

Mitch Rhodus
Mayor

Tim Meyers
Councilmember, At-Large

Matt Davidson
Councilmember, At-Large

Gwen Brill
Councilmember, At-Large



Leslie Besl
Councilmember, 1st Ward

Dale Paullus
Councilmember, 2nd Ward

Terry Senger
Councilmember, 3rd Ward

Adam Kraft
Councilmember, 4th Ward

**CITY OF FAIRFIELD CITY COUNCIL
REGULAR MEETING AGENDA
MONDAY, DECEMBER 4, 2023 7:00 PM
5350 PLEASANT AVENUE, FAIRFIELD, OH 45014**

Guidelines for Citizen Comments: Thank you for your interest and participation in city government. Fairfield City Council's Guidelines for Citizen Comments describe the rules for addressing City Council. The guidelines are posted in the Council Chambers.

ADA Notice: The City of Fairfield is pleased to provide accommodations to disabled individuals or groups and encourage full participation in city government. Should special accommodations be required, please contact the Clerk of Council at 867-5383 at least 48 hours in advance of the meeting.

- 1. COUNCIL-MANAGER BRIEFING**
 - A. None.
- 2. BUSINESS MEETING CALL TO ORDER**
- 3. PRAYER/PLEDGE OF ALLEGIANCE**
 - A. Councilmember Gwen Brill
- 4. ROLL CALL**
- 5. AGENDA MODIFICATIONS**
- 6. EXECUTIVE SESSION REQUESTS**
- 7. SPECIAL PRESENTATIONS**
 - a. Parade of Lights Community Award
- 8. CITIZEN COMMENTS**
- 9. COUNCIL REPORTS**
- 10. PUBLIC HEARING(S)**
 - a. 2024 Operating Budget Public Hearing

11. APPROVAL OF MINUTES

- a. Regular Meeting held November 27, 2023

12. OLD BUSINESS

A. DEVELOPMENT SERVICES

Councilmember Matt Davidson

1. Resolution adopting the 2023 revised edition of the City of Fairfield Tax Incentive Guidelines, establishing policies and procedures for tax incentive programs, and superseding all previous tax incentive guideline documents and policies.
 - Legislation - Third Reading
 - Motion - Adoption

B. PUBLIC SAFETY

Councilmember Dale Paullus

1. Ordinance to amend Chapter 739 of Ordinance 166-84, the Codified Ordinances of Fairfield, Ohio relative to Medical Marijuana and Adult Use Cannabis Control and declaring an emergency.
 - Legislation - Second Reading
 - Motion - Suspend Third Readings
 - Motion - Adoption

C. PUBLIC WORKS

Councilmember Terry Senger

1. Ordinance to authorize the City Manager to enter into a contract with Choice One Engineering for engineering services needed for Winton Road Improvements Project – Resor to Oak Tree
 - Legislation - Third Reading
 - Motion - Adoption

13. NEW BUSINESS

Motion to read all New Business by title only.

A. DEVELOPMENT SERVICES

City Manager Scott Timmer - Report

Councilmember Matt Davidson

1. Ordinance to authorize the City Manager to execute a Development Agreement with Kevin S. Ashcraft relative to façade improvements at 5120 Pleasant Avenue within Fairfield's Town Center area, and declaring an emergency.
 - Legislation - First Reading

- Motion - Suspend Second and Third Readings
 - Motion - Adoption
2. Ordinance to authorize the City Manager to execute an Economic Development Agreement with the Cincinnati Center for Autism, to provide a forgivable loan to support the reoccupation of a vacant building at 100 Commercial Drive within the Route 4 corridor, and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption

B. PUBLIC WORKS

City Manager Scott Timmer - Report

Councilmember Terry Senger

1. Ordinance to authorize the City Manager to enter into a contract with Insight Pipe Contracting LLC for the 2023 Storm Sewer Lining in the Lighthouse-Roesch-Route 4 Area and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption

C. FINANCE & BUDGET

City Manager Scott Timmer - Report

Councilmember Tim Meyers

1. Resolution establishing the Active Transportation Fund (Fund 415) and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption
2. Ordinance to establish salaries and hourly rates for certain salaried and hourly employees of the City of Fairfield, Ohio and to authorize and limit the numbers and types of certain employees, to repeal Ordinance No. 58-23 and all amendments thereto and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption
3. An Ordinance to make estimated appropriations for the expenses and expenditures of the City of Fairfield, Ohio during the period beginning January 1, 2024, through December 31, 2024.

- Legislation - First Reading
- Motion - Suspend Second and Third Readings
- Motion - Adoption

4. Ordinance to amend Ordinance No. 155-22 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023.”

Contractual Appropriations: \$12,000 for 5120 Pleasant Avenue Development Agreement; \$100,000 for Cincinnati Center for Autism loan; \$104,244 for Harbin Park electrical work (existing contract); \$126,322 for 2023 storm sewer lining.

- Legislation - First Reading
- Motion - Suspend Second and Third Readings
- Motion - Adoption

5. Ordinance to amend Ordinance No. 155-22 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023.”

Non-Contractual Appropriations: \$34,250 for patrol rifle replacement for Police Department; \$24,000 for Town Center Placemaking Strategy.

- Legislation - First Reading
- Motion - Suspend Second and Third Readings
- Motion - Adoption

14. MEETING SCHEDULE

- A. Monday, December 11 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- B. Monday, December 18 - Oath of Office, 6:00 PM
- C. Monday, January 8 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

15. EXECUTIVE SESSION OF COUNCIL (IF NEEDED)

16. ADJOURNMENT



Fairfield City Council
November 24, 2023

Public Hearing Notice

City of Fairfield Budget Hearing
Proposed 2024 Operating Budget

The City of Fairfield will hold a Public Hearing beginning at 7:00 p.m. on Monday, December 4, 2023, in the Council Chambers of the Fairfield Municipal Building, 5350 Pleasant Avenue, Fairfield, Ohio. The purpose of the hearing is to receive written and oral comments from the public concerning the proposed annual operating budget for the year 2024 and the use of funds contained in the proposed budget which is summarized below.

A copy of this information, the entire budget and additional background materials are available for public inspection weekdays from 8:00 a.m. to 5:00 p.m. at the Fairfield Municipal Building, 5350 Pleasant Avenue, Fairfield, Ohio, in the offices of the Finance Director and the Clerk of Council.

Alisha Wilson
Clerk of Council

For insertion in the Journal News Friday, November 24, 2023

Attachment: 2024 Operating Budget Hearing Notice (3754 : 2024 Operating Budget Public Hearing)

**City of Fairfield
Minutes
Regular Meeting of City Council
November 27, 2023**

Council-Manager Briefing

A. None.

Business Meeting Call to Order

Mayor Rhodus called the Regular Meeting to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Matt Davidson led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Tim Meyers	Councilmember, At-Large	Present	
Matt Davidson	Councilmember, At-Large	Present	
Gwen Brill	Councilmember, At-Large	Present	
Leslie Besl	Councilmember, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Adam Kraft	Councilmember, 4th Ward	Present	
Mitch Rhodus	Mayor	Present	

Agenda Modifications

Vice Mayor Meyers, seconded by Councilmember Davidson, moved to add an ordinance to the agenda regarding the IAFF collective bargaining agreement. Motion carried 7-0.

Executive Session Requests

Councilmember Davidson, seconded by Councilmember Brill, moved for Executive Session to discuss the status of collective bargaining with public employees regarding their wages, hours and other terms and conditions of their employment. Roll call vote. Motion carried 7-0.

Special Presentations

Municipal Court 2024 Operating Budget

Judge Joyce Campbell presented the Municipal Court budget for 2024. See attached slides. Following her presentation, Mayor Rhodus presented her with a proclamation in recognition of her work with the National Alliance on Mental Illness and the work she has done to help those people that appear before her in court and are suffering from mental illness to receive the assistance they need to get better.

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

Citizen Comments

None.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of November 13, 2023 were approved as written and submitted.

OLD BUSINESS AND REPORTS**Community & Public Relations**

Councilmember Leslie Besl

Development Services

Councilmember Matt Davidson

Resolution adopting the 2023 revised edition of the City of Fairfield Tax Incentive Guidelines, establishing policies and procedures for tax incentive programs, and superseding all previous tax incentive guideline documents and policies.

Recommendation:

It is recommended that City Council approve this resolution to adopt the revised Tax Incentive Guidelines.

Councilmember Davidson presented the second reading of this ordinance.

RESULT: SECOND READING

Next: 12/4/2023 7:00 PM

Parks, Recreation and Environment

Councilmember Gwen Brill

Public Safety

Councilmember Dale Paullus

Public Utilities

Councilmember Adam Kraft

Public Works

Councilmember Terry Senger

Resolution to Adopt 2023 Butler County Hazard Mitigation Plan

Recommendation:

It is recommended that City Council pass a resolution to adopt Butler County's Hazard Mitigation Plan.

Councilmember Senger presented the third reading of this ordinance.

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

ORDINANCE NO. 156-23. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to enter into a contract with Choice One Engineering for engineering services needed for Winton Road Improvements Project – Resor to Oak Tree

Recommendation:

It is recommended that the City Council authorize an appropriation of \$64,800.00 be made from the Street Fund and that Council authorize the City Manager to enter into a contract with Choice One Engineering for the engineering services needed to perform the Winton Road Improvements - Resor to Oak Tree.

Councilmember Senger presented the second reading of this ordinance.

RESULT:	SECOND READING	Next: 12/4/2023 7:00 PM
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Finance & Budget

Councilmember Tim Meyers

Ordinance to amend Chapter 181, Income Tax, Sections 181.062, 181.094, and 181.10 of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.

Recommendation:

It is recommended that City Council adopt the changes to Section 181 - Income Tax, as submitted.

Vice Mayor Meyers presented the third reading of this ordinance.

ORDINANCE NO. 156-23. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

NEW BUSINESS

Councilmember Besl, seconded by Councilmember Paullus, moved to read all New Business by title only. Motion carried 7-0.

Public Safety

Councilmember Dale Paullus

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Laxmi Drive Thru LLC, dba Kwik N Kold, 730 Nilles Road, Fairfield, OH 45014 (Permit Class C1, C2 & D6).

Recommendation:

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

It is recommended that City Council request, by simple motion, that **no hearing be held** on the liquor permit application in the name of Laxmi Drive Thru LLC, dba Kwik N Kold, 730 Nilles Road, Fairfield, OH 45014 (Permit Class C1, C2 & D6).

SIMPLE MOTION NO. 17-23. APPROVED 7-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dale Paullus, Councilmember, 2nd Ward
SECONDER:	Matt Davidson, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to amend Chapter 739 of Ordinance 166-84, the Codified Ordinances of Fairfield, Ohio relative to Medical Marijuana and Adult Use Cannabis Control and declaring an emergency.

