout of the subdivision and show the intended character of the lots and residences.

The Planning Commission recommended approval of the proposed development to City Council at its August 7 meeting.

This is the public hearing and first reading of the Ordinance. Council regularly waives the second reading and votes on this type of development Ordinance.

Approval of this Ordinance is contingent upon Council also approving Ordinance 2014-68 that would zone the subject property into an R-3 District. If the proposed zoning amendment fails, then this proposed Ordinance is rendered moot.

Please direct questions regarding this ordinance to the Community Development Director, Dan Johnson.

**6. PUBLIC HEARING to consider a planned development of a new filling station and retail convenience store at 4116 Glendale-Milford**

The owner of the property is not ready to proceed and requests Council to table the Public Hearing indefinitely.

**12.a.1. Ordinance No. 2014-72 – Authorizing the issuance of Income Tax Revenue Bonds for the purpose of paying costs associated with Summit Park construction**

This legislation provides authorization for the issuance of Income Tax Revenue Bonds related to the construction of Summit Park and authorizes the City Manager and Treasurer to execute documents and agreements related to the issuance, sale or delivery of the bonds.

Ohio municipalities can issue different types of long-term debt. Traditionally, we have issued General Obligation Bonds that are backed by the full faith and credit of the City (i.e. our legal ability to impose property tax millage) however; due to the limited capacity under our indirect debt (ten-mill) limitation and the amount of the anticipated bond issues, City Administration and Bond Counsel recommend utilizing Income Tax Revenue Bonds for funding Summit Park construction. This type of debt is backed by the City's pledge of income tax revenue and does not affect our indirect debt limitation (ten-mill) leaving some capacity for any future G.O. debt needs. Hence, the need for a second piece of legislation (Ordinance 2014-73) to document the understanding and our "promise" to pay the related debt service from income tax collections.

This ordinance has been prepared by the City's bond counsel, Peck, Shaffer & Williams, A Division of Dinsmore & Shohl LLP and contains the necessary components to comply with the various constitutional, federal, state, and local requirements regarding the issuance of municipal debt.

Listed below are some of the more specific items that relate to the expected issuance of bonds:

- We anticipate issuing two - \$9.9M bonds this fall. The first bond will refund or "pay off" the bond anticipation notes that the City issued in late 2013 for Phase I construction and the second bond issue will cover the costs associated with Phase II construction.
- The maximum maturity of these bonds will be between 10 and 15 years and will likely include a call feature sometime in the future.
- We will be requesting a rating on these bond issues through Moody's Investors Services.
- All repayment of this debt will be accomplished through the use of Issue 15 funds.
- The costs associated with the bond issues (Moody's rating, bond counsel, underwriters, etc.) will be paid out of the proceeds of the bonds to the extent possible. Later this fall, it is likely that we will need to request Council's approval for additional budget to cover any remaining bond issuance costs.
- Although rates may change, current interest rate estimates range between 1.7% and 2.4%.

Please direct questions relating to this ordinance to the Treasurer.

**12.a.2. Ordinance No. 2014-73 – Providing for the establishment of a Trust Agreement related to City's pledge of income tax revenue to satisfy bond obligations**

This ordinance provides for a Trust Agreement that pledges the City's income tax for any/all Income Tax Revenue Obligations issued, under the Trust Agreement, so that there is a general pledge of the City's income tax for this particular issue (Ordinance 2014-72) and for possible issues going forward. This Trust Agreement will be incorporated in the offering statement for the Summit Park bonds issued later this fall.

Please direct questions relating to this ordinance to the Treasurer.

**12.a.3. Ordinance No. 2014-74 - Authorizing multi-year contract for CAFR/accounting services**

Although the City of Blue Ash has always maintained its daily accounting records on a cash basis, beginning in 1986, standards were put in place which required governmental entities operating on a cash basis to prepare an annual report in a more “business-like” modified accrual format. Since this requirement became effective, the City has cooperatively worked with a knowledgeable and experienced accounting firm located in Hilliard, Ohio, known as Donald J. Schonhardt & Associates, Inc. This firm has consistently and successfully assisted the City in the annual “conversion” of our accounting year results on a cash basis into a modified accrual format, in preparing the necessary reports for review and audit by either the State Auditor’s Office or an independent accountant chosen by the Auditor’s Office, and in the completion and presentation of the Comprehensive Annual Financial Report (CAFR).

Generally, the City works on a multi-year contract with Donald J. Schonhardt & Associates, Inc. and the time is upon us for a new contract which would cover the City’s financial 2014, 2015, and 2016 accounting years. A proposal was submitted to the City and that proposal and the related contract has been carefully examined and parallels our past agreements. The proposal provided by Donald J. Schonhardt & Associates, Inc. offers to provide these services to the City of Blue Ash over the next three years at the same rate provided to the City in the previous three years – representing no increase in cost over a six year period.

