

MADEIRA CITY COUNCIL
AUGUST 12, 2024
7:30 PM

The meeting will be held in hybrid format; this meeting can still be attended remotely using the link on the City's website calendar.

AGENDA

- I. CALL TO ORDER
- II. INVOCATION/PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. ACCEPTANCE OF AGENDA
 - *Items so marked are considered routine items and will be enacted by one motion. There will be no separate discussion of these items unless a Council member, citizen or interested party so requests, in which case, the item will be removed from the Consent Agenda and shall be acted upon as a separate matter subject to discussion and debate. Such a request must be made prior to the Council vote approving all matters on the Consent Agenda.*
- Consent items to be approved with acceptance of agenda
 - Council Regular Meeting Minutes July 22, 2024
 - Res. No. 43-24 Authorizing the City Manager to Enter into a Contract for Services with Larissa Frey as Part Time Office Manager for the Madeira Police Department.
- V. MAYOR'S MOMENT
 - Public Comment Reminder
 - In the Community- Mayor Moormann
 - Special Recognition
- VI. NOTICE OF OTHER MEETINGS/EVENTS
 - Tree Board August 13, 2024, at 7:00 p.m.
 - Public Works Committee August 19, 2024, at 5:00 p.m.
 - Senior Commission August 19, 2024, at 6:00 p.m.
 - Planning Commission August 19, 2024, at 7:00 p.m.
 - Inclusion Committee August 20, 2024, at 7:00 p.m.
 - Budget and Finance Committee August 26, 2024, at 6:30 p.m.
 - City Council August 26, 2024, at 7:30 p.m.
- VII. COMMUNITY PARTICIPATION**
 - Guests & Registered Visitors
 - None
 - Correspondence
 - City Council received a letter from Madeira Historical Society
- VIII. COMMITTEE AND OFFICIAL REPORTS
 - Parks and Recreation Committee July 30, 2024
 - Inclusion Committee July 30, 2024
 - Board of Zoning Appeals August 4, 2024
 - Historical Preservation Commission August 6, 2024
 - Parks and Recreation Board August 7, 2024
 - Administration and Personnel Committee August 12, 2024

MADEIRA CITY COUNCIL
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X. ORDINANCES AND RESOLUTIONS

- Ord. No. 24-07 . Amending Portions of Chapter 94.03: Athletic Field Fees of the City of Madeira Code of Ordinances- **FIRST READING**

XI. NEW BUSINESS

- 2025 Budget Priorities
- Auditor of State Financial Health Metrics
- City of Madeira Charter Amendments

XII. OLD BUSINESS

- None

XIII. EXECUTIVE SESSION

- Personnel

XIV. ADJOURNMENT

****While Council meetings are being held in hybrid format, the following guidelines for registered visitors will be in effect per Ordinance No. 20-06.**

- Per Section 30 of the Madeira Code, Madeira residents and guests are invited to address the Council. Comments will be limited to 5 minutes; however, the Mayor may impose additional limitations based on the business before Council and the number of people wishing to address Council. Persons attending the meeting virtually and wishing to address Council are requested to email madeirameetings@madeiracity.com, a minimum of 8 hours before the meeting, and provide first and last name and residential address prior to the public comment portion of the meeting. Persons attending the meeting in-person are requested to complete the form provided and submit it to the Clerk of Council prior to the meeting.

CITY MANAGER REPORT
Michael C. Norton-Smith
August 12, 2024

GUESTS AND REGISTERED VISITORS

- None

CORRESPONDENCE

- City Council received a letter from the Madeira Historical Society.

COMMITTEE AND OFFICIAL REPORTS

• Parks and Recreation Committee	July 30, 2024
• Inclusion Committee	July 30, 2024
• Board of Zoning Appeals	August 5, 2024
• Historical Preservation Commission	August 6, 2024
• Parks and Recreation Board	August 7, 2024
• Administration and Personnel Committee	August 12, 2024

ORDINANCES AND RESOLUTIONS

- **ORDINANCE NO. 24-07. AN ORDINANCE AMENDING PORTIONS OF CHAPTER 94.03: ATHLETIC FIELD FEES. OF THE CITY OF MADEIRA CODE OF ORDINANCES.** The proposed legislation makes minor modifications to the existing athletic field structure outlined under Chapter 94.03 of the municipal ordinances. Currently, the field usage fees are calculated exclusively on a per-player basis. This limits the City's ability to be flexible with fees and disadvantages athletic leagues with less dedicated field time; effectively, higher-frequency users get more benefit from the flat fee. The proposed modification in Ordinance 24-07 provides the administration with greater flexibility to use additional factors (i.e. amount of field use) when establishing the fees, which are reviewed on an annual basis as part of the budgeting process. To that end, included with the packet is a pilot proposal for a blended fee structure, which reflects a set rate of \$15/hour for field rental, up to 200 hours; users reserving more than 200 hours would pay a \$15/player fee, similar to the current fee. This pilot fee proposal was shared with the Parks and Recreation Committee and recommended for consideration by City Council. However, an amendment to the municipal ordinances is required prior to implementation. **FIRST READING**
- **RESOLUTION NO. 43-24. AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR SERVICES WITH LARISSA FREY AS PART TIME OFFICE MANAGER FOR THE MADEIRA POLICE DEPARTMENT.** Larissa Frey was brought on in 2023 to assist the Madeira Police Department during the medical leave of long-time Office Manager Karen Riesenber. Ms. Frey possesses several certifications, including the Regional Crime Information Center (RCIC) from Hamilton County and the Law Enforcement Automated Date System (LEADS) from the Ohio State Highway Patrol, which made her an asset to the Police Department. She has continued to augment the department's capacity into 2024 during Ms. Riesenber's recovery and return to work. As such, the total value of this contract for services will likely exceed the City Manager's contracting authority (\$10,000). **RECOMMEND APPROVAL**

NEW AND OLD BUSINESS

- **2025 Budget Priorities.** At its July 22, 2024, meeting, the Budget and Finance Committee recommended a work session with City Council to set fiscal and strategic priorities to guide the 2025 Budget process. As a primer for this discussion, the administration is providing the most 2024 Draft Budget and Capital Plan Policy and the preliminary 2025 Comprehensive Plan Priorities.
- **2023 Fiscal Health Indicators.** The 2023 Fiscal Health Indicators from the Auditors of State office were reviewed by the Budget and Finance Committee at its July 22, 2024, meeting. The Committee recommended the summary report be shared with City Council.
- **City of Madeira Charter Amendments.** Based upon feedback from the Law and Safety Committee, City Solicitor Brian Fox will provide an update on proposed changes to the City Charter.
- **Dawson Promenade Preliminary Scoping Meeting.** This week, City Staff and engineers from The Kleingers Group participated in a preliminary scoping meeting with the Ohio Department of Transportation (ODOT) for the Dawson Promenade project. The City previously was awarded \$747,630 in ODOT grant funds through OKI to support the project, which is slated to begin construction in 2026. Similar to Phase 2 of the Miami Avenue project, ODOT will manage the construction process for the promenade, which is estimates to cost approximately \$1.4 million. City staff are working to secure additional outside funds to support the project.
- **Street Dance.** On Saturday, August 10, 2024, Laurel Avenue will be the venue for Madeira's annual Street Dance event. Everyone from the community is invited to attend the event which features food and drinks, live music, community booths, and family entertainment. The event is a little earlier this year, beginning at 5:00pm and concluding at 10:00pm. As always, thank you to City staff and Parks and Recreation Board volunteers for planning this event.
- **New SORTA Route Serving Madeira.** On Monday, the Southwestern Ohio Regional Transit Authority (SORTA) announced a new route that will connect communities in the west side of the Greater Cincinnati Area to businesses in downtown Madeira. Beginning on Sunday, August 11, 2024, Route 61 will start on Colerain Avenue in Mount Airy and proceeds north to Galbraith Road, where it heads east, then south on Kenwood Avenue, east on Euclid Avenue and then south on Miami Avenue to downtown Madeira.
- **AED Grants.** The City of Madeira applied for and received grant funds from AEDGrant.com to help buy-down the costs of purchasing new automated external defibrillators (AEDs) for City facilities. After consulting with the Madeira Indian Hill Joint Fire District (MIHJFD), the decision was made to purchase four (4) new AEDs- Two (2) for McDonald Commons and one (1) each for Sellman Park and the Municipal Building. The total cost per device is \$3,062 or \$12,248 total; however, the grant covers approximately \$1,000 per unit or over \$4,000 total. Thank you to Community Coordinator Emily McNamara for pursuing this grant opportunity.

- **Euclid Avenue Sidewalk Update.** Based upon some questions about Sycamore Township's sidewalk installation on Euclid Avenue posed on social media, staff reached out to check on the progress of the project. Sycamore representatives indicated the excavation work was delayed while the cement contractor completed another job. The township anticipates the work recommence the week of August 12, 2024, with the excavation and cement contractors working in tandem.
- **Board of Zoning Appeals.** The Board of Zoning Appeals held its monthly meeting on Monday, August 5, 2024, with the following cases on the agenda:
 - Public Hearing No. 1 Case BZA 24-021
 Address: 7301 Redondo Court
 Applicant: Nicholas Veite
 Property Owner: Andy Dwyer & Sarah Ward
 Request: Front Yard Setback Variance to Construct an Addition/Front Porch on a Corner Lot
 Result: **APPROVED**
 - Public Hearing No. 2 Case BZA- 24-022
 Address: 7852 Shawnee Run Road
 Applicant: Joe and Fran Hall
 Property Owner: Same
 Request: Construction of a House on a Legal, Non-Conforming Lot
 Result: **APPROVED**
 - Public Hearing No. 3 Case BZA- 24-024
 Address: 6173 Cherokee Drive
 Applicant: Danny Thomas
 Property Owner: Gabe Tincher
 Request: Construction of a House on a Legal, Non-Conforming Lot and Side Yard Setback
 Result: **APPROVED**
 - Public Hearing No. 4 Case BZA- 24-025
 Address: 6921 Kenwood Road
 Applicant: Richard Ernst, Jr.
 Property Owner: Cory Cevasco
 Request: Construction of a House on a Legal, Non-Conforming Lot
 Result: **APPROVED**

The Board also reviewed a proposal from Staff which reinterpreted the application of *Section 151.063.C.2 Lot Regulations*, which establishes the 3:1 depth to width lot ratio; previously, subdivided lots that exceeded this ratio, even if they had existing structures, required a variance prior to new construction. However, this section of the code deals exclusively with subdivisions,

whereas most variance applications reviewed by the BZA are related to the Zoning Code. The effect of denying a variance application for a previously subdivided lot could constitute a taking. The BZA and municipal attorney concurred with Staff's interpretation.