Recommendation:

It is recommended that City Council adopt an ordinance to amend Chapter 739 of the General Offenses Code to enact Adult Use Cannabis Control. Suspension of the rules is requested so that the amendments can be effective prior to the effective date of O.R.C. Chapter 3780. Legislation sponsored by Councilmember Tim Meyers.

Councilmember Paullus presented the first reading of this ordinance.

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

Councilmember Paullus, seconded by Councilmember Meyers, moved to suspend the second and third readings of this ordinance. Councilmember Paullus then stated that he felt the motion should be open to discussion prior to a vote and deferred to Law Director Steve Wolterman for some explanation. Mr. Wolterman explained that the state legislation will take effect on December 7, so the city can choose to enact legislation as an emergency to take effect prior to that date. He explained that the legislation can restrict what is allowed under the state legislation within the City of Fairfield regarding adult use cannabis operators. He does not have a clear answer on whether or not it is necessary; he feels that there will be much more information come from the state as the legislation is implemented, however, he is also concerned that if the City does not take action, there may be something that is missed in the current legislation. He stated that there are provisions that conflict and are unclear, so he recommended a conservative approach while the state takes time to add to, amend and revise the legislation to make it easier to understand. He recommended a prohibition on all of it for now and then take action to change it later, if desired, which he said a lot of other cities are also doing. Councilmember Besl stated that she appreciated the explanation, however, she feels that it's important to take at least a week to let residents weigh in on the issue prior to suspending the rules. Mr. Wolterman explained the difference between the suspension of the rules and emergency provision, so that everyone understood the difference in the two and how they impact the legislation. Councilmember Davidson stated that he did not feel it was necessary to take any action on this issue right now. He stated that there is a long timeframe until licenses are issued and there will be a limited amount of those licenses for the first 24 months. He does not foresee any licenses issued for at least 8 months due to the amount of time it will take for the state to set up the process and oversight. Councilmember Paullus stated that there was no problem with issuing a moratorium on vape shops and he also supports this legislation. Councilmember Senger stated that he didn't feel it was necessary to suspend the rules tonight because there is still time to do that next week and have the legislation in place prior to December 7. Councilmember Kraft stated that he understands the need to take action, however, he agrees that waiting a week to receive feedback is appropriate. Vice Mayor Meyers stated that he feels it is important to move forward with this legislation. He stated that he does not see a difference between marijuana dispensaries and vape shops. Councilmember Brill agreed with Vice Mayor Meyers that she doesn't see a difference between dispensaries and vape shops, however, she also doesn't see a problem with waiting until December 4 but action does need to be taken on December 4. Councilmember Besl stated that she feels this is a more controversial issue than vape shops and there might not be any feedback, but that residents deserve the opportunity to speak. Councilmember Davidson stated that he agrees with Councilmember Besl and that vape shops are completely different than dispensaries. He stated that he has been inside of a dispensary and had to show an ID just to walk into the building, as well as two additional security checkpoints, which is not the case with vape shops. Police Chief Maynard stated that ID checks are typically conducted at the point of sale in a vape shop, not at the door. Vice Mayor Meyers said that he does not disagree that the two are different but that there are too many unknowns to not get ahead of it conservatively and then backtrack as more information is received. He conceded to not suspend the rules tonight and hold off until December 4th. Councilmember Paullus withdrew his motion to suspend the rules based on the discussion.

RESULT: **FIRST READING** **Next: 12/4/2023 7:00 PM**

Finance & Budget

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

Councilmember Tim Meyers

Motion to Suspend Second and Third Readings

Vice Mayor Meyers presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to amend Ordinance No. 155-22 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023” - Supplemental Appropriations.

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation amending the annual operating budget.

ORDINANCE NO. 157-23. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Gwen Brill, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Motion to Suspend Second and Third Readings

Vice Mayor Meyers presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to amend Ordinance No. 155-22 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 158-23. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Gwen Brill, Councilmember, At-Large
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Motion to Suspend Second and Third Readings

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

Vice Mayor Meyers presented the second reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Adam Kraft, Councilmember, 4th Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Ordinance to authorize the City Manager to enter into a contract with the International Association of Firefighters (IAFF), Local 4010 for wages, hours and terms and conditions of employment for the Fire Department Bargaining Unit and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to execute the contract with IAFF.

ORDINANCE NO. 159-23. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Meyers, Councilmember, At-Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, December 4 - Regular Meeting 7:00 PM
- B. Monday, December 11 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, December 18 - Oath of Office, 6:00 PM

Executive Session of Council (if needed)

None - no longer needed.

15. ADJOURNMENT

The Regular Meeting adjourned at 8:25 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)

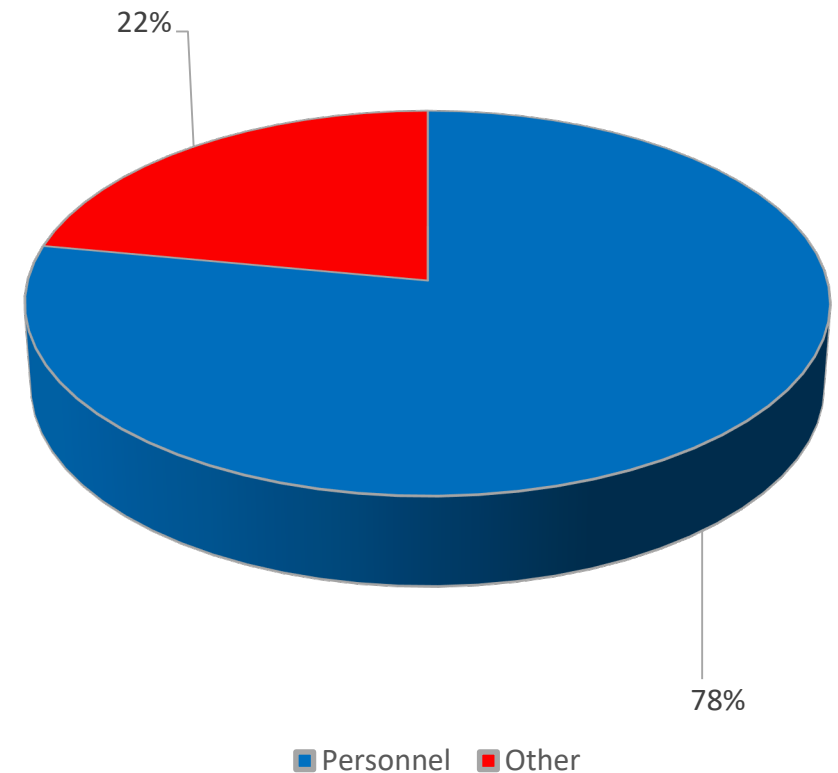


**Municipal Court
2024 Operating Budget**

Municipal Court

- Funding Sources
 - ✓ General Fund
 - ✓ Special Revenue Funds
- Expenditures
 - ✓ Municipal Court - General Fund - **\$2,121,870**
 - Personnel – Up 11.37%
 - Non-Personnel – Up 1.04%
 - ✓ Probation Services – Special Revenue Fund - **\$570,650**
 - Personnel – Up 11.43%
 - Non-Personnel – No Change
 - ✓ Other Funds – All Special Revenue Funds - **\$348,740**
 - Personnel – Up 6.79%
 - Non-Personnel – No Change

\$3,061,448 – Up 8.68%



Minutes Acceptance: Minutes of Nov 27, 2023 7:00 PM (Approval of Minutes)





City Council Resolution
Regular Meeting - December 4, 2023

Submitted by: Nathaniel Kaelin, Economic Development Manager
 Submitting Department: Development Services

Subject:

Revised Tax Incentive Guidelines

Legislation Title:

Resolution adopting the 2023 revised edition of the City of Fairfield Tax Incentive Guidelines, establishing policies and procedures for tax incentive programs, and superseding all previous tax incentive guideline documents and policies.

Recommendation:

It is recommended that City Council approve this resolution to adopt the revised Tax Incentive Guidelines.

Background/Synopsis:

The Ohio Constitution and Ohio Revised Code (ORC) empower the City to create and offer programs that foster economic growth by attracting investment and job growth in the community. The City has used tax incentives, such Community Reinvestment Area (CRA) and Enterprise Zone (EZ) programs, for several decades to support and attract economic development projects. These projects have driven job growth at both midsize and large employers, including ART Metals, Calvary Industries, Standex Electronics, Pacific Manufacturing, Koch Foods, and Cincinnati Financial Corporation.

The Fairfield City School District (FCSD) is an important partner in the City's economic development efforts as CRA and EZ incentives impact property tax revenues resulting from the renovation of existing or construction of new buildings. In the early 2000s, the City and FCSD established tax incentive guidelines to establish a framework for City staff to negotiate and propose tax incentives to Fairfield City Council and the FCSD Board of Education. These guidelines have proven to be a successful model to structuring local economic development incentives while maintaining a positive working relationship between the City and FCSD.

City staff has identified the need to revised and update the tax incentive guidelines. The goals of the update include: 1) revising investment and payroll expectations for CRA and EZ incentives to reflect inflation and wage growth, 2) revising CRA policies in response to ORC changes effective in April 2023, 3) establishing a framework for speculative and redevelopment CRA projects, and 4) creating an income tax incentive program for projects that cannot benefit from a CRA or EZ incentive.

The income tax incentive program, to be known as the Job Creation Incentive (JCI), would provide a grant payment to companies that create new jobs with a minimum of \$1.5 million in annual net

payroll within the City. This new incentive is proposed to reflect changing needs in the community. CRA and EZ incentives can only provide a tax abatement against the value of a new building or increase value of a renovated building. As Fairfield has a decreasing number of greenfield sites available for new development, backfilling existing buildings has become a more critical economic development need. City staff studied income tax incentive programs established by other Ohio jurisdictions to determine best practices for implementation of the JCI program in Fairfield.

The Revised 2023 Tax Incentive Guidelines document was presented to the FCSD Board of Education on November 2, 2023. The Board will consider adoption of a resolution adopting the sections of the document pertaining to CRA and EZ programs at its November 16, 2023 meeting.

Approval of this resolution by Fairfield City Council will adopt the Revised 2023 document and permit City staff to utilize the new guidelines when considering and negotiating economic development incentives.

Financial Impact:

Adoption of the revised Tax Incentive Guidelines does not establish any tax or other financial incentives. Individual projects seeking incentives under these guidelines will be reviewed and require approval by Fairfield City Council.