The services provided by this accounting support firm are essential for the preparation of our finance report in a modified accrual or business format, and are a necessity in the preparation for the efforts of the State Auditor’s Office and for the completion of the City’s annual CAFR. As such, the Treasurer recommends Council’s authorization by approval of Ordinance No. 2014-74.

Please direct questions regarding this ordinance to the Treasurer.

**12.a.4. Ordinance No. 2014-75 – levying special assessments on real property related to property maintenance issues pursuant to Chapter 911 of the BA Code**

As Council is aware, the City’s property maintenance provisions defined in Chapter 911 allow for the City to “step in” and take care of the mowing of tall grass and weeds if the property owner, after an extended period of time and with notice, has not taken care of the problem. The City then bills the landowner for the cost of that maintenance. If the invoiced cost of the maintenance has not been paid by the landowner to the City after a defined period, the City can then “certify” it to the County Auditor to be placed upon the tax duplicate and collected and paid back to the City.”

In the past several months, the City has taken care of maintenance issues multiple times on several Blue Ash properties. Ordinance No. 2014-75 represents the notification to the County Auditor of such payments directing the specified amounts to be levied and assessed on the properties as noted within the ordinance.

Please direct questions regarding this ordinance to the Treasurer.

**12.b.1. Ordinance No. 2014-76 – authorizing purchase of bulk rock salt**

Ordinance No. 2014-76 authorizes a contract for the purchase of road salt for an amount not to exceed \$75.86 per ton. This purchase is in conjunction with the initiative, the Government Cooperation and Efficiency Project (GCEP), which is a shared purchasing arrangement available to all local governments within Hamilton County. The City of Cincinnati recently bid the purchase of salt, and the winning bidder was North American Salt Company. The unit cost of \$75.86 per ton (delivered to the Public Works salt barn). Blue Ash’s intent is to purchase a minimum of 2,800 tons and a maximum of 3,500 tons through the Cincinnati contract.

Please direct questions regarding this ordinance to the Public Works Director.

**12.b.2. Ordinance No. 2014-77– authorizing payment for traffic signal parts, repair services, and upgrades throughout 2014**

Ordinance No. 2014-77 addresses the need to increase payment for routine purchase of parts, maintenance, upgrades, and repair of traffic signals provided throughout 2014 with Capital Electric Line Builders for an amount not to exceed \$95,000. The City has a favorable long-term relationship with this vendor for these types of services, and these items were included within the 2014 Final Budget. The items include routine maintenance and parts, as well as the upgrades (to LED lights) made throughout the year and the addition of uninterruptable power backup systems (UPS) at main intersections.

Please address questions regarding this ordinance to the Public Works Director.

**12.b.3. Ordinance No. 2014-78 – amending Ordinance No. 2014-11 regarding Phase 1 Group F 1-16 Playground & Restroom Electrical for Summit Park**

Ordinance No. 2014-78 amends Ordinance No. 2014-11 related to the Phase 1 construction of the Summit Park Project, Group F 1-16 Playground & Restroom Electrical. The expenses are fully covered by remaining unencumbered funds in the Summit Park Fund account and do not require additional funds from the General Fund.

This change order provides an additional lighting control panel and additional restroom feeder length, size and ENT inside manholes associated with the Summit Park playground and restroom electrical. The AC Electrical Systems, Inc. was the successful bidder for the Phase I construction of the Summit Park Projects and the City has been pleased with the outcome of the project. Therefore, to maintain continuity with the existing work and with AC Electrical Systems, Inc. still being on-site, it would be more cost effective to add the electrical to the scope of work.

Please direct questions regarding this ordinance to the Public Works Director.

**12.b.4. Ordinance No. 2014-79 – amending Ordinance No. 2014-64 regarding Phase 1 Group B 1-03 Earthwork and Utilities for Summit Park**

Ordinance No. 2014-79 amends Ordinance No. 2014-64 related to the Phase I construction of the Summit Park Project, Group B 1-03 Earthwork and Utilities. The expenses are fully covered by remaining unencumbered funds in the Summit Park Fund account and do not require additional funds from the General Fund.

This change order provides additional storm sewer changes consisting of the relocation of two manholes for coordination purposes for future stage electrical room. The Nelson Stark Company was the successful bidder for the Phase I construction of the Summit Park Projects and the City has been pleased with the outcome of the project. Therefore, to maintain continuity with the existing work and with The Nelson Stark Company still being on-site, it would be more cost effective to add the earthwork and utilities to the scope of work.

Please direct questions regarding this ordinance to the Public Works Director.

**12.b.5. Ordinance No. 2014-80 – amending Ordinance No. 2014-11 regarding Phase 1 Group F 1-14 Playground Landscaping Irrigation for Summit Park**

Ordinance No. 2014-80 amends Ordinance No. 2014-11 related to the Phase 1 construction of the Summit Park Project, Group F 1-14 Playground Landscaping Irrigation for Summit Park. The expenses are fully covered by remaining unencumbered funds in the Summit Park Fund account and do not require additional funds from the General Fund.