EXECUTIVE SESSION

- Personnel

CITY MANAGER INTERIM REPORT

Michael C. Norton-Smith

August 2, 2024

- **Madcap Puppets.** On Sunday, July 28, 2024 approximately 80 people attended a production of Annie Oakley's Wild West Show by Madcap Puppets. Although Madcap is one of the smallest events put on by the Parks and Recreation Board, it still takes effort and volunteer hours to organize. Thank you to our volunteers for their efforts.
- **Website Go-Live.** The City of Madera new website successfully launched on Wednesday, July 31, 2024 and is functioning without any issues. While small cleanup items are common, the new site is largely functional and a vast improvement over the previous version. As I have said before, all credit for the meticulous and thankless slog of updating the content for the new website goes to Assistant City Manager Lori Thompson.
- **City Engineer Update.** This week, Assistant City Manager Lori Thompson and I met with Tim Casto, President & CEO of The Kleingers Group, and an engineer with significant experience working with municipalities. The meeting was part of the transition following Sam Morton's departure from Kleingers; to date, we are pleased with the attention and responsiveness we are receiving from Tim and his staff.
- **Board of Zoning Appeals.** The Board of Zoning appeals will hold its monthly meeting on Monday August 5, 2024 to review the following agenda items:
 - Public Hearing No. 1 Case BZA 24-021
Address: 7301 Redondo Court
Applicant: Nicholas Veite
Property Owner: Andy Dwyer & Sarah Ward
Request: Front Yard Setback Variance to Construct an Addition/Front Porch on a Corner Lot
 - Public Hearing No. 2 Case BZA- 24-022
Address: 7852 Shawnee Run Road
Applicant: Joe and Fran Hall
Property Owner: Same
Request: Construction of a House on a Legal, Non-Conforming Lot
 - Public Hearing No. 3 Case BZA- 24-024
Address: 6173 Cherokee Drive
Applicant: Danny Thomas
Property Owner: Gabe Tincher
Request: Construction of a House on a Legal, Non-Conforming Lot and Side Yard Setback
 - Public Hearing No. 4 Case BZA- 24-025
Address: 6921 Kenwood Road
Applicant: Richard Ernst, Jr.
Property Owner: Cory Cevasco
Request: Construction of a House on a Legal, Non-Conforming Lot

CITY MANAGER INTERIM REPORT

Michael C. Norton-Smith

July 26, 2024

- **Parks and Recreation Board Events.** It was a busy week for the Parks and Recreation Board volunteers. On Tuesday, July 23 2024, McDonald Commons hosted Shakespeare in the Park a production of Hamlet by the Cincinnati Shakespeare Company. Approximately 150 attended the event. Then, on Wednesday, July 24, 2024 the Madeira Swim Club hosted the annual middle-school Splash Party. Despite a bit of rain, over 200 students turned out for one last celebration before going back to school. Rounding out the week, on Sunday, July 28, 2024 McDonald Commons will feature a production of Annie Oakley's Wild West Show by Madcap Puppets. The show begins at 1:30pm. Thanks to all the Parks and Recreation Board volunteers for helping to put on these events for the Madeira community.
- **Scooter Incident Miami Avenue.** As a demonstration of the need for the “no fly zone” for electric scooters in the Central Business District, on Wednesday afternoon around 5:00 p.m. a 12-year-old male with a scooter was hit while crossing Miami Avenue at the HAWK signal. Luckily, the signal was active and flashing, so the motorist was travelling at low-speed and there were no serious injuries. However, the incident underscores the danger and potential for conflicts. Madeira Police will continue to educate riders about the ban and yesterday Public Works hung “no fly zone” warning signs along Miami Avenue.
- **Greater Cincinnati Water Works Meeting.** On Friday, Assistant City Manager Lori Thompson and I met with representatives from Greater Cincinnati Water Works (GCWW) to understand the impacts the new PFAS regulations will have on Madeira water customers. This is likely the first of several meetings intended to evaluate the City’s options. PFAS, or forever chemicals, in drinking water was a target of new 2023 federal mandates under the Clean Water Act. Both Indian Hill Water Works and GCWW are required to make significant capital upgrades to their treatment facilities to comply with these mandates.
- **Website Go-Live Date.** The refreshed City of Maderia website is set to “go live” on July 31, 2024. The setup will begin at 11:00am and will require approximately two (2) hours. The new website features the City’s branding and new features for ease of navigation. Please be advised, it may take several weeks for the previous site to be completely clear from search engine caches, so links to the old site may continue to appear after the changeover. All credit for the meticulous and thankless slog of updating the content for the new website goes to Assistant City Manager Lori Thompson, the unsung hero of this website refresh.

These minutes have not been approved by Madeira City Council. Drafts of minutes have not been reviewed or corrected. Amendments may be made before a final approval version of the minutes is available. While comments are welcomed, we do not engage in changing or revising drafts of minutes until directed by a majority of the members of Council at a public meeting. The City of Madeira makes no warranty expressed or implied concerning the accuracy, compliance, reliability, or suitability of these minutes until they are approved by the Madeira City Council.

MADEIRA CITY COUNCIL
REGULAR MEETING MINUTES
JULY 22, 2024

I. CALL TO ORDER

Mayor Doug Moormann called the meeting to order at 7:30 pm.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Moormann led the pledge.

III. ROLL CALL

Members present:

Doug Moormann
Alicia Camper
Tim Brock
Chad Shaffer
Logan Junger (arrived online 7:33)
Tom Henning
Ramzi Takieddine

Officials/Staff Present:

Brian Fox, Law Director
Michael Norton-Smith, City Manager
Lori A. Thompson, Assistant City Manager
Paul Phillips, Lieutenant
Kristie Lowndes, Treasurer
Holly Richards, Clerk of Council

IV. ACCEPTANCE OF AGENDA

- A. Changes to the agenda:
 - 1. Add Topic of IT Systems to New Business.
- B. Changes to the City Council Regular Meeting Minutes from June 24, 2024:
None
- C. Res. No. 37-24 Authorizing the City Manager to Enter into a Contract with Overhead Door Company of Northern Kentucky for Garage Door Replacement at the Public Works Building.
- D. Res. No. 38-24 Authorizing the City Manager to Execute Additional Right-Of-Way Acquisition Agreements in Excess of \$10,000 Related to the Miami Avenue Streetscape and Pedestrian Safety Project.
- E. Res. No. 39-24 Authorizing the City Manager to Execute a Joint Agreement with the Board of County Commissioners, Hamilton County, Ohio for Community Revitalization Grant Funds for the Camargo Road- East Phase 2 Improvement Project

Motion to accept the agenda as amended; the meeting minutes from June 24, 2024; Res. No. 37-24 Authorizing the City Manager to Enter into a Contract with Overhead Door Company of Northern Kentucky for Garage Door Replacement at the Public Works Building; Res. No. 38-24 Authorizing the City Manager to Execute Additional Right-Of-Way Acquisition Agreements in Excess of \$10,000 Related to the Miami Avenue Streetscape and Pedestrian Safety Project; and Res. No. 39-24 Authorizing the City Manager to Execute a

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Joint Agreement with the Board of County Commissioners, Hamilton County, Ohio for Community Revitalization Grant Funds for the Camargo Road- East Phase 2 Improvement Project made by Mr. Shaffer, second by Mr. Henning. Motion carried by 6-0-1 roll call vote. Mr. Junger was not yet in attendance.

V. MAYOR'S MOMENT

- A. Public Comment Reminder
- B. In the Community- Mayor Moormann
 - 1. Mayor Moormann thanked volunteers and city staff for their work and participation in the very wet Independence Day Parade.
 - 2. Projections continue to be good for the annual financial report. Mayor Moormann thanked Ms. Lowndes for her department's work, resulting in a clean audit.
 - 3. The Fire Board met to discuss AED devices at McDonald Commons and Sellman Park. The city anticipates offering training for city staff and sport coaches.
 - 4. Mayor Moorman made an observation about work plans for Boards and Committees: we have many events on the calendar, and we may be close to a saturation point. We should consider new events carefully in 2025 and consider building on existing quality events.

VI. NOTICE OF OTHER MEETINGS/EVENTS

- Shakespeare in the Park- McDonald Commons, Hamlet July 23, 2024, at 7:00 p.m.
- VII. Senior Commission Program- Making Sense of Senior Care July 24, 2024, at 4:00 p.m.
 - Madcap Puppets- McDonald Commons, Annie Oakley's Wild West Show July 28, 2024, at 1:30 p.m.
 - Shred-it Event- Sellman Park August 3, 2024, at 9:00 a.m. to Noon
 - Board of Zoning Appeals August 5, 2024, at 7:00 p.m.
 - Mayor's Court August 7, 2024, at 6:30 p.m.
 - Madeira Street Dance- Laurel Avenue August 10, 2024, at 5:00 to 10:00 p.m.
 - City Council August 12, 2024, at 7:30 p.m.

VIII. COMMUNITY PARTICIPATION

- A. Guests & Registered Visitors
 - 1. Mr. Douglas Oppenheimer of 577 Miami Bluff Court spoke about Ordinance 24-06 to initiate transferring properties at 7010 and 7014 Miami Avenue. His concerns included transparency of the transaction and preservation of the Hosbrook and Muchmore Houses. He recommended an addition of historical district wording to the Ordinance.
 - 2. Mr. Shane Spencer of 6640 Apache Circle shared his Eagle Scout proposal for a covered bench. Mr. Moormann reviewed the next steps with Mr. Spencer, which include a review by City staff, and a referral to Parks and Rec Board.

IX. COMMITTEE AND OFFICIAL REPORTS

- A. Board of Zoning Appeals on July 1, 2024
 - 1. Mr. Norton-Smith reported approval of three cases.
- B. Parks & Recreation Board on July 10, 2024

1. Mr. Junger reported that the notes stand as submitted, with one highlight: any feedback about park use will be appreciated by next week for committee discussion. Mr. Brock asked about lighting. Park hours are dawn to dusk, so lights are not in the current plan.
- C. Law & Safety Committee on July 12, 2024
 1. Ms. Camper reported that discussion continues suggested Charter amendments and the speed study. Ms. Camper shared more details about removing the \$10,000 City Manager spending limit from the Charter and including it in legal language outside the Charter. The next steps of resident education and voting will be shared in more detail at an August Council Meeting.
- D. Senior Commission on July 15, 2024
 1. Mr. Takieddine reported that the notes stand as submitted.
- E. Planning Commission on July 15, 2024
 1. Mr. Shaffer reported no new cases, and a brief Comprehensive Plan update on the mini-planning grant process.
- F. Madeira Inclusion Committee on July 16, 2024
 1. Mr. Moormann reported discussion of upcoming Madera Stories Live and Light Up Madeira, which will include participation from multiple faith groups.
- G. Budget & Finance Committee on July 22, 2024
 1. Mr. Shaffer reported a review of monthly financials and a continued increase in property tax revenues. The committee will continue to monitor as we are in Q3. Overall, we are tracking very well per Ohio auditors. Expect a full session of 2025 budget goals at an upcoming meeting.
 2. Regarding property taxes, Mr. Norton-Smith said after the semi-annual settlements came in at 10-15% up, we expect to be up similarly for the year.
- H. Police Report
 1. Lt. Phillips reported traffic frustration with construction, which is not surprising. He commended the contractors and the partnership they have established with the police department. He also highlighted two Flock success stories in the report.