Emergency Provision Explanation:

N/A

Rule Suspension Requested:

No

Emergency Provision Needed:

No

Attachments:

1. City of Fairfield Tax Incentive Guidelines Revisions - Proposed November 2023
2. Tax Incentive Guidelines 2023-Res



City of Fairfield Tax Incentive Guidelines

Revised 2023 ****PROPOSED November 2023****

I. INTRODUCTION & PURPOSE

- a. The City of Fairfield welcomes new business investment, job creation and retention, and revitalization in our community. These guidelines are intended to serve as a tool for City staff to evaluate, negotiate, and recommend tax incentives to Fairfield City Council and/or the Board of Education of the Fairfield City School District.
- b. The purpose of the City's tax incentives programs is to foster private investment that produces the following outcomes:
 - i. Creation and retention of quality job opportunities;
 - ii. Attraction of new business investments;
 - iii. Growth of the tax base to support quality public services and schools;
 - iv. Enhancement of quality of life amenities; and
 - v. Revitalization and activation of underutilized properties and districts.
- c. These guidelines provide guidance for three tax incentive programs:
 - i. **Community Reinvestment Area (CRA):** Authorized by Ohio Revised Code (ORC) Section 3735, the CRA program enables the City to provide a real property tax abatement for entities investing in real estate improvements (e.g. new construction or renovation of an existing building). The City has three designated CRA areas in which projects may be considered. Guidance specific to this program is provided in Section III of these guidelines.
 - ii. **Enterprise Zone (EZ):** Authorized by ORC Section 5709, the EZ program enables the City to provide a real or personal property tax abatement for entities investing in real estate and/or capital improvements. The City has one designated EZ area in which projects may be considered. Projects within this EZ area must be approved by the Butler County Board of Commissioners. By practice, the City traditionally recommends use of the CRA program if both programs are available to a project. Some projects may receive a greater benefit from the EZ program (e.g. environmentally contaminated sites). In these cases, the City will evaluate and administer EZ projects following the applicable guidance provided for CRAs in Section III of these guidelines as well as applicable EZ statutory requirements.



- iii. **Job Creation Incentive (JCI):** The JCI program provides a grant for entities creating new jobs in the City. This program can be applied within any area of the City. Guidance specific to this program is provided in Section IV of these guidelines.

II. PROJECT ELIGIBILITY

- a. **Major Factor and Retroactivity:** Tax incentive programs will only be offered when absolutely necessary to bring about an investment. In order to demonstrate that the incentive is a major factor in the entity's decision to pursue the project, no incentives shall be made available after the investment is underway (e.g. construction has begun on a building improvement). In order to qualify to receive a tax incentive, the investment must take place subsequent to approval by Fairfield City Council. Project planning and engineering may be completed concurrent with the application and approval process for incentives.
- b. **Eligible Project End Uses:** The City will consider tax incentive support for specific end uses. Eligibility does not guarantee an incentive will be offered.
 - i. Industrial
 - Manufacturing
 - Distribution and Logistics
 - Research and Development
 - ii. Office
 - iii. Retail
 - iv. Residential
- c. **Eligible Investment:** The City will consider tax incentive support for applicants committing to make a substantial investment in the community. For the purposes of these guidelines, eligible investment includes land or building acquisition, building improvement or construction, machinery & equipment, and fixtures & equipment.
- d. **Good Standing:** The City will only consider tax incentive support for applicants and related entities that are in full compliance with all applicable building, zoning, and development regulations. Additionally, any applicant or related entity must be current on local income and property tax payments.
- e. **Good Corporate Citizen:** Any entity receiving a tax incentive is expected to maintain itself as a good corporate citizen by being a member of the Fairfield Chamber of Commerce and/or contributing to other civic or social organizations that enhance the quality of life in the community. Good corporate citizenship includes maintaining a positive relationship with the local school districts and remaining in good standing with local, state, and federal laws and taxes throughout the term of any tax incentives.



III. COMMUNITY REINVESTMENT AREA (CRA) GUIDELINES

- a. **CRA Program:** The CRA program enables the City to provide a real property tax abatement for entities investing in real estate improvements. Generally, state law only permits abatement of taxes on new real estate value gained from new construction, renovation, or expansion of a building. The taxable value of an existing building is therefore not eligible for abatement.
- b. **Investment and Job Requirements:** The primary determinants that the City will consider when offering a CRA tax abatement include the total project investment and the resulting impact on job creation, job retention, and total annual payroll.
- c. **Industrial and Office Projects:** Projects that involve the construction of a new building, the expansion of an existing building, or the rehabilitation of an existing building for an industrial or office end use will generally be evaluated using the scale shown in Table 1 to determine eligibility and an abatement rate and term. The scale is based on the project metrics of investment, job creation/retention, and payroll. For rehabilitation projects, the City may consider increasing the rate or term should the estimated new real estate value gained not generate a significant incentive, as estimated and determined by program staff.

TABLE 1

Investment	Jobs Created and/or Retained	Annual Payroll	Maximum Rate	Maximum Term
\$ 2,500,000	25	\$1,250,000	45%	4 years
\$ 5,000,000	50	\$2,500,000	55%	6 years
\$ 7,500,000	75	\$3,750,000	65%	8 years
\$ 10,000,000	100	\$5,000,000	75%	10 years

- d. **Speculative Industrial and Office Projects:** Speculative projects are defined as projects without identified tenants prior to construction, meaning that job creation, job retention, and/or payroll impacts are estimated. As a general rule, the City does not provide incentives for speculative projects with an industrial or office end use. However, the City may consider support for speculative projects that:
 - i. Develop sites challenged by topography, wetlands, floodplains, environmental contamination, or other development hurdles;
 - ii. Improve surrounding roadway, pedestrian, utility, and/or other infrastructure over and above the standard expectation of a real estate development; and/or
 - iii. Demonstrate the need for a CRA abatement to attract high-quality tenants to the site upon project completion.



For speculative industrial and office projects, the City will determine an income tax revenue target based on the square footage of the project. A typical revenue target for speculative projects is based on income tax resulting from one job per 2,000 square feet of building space with a specific annual payroll per job. Speculative projects are also subject to an impact fee paid at approval of any CRA tax abatement.

- e. **Redevelopment Projects:** Projects for any eligible end use that will redevelop a property that has previously been developed may also be evaluated on other factors. Although investment, job creation, job retention, and payroll remain important factors, the City may also support redevelopment projects that accomplish the following additional goals:
- i. Removal of blight and/or reactivation of underutilized properties;
 - ii. Addition of unique quality of life amenities for residents; and/or
 - iii. Activation of prioritized commercial districts and corridors.

For redevelopment projects, the City will consider known development obstacles, documented project funding gaps, other public support for the project, and other related factors to determine eligibility and an abatement rate and term.

- f. **School Compensation:** The Fairfield City School District and Butler Tech are important partners in the City's economic development efforts. All CRA tax abatement projects are required to make an annual compensation payment to the affected school districts to offset a portion of the property tax abated. Generally, this payment amount shall equal approximately one-third of the taxes abated. Program staff will estimate these payments during the application and negotiation process so that the applicant can understand the effective abatement value.

Example School Compensation Payment Calculation:

Property tax abatement	= 75% of taxes due
Fairfield City Schools payment	= 32% of taxes abated
Butler Tech payment	= 1% of taxes abated
Effective tax abatement value	= ~50% of taxes due

- g. **Application and Negotiation:** Applicants must submit a formal application on a prescribed form provided by and returned to the City's Development Services Department. Upon receipt of an application, the Department will review the proposed project and these guidelines in consultation with City administration and the Fairfield City School District. Each tax incentive will be negotiated on a case-by-case basis. Compliance with these guidelines does not guarantee an offer of any kind or the rate and term that may be offered. Abatement rates and terms exceeding those shown in Table 1 will be granted only in limited circumstances when an extraordinary investment, payroll, or other community impact will result from the project.



- h. **Approval and Agreements:** Once the applicant has accepted a proposal from the City for a CRA tax abatement, the City will submit the proposal for approval by Fairfield City Council. As required under state law, the City will provide formal notice to the Fairfield City School District and Butler Tech. The notice to Fairfield City Schools will include a request for the Board of Education to approve a school compensation agreement. Should the project relocate jobs from another community in the State of Ohio to Fairfield, the City will also provide notice to the affected community. Approval of the CRA tax abatement will only be effective after the Board of Education of the Fairfield City School District has approved the school compensation agreement, Fairfield City Council has approved the CRA tax abatement, and all parties have executed the CRA agreement and school compensation agreement.
- i. **Tax Incentive Review Council (TIRC):** Pursuant to state law, a TIRC has been established to annually monitor compliance with the terms and conditions of any CRA property tax agreements. The Development Services Department will administer an annual reporting process, collecting investment, job, and payroll data from all entities with agreements active in the previous calendar year. The Department will submit this information to the Ohio Department of Development and TIRC. The TIRC will review the information and make a recommendation to continue, modify, or terminate each active agreement. Fairfield City Council may choose to act upon a recommendation to modify or terminate an agreement.



IV. JOB CREATION INCENTIVE (JCI) GUIDELINES

- a. **JCI Program:** The JCI program enables the City to provide a grant for entities that create new jobs in the City. Generally, the City will only consider use of this program for projects that are not viable for a CRA or EZ tax abatement because the new jobs will be created within an existing building for which a property tax abatement would not generate significant value. The JCI program will only be considered for projects with an industrial or office end use.
- b. **Investment and Job Requirements:** The primary determinants that the City will consider when offering a JCI grant include the total project investment and the total net annual payroll for work performed in the City. The City will use the scale shown in Table 2 when evaluating projects for eligibility and establishing an incentive rate and term. Investment associated with the project should generally meet or exceed the potential estimated incentive value.

TABLE 2

Net Annual Payroll	Net Withholdings	Maximum Rate	Maximum Term*
\$ 1,500,000	\$22,500	30%	6 years
\$ 3,000,000	\$45,000	32%	6 years
\$ 4,500,000	\$67,500	34%	8 years
\$ 6,000,000	\$90,000	36%	8 years
\$ 8,000,000	\$120,500	38%	10 years
\$ 10,000,000	\$150,000	40%	10 years

*If the applicant is leasing space, the term may be no longer than two years less than the lease term. For example, if an applicant proposes to create \$3,000,000 in new payroll in space leased for five (5) years, the maximum grant term would be three (3) years; if the same applicant proposed a ten (10) year lease, the maximum grant term would be six (6) years per the maximum term shown in Table 2.

- c. **Application and Negotiation:** Applicants must submit a formal application on a prescribed form provided by and returned to the City's Development Services Department. Upon receipt of an application, the Department will review the proposed project and these guidelines in consultation with City administration. Each incentive will be negotiated on a case-by-case basis. Compliance with these guidelines does not guarantee an offer of any kind or the maximum rate and term. Incentive rate and terms exceeding those shown in Table 2 will be granted only in limited circumstances when an extraordinary investment, payroll, or other community impact will result from the project. The City may consider an annual grant cap for projects exceeding \$20,000,000 in payroll.



