

# CITY OF GROVEPORT

## REPORT TO MAYOR AND COUNCIL

**November 13, 2018**

### **ADMINISTRATION – *Marsha Hall***

#### ***Legislation***

##### Ord. 18-047 Water Rate Increase (2<sup>nd</sup> Reading)

At staff's recommendation there was no water rate increase for 2018. While we are currently holding our own for our projected balance (contingency) in the Water Fund for operations of our water plant, our projected expenses for 2019 are also less than 2018 expenses, so any unforeseen large expense would result in a much lower balance going into 2020.

In addition, the Ohio legislature adopted Senate Bill 2 which requires that all water systems develop an Asset Management Plan that includes a long-term (five year) funding strategy that determines the estimated cost per year to adequately fund, repair and replace our water assets. We are currently completing this plan that is due to be submitted to OEPA yet this year.

With expenses continuing to increase due to inflation, a small increase of 3% is being recommended for 2019 in order to stay at least current with our balance in the Water Fund.

As an aside and for your information, the City of Columbus Sewer and Water Advisory Board is recommending a 2% water rate increase and 3% sanitary sewer rate increase for 2019 to Columbus City Council.

##### Ord. 18-048 Change to Pay Scale – Cost of Living Adjustment (2<sup>nd</sup> Reading)

The City's Compensation Plan is on a three-year calendar basis. The first year the City does a salary survey, which was done in 2017. The other two years the City determines whether there is a cost-of-living adjustment based on any number of factors. 2018 included a 2% cost-of-living increase. Social Security, one of our factors used, has announced that there is a 2.8% cost-of-living increase for 2019. For that reason we are recommending a 2.8% increase to our pay scale for 2019.

##### Ord. 18-049 2019 Contract for Health Services with the Health Department (2<sup>nd</sup> Reading)

This is our annual health department contract, including plumbing inspection services, for 2019. The cost to us will be \$49,877.73. This is a 6.8% increase from 2018.

##### Ord. 18-050 Amending Golf Rates (1<sup>st</sup> Reading)

Attached to the ordinance are the changes to golf rates recommended by the Director of Golf.

##### Ord. 18-051 Accept a Sanitary Sewer Easement from Bixford Green Association (1<sup>st</sup> Reading)

An easement from the Bixford Green Homeowners Association is needed for the Bixford Green Sanitary Pump Station Stand-by Generator Project (see Ord. 18-062). The association has agreed to donate this easement to the City for this useful project.

##### Ord. 18-052 to Enter into a Bargaining Agreement with the Lieutenant(s) through the Ohio Patrolmen's Benevolent Association (1<sup>st</sup> Reading)

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• Marsha Hall, Administrator • Kevin C. Shannon, Law Dir. • Ralph Portier, Chief of Police •  
• Jeff Green, Assistant Administrator/Finance Dir. • Kyle Lund, Parks and Recreation Dir. • Stephen Moore, Chief Building Official • Tom Walker, Dir. of Golf • Patty Storts, Community Affairs Dir. • Dennis Moore, Public Works Supt. •

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We have agreed to terms of the agreement, and are requesting passage as emergency legislation at tonight's meeting.

### Ord. 18-053 Add Assistant Golf Superintendent Position to the Golf Department (1<sup>st</sup> Reading)

As recommended in the 2019 Appropriations.

### Entering into a Lease Agreement with Huntington Public Capital Corporation for Various Purchases (1<sup>st</sup> Reading)

As recommended in the 2019 Appropriations, ordinances are being requested for the lease of the following capital purchases:

- Ord. 18-054 Two (2) Police Cruisers for Police Department
- Ord. 18-055 Leaf Vacuum for Public Works Department
- Ord. 18-056 Scag Mower for Parks and Facilities Department
- Ord. 18-057 Utility Vehicle for Parks and Facilities Department
- Ord. 18-058 Pick-up Truck for Parks and Facilities Department
- Ord. 18-059 Starcraft Allstar 12 + 2 Shuttle for Transportation Department  
(for use by multiple City departments)

### Solicit Bids and Enter into a Contract for Various Projects (1<sup>st</sup> Reading)

As recommended in the 2019 Appropriation, ordinances are being requested to solicit bids and enter into contract for the following projects and purchases:

- Ord. 18-060 2019 Street Maintenance Program
- Ord. 18-061 East Bixby Road Pavement Rehabilitation Project
- Ord. 18-062 Bixford Green Sanitary Pump Station Stand-by Generator Project
- Ord. 18-063 Elmont Place Forcemain Project
- Ord. 18-065 Body Camera System for Police Department  
(sole source provider for system; ordinance is to waive competitive bidding)

### Ord. 18-066 Amending Pay Scale (1<sup>st</sup> Reading)

As discussed earlier in the year, we were unsuccessful in hiring certain seasonal employees due to our pay. The Human Resources Director performed an analysis of area pay for these positions. This recommendation is a result of that analysis. Aquatics employees were reviewed and are comparable with other entities after COLA

### Ord. 18-067 Waiving Competitive Bidding and Authorizing Design-Build for the Front Entrance Barn Project at The Links at Groveport (1<sup>st</sup> Reading)

### Res. 18-009 Execute a Master Lease Agreement with Huntington Public Capital Corporation (1<sup>st</sup> Reading)

This is needed annually for the above lease arrangements.

The expense for the Banquet Room air conditioning system at The Links at Groveport is a placeholder so no legislation is being requested at this time. An ordinance will be requested at the first of the year if the cost requires legislation.

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### ***Miscellaneous***

#### Executive Session

Please consider going into executive session regarding economic development.

#### Grove Pointe Subdivision

At a recent meeting Cheryl Ballou from the homeowners' association spoke to ask the question of who has the responsibility for the pond and the entry sign structure. We researched the recorded by-laws and plat and found that the City is not responsible for either of those. In addition, Ms. Ballou asked if it was possible to fill in the pond should the association be responsible for it. The pond is connected to the development's drainage system so the pond cannot be filled. I have responded to Ms. Ballou regarding her requests, provided her with copies of the recorded by-laws and plat, and met with her to go over these items.

#### Performance Evaluations

We have begun this annual process to be finalized prior to the pay of January 2, 2019.

#### Holiday

The offices will be closed for Thanksgiving and the Day After Thanksgiving on November 22 and 23.

### ***Meetings; Events***

#### Meetings/Events Attended

10/23 CIC  
10/23 Retail Market Analysis Public Presentation  
10/24 Mayor's Business Breakfast  
10/25 RITA conference call  
10/29 Meeting re Personnel Policy  
10/31 OML Conference  
10/31 Trick or Treat  
11/01 OML Conference  
11/02 OML Conference  
11/05 Meeting re. Zoning Code  
11/13 Trees and Decorations meeting

#### Upcoming Meetings/Events

11/14 Staff Meeting  
11/15 RITA conference call  
11/15 Personnel Policy review meeting  
11/19 Preservation Committee meeting