X. ORDINANCES AND RESOLUTIONS

- A. Ord. No. 24-04 An Ordinance Amending Sections 93.01, 150.16, and 152.04 of the Codified Ordinances of the City of Madeira, Ohio to Update Building and Development Fees. **THIRD READING**
 1. Opened hearing for public at 8:11. No comments, closed at 8:11.
 2. Mr. Shaffer gave a brief overview: The Budget and Finance Committee discussed and brought these recommendations to Council based on actual staff costs for permits after 10 years of no changes. Fees are intended to cover administrative costs only. Mr. Junger encouraged tax relief in the overall picture going forward, and Mr. Shaffer agreed the holistic approach is a priority, though making these changes to fees for residents seeking permits is more appropriate than subsidizing from the general fund.

Motion to approve Ord. No. 24-04 An Ordinance Amending Sections 93.01, 150.16, and 152.04 of the Codified Ordinances of the City of Madeira, Ohio to Update Building and Development Fees made by Mr. Shaffer, second by Ms. Camper. Motion passed by 7-0 roll call vote.

- B. Ord. No. 24-05 Transfer of Property to Community Improvement Corporation of Greater Cincinnati
 1. Mr. Norton-Smith explained the end goal of this transition: CIC has best flexibility to put these properties in their best light because of their economic development abilities, and this allows the city to not be a landlord. He felt this was a win-win-win for the community.

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2. Mr. Fox added that organizations like CIC are ubiquitous in Ohio and commonly used for this purpose. CIC would enter a contract with purchaser/developer and Madeira would set a minimum price. The property would be transferred subject to historical preservation guidelines.
3. Mr. Moormann observed that similar properties in the city's past can be difficult to rent and the city has not made property management a core competency. Ultimately Council will determine the actual sale. This is the result of many years of research and work, and the City Charter still protects these properties.

Motion to approve Ord. No. 24-05 Transfer of Property to Community Improvement Corporation of Greater Cincinnati made by Mr. Brock, second by Mr. Henning. Motion passed by 7-0 roll call vote.

- C. Res. No. 40-24 Authorizing the City Manager to Execute a Change Order to the Agreement with CAP-STONE & Associates, Inc. DBA Stone Environmental Engineering and Science for Additional Environmental Review Services Related to the Miami Avenue Reconstruction Project.
 1. Mr. Norton-Smith stated that preliminary engineering was thought to be sufficient, but additional services were requested. The added cost was reasonable and within budget. Mr. Takieddine encouraged advance notice from vendors in future if possible.

Motion to approve Res. No. 40-24 Authorizing the City Manager to Execute a Change Order to the Agreement with CAP-STONE & Associates, Inc. DBA Stone Environmental Engineering and Science for Additional Environmental Review Services Related to the Miami Avenue Reconstruction Project made by Mr. Brock, second by Mr. Takieddine. Motion passed by 7-0 roll call vote.

- D. Res. No. 41-24 Ratifying the City Manager's Action to Enter into a Contract with Ford Development Corporation for Shawnee Run Cable Rail Repair.

Motion to approve Res. No. 41-24 Ratifying the City Manager's Action to Enter into a Contract with Ford Development Corporation for Shawnee Run Cable Rail Repair made by Mr. Henning, second by Mr. Shaffer. Motion passed by 7-0 roll call vote.

XI. NEW BUSINESS

- A. Indian Hill Waterworks PFAS
 1. Mayor Moorman explained that PFAS involves new Federal regulations regarding forever chemicals in water and federal changes in the number of allowed particulates.
 2. Mr. Norton-Smith reported that there have been conversations with Indian Hill leadership about infrastructure needs and that the Indian Hill current water tower is not sufficient for pressure. Indian Hill is considering taking on debt to complete large water PFAS and water pressure projects. Indian Hill is asking us to assist with a solution which would require resident contributions. The deadline for regulation compliance is five years.
 3. Mr. Moormann asked about the possibility of funding for water filtration and treatment. Mr. Norton-Smith and Mr. Shaffer confirmed federal funding is earmarked for disadvantaged communities, but not necessarily Indian Hill or Madeira. Mr. Norton-Smith spoke briefly about other options of procuring water from other resources like Greater Cincinnati, and the ability (or not) of home filtration to remove forever chemicals.
 4. Mr. Takieddine recommended that Public Works look further into these issues and costs.
- B. Parks & Recreation Plan Update- Composting

1. Mr. Junger reviewed Parks and Rec interest in starting a compost distribution center and offsetting some waste collection dollars. Mr. Junger invited Ms. Kaity Rowe Vice-Chair of the Parks and Rec. Board to answer Council questions.
2. Ms. Rowe shared that other cities and municipalities are providing composting services. For example, Wyoming uses GoZERO, which would service the compost site by providing watertight cans with liners and would collect compost and provide finished compost for residents to order. There are some grant funds available with 25% city match and annual cost is anticipated at \$4000.
3. Ms. Rowe answered questions about the services, and the biggest concerns of potential locations and odors.
4. Mr. Norton-Smith stated that our Republic trash collection contract is approximately \$600,000 annually and recyclables are credited back to us. It is unclear how this private company might factor into that as a cost savings.
5. Mayor Moermann encouraged this proposal to be included in the 2025 budget and work plan with firm costs for a year and a location recommendation.

C. IT Systems

1. Mr. Takieddine asked about city IT preparedness considering the recent CrowdStrike situation. Mr. Norton-Smith stated that contracting with Trustpar IT support was crucial last year, and we continue to use their recommendations.

XII. OLD BUSINESS

None

XIII. EXECUTIVE SESSION

- A. Real Estate
- B. Personnel

Motion to adjourn into Executive Session to consider the appointment, employment, dismissal, or compensation of a public employee or official; and to consider the purchase of property for public purpose or to consider the sale of property, given that premature disclosure of such information would give an unfair competitive or bargaining advantage to a person whose personal or private interests are averse to the general public's interest; for the purpose of seeking and receiving advice from Legal Counsel made by Ms. Camper, second by Mr. Shaffer. Motion carried by unanimous 7-0 roll call vote at 9:20 pm.

Motion made by Mr. Brock, second by Mr. Henning, to adjourn the Executive Session and return to regular session. Motion carried by unanimous 7-0 roll call vote at 9:39 pm.

C. Res. 42-24 Authorizing the City Manager to execute an agreement with the American Federation of State, County and Municipal Employees (AFSCME) for wages and benefits effective January 1, 2024, and ending December 31, 2026.

Motion to approve Res. 42-24 Authorizing the City Manager to execute an agreement with the American Federation of State, county and Municipal Employees (AFSCME) for wages and benefits effective January 1, 2024, and ending December 31, 2026, made by Mr. Brock, second by Mr. Shaffer. Motion carried by unanimous 7-0 roll call vote.

XIV. ADJOURNMENT

MADEIRA CITY COUNCIL

JULY 22, 2024

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Motion to adjourn made by Mr. Henning, second by Mr. Brock. Motion carried by 7-0 unanimous roll call vote at 9:41 pm.

Holly Richards, Clerk of Council

RESOLUTION NO. 43-24

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR SERVICES WITH LARISSA FREY AS PART TIME OFFICE MANAGER FOR THE MADEIRA POLICE DEPARTMENT

WHEREAS, the City of Madeira requires additional coverage for the Police Department front desk; and

WHEREAS, Larissa Frey was contracted in 2023 to provide coverage for the Office Manager position; and

WHEREAS, Ms. Frey possess the Regional Crime Information Center (RCIC) and Law Enforcement Automated Date System (LEADS) certifications from Hamilton County and the Ohio State Highway Patrol, respectively; and

WHEREAS, the Police Department has continued need for this contractual position; and

WHEREAS, by Article IV of the Madeira Charter requires City Council authorization for any expenditure in excess of Ten Thousand and 00/100 Dollars (\$10,000.00).

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Madeira, State of Ohio:

Section 1. That the City Manager is hereby authorized to enter into a contract with Larissa Frey for Office Manager Services.

Section 2. That the Treasurer is hereby authorized to pay Larissa Frey at a rate of Twenty-Five and 00/100 Dollars (\$25.00) per hour upon presentation of proper vouchers thereof.

Section 3. That this Resolution shall take effect from and after the earliest period allowed by law.

This Resolution is not subject to referendum per Article XII, Section 3 of the Madeira Home Rule Charter.

Madeira Historical Society

Honorable Madeira
City Council Members

Founded in 1972



July 27, 2024

Dear Members of Madeira City Council;

It has been brought to our attention that City Council Members are planning the sale of two city owned historic properties; with passage of Ordinance Number 24-06. Ordinance 24-06 would transfer title to both the Hosbrook and Muchmore Houses to the "Community Improvement Corporation of Greater Cincinnati". Although at this moment, the undersigned are not objecting to the potential sale of the two historic properties; we are concerned about the exclusion of any mention in 24-06, of text found in the Madeira City Charter, specifically "Article XVI. Madeira Historic District / Preservation". This section of the City Charter, page 30, is very specific, applying **only** to the historic properties, and we quote, "**These three important and historic properties are to be preserved, protected, and left standing on the same ground that the structures were built upon.**" Ordinance Number 24-06 makes no mention of the protection afforded these important properties owned by the **Citizens of Madeira**.

The sale of the two historic properties does not change councils responsibility as stated in the City Charter, and any person or entity must be made aware of council's, and the buyers, responsibility. The Madeira Historical Society officers and board members are strongly urging that Ordinance 24-06 be amended to include in its entirety "**Article XVI. Madeira Historic District / Preservation**" making clear that the sale of the historic properties does not relieve City Council of their obligations promised in 1989, when Cleo J. Hosbrook trusted that her two houses would be preserved for future generations.

Signed

Douglas Oppenheimer
Michael Widmeyer
Paul M. Boff
Carol Peck
B. Re Freeman
Leslie DeLucca

Thomas J. Niedecker
Lisa Violand
Donna P. Leinhardt
Gregory A. Johnson
Douglas Feder

BUDGET AND FINANCE COMMITTEE

Meeting Summary

July 22, 2024

Attendance:

Chad Shaffer, Chair
Tom Henning, Councilmember
Alicia Camper, Councilmember
Michael Norton-Smith, City Manager
Lori Thompson, Assistant City Manager
Kristie Lowndes, Treasurer

The meeting was called to order at 6:30 PM.