- d. **Approval and Agreement:** Once the applicant has accepted a proposal from the City for a JCI grant, the City will submit the proposal for approval by Fairfield City Council. Should the project relocate jobs from another community in the State of Ohio, the City will provide notice to the affected community. Approval of the JCI grant is only effective after Fairfield City Council has approved a JCI agreement and all parties have executed the JCI agreement.
- e. **Reporting and Grant Payments:** The Development Services Department will administer an annual reporting process, collecting investment, job, and income tax withholdings data from all entities with agreements active in the previous year. The Department will verify the withholdings data with the City's Income Tax Division and determine the annual net withholdings income tax received by the City after subtracting any employee refunds (e.g. refunds for employees working off-site). The City will, subject to the annual appropriation of funds by Fairfield City Council, issue a grant payment based on the approved rate multiplied by the net withholdings.

RESOLUTION NO. _____

RESOLUTION ADOPTING THE 2023 REVISED EDITION OF THE CITY OF FAIRFIELD TAX INCENTIVE GUIDELINES, ESTABLISHING POLICIES AND PROCEDURES FOR TAX INCENTIVE PROGRAMS AND SUPERSEDING ALL PREVIOUS TAX INCENTIVE GUIDELINE DOCUMENTS AND POLICIES.

WHEREAS, the City Council has previously adopted Tax Incentive Guidelines to support economic development projects; and

WHEREAS, the Tax Incentive Guidelines are in need of amendment and updating.

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

Section 1. The revised 2023 City of Fairfield Tax Incentive Guidelines, a copy of which is on file in the office of the Clerk of Council and incorporated herein by reference, are hereby approved and adopted. All previous tax incentive guideline documents and policies are superceded.

Section 2. This Resolution shall take effect at the earliest period allowed by law.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Resolution has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\Tax Incentive Guidelines 2023-Res

Attachment: Tax Incentive Guidelines 2023-Res (3724 : Revised Tax Incentive Guidelines)



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Alisha Wilson, Clerk
 Submitting Department: Clerk

Subject:

Adult Use Cannabis Control

Legislation Title:

Ordinance to amend Chapter 739 of Ordinance 166-84, the Codified Ordinances of Fairfield, Ohio relative to Medical Marijuana and Adult Use Cannabis Control and declaring an emergency.

Recommendation:

It is recommended that City Council adopt an ordinance to amend Chapter 739 of the General Offenses Code to enact Adult Use Cannabis Control. Suspension of the rules is requested so that the amendments can be effective prior to the effective date of O.R.C. Chapter 3780. Legislation sponsored by Councilmember Tim Meyers.

Background/Synopsis: At the general election on November 7, 2023 voters approved legislation to permit cultivation, processing and controlled and regulated sales and use of cannabis subject to the limitations therein. The legislation becomes effective on December 7, 2023. Section 3780.25 of the Ohio Revised Code as adopted permits the legislative authority of a municipal corporation to adopt an ordinance to prohibit adult use cannabis operators within the municipal corporation. The amendment to the General Offenses Code will incorporate definitions included in state law pertaining to Adult Use Cannabis and prohibit Adult Use Cannabis operators and the cultivation, processing, retail dispensing and sale of marijuana within the corporate limits of the City of Fairfield.

Financial Impact: None.

Emergency Provision Explanation: Emergency language is requested in order for the ordinance to be effective prior to December 7, 2023 which is the effective date of Chapter 3780 of the Ohio Revised Code.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Amend Chapter 739-Ord
2. 2023-11-17 Chapter 739 Medical Marijuana

ORDINANCE NO. _____

ORDINANCE TO AMEND CHAPTER 739 OF ORDINANCE NO. 166-84, THE
 CODIFIED ORDINANCES OF FAIRFIELD, OHIO RELATIVE TO MEDICAL
 MARIJUANA AND ADULT USE CANNABIS CONTROL AND DECLARING AN
 EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Chapter 739 of the General Offenses Codes of Ordinance No. 166-84, The Codified Ordinances of Fairfield, Ohio is hereby amended to read as follows:

See attached Exhibit "A" which is incorporated herein by reference.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that the ordinance be effective prior to December 7, 2023 which is the effective date of Chapter 3780 of the Ohio Revised Code; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____	_____
		Mayor's Approval	
Posted	_____		
First Reading	_____	Rules Suspended	_____
Second Reading	_____	Emergency	_____
Third Reading	_____		

ATTEST:

 Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

 Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\Amend Chapter 739-Ord

Attachment: Amend Chapter 739-Ord (3746 : Adult Use Cannabis Control)

CHAPTER 739
Medical Marijuana & ADULT USE CANNABIS CONTROL

739.01 Definitions.

739.02 Prohibition.

739.99 Penalty.

CROSS REFERENCES

Drug abuse control - see GEN. OFF. Ch. 513

739.01 DEFINITION.

(a) "Marijuana", "medical marijuana", "cultivators", "processors" and "retail dispensaries" as used in this chapter shall have the same meanings as defined or described in Chapter 3796 of the Ohio Revised Code.

(b) **ADULT USE CANNABIS OPERATOR, ADULT USE DISPENSARY, LEVEL I ADULT USE CULTIVATOR, LEVEL II ADULT USE CULTIVATOR, LEVEL III ADULT USE CULTIVATOR AND ADULT USE PROCESSOR AS USED IN THIS CHAPTER SHALL HAVE THE SAME MEANINGS AS DEFINED OR DESCRIBED IN SECTION 3780.01 OF THE ORC.**

(Ord. 33-17. Passed 4-24-17.)

739.02 PROHIBITION.

(a) Cultivators, processors and retail dispensaries of medical marijuana, including all cultivation, processing and retail dispensing of medical marijuana, whether licensed under Chapter 3796 of the Ohio Revised Code or not, are prohibited within the corporate limits of the City of Fairfield, Ohio.

(b) **ADULT USE CANNABIS OPERATORS, INCLUDING ADULT USE DISPENSARIES, LEVEL I ADULT USE CULTIVATORS, LEVEL II ADULT USE CULTIVATORS, LEVEL III ADULT USE CULTIVATORS AND ADULT USE PROCESSORS WHETHER LICENSED UNDER CHAPTER 3780 OF THE OHIO REVISED CODE OR NOT ARE PROHIBITED WITHIN THE CORPORATE LIMITS OF THE CITY OF FAIRFIELD, OHIO.**

(c) **EXCEPT AS SPECIFICALLY PERMITTED BY SECTION 3780.29 OF THE OHIO REVISED CODE, THE CULTIVATION, PROCESSING, RETAIL DISPENSING, AND SALE AND TRANSFER WITHOUT REMUNERATION OF MARIJUANA ARE PROHIBITED WITHIN THE CORPORATE LIMITS OF THE CITY OF FAIRFIELD, OHIO.**

(Ord. 33-17. Passed 4-24-17.)

739.99 PENALTY.

Any person, firm or corporation who violates any provision of this chapter shall be guilty of a misdemeanor of the third degree. Each day such violation continues shall constitute a separate offense.

(Ord. 33-17. Passed 4-24-17.)

EXHIBIT "A"



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

Design for Minor Widening of Winton Road – Resor to Oak Tree

Legislation Title:

Ordinance to authorize the City Manager to enter into a contract with Choice One Engineering for engineering services needed for Winton Road Improvements Project – Resor to Oak Tree

Recommendation:

It is recommended that the City Council authorize an appropriation of \$64,800.00 be made from the Street Fund and that Council authorize the City Manager to enter into a contract with Choice One Engineering for the engineering services needed to perform the Winton Road Improvements - Resor to Oak Tree.

Background/Synopsis:

Choice One will complete the final design and cost estimates for an improvement to widen Winton Road to three lanes between Resor Road and Oak Tree Drive. Choice One will survey the area and review and develop a preferred alternative with assistance from City staff. The existing configuration north of Oak Tree Drive is three lanes with a Two Way Center Left Turn Lane and staff believes it would be a benefit to the travelling public if the center turn lane was continued south to the left turn lane at the signalized intersection of Winton and Resor.

The engineering is scheduled in the existing Capital Improvement Program for 2023 as 3PW32. It is recommended that this be engineered this year to allow for budgeting of this work in the future Capital Improvement Program and for potential State funding, should the funding become available.

The design also allows for widening on Winton Road for continuation of a center two-way left turn lane. This section of improved roadway will be approximately 1500 feet long.

This project will improve safety and mitigate delay by allowing left turning vehicles to be in a dedicated turn lane. It will also allow room for vehicles to move to the right for emergency vehicles which are prevalent on this major route towards Mercy Hospital.

Staff reviewed qualifications from Choice One, IBI, American Structurepoint, Fishbeck, LJB, and Strand Associates to perform the necessary engineering work. Choice One was considered the best qualified firm for this professional service. They have performed well for the design of a variety of engineering projects for the City over the last several years and it was in the City's interest to select

them for this important project.

Financial Impact:

\$64,800.00 from the Street Fund for Choice One Engineering.

Emergency Provision Explanation:

Not applicable.

Rule Suspension Requested:

No

Emergency Provision Needed:

No

Attachments:

1. 2023-09-22_AgreementWinton - Choice One
2. Choice One Engineering-Ord

**Date**

September 22, 2023

Attention

Nick Dill, P.E.
City Engineer
ndill@fairfield-city.org

Address

City of Fairfield
8870 N. Gilmore Road
Fairfield, OH 45014

Subject

Agreement for Professional Services
Winton Road Widening (Resor to Oaktree)
BUT-FAI-2310

Dear Mr. Dill:

Choice One Engineering Corporation appreciates the opportunity to provide services for the Winton Road Widening Project.

This Agreement is by and between the City of Fairfield, hereinafter referred to as Client, and Choice One Engineering Corporation, hereinafter referred to as Choice One. If everything is acceptable, please execute and return to Choice One. Choice One will not start work on this Project until the Agreement is signed and received in our office via email or hard copy.

This Agreement is subject to the provisions of the following which are attached to and made a part of this Agreement: Scope of Services, Compensation, and Schedule, consisting of four pages and Choice One Engineering Corporation Standard Terms & Conditions consisting of three pages.

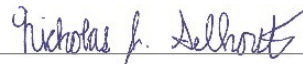
Authorization by the Client to proceed, whether oral or written, constitutes acceptance of the terms and conditions of this Agreement, without modification, addition, or deletion. Client and Choice One each bind itself and its partners, successors, executors, administrators of this executed Agreement.

City of Fairfield

Authorized Signature

Date

Choice One Engineering Corporation



Nicholas J. Selhorst, P.E., Project Manager

9/22/2023

Date

W. Central Ohio/E. Indiana

440 E. Hoewisher Rd.
Sidney, OH 45365
937.497.0200 Phone

S. Ohio/N. Kentucky

8956 Glendale Milford Rd., Suite 1
Loveland, OH 45140
513.239.8554 Phone

Scope of Services

Project Snapshot

Choice One intends to provide construction plans for the widening of Winton Road between Resor Road and Oaktree Drive in Fairfield, Ohio.