This change order provides additional backfilling, grading and seeding associated with the Summit Park sidewalk/pathway plan. Evans Landscaping was the successful bidder for the Phase I construction of the Summit Park Projects and the City has been pleased with the

outcome of the project. Therefore, to maintain continuity with the existing work and with Evans Landscaping still being on-site, it would be more cost effective to add the landscaping to the scope of work.

Please direct questions regarding this ordinance to the Public Works Director.

**12.c.1. Ordinance No. 2014-67 – amending Sections of Blue Ash Code of Ordinances (Second Reading)**

Per Council's direction at the Strategic Planning Retreat in January and subsequent discussions at the June 12<sup>th</sup> and July 10<sup>th</sup> Council meetings, Ordinance 2014-67 proposes updates to the Traffic Code, General Offenses Code, Planning and Zoning Code, and Property Standards Code of the Blue Ash Code of Ordinances. More specifically, these updates, aimed at improving property maintenance, effect parking, junk vehicles, cleanliness, outside storage, sanitation, property standards, and condemnation. The first reading of this ordinance took place at the August 14<sup>th</sup> meeting.

Please direct any questions regarding this ordinance to the Assistant City Manager.

**12.c.2. Ordinance No. 2014-68 – Zoning Map Amendment to rezone approximately 21.7411 acres to R-3 (Second Reading)**

Great Traditions Land Development Company is proposing to rezone the subject property, which abuts the east side of Plainfield Road north of Fox Hollow, from R-1 to the R-3 Residential District. The applicant is concurrently seeking approval of a 66-lot single-family subdivision per the Large Scale Residential Development provisions in the Code.

The Planning Commission considered the proposed Zoning Map Amendment at its July 8, 2014 meeting and recommended approval to City Council.

A public hearing and first reading of this ordinance was held on August 14, 2014.

Please direct questions regarding this ordinance to the Community Development Director, Dan Johnson.

**12.c.3. Ordinance No. 2014-69 – planned development of a new filling station and retail convenience store at 4116 Glendale-Milford Road**

The public hearing scheduled for August 14, 2014, was tabled to September 11, 2014. At this time, the owner of the property is not ready to proceed and has requested Council to table the Public Hearing and the related Ordinance No. 2014-69 indefinitely.

Please direct questions regarding this ordinance to the Community Development Director, Dan Johnson.

**12.c.4. Ordinance No. 2014-81 – approving a single-family development as a large scale residential development**

Ordinance 2014-81 is related to the Zoning Map Amendment (Ordinance No. 2014-68 above) for the same land at 10538 & 10592 Plainfield Road, Great Traditions Land Development Company has made application for approval of a Large Scale Residential Development. The proposed development would include 66 single-family residential lots with reduced front setbacks intended to promote a traditional neighborhood atmosphere. The attachments to the Ordinance show the design and layout of the subdivision and show the intended character of the lots and residences.

The Planning Commission recommended approval of the proposed development to City Council at its August 7 meeting.

This is the public hearing and first reading of the Ordinance. Council regularly waives the second reading and votes on this type of development Ordinance.

Approval of this Ordinance is contingent upon Council also approving Ordinance 2014-68 that would zone the subject property into an R-3 District. If the proposed zoning amendment fails, then this proposed Ordinance is rendered moot.

Please direct questions regarding this ordinance to the Community Development Director, Dan Johnson.

**12.c.5. Motion setting a public hearing for 7:05 PM, Thursday, October 9, 2014, to consider approval of a Special Use Permit for an adult daycare facility at 4325 Indeco Court in the M-1 Office Industrial District**

A Best Home Care, Inc. is proposing to occupy the existing building as an adult daycare facility without making any external changes to the property. The majority of the clients will be dropped off and picked up by a single bus. The plan was scheduled to be heard by the Planning Commission at its regularly scheduled meeting last week, but the meeting was cancelled for lack of a quorum. The City is planning to reschedule the meeting in the next few weeks so that the original hearing timeline can be maintained, which is important to the applicant.

Please direct questions regarding this ordinance to the Community Development Director, Dan Johnson.

**12.d.1. Resolution No. 2014-13 – establishing trick-or-treat hours in Blue Ash (Friday, October 31, 2014, 6-8-PM)**

Every year, City Council authorizes a resolution establishing the date and time to observe Halloween activities within the City. Traditionally, the City has recognized Halloween activities on the date of Halloween, October 31st. This resolution establishes Friday, October 31, from 6 to 8 PM as the time to observe the occasion of Halloween. Blue Ash Police and Fire personnel will be patrolling the streets and handing out candy to children while insuring that the safety of all is provided.