1. **Monthly Financials:** Mr. Norton-Smith reviewed the June 2024 monthly financial report. In general, the City's revenue projections were again very close to actual collections. Mr. Norton-Smith noted that a prepayment was received from the Hamilton County Treasurer's Office which was artificially inflating Property Tax collections, relative to last year. Mr. Norton-Smith also noted that expenses were still slightly up relative to last year at 3.7%, however this overage was down from the previous month.
2. **2023 Financial Health Indicators:** Mr. Henning shared the final 2023 Financial Health Indicators for the City of Madeira prepared by the Ohio Auditor of State. Of 17 indicators, Madeira has only three (3) cautionary or critical rankings; the most notable was the Total Liabilities-to-Net Assets, which is a reflection of the amount borrowed to complete various development projects. Ms. Lowndes indicated this should improve once the McDonald Commons and other various construction projects are completed and can be counted toward the City's net assets. Mr. Henning suggested the report be included with the next City Council packet.
3. **2025 Budget Process:** Mr. Shaffer asked about the timing for setting priorities for the 2025 budget. Mr. Norton-Smith indicated staff work to create projections for revenue and expenses beginning in August. This includes input from all City departments related to anticipated capital purchases. Mr. Shaffer suggested the committee meet for a budget workshop in the next few weeks and/or solicit input from the remaining members of Council.

The meeting was adjourned at 7:05 PM.

Chad Shaffer, Chair

PARKS & RECREATION COMMITTEE

Meeting Summary

July 30, 2024

Attendance:

Logan Junger, Chair
Ramzi Takieddine, Councilmember
City Staff:
Michael Norton-Smith, City Manager
Lori Thompson, Assistant City Manager
Emily McNamara, Community Coordinator

The meeting was called to order at 5:00 PM.

- 1. Boy Scout Eagle Project.** Shane Spencer presented a design for a bench cover he proposed to build to satisfy the requirements for his Boy Scout Eagle Scout project. Mr. Spencer indicated that under his proposal the City would provide the materials and he/volunteers would construct the cover. Committee members discussed the proposal and asked questions. Mr. Junger inquired about the City's ability to contribute to Eagle Scout projects and Mr. Norton-Smith indicated his unfamiliarity with the specific financial mechanism; however, he would check with the City Treasurer.
- 2. McDonald Commons Phase 1B:** Staff shared a list of suggested enhancements to McDonald Commons Park. The items on the list were compiled from City staff observations of the park, post-opening, and suggestions provided by users (i.e. Madeira youth athletics, pickleball, etc.). Mr. Norton-Smith indicated that these enhancements fall into two (2) buckets; construction beyond the original scope and non-capital equipment purchases that can be made directly by the City. Mr. Junger requested that City staff compile a list of priorities in both categories for consideration by the committee; concurrently, Mr. Junger suggested soliciting an amount for additional enhancements from the Budget and Finance Committee. Several representatives from recreational pickleball attended and advocated for enhancements and consideration of restriping the multi-use courts. Mr. Junger indicated his interest in exploring additional striping options for basketball and futsol. Mr. Norton-Smith indicated staff had consulted with the design team for insight on enhanced striping. The representatives indicated a desire to donate equipment to the park, which requires review by the Grants and Sponsorship Committee and a donation agreement with the City.
- 3. Field Fees:** Mr. Norton-Smith and Ms. McNamara shared a proposal for revised field fees at McDonald Commons, based upon input from the various athletic users. Ms. McNamara outlined a new structure based upon the number of hours reserved using the RecDesk system. This would replace the flat, per-participant fee currently in place. The criticism with the current system is that some athletic organizations have higher usage than others, and therefore have a disproportionate share of field time. The proposed fee would be \$15/hour up to 200 hours, at which point the fee converts to a per player fee of \$15, which benefits the heaviest field users, typically soccer and baseball. Mr. Norton-Smith recommended piloting the new structure in the Fall 2024 season and adjusting it for 2025; this would include a resolution to update the policy and a change to Chapter 98.03 of the municipal ordinance, which sets the field fees. Notably, the ordinance does not reflect the current fee structure that was approved in 2019.

The meeting was adjourned at 6:45 PM.

Logan Junger, Chair

HISTORICAL PRESERVATION COMMISSION

Meeting Summary

August 6, 2024

Members Present

Adam Rathge, David Dye, Mike Prus, Amy Benetti

Staff Present

Michael Norton-Smith, City Manager

Lori Thompson, Assistant City Manager

The meeting was called to order at 12:30PM. The meeting was held virtually on the Zoom platform.

Mr. Norton-Smith updated the committee on Council's action to transfer the ownership of the Muchmore and Hosbrook houses to the Greater Cincinnati Community Improvement Corporation (CIC). Additionally, the committee was advised that the Depot has been accepted onto the National Historic Register of Historic Places. The houses were not accepted.

New Business – District Guideline Update

Mrs. Thompson provided an overview of the draft of revisions to the guidelines for the district. The Administration is in process of reviewing several City codes to update them and as the Historic District Guidelines have not been reviewed since their inception in 2014, the Administration has included them in the documents to be updated.

The committee discussed the guideline draft and came to following conclusions/recommendations:

- Clearly state that the houses should strive to be preserved to their state in 2014.
- Add in landscape requirement, referencing such requirements in the Zoning Code and the City's streetscape standards.
- Signs – if on the building, subject to Historic Commission review, in addition to Sign Code standards. If in the yard, the sign will be subject just to Sign Code standards.
- Eliminate vague references, such as "traditional" or "simple"; make guidelines clear and specific for easier interpretation and use.
- Add the siding and masonry example images back in.

The committee agreed to meet again in a few weeks' time to review the draft again. The meeting date is yet to be determined.

The meeting was adjourned at 1:20PM.

CITY OF MADEIRA

MEMORANDUM

TO: Council

FROM: Barb Griffin

SUBJECT: Inclusion Committee & Parks and Recreation Board Meeting Summaries

DATE: August 9, 2024

At the time the packets were assembled, the Inclusion Committee & Parks and Recreation Board meeting summaries were not available. The meeting summaries will be on your desk for the meeting.



ORDINANCE NO. 24-07

AN ORDINANCE AMENDING PORTIONS OF CHAPTER 94.03: ATHLETIC FIELD FEES, OF THE CITY OF
MADEIRA CODE OF ORDINANCES

WHEREAS, the City of Madeira is a chartered municipality in the State of Ohio; and

WHEREAS, pursuant to Article II of the Madeira City Charter, the City of Madeira shall have "home rule and all the powers of local self-government and all other powers possible for it to have under the Constitution of the State of Ohio, and all powers that...are...granted it by the laws of Ohio;" and

WHEREAS, pursuant to Article II of the Madeira City Charter, "all legislative powers of the municipality, except as reserved in this charter to the electors, shall be vested in an elected Council;" and

WHEREAS, City Council, upon examining feedback provided by its Parks and Recreation Committee, reviewed portions of the Code of Ordinances concerning the Athletic Field Fees; and

WHEREAS, City Council determined that the Code of Ordinances is in conflict with the current proposal for field fees.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

Section 1. That Madeira Code Section 94.03.A is hereby deleted in its entirety and replaced with the following:

94.03 ATHLETIC FIELD FEES

(A) As established annually by the City Manager, there shall be a fee for any athletic teams/organizations which schedule the use of either a Madeira Park Facility or Field or the Madeira High School Stadium. Fees shall be imposed to include, but are not limited to, recreational sports programs, individual teams, also known as "select teams", and recreational leagues which schedule the use of Madeira Parks or the Madeira High School Stadium. Field fees can be based on the number of players and/or the amount of scheduled field time.

Section 2. That this Ordinance shall take effect on January 1, 2025.

Section 3. This Ordinance is adopted in accordance with the Charter of the City of Madeira and shall become effective from and after the earliest period allowed by law.

This Ordinance is not subject to referendum per Article XII, Section 3 of the Madeira Home Rule Charter.



City of Madeira

Field and Court Use Policy

This Field and Court Use Policy was created to allow the City of Madeira to manage the scheduling and use of the McDonald Commons Athletic Fields and Courts successfully and equitably. The City strives to implement the field use and scheduling policies fairly and consistently in a way that benefits the residents and businesses of the City of Madeira.

Failure to comply with Federal, State, or Local statutes, laws, or regulations may result in users being determined ineligible to reserve or use City of Madeira Facilities.

The league or event contact submitting this form is responsible for distributing the City of Madeira Field and Court Use Policy to all coaches, referees, participants, parents/legal guardians of participants under the age of 18, and all other relevant parties.

I. McDonald Commons Rules and Regulations

- a. McDonald Commons Park is open from dawn to dusk, unless otherwise approved through a Field and/or Court Reservation or Special Event Permit.
- b. No mopeds, bicycles, or other vehicles allowed on fields.
- c. No foul or abusive language.
- d. No alcoholic beverages, except by permit.
- e. No littering. All trash must be placed in a proper receptacle.
- f. No cutting or disturbance of trees, or the natural environment.
- g. No fires, except by permit.
- h. All pets must be on a leash. Pets are not permitted on the synthetic turf. Please clean up all messes left by your pet.
- i. No skateboarding.
- j. No loitering after dusk.
- k. No air horns or other loud, noise-making devices.
- l. No person or organization shall sell or offer for sale any article, item, privilege, or service on City property, without written authorization from the City Manager.

II. Field and Court Priority and Reservation Process

- a. All organizations wishing to reserve the McDonald Commons Athletic Fields and Courts must complete the McDonald Commons Field and Court Use Agreement and submit it to the City Administration a minimum of three weeks prior to the beginning date of the requested reservation. Applications submitted closer than 3 weeks prior to the desired beginning date may be processed at the discretion of the Administration.

- b. Approval of request for use will be evaluated based on the organization classification in the following order:
 - i. Priority A- City of Madeira activities and events
 - ii. Priority B – In season Madeira based youth recreational organizations with open enrollment
 - iii. Priority C- In season Madeira based youth competitive organizations that have closed/selective enrollment
 - iv. Priority D- Out of season Madeira based youth recreational organizations with open enrollment
 - v. Priority E- Out of season Madeira based youth competitive organizations that have closed/selective enrollment
 - vi. Priority F- In season Madeira based adult recreational organizations with open enrollment
 - vii. Priority G- In season Madeira based adult competitive organizations that have closed/selective enrollment
 - viii. Priority H- Out of season Madeira based adult recreational organizations with open enrollment
 - ix. Priority I- Out of season Madeira based adult competitive organizations that have closed/selective enrollment
 - x. Priority J- Organizations that do not qualify for priority A-I.
- c. In case of conflict that cannot be settled by the priorities listed above, priority in scheduling be given to the groups with the largest percentage of its participants and coaches that are City of Madeira residents.
- d. During certain periods, facilities may be reserved for public use, rather than league play or other private reservations.
- e. Reservable times for McDonald Commons are 8AM-9PM, unless otherwise approved by the City Administration. Use of field lights must be arranged with the Parks Maintenance Manager.
- f. Completing and submitting the McDonald Commons Facility Usage Agreement does not guarantee your reservation. You will receive notification via email from the City if your reservation is approved. All field and court reservations and assignments are subject to change at the City Administration's discretion.
- g. Reservations of McDonald Commons Athletic Facilities will appear on the City's Community Calendar on the City's RecDesk site at <https://madeiraoh.recdesk.com/Community/Calendar>
- h. No organization is permitted to charge an admission fee for their activities during their reservation or event without written permission by the City Manager.