Project Details

- See attached exhibit for exact project area.
- Existing two-lane section will be widened to be three 10' lanes with 2' shoulders and 30" Fairfield standard roll curb. Full new typical section will be 39' back of curb to back of curb.
- A two-way left turn lane (TWLTL) will be striped as part of the new typical section. Left turn lane for southbound traffic at Resor will remain as it is.
- It is unknown which side of the roadway the widening will be done. Choice One's first submittal will show options for widening all on east side, split evenly between each side, or a combination of both. A meeting and field walk with the City will be done after this submittal. This will be the "50%" submittal.
- The intent is to save the existing sidewalk wherever possible.
- Drive culverts will be removed and drive aprons repaired with in-kind material. New storm sewer will be installed along the roadway because of the addition of curb and will tie into existing outlets in various locations. Inlet spacing and storm sewer capacity calculations will be done by Choice One.
- Existing profile will be followed as much as possible. The intent is not to reconstruct the entire roadway. Pavement will be milled/filled 1.5" and re-striped within the widening areas.
- Posted speed is 35 mph. Design speed will be 40 mph.
- Signs will be replaced along the project route.
- City to provide geotechnical report separately if desired.
- The intersection of Winton and Resor will not be modified. Project will start on the north end of the curb radii at this intersection.
- Curb ramps will be replaced only at Winton and Oaktree Drive as necessary to accommodate the new widened section.
- Plans will be designed to ODOT and City of Fairfield standards.
- A topographic survey will be performed by Choice One for the entirety of the project.
- Maintenance of traffic will be handled with general notes and ODOT standard drawings. No detour should be needed as one lane of traffic should stay open during construction. Short closures may be necessary for various reasons. Local traffic maintained.
- Choice One will contact affected utility companies directly to request basemaps to confirm the utilities marked by OUPS. Electric, telephone, cable, and gas will be relocated by the appropriate company, if necessary.
- Design will be done in 2023-2024 with construction taking place in 2025 most likely.
- No R/W plans or easement legals/exhibits are included in this scope at this time.
- Public bidding procedures and daily construction observation will be handled by City staff. A construction administration phase for Choice One to assist with some items during construction is included in this scope.
- Choice One will review all shop drawings if requested under the construction administration phase.

Project Services

1. Topographic Survey

- a. Contact Ohio Utilities Protection Service (OUPS) for underground utility locations.
- b. Perform necessary deed and plat research.
- c. Establish horizontal and vertical survey control for the project area based on State Plane coordinates and NAVD 88.
- d. Field reconnaissance and traverse of existing monumentation.
- e. Identify visible features from 20' beyond right-of-way for both sides including utilities and drainage.
- f. Provide roadway cross-sections every 50', at driveways, and other critical areas.
- g. Inventory manholes and catch basins including type of construction, depth, pipe size, and condition.
- h. Locate underground utilities as marked by the appropriate utility companies.
- i. The location of existing right-of-way lines is anticipated to be a factor for the project design. Boundary resolution of the properties along the route will be completed to show location of existing right-of-way lines and adjacent property lines based on existing monumentation, plats, deeds, and other readily available information.
- j. Provide one (1) foot contour intervals.
- k. Completed topographic survey shall be provided in AutoCAD format.

2. Construction Plans

- a. Design construction plans to include:
 - i. Title Sheet
 - ii. Schematic Plan
 - iii. Typical Sections
 - iv. General Notes and Details
 - v. Intersection Details, including curb ramp blow up details.
 - vi. Quantity Summary and Engineer's Estimate
 - vii. Plan and Profile (scale 1" = 20' horizontal, 1" = 5' vertical)
 - viii. Cross-Sections (scale 1" = 5' horizontal, 1" = 5' vertical)
 - ix. Maintenance of Traffic Notes and Standard Drawings
 - x. Pavement Markings and Signage Plan
- b. No EPA permits will be needed as part of this project.
- c. Submit 50% plans with widening options, 95% plans for final review, and final plans.
- d. Field walk project area with City staff at 50% plan review stage.
- e. Provide Engineer's Estimate at 95% plans and final plans.
- f. Storm sewer calculations
- g. Utility coordination

3. Construction Administration Services

- a. *Construction Administration services listed below will be provided upon request on an hourly basis according to our current Standard Hourly Rate Schedule.*
 - i. Attend preconstruction meeting and provide minutes to attendees.
 - ii. Administrate plan interpretation for contractor and Client during construction, as required.
 - iii. Attend meetings or visit the construction site at the request of the Client with contractor.
 - iv. Review and approve pay requests.
 - v. Process necessary change orders.
 - vi. Review site/civil shop drawings.

Additional Services

We have the skill, experience, and knowledge to provide additional services as listed below. Additional services will be approved by the Client prior to commencement and will be performed on an hourly basis according to our current Standard Hourly Rate Schedule or a mutually negotiated lump sum fee.

1. Sanitary Sewer Design
2. Waterline Design
3. Construction Layout Staking
4. Easement and Right-of-Way Plats or Descriptions
5. Construction Bidding Procedures
6. Record Drawings

Client Responsibilities

- Payment of all related fees.
- Provide any available existing plans.
- Perform subsurface investigation, if necessary.
- Execute necessary Work Agreements and Easements.
- Provide timely decisions to keep design work on schedule.
- Provide owner notification along the project route.
- Assist in utility company coordination.

Compensation & Schedule

Compensation

Lump Sum Fee Schedule	
Topographic Survey	\$11,700.00
Construction Plans	\$53,100.00
Total	\$64,800.00
Construction Administration Services	Hourly Upon Request

Schedule

Choice One will have the construction plans completed by August 2024 assuming that we receive a signed agreement by November 15, 2023.

This agreement is valid for 60 days prior to being executed by the Client. After 60 days, Choice One reserves the right to modify the fee and schedule, as necessary.



Choice One Engineering Corporation
Standard Terms & Conditions

4/17/2018

Services Choice One Engineering Corporation (Choice One) will perform services for the Project as set forth in the Choice One agreement and in accordance with these Terms & Conditions. Choice One has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by Choice One in performing their services.

Additional Services The Client and Choice One acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, Choice One will notify the Client of the need for additional services and the Client will pay for such additional services at an hourly rate or as agreed to by the Client and Choice One.

Project Requirements The Client will confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they will be furnished to Choice One at Project inception. Choice One will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Period of Service Choice One will perform the services for the Project with due and reasonable diligence consistent with normal professional practices according to the Project Schedule. Should Choice One discern that the schedule cannot be met for any reason, Choice One will notify the Client as soon as practically possible.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and Choice One, the Client agrees to the fullest extent permitted by law, to limit the liability of Choice One for any and all damages or claim expenses arising out of this agreement, from any and all causes, to \$50,000 or the fee realized by Choice One for the Project, whichever is greater.

Compensation In consideration of the services performed by Choice One, the Client will pay Choice One in the manner set forth in the Choice One agreement. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation will be reasonably adjusted for delays or extensions of time beyond the control of Choice One.

Payment Terms Choice One will submit monthly invoices for services performed and Client will pay the full invoice amount within thirty (30) calendar days of the invoice date. Invoices will be considered correct if not questioned in writing within ten (10) calendar days of the invoice date. In the event of a disputed or contested billing, only that portion so contested may be withheld from payment, and the undisputed portion will be paid. No interest will accrue on any contested portion of the billing until mutually resolved. Client will exercise reasonableness in contesting any billing or portion thereof. Choice One will be entitled to a 1.5% per

month administrative charge in the event of payment delay. Client payment to Choice One is not contingent on arrangement of project financing. Invoice payment delayed beyond sixty (60) calendar days will give Choice One the right to suspend services until payments are current. Nonpayment beyond seventy (70) calendar days will be just cause for termination by Choice One.

Amendment This Agreement may not be amended except in writing and executed by both Choice One and Client. No alterations or modifications to these Terms and Conditions will be effective unless affirmatively contained in the signed amendment.

Assignment Neither party will assign its rights, interests or obligations under the Project without the express written consent of the other party.

Authorized Representatives The officer assigned to the Project by Choice One is the only authorized representative to make decisions or commitments on behalf of Choice One. The Client will designate a representative with similar authority.

Betterment If, due to Choice One's error or omission, any required item or component of the project is omitted from Choice One's construction documents, Choice One will not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the project or otherwise adds value or betterment to the project. In no event will Choice One be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

Buried Utilities Where applicable to the Project, Choice One will conduct research and prepare a plan indicating the locations of underground improvements intended for subsurface penetration with respect to assumed locations of underground improvements. Such services by Choice One will be performed in manner consistent with ordinary standard of care. Client recognizes that the research may not identify all underground improvements and that the information on which Choice One relies may contain errors or may not be complete. The Client agrees to waive all claims and causes of action against Choice One for damages to underground improvements resulting from subsurface penetration locations established by Choice One, except for damages caused by the sole negligence or willful misconduct of Choice One.

Compliance with Laws Choice One will perform its services consistent with normal professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, Choice One will be entitled to additional compensation where additional services are needed to conform to the standard of practice.

Consequential Damages Neither the Client nor Choice One will be liable to the other for any consequential damages regardless of the nature or fault.

Construction Observation, If Applicable Construction observation will consist of visual observation of materials, equipment, or construction services for the purpose of ascertaining that the service is in general conformance with the Contract Documents. Such observation will not be construed as relieving the parties under contract in any way from their obligations and responsibilities under the Contract Documents. Specifically, observation will not require Choice One to assume responsibilities for the means and methods of construction. The Client has not retained Choice One to make detailed inspections or to provide exhaustive or continuous project review and observation services. Choice One does not guarantee the performance of, and will have no responsibility for, the acts or omissions of any contractor, subcontractor, supplier, or any other entity furnishing materials or performing any services on the project.

Cost Estimates or Opinions Choice One may prepare cost estimates or opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and Choice One acknowledge that actual costs may vary from the cost estimates or opinions prepared and that Choice One offers no guarantee related to the Project cost.

Defects in Service The Client will promptly report to Choice One any defects or suspected defects in service. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor agreement and will require all subcontracts at any level to contain a like provision. Failure by the Client and Client's contractors and subcontractors to notify Choice One will relieve Choice One of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Delays The services of each task will be considered complete when deliverables for the task have been presented to the Client. Choice One will be entitled to an extension of time and compensation adjustment for any delay beyond Choice One's control.

Design Without Construction Administration The Client acknowledges that there could be misinterpretations of Choice One Design Documents during construction, which could lead to errors and subsequent loss or damage. The Client assumes all responsibility for interpretation of the Contract Documents and for construction observation and the Client waives any claims against Choice One that may be in any way connected hereto.

Dispute Resolution In the event of a dispute between Choice One and Client arising out of or related to this Agreement, the aggrieved party will notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party will nominate a senior officer of its management to meet to resolve the dispute by direct negotiation. Should such negotiation fail to resolve the dispute, the Client and Choice One agree that all disputes will be submitted to nonbinding mediation unless the parties mutually agree otherwise.

Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution by arbitration in

accordance with the Construction Industry Arbitration Rules of the American Arbitration Association.

During the pendency of any dispute, the parties will continue diligently to fulfill their respective obligations hereunder.

Environmental Matters The Client warrants they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, Choice One will be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client will indemnify Choice One from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of Choice One.

Governing Law The terms of agreement will be governed by the laws of the state where the services are performed provided that nothing contained herein will be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Hiring of Personnel Client may not directly hire any employee of Choice One. Client agrees that it shall not, directly or indirectly solicit any employee of the Engineer from accepting employment with Client, affiliate companies, or competitors of Engineer.

Information from Other Parties The Client and Choice One acknowledge that Choice One will rely on information furnished by other parties in performing its services under the Project. Choice One will not be liable for any damages that may be incurred by the Client in the use of third party information.

Insurance Choice One will maintain the following insurance and coverage limits during the period of service if such coverage is reasonably available at commercially affordable premium. Upon request, the Client will be named as an additional insured on the Commercial General Liability and Automobile Liability policies.

- Worker's Compensation: As required by applicable state statute
- Commercial General Liability: \$1,000,000 per occurrence (bodily injury including death and property damage) \$2,000,000 aggregate
- Automobile Liability: \$1,000,000 combined single limit for bodily injury and property damage
- Professional Liability: \$2,000,000 per claim and \$2,000,000 aggregate

The Client will make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. Choice One will be a named insured on those policies where Choice One may be at risk.

Permits and Approvals Choice One will assist the Client in preparing applications and supporting documents as identified in the scope of services for the Client to secure permits and approvals from agencies having jurisdiction over the Project. Assistance in applying for permit applications by Choice One does not guarantee approval of the permits by the jurisdictional regulatory authorities. The Client agrees to pay all application and review fees.

Reuse of Documents All documents prepared by Choice One pursuant to this Agreement are instruments of service as part of the Project. They are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or any other project. Any reuse without written verification or adaptation by Choice One for the specific purpose intended will be at the Client's risk and without liability or legal exposure to Choice One. Any verification or adaptation requested by the Client to be performed by Choice One will entitle Choice One to further compensation at rates to be agreed upon by the Client and Choice One.

Safety Choice One will be responsible solely for the safety precautions or programs of its employees and no other party. In no event will Choice One be responsible for construction methods, means, techniques or sequences of construction, which are solely the responsibility of the Contractor.

Severability Any provision of these terms later held to violate any law will be deemed void and all remaining provisions will continue in force. In such event, the Client and Choice One will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

Site Access The Client will obtain all necessary approvals for Choice One and subcontractors to access the Project site(s).

Standard of Care Services provided by Choice One will be performed with the care and skill ordinarily exercised by members of the same profession practicing under similar circumstances. The standard of care will exclusively be judged as of the time the services are rendered and not according to later standards.

Survival All provisions of these terms that allocate responsibility or liability between the Client and Choice One will survive the completion or termination of services for the Project.

Suspension of Work The Client may suspend services performed by Choice One with cause upon seven (7) calendar days documented notice. Choice One will submit an invoice for services performed up to the effective date of the work suspension and the Client will pay Choice One all outstanding invoices within fourteen (14) calendar days. Choice One will be entitled to renegotiate the Project schedule and the compensation terms for the Project.

Termination The Client or Choice One may terminate services on the Project upon seven (7) calendar days documented notice in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Choice One will submit an invoice for services performed up to the effective date of termination and the Client will pay Choice One all outstanding invoices within fourteen (14) calendar days.

Time Bar To Legal Action All legal actions by either party against the other arising out of or in any way connected with the services to be performed hereunder will be barred and under no circumstances will any such claim be initiated by either party after three (3) years have passed from the date of Choice One's final invoice, unless Choice One's services will be terminated earlier, in which case the date of termination of this Agreement will be used.

Waiver of Rights The failure of either party to enforce any provision of these terms and conditions will not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH CHOICE ONE ENGINEERING FOR ENGINEERING SERVICES NEEDED FOR WINTON ROAD IMPROVEMENTS PROJECT-RESOR TO OAK TREE.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to enter into a contract with Choice One Engineering for engineering services needed for Winton Road Improvements Project-Resor to Oak Tree in accordance with the contract on file in the office of the City Manager.

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	
Third Reading	_____	

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\Choice One Engineering-Ord

Attachment: Choice One Engineering-Ord (3719 : Design for Minor Widening of Winton Road – Resor to Oak Tree)



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Nathaniel Kaelin, Economic Development Manager
 Submitting Department: Development Services

Subject:

5120 Pleasant Avenue Development Agreement

Legislation Title:

Ordinance to authorize the City Manager to execute a Development Agreement with Kevin S. Ashcraft relative to façade improvements at 5120 Pleasant Avenue within Fairfield's Town Center area, and declaring an emergency.

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this ordinance and pass as an emergency.

Background/Synopsis:

Over the past two years, the City has partnered with property and business owners within Riegert Square to complete improvements to consolidate driveways, improve signage, and improve overall aesthetics of Riegert Square. With those improvements nearly complete, Development Services staff has had subsequent conversations with various owners regarding building façade improvements.

5120 Pleasant Avenue is owned by Kevin Ashcraft and was originally built for both office and retail space. The original retail space is occupied by McKinley's Pub. The office space is currently undergoing interior renovations in preparation for an enlarged location of Hooterville Sports Cards, which currently operates within a smaller storefront at 5102 Pleasant Avenue.

The City acquired 5110 Pleasant Avenue as part of the larger Riegert Square project. Both 5110 and 5120 Pleasant directly abut and have very similar façade designs. Accordingly, the City has worked with the property owner of 5120 Pleasant to develop a plan to renovate the facades of both buildings to create more modern commercial storefronts. The proposed improvements include removing window shutters, refacing the gables, installing new storefront door systems, and painting building trim.

Approval of this ordinance will authorize the City Manager to execute an agreement related to the improvements of 5120 Pleasant Avenue. The agreement requires the property owner to invest at least \$4,000 and authorizes a City grant of up to \$12,000 or three-quarters of the project cost. The property owner will be responsible for ongoing maintenance of the improvements.

Financial Impact:

The City budgeted \$100,000 for Citywide Redevelopment within this year's CIP budget in project

3DV01. Staff recommends appropriating funds for the grant associated with this Development Agreement from the CIP funds.

Emergency Provision Explanation:

Emergency approval of the ordinance is requested to ensure that agreements can be executed in a timely manner so that construction can advance on a similar timeframe to the Riegert Square improvements, resulting in earlier benefits to businesses in the Town Center area.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. 5120 Pleasant Agreement MERGED
2. K Ashkraft-Ord

DEVELOPMENT AGREEMENT **(5120 Pleasant)**

THIS Development Agreement, "Agreement" is made and entered into this ____ day of December 2023 by and between the **City of Fairfield, Ohio**, an Ohio municipal corporation (hereinafter referred to as "**City**") and **Kevin S. Ashcraft** (hereinafter referred to as "**Owner**").

WITNESSETH

WHEREAS, the City prioritizes the physical appearance and economic health of the Pleasant Avenue corridor, consistent with the 1993 Town Center Development Plan and 2019 Fairfield Forward Comprehensive Plan both adopted by Fairfield City Council; and

WHEREAS, the Owner is the fee simple property owner of 5120 Pleasant Avenue (hereinafter referred to as "Property"); and

WHEREAS, the Owner purchased the Property in 2021 and has invested in interior improvements in anticipation of the relocation and expansion of Hooterville Sports Cards, a long-standing local business, to the Property; and

WHEREAS, the City and Owner have developed plans for façade improvements to the Property (collectively hereinafter referred to as the "Project"), and the City is developing plans for complementary façade improvements to its neighboring building at 5110 Pleasant Avenue (hereinafter referred to a "Neighboring Project"); and

WHEREAS, the City seeks to increase employment opportunities and to encourage the establishment of new jobs in the City, and to improve the economic welfare of the City and its citizens, in furtherance of the public purposes enunciated in Article VIII, Section 13 of the Ohio Constitution and Section 718.15 and 718.151 of the Ohio Revised Code; and

WHEREAS, the City believes that its financial incentive as contemplated in this Agreement will have a significant direct impact within the Fairfield community, improve the image and economic health of the Town Center, and have a positive impact on the revenues of the City through the creation and maintenance of job opportunities.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained and the benefits to be derived by the parties from the execution hereof, the parties herein agree as follows:

1. **Façade Improvements:** Owner and City have developed plans for improvements to be made to the Property as shown on the Architectural rendering attached as Exhibit A. (hereinafter "Improvements"). The improvements include: 1) application of EIFS on the front gable roof façade, 2) replacement of entry doors with a storefront system, 3) removal of window shutters, 4) painting the front gable and building trim and 5) all other modifications to the exterior façade of the building as shown on Exhibit A. Additional improvements may be included upon agreement of the City and Owner if the budget allows.

2. **Design Review:** Because the Property is located within the City's Town Center area, City review and approval of exterior building renovations require approval. City will apply on behalf of Owner to the City's Design Review Board for approval of the Project design and specifications.

3. **Permits and Construction:** Owner will complete the Improvements by entering into contracts with contractors selected by Owner and Owner shall pay contractor(s) for completed work. Owner may coordinate and use the same contractor(s) engaged by the City for the City's intended improvements to the Neighboring Project, however all contracts and invoicing for the Project and Neighboring Project shall be billed separately to Owner and City. Owner or its contractor(s) must obtain all required building permits from the City's Building & Zoning Division prior to commencing work.

4. **Owner Funding Commitment:** The Owner and/or a tenant of the Owner will contribute a minimum of \$4,000 matching funds toward the Project costs to complete the Improvements. Owner shall be required to document its contribution and shall not be credited for any expenses previously or hereafter paid by Owner for improvements to the interior space of the Property or for expenses paid that were not in furtherance of the Improvements.

5. **Façade Grant:** City will grant to Owner an amount equal to the lesser of 75% of the total costs for the Improvements or \$12,000.00. City will disburse \$6,000 to the Owner upon receipt of documentation that the Owner has entered into contracts for completion of the Improvements. The City will disburse the remaining grant funds due to Owner after all Improvements have been completed in accordance with paragraph 1 herein and Owner has submitted to City the following: 1) documentation of approved final inspection(s) for all Project construction work by the City's Building & Zoning Division, 2) documentation of the actual costs for the Improvements as demonstrated by paid invoices for materials and contractor services, and 3) documentation confirming that Owner or a tenant of Owner has paid the matching funds as detailed in Section 4.

6. **Permit Fee Waiver:** City will waive building permit fees related to plan review and inspection of the Project.

8. **Project Timeline:** City and Owner will make all reasonable efforts to complete the Project on or before April 30, 2024. If the Project has not commenced by June 30, 2024, this Agreement will be terminated unless an extension is granted by the City in writing. If the Agreement is terminated because the Project did not commence by June 30, 2024 or any subsequent extended deadline established by the City, Owner will immediately repay to the City any amount of the grant funds paid to Owner including the initial sum of \$6,000 if the payment described in Section 5 of this Agreement disbursed to Owner.