III. Field and Court Use Guidelines

- a. General
 - i. Set up and cleanup of equipment and other materials is the permit holder's responsibility.

1. The Court(s) and Fields must be returned to the condition you found them in, with the exception of routine wear and tear.
2. Items or equipment that may be considered hazardous to the health or safety of individuals at or near the Court(s) and Field(s) are not permitted, this includes items with an open flame.
3. Place all trash in appropriate receptacles before leaving.
4. Treat the facility, park and all equipment with respect. You are responsible for replacing City property damaged during your reservation.

- ii. Please take time to become familiar with severe weather shelters and emergency protocols of the facility before your event to ensure the safety of participants and guests.
- iii. In the event of damage to City of Madeira property, outside of reasonable wear and tear, during your reservation of the facility, including but not limited to broken goals, torn or broken nets, broken trash cans, etc., you will be billed for the amount needed to repair and/or replace the property.

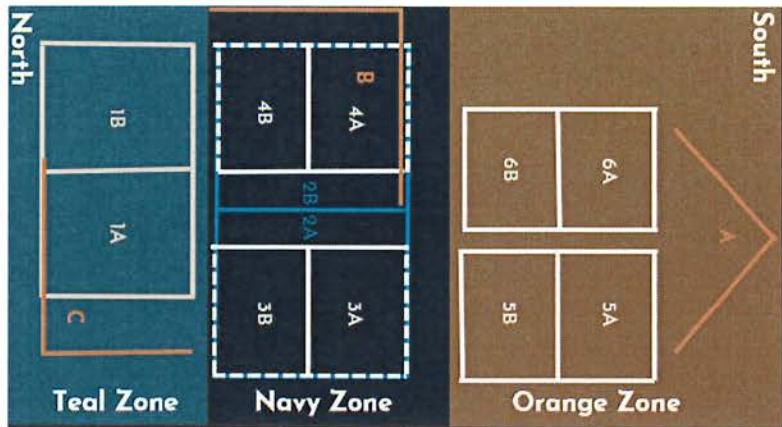
IV. Inclement Weather and Closing Fields

There will be no use of City of Madeira fields when facilities are unplayable due to poor weather/playing conditions. The decision to use the facilities will be made by the Parks Department. Any user failing to comply with established policy is subject to invoicing for all damages occurring to the fields and termination of allocated field time. It is the user's responsibility to check if the fields are open by calling the team line at: (513) 956-0799. This will be updated by 3:00 pm if the fields will be closed for that day. There is also a Field "Closed or Open" sign at McDonald Commons Park. Failure to comply with this policy will result in a fine of not more than \$150 and may result in loss of field allocation. In this case there will be no refunds of any fees by the City of Madeira. The City of Madeira reserves the right to review and alter the fees and policy at any time. This will be reviewed on an annual basis. Regardless of the terms of this Policy, the decision to close the fields due to weather soil or turf conditions rests solely with the City of Madeira.

For more information on reserving the City fields, please contact adisbennett@madeiracity.com, emcnamara@madeiracity.com or the finance office at klowndes@madeiracity.com.

V. Fees

- a. Organizations may reserve the McDonald Commons Athletic Facilities at a rate of \$15 per zone per hour of field time. Please see map of zones below.



- b. Organizations reserving 200 or more hours of field time per season will pay a rate of \$15 per participant per season (Spring, Summer, or Fall) in lieu of the \$15 per zone per hour rate. Individuals will be counted separately for each sport they participate in. Additional fees may be determined by the City Administration based on the nature of the reservation.
- c. Fees will be evaluated by the City Administration during each off-season and are subject to change at the Administration's discretion.
- d. The City will send an invoice to the event or league contact with a due date for Special Event fees or fees for Athletic Field and Court reservations that fall under the McDonald Commons Facility Usage Agreement.
- e. Failing to pay fees by the due date set by the City may result in the cancellation of reservations and users being determined to be ineligible to reserve or use City of Madeira Facilities in the future.

VI. **Release, Indemnity, and Insurance Requirement Agreement**

- a. It may be determined to be necessary for your organization to acquire sufficient liability insurance and name the City of Madeira as an additional insured. If this request is not met, and proof of such insurance is not submitted to the City by a deadline to be determined by the City Administration, your reservation will be denied.



City of Madeira McDonald Commons Field and Court Use Agreement

Please complete this form and submit it to:

City of Madeira

Attention: Emily McNamara

7141 Miami Ave.

Madeira, OH 45243

Email: emcnamara@madeiracity.com

Organization Name: _____

Representative Name: _____

Address: _____

Contant Phone #: _____

Email Address: _____

Please circle an occurrence type:

Spring Season

Summer Season

Fall Season

Dates(s) requested:

Beginning: _____

Ending: _____

Day	Time Requested	Number of Fields Needed	Field/Court Type(s) or Specific Field(s)/Court(s)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

I, _____ as a representative of _____, understand that this form is a request for use of a City of Madeira Park and/or facility and the associated joint area, and not a guarantee of usage. In addition, I have received and understood the City of Madeira Field and Court Use Policy and the parks rules and regulations and agree that all representatives of my organization will abide by stated policies. I understand that failure to abide by these policies may lead to future requests to use City of Madeira Facilities being denied. All field and court reservations and assignments are subject to change at the City administration's discretion.

Signature: _____

Date: _____



Please complete this page with additional times requested

Dates(s) requested:

Beginning: _____ Ending: _____

Day	Time Requested	Number of Fields Needed	Field/Court Type(s) or Specific Field(s)/Court(s)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Dates(s) requested:

Beginning: _____ Ending: _____

Day	Time Requested	Number of Fields Needed	Field/Court Type(s) or Specific Field(s)/Court(s)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Dates(s) requested:

Beginning: _____ Ending: _____

Day	Time Requested	Number of Fields Needed	Field/Court Type(s) or Specific Field(s)/Court(s)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			



COMPREHENSIVE PLAN

City Council Priorities
June 10, 2024

SUMMARY: Using the May 2024 Planning Commission Priorities as a starting point, City Council identified their top effort & expense projects in each of the 4 plan Focus Areas:

EFFORT = Staff/Volunteer/Legislative Action

EXPENSE = New Budget Item (Capital, Consultant, New Hire, etc.)



Economic Development

EFFORT

Establish TIF policy for infrastructure investment & CIC contribution

Complete Camargo Rd project financial plan

Study need for public parking (Chamber lead)

EXPENSE

Find seed money for CIC

Consider establishing ESID for PACE financing



Active Transportation

EFFORT

Continue Regional Trail planning (off-road vs on-road) & easement needs identification

Public education on scooter usage / new Miami Ave enhancements

Enhance existing/Install new crosswalks

EXPENSE

Find seed money for Regional Trail planning/ preliminary engineering



Community Facilities

EFFORT

Sellman Park Master Planning

Downtown programming (Chamber lead)

Explore parks foundation/ CIC as non-profit

Install passive recreation in back of McDonald Commons

EXPENSE

Find funding for Sellman Park Master Plan (e.g. County Mini Grant - possibly in conjunction with Trail)



Environmental Stewardship

EFFORT

Stormwater Management plan scoping (including green infrastructure)

Tree Board inventory of street trees

Invasive species removal at parks

EXPENSE

Find funding for Stormwater Management detailed planning & implementation

ITALICS denotes additional priority identified by City Council

2023 Financial Health Indicators at a Glance:



Critical Outlook Financial Health Indicators: 1

Cautionary Outlook Financial Health Indicators: 2

Critical Outlook

Cautionary Outlook

Positive Outlook

Not Applicable

(Please refer to the last page for definitions)

STATUTORY REQUIREMENT Ohio Revised Code Section 118.025 requires the Auditor of State to "develop guidelines for identifying fiscal practices and budgetary conditions, amongst municipal corporations, counties, and townships that, if uncorrected, could result in a future declaration of fiscal watch or emergency." In addition to these fiscal caution guidelines, the Auditor of State has developed Financial Health Indicators (FHI).

FINANCIAL HEALTH INDICATORS (FHI) are a series of financial information, percentages, and ratios gathered from annual financial statements, filed by the local governments, which are useful in predicting financial stability. FHI will be used to recognize early signs of fiscal stress at specific local governments and take a proactive approach to monitoring or assisting these local governments, rather than only a reactive approach after declaration of fiscal caution, watch, or emergency.

Seventeen (17) FHI have been identified as useful in determining signs of fiscal stress. Sixteen (16) of the indicators are based on information derived from the entity's audited financial statements. Indicator 17 is based on the citations/recommendations results from the most current audits.

HOW TO ANALYZE FHI No individual FHI is of use in identifying overall fiscal stress. These indicators must be considered together to obtain insight as to whether or not an entity is experiencing the signs of fiscal stress. The entity should review, in detail, any individual FHI identified as having a critical or cautionary outlook to determine areas of potential concern that would require evaluation of goals/objectives in order to ensure fiscal stability is maintained.

Important! Historically, based on entities that have been placed in fiscal distress (fiscal caution, fiscal watch or fiscal emergency) reporting under the **Generally Accepted Accounting Principles (GAAP)** basis of accounting:

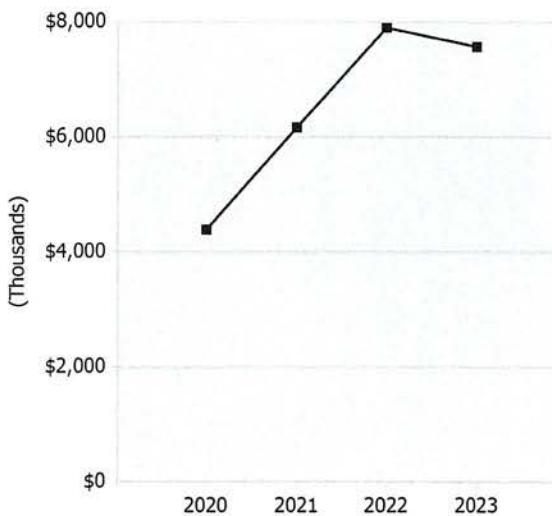
- Entities may experience fiscal stress when at least **six (6)** critical (red) FHIs are reflected.
- Entities may experience fiscal stress in two to three years when at least **eight (8)** critical (red) and/or cautionary (yellow) FHIs are reflected.

The effects of implementation of GASB 68/75 for pensions/other post employment benefits have been removed from the applicable line items for consideration of Financial Health Indicators 1, 3, 13 and 16.

Please refer to the accompanying spreadsheet for calculation of the each Financial Health Indicator, the Financial Statement Data used in those calculations, and the type of audit opinion issued for audited financial statements.

Indicator #1 - Cautionary Outlook

Indicator #1
Unrestricted Net Assets/Position - Governmental Type Activities (GTA)



Unrestricted Net Assets/Position of Governmental Type Activities (GTA)

Unrestricted net assets/position represents the portion of net position that has no related liabilities or restriction as to use.

Description of indicator and what it means:

This indicator identifies when an entity has a declining or negative unrestricted net assets/position.

Why is it important?

This indicator identifies if net assets/position is available for unrestricted purposes. Although unrestricted net assets/position may not be in liquid form, it is important to have net assets/position available and unrestricted as to use. If an entity's unrestricted net assets/position is declining or is negative, it leaves little or no room for unexpected expenses; and therefore, is a sign of fiscal stress.

Critical Outlook– Zero or negative amount

Cautionary Outlook – Decline between the current and prior year by more than a 1%

Indicator #2 - Positive Outlook

Unassigned Fund Balance of the General Fund

Unassigned fund balance is the portion of fund balance that has no related liabilities or has not otherwise been obligated.

Description of indicator and what it means:

This indicator identifies when an entity has a declining or negative unassigned fund balance.

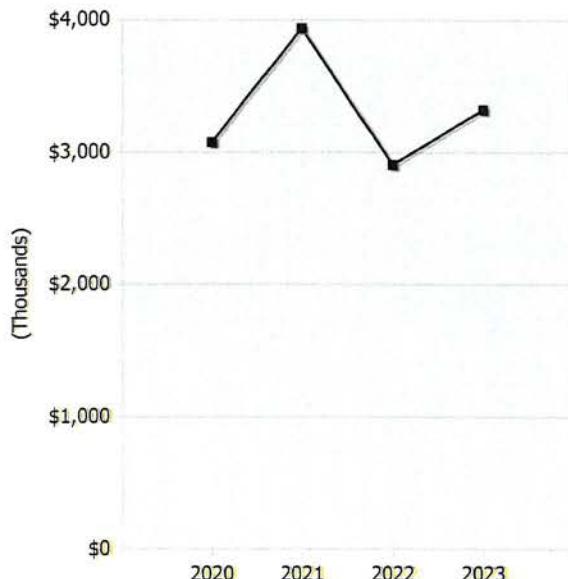
Why is it important?

This indicator identifies if fund balance is available for unrestricted purposes. Although unassigned fund balance may not be in liquid form, it is important to have fund balance available without restrictions as to use. If an entity's unassigned fund balance is declining or is negative, it leaves little or no room for unexpected expenses; and therefore, is a sign of fiscal stress.

Critical Outlook – Zero or negative amount

Cautionary Outlook – Decline between the current and prior year by more than a 1%

Indicator #2
General Fund - Unassigned Fund Balance



Indicator #3 - Positive Outlook

Change in Unrestricted Net Assets/Position - GTA

Description of indicator and what it means:

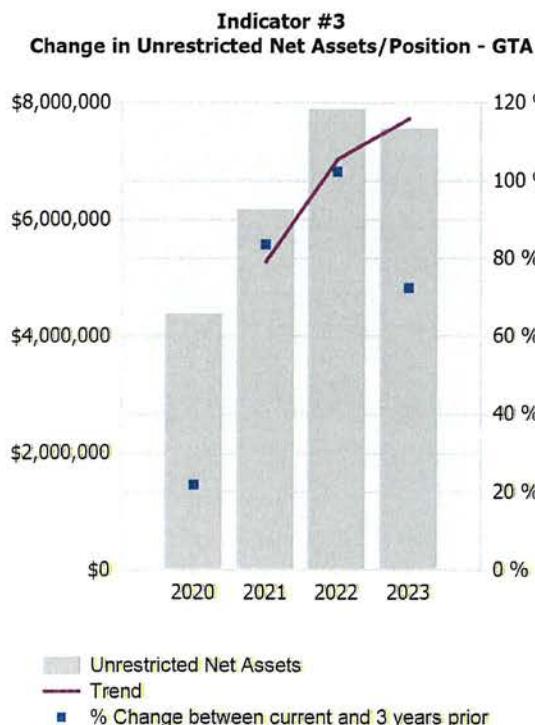
This indicator identifies changes (increases or decreases) in unrestricted net assets/position from the prior years to the current year and is useful in identifying local governments whose unrestricted net assets/position is deteriorating.

Why is it important?

A declining unrestricted net assets/position can be a sign of fiscal stress. This indicator is important in identifying a trend of deteriorating unrestricted net assets/position as well as how rapidly it is deteriorating.

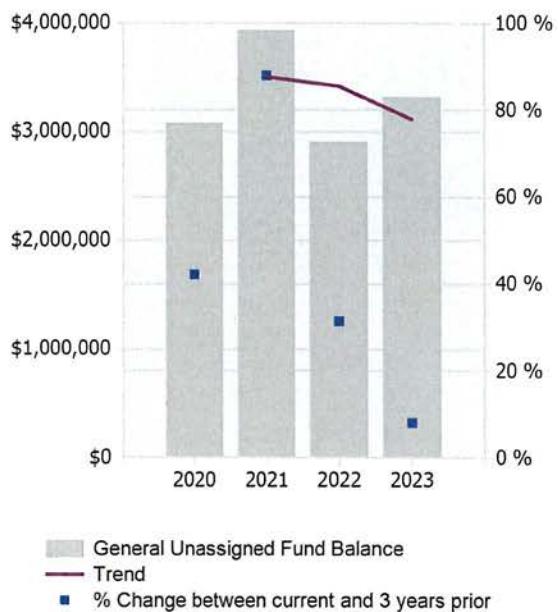
Critical Outlook – The current period and at least two of the previous three periods reflect a zero or negative amount **OR** a rapidly declining trend defined as a decline in each of the last 3 periods with a drop of greater than 20%

Cautionary Outlook – Declining trend defined as a decline in each of the last 3 periods with a drop of 10% to 20%



Indicator #4 - Positive Outlook

Indicator #4 **Change in General Fund Unassigned Fund Balances**



Change in General Fund Unassigned Fund Balances

Description of indicator and what it means:

This indicator identifies changes (increases or decreases) in unassigned general fund balance from the prior years to the current year and is useful in identifying local governments whose unassigned general fund balance is deteriorating.

Why is it important?

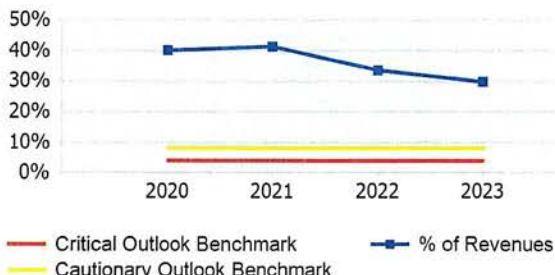
A declining unassigned general fund balance can be a sign of fiscal stress. This indicator is important in identifying a trend of deteriorating unassigned general fund balance as well as how rapidly it is deteriorating.

Critical Outlook – The current period and at least two of the previous three periods reflect a zero or negative amount **OR** a rapidly declining trend defined as a decline in each of the last 3 periods with a drop of greater than 20%

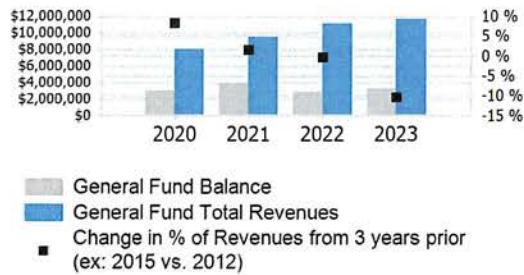
Cautionary Outlook – Declining trend defined as a decline in each of the last 3 periods with a drop of 10% to 20%

Indicator #5 - Positive Outlook

Indicator #5 Total General Fund (GF) Balance/GF Revenues



Indicator #5 Total General Fund (GF) Balance/GF Revenues



Total General Fund (GF) Balance/GF Revenues

Description of indicator and what it means:

This indicator identifies reserves available in the General Fund. The larger the reserve the better the entity is able to absorb, in the short term, the impact of sudden revenue loss or significant increases in operating costs and begin planning financial adjustments.

Why is it important?

This indicator identifies a low reserve of fund balance even if Indicators 1 through 4 do not indicate negative unrestricted net assets/position or unassigned fund balance.

Critical Outlook – Negative percentage, very low percentage (<1/24th or 4%), OR if fund balance is less than a 2 month carryover (17%), a rapidly declining trend defined as a drop of 10% or greater over a 3 year period.

Cautionary Outlook – Low percentage (<1/12th or 8%) OR if fund balance is less than a 2 month carryover (17%), a declining trend defined as a drop of 5% - 10% over a 3 year period OR if fund balance is less than 6 months (50%), a decline in each of the last 3 periods.

Indicator #6 - Positive Outlook

Decline in General Fund Property Tax Revenue

Description of indicator and what it means:

This indicator reflects the percentage change from year to year for property tax revenue.

Why is it important?

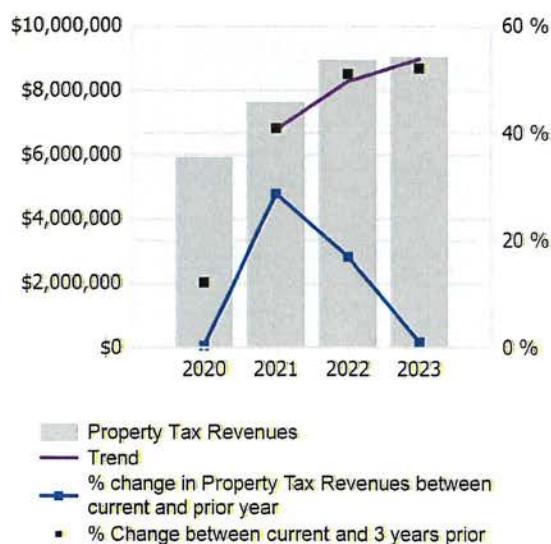
This indicator reflects declines in property tax revenues and is an indication that an entity may be facing financial hardship due to declines in significant revenue sources. It also will reflect the need for additional sources of revenue to maintain stability.

Critical Outlook – If Property Tax Revenues represent 7-20% of Total General Fund Revenues(#), a trend of declining tax revenue over the last 3 years in excess of 20% OR if Property Tax Revenues represent greater than 20% of Total General Fund Revenues(#), a trend of declining tax revenue over the last 3 years in excess of 10%.