9. **Additional Terms:**

(a) Non-Discrimination. By executing this agreement, Owner agrees not to engage in discriminatory hiring practices and acknowledges that no individual may be denied employment solely on the basis of race, religion, disability, color, national origin, or ancestry.

(b) Governing Law. This Agreement shall be governed by the laws of the State of Ohio as to all matters, including, but not limited to, matters of validity, construction, effect and performance.

(c) Forum and Venue. All actions regarding this Agreement shall be brought in any court of competent subject matter jurisdiction in Butler County, Ohio.

(d) Entire Document. This Agreement and its exhibits and any documents referred to herein constitute the complete understanding of the parties and merge and supersede any and all other discussions, agreements and understandings, either oral or written, between the parties with respect to the subject matter hereof. Notwithstanding any representations to the contrary, or other facts, the parties are not bound to the provisions of this Agreement prior to full and final execution of this document by all parties.

(e) Severability. If any provision of this Agreement is held to be prohibited by or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Agreement.

(f) Assignment. Neither this Agreement nor any rights, duties, or obligations described herein shall be assigned or subcontracted without the prior express written consent of City. Notwithstanding the foregoing, this Agreement may be assigned without prior consent of City, but upon prior written notice to City, in the following instance: by Owner in the event of the sale of its Property.

(g) Successor in Interest. Each and all of the terms and conditions of this Agreement shall extend to and bind and inure to the benefit of not only the Owner, but to any and all successors and assigns.

(h) Notices. All notices, consents, demands, requests and other communications given hereunder shall be in writing and shall be deemed duly given if personally delivered or sent by mail, registered or certified, to the addresses set forth hereunder, or to such other address as a party hereto may designate in written notice transmitted in accordance with this provision.

City: City Manager
City of Fairfield
5350 Pleasant Avenue
Fairfield, Ohio 45014

Owner: Kevin S. Ashcraft
2323 Royal Manor Place
Fairfield, OH 45014

IN WITNESS WHEREOF, the City of Fairfield, Ohio, pursuant to Ordinance _____, has caused this instrument to be executed this ____ day of December, 2023, and **Kevin S. Ashcraft** has caused this instrument to be executed this ____ day of December, 2023.

City:

City of Fairfield

Scott W. Timmer
City Manager

Owner:

Kevis S. Ashcraft

Approved as to Form:

John H. Clemmons
Fairfield City Law Director

Approved as to Content:

Gregory Kathman
Fairfield Development Services Director

Attachment: 5120 Pleasant Agreement MERGED (3753 : 5120 Pleasant Avenue Development Agreement)

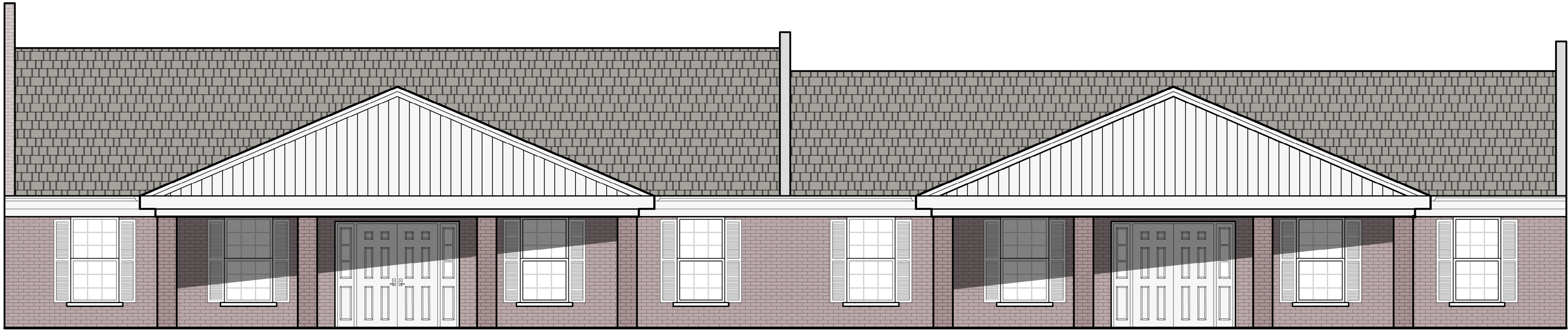
FISCAL OFFICER'S CERTIFICATE

As fiscal officer for the City of Fairfield, I hereby certify that funds sufficient to meet the obligations of the City in this Agreement (including specifically the funds required to meet the obligation of the City in the year 2023) have been lawfully appropriated for the purposes thereof and are available in the treasury, and/or are in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This certificate is given in compliance with Ohio Revised Code Sections 5705.41 et seq.

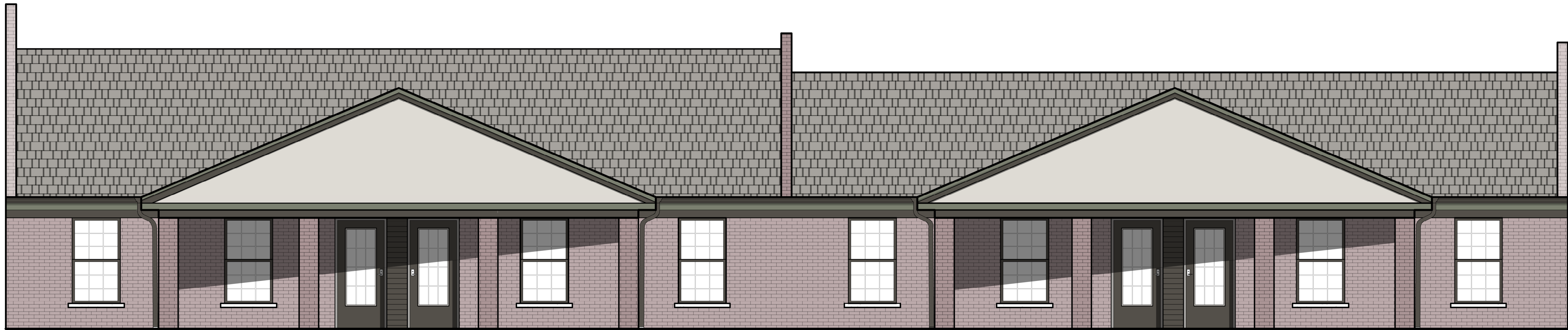
Dated: December _____, 2023

Chris Hacker, Director of Finance
City of Fairfield, Ohio

EXHIBIT A



EXISTING ELEVATION
SCALE: 1/4" = 1'-0"



NEW ELEVATION
SCALE: 1/4" = 1'-0"



GREEN: SHERWIN WILLIAMS DRIED THYME SW 6186
LIGHT GREY: SHERWIN WILLIAMS AMAZING GREY SW 7044
DARK GREY: SHERWIN WILLIAMS URBANE BRONZE SW 7048

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All Rights Reserved

PRELIMINARY
NOT FOR
CONSTRUCTION

Michael Dingeldein License OH 8820
Expires: 12/31/2023

THE ARCHITECT INDICATED ABOVE HAS BEEN
RETAINED SOLELY TO PREPARE DRAWINGS FROM
INFORMATION FURNISHED BY THE OWNER AND
OTHERS FOR THE PURPOSE OF OBTAINING BUILDING
OR OTHER PERMITS FROM APPROPRIATE AGENCIES AS
REQUIRED BY THE APPLICABLE BUILDING AND
ZONING CODES OR OTHER REGULATIONS, STATUTES
OR ORDINANCES.

ALL WORK OF THE OWNER OR PERSONS PERFORMING
WORK SHALL CONFORM TO THE REQUIREMENTS OF
ALL CODES, LAWS, REGULATIONS, ETC. HAVING
JURISDICTION OVER THE WORK.



236 High Street
Hamilton, Ohio 45011
513-275-1740

Facade Renovation
for The City of Fairfield
5110 Pleasant Avenue
Fairfield, Ohio 45014

ISSUANCES
11/15/23 | SCHEMATIC

EXISTING/
NEW
ELEVATIONS
DATE 11/15/23
COMM NO.
SHEET NO.
A3.0

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE A DEVELOPMENT AGREEMENT WITH KEVIN S. ASHCRAFT RELATIVE TO FAÇADE IMPROVEMENTS AT 5120 PLEASANT AVENUE WITH FAIRFIELD'S TOWN CENTER AREA AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to execute a Development Agreement with Kevin S. Ashcraft relative to façade improvements at 5120 Pleasant Avenue within Fairfield's Town Center area in accordance with the agreement on file in the office of the City Manager.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that the agreement be executed in a timely manner so that construction can advance on a similar timeframe to the Riegert Square improvements; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____	_____
		Mayor's Approval	
Posted	_____		
First Reading	_____	Rules Suspended	_____
Second Reading	_____	Emergency	_____
Third Reading	_____		

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\K Ashcraft-Ord

Attachment: K Ashcraft-Ord (3753 : 5120 Pleasant Avenue Development Agreement)



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Nathaniel Kaelin, Economic Development Manager
 Submitting Department: Development Services

Subject:

Cincinnati Center for Autism Forgivable Loan

Legislation Title:

Ordinance to authorize the City Manager to execute an Economic Development Agreement with the Cincinnati Center for Autism, to provide a forgivable loan to support the reoccupation of a vacant building at 100 Commercial Drive within the Route 4 corridor, and declaring an emergency.

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this ordinance and pass as an emergency.

Background/Synopsis:

The property at 100 Commercial Drive is a three-story office building constructed in two phases beginning in the 1980s. The building housed several quality office tenants throughout the years before it was fully vacated in 2020/2021 after the most recent tenant transitioned employees to remote work. The office market in the region and nationally has struggled following the COVID-19 pandemic, making it harder to backfill older office buildings with new office tenants.

Cincinnati Center for Autism (CCA) is a non-profit organization that supports individuals with autism through programming in the areas of academics, adaptive behavior, communication, and social participation. CCA was founded by a Fairfield father nearly two decades ago and currently operates in a former church building within the City of Springdale.

CCA acquired 100 Commercial Drive in fall of this year and has begun fundraising efforts to relocate and expand its operations at the building. CCA would relocate an estimated 60 jobs to the City of Fairfield, representing a total payroll of \$2,000,000.

This ordinance authorizes the City Manager to enter into an Economic Development Agreement with CCA to provide a forgivable loan in the amount of \$100,000 to assist CCA in the acquisition of the building. The loan would be fully forgiven if CCA continues to occupy the building and maintain minimum employment levels for five years. The loan would be funded with federal American Rescue Plan Act (ARPA) funds allocated for Route 4 redevelopment projects.