Cautionary Outlook – Decline in property tax revenue from the current to the prior year by more than 1%

- Please refer the accompanying data sheet for the calculation of the % of total revenue

Indicator #6 Change in General Fund Property Tax Revenue



Indicator #7 - Not Applicable

Decline in General Fund Income Tax Revenue

Description of indicator and what it means:

This indicator reflects the percentage change from year to year for income tax revenues.

Why is it important?

This indicator reflects declines in this revenue type and is an indication that an entity may be facing financial hardship due to declines in significant revenue sources. It also will reflect the need for additional sources of revenue to maintain stability.

Critical Outlook – If Income Tax Revenues represent 7-20% of Total General Fund Revenues(#), a trend of declining tax revenue over the last 3 years in excess of 20% **OR** if Income Tax Revenues represent greater than 20% of Total General Fund Revenues(#), a trend of declining tax revenue over the last 3 years in excess of 10%

Cautionary Outlook – Decline in income tax revenue from the current to the prior year by more than 1%

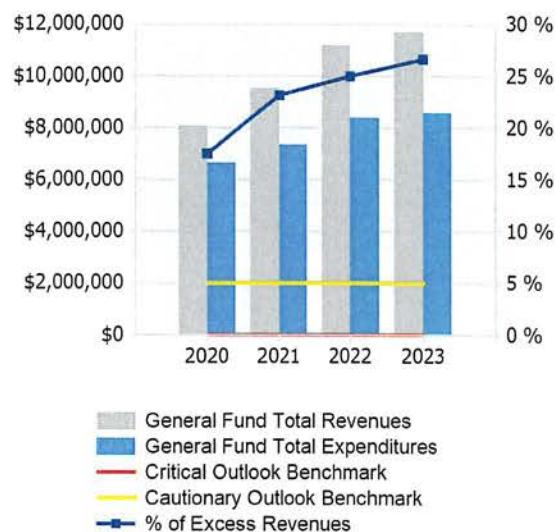
- Please refer the accompanying data sheet for the calculation of the % of total revenue

Indicator #7 Change in General Fund Income Tax Revenue

- Income Tax Revenue
- Trend
- % Change in Income Tax Revenues Between Current and Prior Year
- % Change Between Current and 3 Years prior

Indicator #8 - Positive Outlook

Indicator #8 Percentage of General Fund Revenues that Exceed General Fund Expenditures



Percentage of General Fund Revenues that Exceed General Fund Expenditures

Description of indicator and what it means:

This indicator is calculated as total General Fund revenues less total General Fund expenditures, divided by total General Fund revenues. It will provide an indication of operating deficits and the size of the operating deficit compared to the current year budget. An operating deficit is the difference between revenues and expenditures. If expenditures exceed revenues, an operating deficit exists.

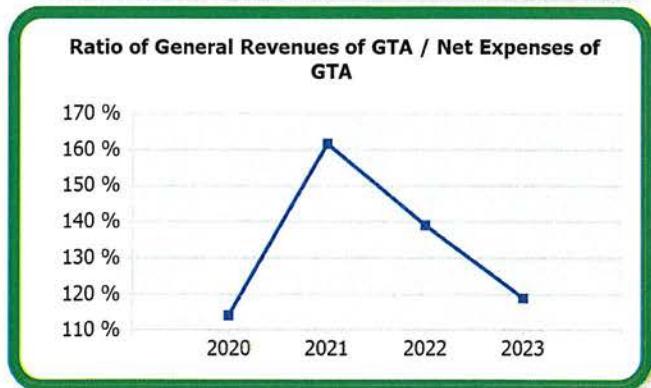
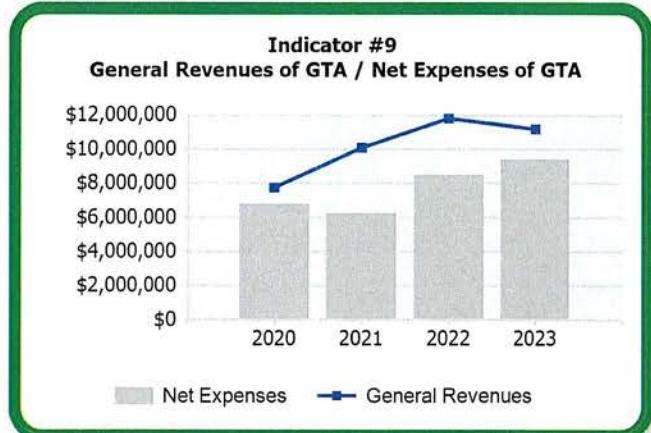
Why is it important?

This indicator is important because it reflects if an operating deficit exists, but also emphasizes the size of the deficit as compared to the current year's budget. This is an indication of the shortage in the current budget. A trend of operating deficits indicates potential financial hardship.

Critical Outlook – Negative percentage

Cautionary Outlook – Low percentage (< 1/20th or 5%)

Indicator #9 - Positive Outlook



General Revenues of GTA / Net Expenses of GTA

Description of indicator and what it means:

The ratio of this indicator reflects coverage of net expenses by general revenues. This indicator determines if, on a government-wide basis, expenses are exceeding revenues. For example, local taxes, unrestricted revenues (e.g. investment earnings) and unrestricted grants should be sufficient to meet expenses not covered by program revenues. Net Expense is total expense less program revenues. Program revenues include charges for services (e.g. fees and fines), operating grants and capital grants.

Why is it important?

This indicator is important to be aware if a shortage in revenues to cover expenses exists. A declining trend would indicate fiscal stress.

Critical Outlook – Ratio less than 100%

Cautionary Outlook – Declining trend of at least 3 years

Indicator #10 - Positive Outlook

General Fund Intergovernmental Revenues as a Percentage of Total General Fund Revenues

Description of indicator and what it means:

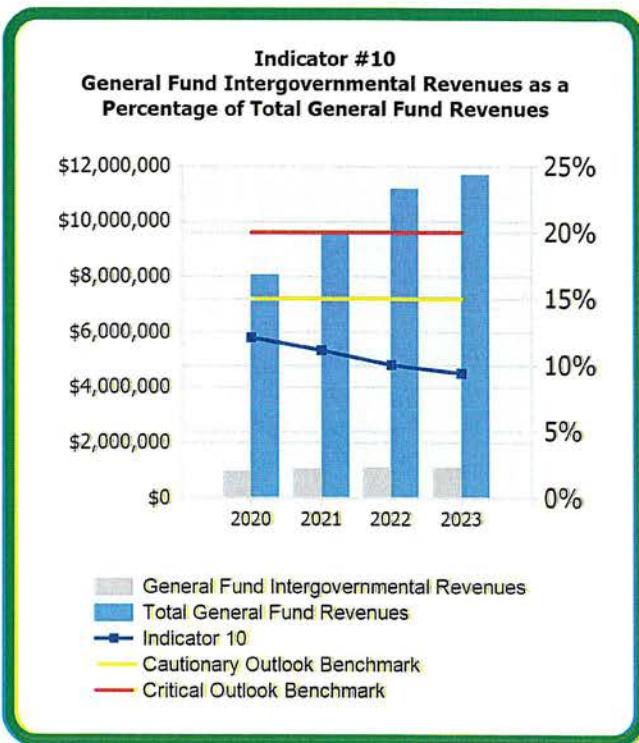
This indicator will reflect an over-reliance on intergovernmental revenues which are subject to state and federal budget cuts. A high percentage suggests the entity is heavily reliant on external governmental organizations for grants, entitlements, or shared revenues; and therefore, vulnerable to decreases in these revenue sources.

Why is it important?

It is important to be aware of the percentage of total revenues that are not considered "own-source," or local sources of revenue. Understanding the percentage of total revenues derived from intergovernmental sources is important when trying to maintain fiscal stability while dealing with an economic downturn.

Critical Outlook – Ratio greater than 20%

Cautionary Outlook – Ratio between 15% - 20%



Indicator #11 - Cautionary Outlook

Condition of Capital Assets

Description of indicator and what it means:

This indicator is accumulated depreciation as a percentage of depreciable capital assets. This indicator will identify apparent situations in which repair or replacement of the local government's capital assets will be necessary. A high percentage indicates capital assets replacement is imminent, and the entity may be delaying replacement of capital assets or significant repairs for cash flow purposes.

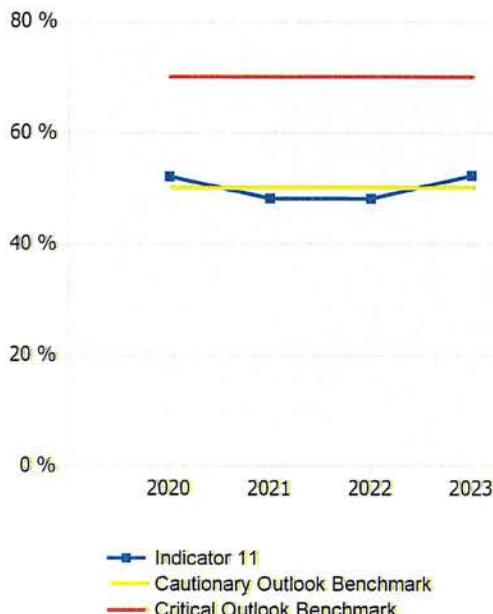
Why is it important?

When an entity delays improving or replacing capital assets in order to maintain cash flows for other purposes, improvements and replacements become absolutely necessary and may contribute to financial hardship on an already strained budget.

Critical Outlook – Ratio greater than 70%

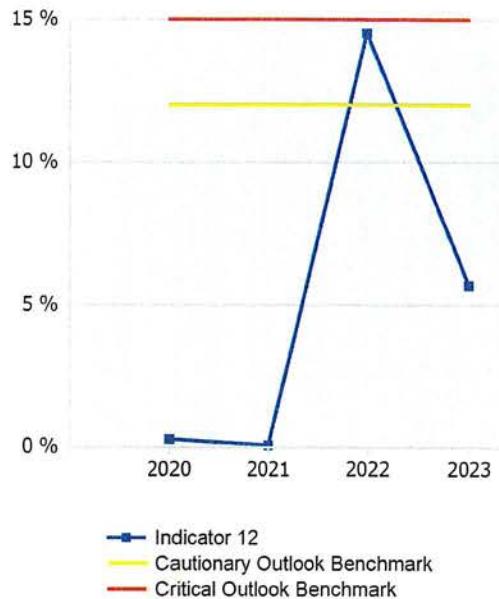
Cautionary Outlook – Ratio between 50% - 70%

Indicator #11
Condition of Capital Assets



Indicator #12 - Positive Outlook

Debt Service Expenditures / Total Revenues



Debt Service Expenditures / Total Revenues

Description of indicator and what it means:

This indicator is total debt service expenditures divided by total revenues (for all governmental funds). This indicator identifies the percentage of the budget used/needed for repayment of debt.

Why is it important?

Higher debt service expenditures to total revenues is unfavorable since the entity spends more of its current budget on debt repayment. An increasing trend of debt service expenditures to total revenues may mean the percentage of budget dedicated to debt payments is increasing; and therefore, less revenue will be available for capital asset repair/replacement or meeting current operating demands.

Critical Outlook – Ratio greater than 15%

Cautionary Outlook – Ratio between 12% - 15%



**Average Daily Expenses or Expenditures Ratio
(Indicators 13, 14 & 15)**

Description of indicator and what it means:

Indicators 13, 14 and 15 identify the number of days the local government's unrestricted net assets/position, unassigned fund balance, and cash and investments will sustain the entity. The indicators are based on the daily average expenses/expenditures.

Why is it important?

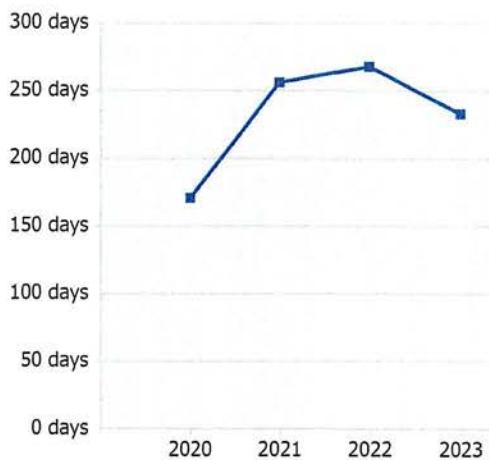
These indicators are important because they identify the number of days the entity may operate using their unrestricted net assets/position, unassigned fund balance, and cash and investments. The fewer days the entity can operate, the more financial stress they are under. These indicators provide an early indication of an entity's need to adjust their financial/expenditure planning.

Critical Outlook– Zero days or below

Cautionary Outlook – Less than 30 days

Indicator #13 - Positive Outlook

**Indicator #13
Unrestricted Net Assets / Position of GTA / Average Daily Expenses of GTA**



Indicator #14 - Positive Outlook

**Indicator #14
Unassigned Fund Balance of the General Fund / Average Daily Expenditures of the General Fund**

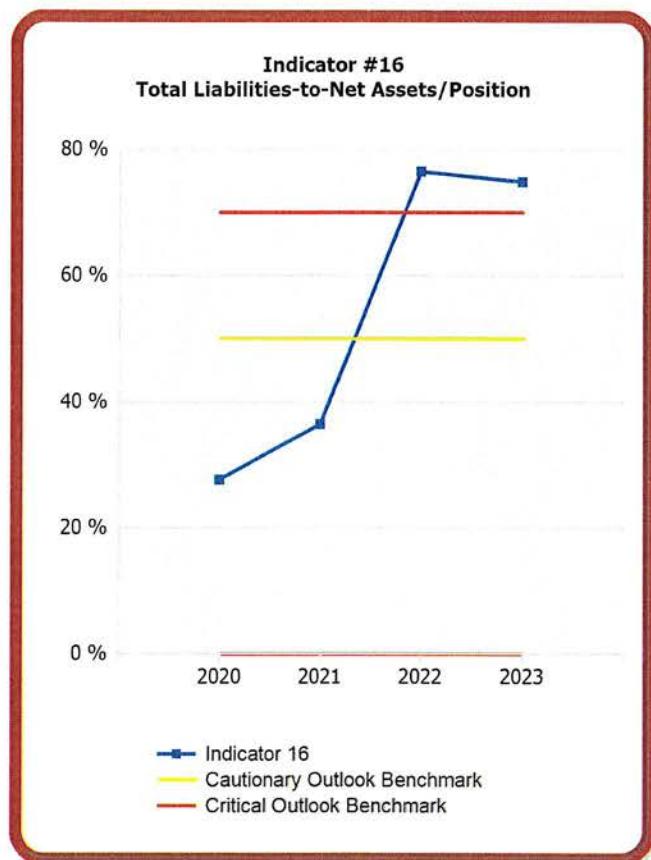


Indicator #15 - Positive Outlook

**Indicator #15
Cash & Investments of the General Fund / Average Daily Expenditures of the General Fund**



Indicator #16 - Critical Outlook



Total Liabilities-to-Net Assets/Position

Description of indicator and what it means:

This indicator is the ratio of total liabilities of GTA divided by total net assets/position of GTA and indicates the percentage of every dollar of resources available for providing public services that is owed by the entity.

Why is it important?

This indicator identifies entities that are overextended in terms of the percentage of every dollar which is owed to others.

Critical Outlook – Negative ratio (which indicates negative net assets) **OR** ratio greater than 70%

Cautionary Outlook – Ratio between 50% - 70%

Indicator #17 - Positive Outlook

Budgetary Non-Compliance and/or Unreconciled/Unauditable Financial Records?

Description of indicator and what it means:

This indicator identifies if an entity's recent audit reports include budgetary non-compliance and/or unreconciled/unauditable financial records. Results are presented for the four (4) most recently audited years; however, the indicator #17 determination is only based on the current and prior two (2) audited years.

Why is it important?

This indicator will reflect if an entity is not complying with Ohio budgetary law and/or proper accounting methods. Maintaining accurate, reconciled accounting records and adherence to Ohio budgetary law is a significant factor in maintaining fiscal stability.

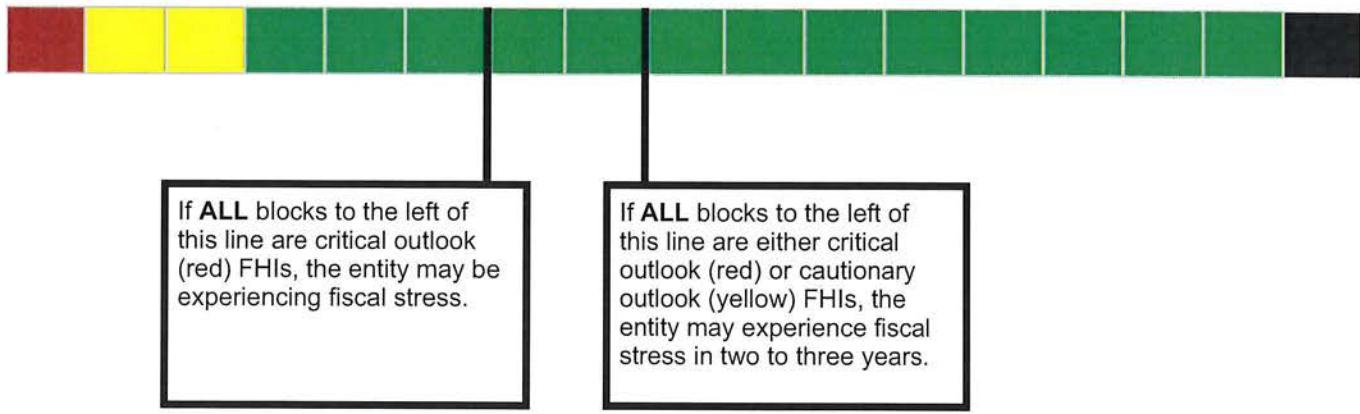
Critical Outlook – Direct and material audit finding(s) described above for the current and prior two audit years

Cautionary Outlook – Direct and material audit finding(s) described above for the current audited year

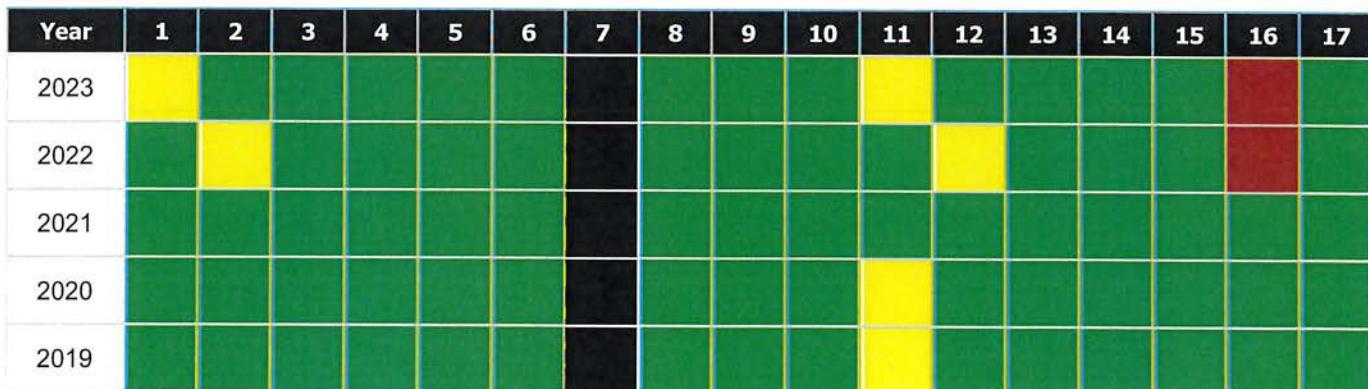
Indicator #17
Budgetary Non-Compliance and/or Unreconciled/Unauditable Financial Records?

Audited Year End	Applicable
2023	No
2022	No
2021	No
2020	No

FHI Analysis – To assist with analysis of the entity's overall financial health, the graph below presents the current year FHIs in color-order beginning with the number of critical outlook (red) FHIs on the left, followed by the number of cautionary outlook (yellow) FHIs, positive outlook (green) FHIs and not applicable (black) FHIs. Please refer to the information blocks below to determine if the FHIs indicate the entity may be experiencing fiscal stress or, without a course correction, may experience fiscal stress in two to three years.



Financial Health Indicators at a Glance History:



Please refer to each year's FHI report and datasheet for detailed information

FHI Definitions

Critical Outlook:

The more serious of the outcomes of the FHI analysis. An indicator with a Critical Outlook signals a potential high risk of fiscal stress. The entity should review the cause of the Critical Outlook indicator and consider steps necessary to alleviate the condition.

Cautionary Outlook:

Although not as serious as an FHI with a Critical Outlook, an indicator with a Cautionary Outlook signals a situation of which the entity should be aware. The entity should review the cause of the Cautionary Outlook indicator since, left unchecked, it could develop into a Critical Outlook indicator.

Positive Outlook:

This entity does not meet a Critical or Cautionary Outlook as defined above.

Not Applicable:

This entity did not report data for this indicator or the data for determination of the indicator is unavailable.

QUESTIONS ?

More detailed information regarding the Financial Health Indicators can be found on our website at
<https://ohioauditor.gov/FHI/default.html>

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If you have additional questions, please email: FHIIndicators@ohioauditor.gov

or contact:

Ohio Auditor of State's Office
88 E. Broad St.
Columbus, Ohio 43215