Financial Impact:

The City was awarded \$3 million in federal American Rescue Plan Act (ARPA) funding for redevelopment projects within the Route 4 corridor. This is the first project proposed to use the ARPA funds.

Emergency Provision Explanation:

Emergency approval of the ordinance is requested to ensure that agreements can be executed in a timely manner so that CCA can advance its efforts to reoccupy the vacant building.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Cincinnati Center for Autism Agreement REVISED
2. Cincinnati Center for Autism-Ord

ECONOMIC DEVELOPMENT AGREEMENT **(Cincinnati Center for Autism)**

THIS Economic Development Agreement, "Agreement" is made and entered into this ____ day of December 2023 by and between the **City of Fairfield, Ohio**, an Ohio municipal corporation (hereinafter referred to as "**City**") and **Cincinnati Center for Autism**, an Ohio Corporation not-for-profit (hereinafter referred to as "**CCA**").

WITNESSETH

WHEREAS, the City prioritizes the physical appearance and economic health of the Route 4 corridor, consistent with the Fairfield Forward Comprehensive Plan adopted by Fairfield City Council in 2019; and

WHEREAS, the City and CCA are desirous of strengthening the economic conditions of the Route 4 corridor by reactivating a vacant office building in the City; and

WHEREAS, the CCA has acquired the office building and accessory parking area located at 100 Commercial Drive, Fairfield, Ohio 45014 ("Property") and will relocate its operations, and transfer approximately 60 employees and 60 students to the Property; and

WHEREAS, the City seeks to increase employment opportunities and to encourage the establishment of new jobs in the City, and to improve the economic welfare of the City and its citizens, in furtherance of the public purposes enunciated in Article VIII, Section 13 of the Ohio Constitution; and

WHEREAS, the City believes that its financial incentive as contemplated in this Agreement will have a significant direct impact within the Fairfield community, improve the image and economic health of the Route 4 corridor, and have a positive impact on the revenues of the City through the creation and maintenance of job opportunities.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained and the benefits to be derived by the parties from the execution hereof, the parties herein agree as follows:

1. **Project Milestones:** The commitments of the City established by this Agreement are subject to the following conditions: (i) CCA provides documentation of fee simple ownership of the Property and documentation sufficient to demonstrate loans, mortgages, or other debt for the Property acquisition with a balance equal to or exceeding \$100,000; (ii) the issuance of a certificate of occupancy to CCA for the Property on or before October 31, 2024; and (iii) the commencement of business operations by CCA at the Property on or before October 31, 2024.

2. **Forgivable Loan:** City agrees, upon satisfaction of the conditions in Section 1 (i) of this Agreement, to loan to CCA, subject to the repayment provisions contained herein, \$100,000 ("Incentive").

3. **Repayment:** CCA shall repay the loan in consecutive annual installments in the amount of Twenty thousand and 00/100 dollars (\$20,000.00) beginning on the first day of January, 2025 and on the first day of January each year thereafter (Due Date), without interest except Default Interest, until the entire principal balance is paid in full except that the principal balance due each year shall be forgiven so long as CCA occupies the property on the due date for said payment, employs not less than 45 employees at the Property, and, for the calendar years 2025 and later, CCA's total annual income tax withholdings paid to the City of Fairfield for the calendar year just ended exceeds \$22,500.

If CCA believes it has met the above conditions for forgiveness, CCA shall submit to the City, on or before the tenth day of January for the year in which the payment is due, an affidavit confirming that CCA occupied the property on the Due Date, the number of employees employed at the Property on the Due Date and the total income tax withholdings paid to the City of Fairfield for the previous calendar year. The Development Services Director shall review the affidavit, forward such affidavit to the City's Income Tax Division for verification, and determine no later than the 30th day of January whether CCA has met the conditions for forgiveness of the payment. If the conditions have not been met, CCA shall pay the principal balance due on the Due Date or within thirty (30) days of notice from the Development Services Director that the conditions have not been met. CCA acknowledges and

accepts that the City's Income Tax Division may verify and share the amount of total annual income tax withholdings with the Development Services Director during the term of this Agreement.

Notwithstanding the foregoing, if CCA fails to commence operations at the Property on or before November 1, 2024, the entire loan amount being 100% of the Incentive paid to CCA by the City shall be immediately due and shall be repaid to the City unless an extension of such deadline is provided in writing by the City due to CCA making reasonable progress towards commencement of operations at the Property. The City will not unreasonably withhold an extension of such deadline if CCA provides documentation of progress towards occupation of the Property and justifiable reasons for delay.

If CCA fails to make any payment within fifteen (15) days after same becomes due, a late charge of 10% shall be charged to CCA and interest on the unpaid amount shall accrue thereafter at the rate of 6% per annum (Default Interest).

4. **Funding Source:** The City intends to fund the Incentive with federal American Rescue Plan Act ("ARPA program") funds. CCA is subject to all reporting and compliance requirements of the federal ARPA program. CCA agrees to provide City with such information as City may require for reporting of distribution of ARPA funds.

5. **Building & Zoning Compliance:** CCA agrees that the Property will be maintained in full compliance with applicable building and zoning regulations of the City throughout the term of the Agreement.

6. **Force Majeure:** Except as otherwise provided, neither the City nor the CCA will be considered in default of its obligations under this Agreement, if a delay in performance is due to a Force Majeure Event, to the extent such Force Majeure Event materially affects the performance of such party. As used herein "Force Majeure Event" means acts of God; acts of public enemies; orders or restraints of any kind of the government of the United States or of the State or any of their departments, agencies, political subdivisions or officials, or any civil or military authority; strikes; labor disputes; insurrections, civil disturbances; riots; epidemics; pandemics; landslides; lightning;

earthquakes; fires; hurricanes; tornadoes; storms; droughts; other weather conditions; floods; arrests; restraint of government and people; explosions; breakage, malfunction or accident to facilities or machinery; partial or entire failure of utilities; acts of terrorism or threats of terrorism; and unavailability of labor or materials due to the occurrence of any of the foregoing events.

In the event of the occurrence of any Force Majeure Event, the time or times for performance shall be extended for the period of such Force Majeure Event. However, the parties seeking and extension must, within fifteen (15) days after the later of the beginning of the Force Majeure Event or after reasonably recognizing that a Force Majeure Event has occurred, notify the other party in writing of the cause and, if possible at the time of notice, the expected duration of the delay caused by the Force Majeure Event. Notwithstanding the foregoing, in no event shall an extension be granted beyond any time limit required for distribution of funds under the ARPA program guidelines.

7. Additional Terms:

(a) Non-Discrimination. By executing this agreement, CCA commits to following non-discriminating hiring practices acknowledging that no individual may be denied employment solely on the basis of race, religion, disability, color, national origin, or ancestry.

(b) Governing Law. This Agreement shall be governed by the laws of the State of Ohio as to all matters, including, but not limited to, matters of validity, construction, effect and performance.

(c) Forum and Venue. All actions regarding this Agreement shall be brought in any court of competent subject matter jurisdiction in Butler County, Ohio.

(d) Entire Document. This Agreement and its exhibits and any documents referred to herein constitute the complete understanding of the parties and merge and supersede any and all other discussions, agreements and understandings, either oral or written, between the parties with respect to the subject matter hereof. Notwithstanding any representations to the contrary, or other facts, the parties are not bound to the provisions of this Agreement prior to full and final execution of this document by all parties.

(e) Severability. If any provision of this Agreement is held to be prohibited by or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of this Agreement.

(f) Assignment. Neither this Agreement nor any rights, duties, or obligations described herein shall be assigned or subcontracted without the prior express written consent of City. Notwithstanding the foregoing, this Agreement may be assigned without prior consent of City, but upon prior written notice to City, in the following instance: by CCA in the event of the sale of the Property except that CCA shall not be relieved of any repayment obligations contained herein.

(g) Successor in Interest. Each and all of the terms and conditions of this Agreement shall extend to and bind and inure to the benefit of not only the CCA, but to any and all successors and assigns.

(h) Notices. All notices, consents, demands, requests and other communications given hereunder shall be in writing and shall be deemed duly given if personally delivered or sent by mail, registered or certified, to the addresses set forth hereunder, or to such other address as a party hereto may designate in written notice transmitted in accordance with this provision.

City: City Manager
City of Fairfield
5350 Pleasant Avenue
Fairfield, Ohio 45014

CCA: Executive Director
Cincinnati Center for Autism
100 Commercial Drive
Fairfield, Ohio 45014

IN WITNESS WHEREOF, the City of Fairfield, Ohio, pursuant to Ordinance _____, has caused this instrument to be executed this ____ day of December, 2023, and Cincinnati Center for Autism has caused this instrument to be executed this ____ day of December, 2023

City of Fairfield

 Scott W. Timmer
 City Manager

Cincinnati Center for Autism

Name:
Title:

Approved as to Form:

 John H. Clemmons
 Fairfield City Law Director

Approved as to Content:

 Gregory Kathman
 Fairfield Development Services Director

Attachment: Cincinnati Center for Autism Agreement REVISED (3744 : Cincinnati Center for Autism Forgivable Loan)

FISCAL OFFICER'S CERTIFICATE

As fiscal officer for the City of Fairfield, I hereby certify that funds sufficient to meet the obligations of the City in this Agreement (including specifically the funds required to meet the obligation of the City in the year 2023) have been lawfully appropriated for the purposes thereof and are available in the treasury, and/or are in the process of collection to the credit of an appropriate fund, free from any previous encumbrances. This certificate is given in compliance with Article IX, Section 9.02(D) of the City of Fairfield Charter.

Dated: December _____, 2023

Chris Hacker, Director of Finance
City of Fairfield, Ohio

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN ECONOMIC DEVELOPMENT AGREEMENT WITH CINCINNATI CENTER FOR AUTISM, TO PROVIDE A FORGIVABLE LOAN TO SUPPORT THE REOCCUPATION OF A VACANT BUILDING AT 100 COMMERCIAL DRIVE WITHIN THE ROUTE 4 CORRIDOR AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to execute an Economic Development Agreement with Cincinnati Center for Autism, to provide a forgivable loan to support the reoccupation of a vacant building at 100 Commercial Drive with in the Route 4 corridor in accordance with the agreement on file in the office of the City Manager.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that the agreement can be executed in a timely manner so that CCA can advance its efforts to reoccupy the vacant building; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____	_____
		Mayor's Approval	
Posted	_____		
First Reading	_____	Rules Suspended	_____
Second Reading	_____	Emergency	_____
Third Reading	_____		

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\Cincinnati Center for Autism-Ord

Attachment: Cincinnati Center for Autism-Ord (3744 : Cincinnati Center for Autism Forgivable Loan)



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

2023 Storm Sewer Lining in the Lighthouse-Roesch-Route 4 Area

Legislation Title:

Ordinance to authorize the City Manager to enter into a contract with Insight Pipe Contracting LLC for the 2023 Storm Sewer Lining in the Lighthouse-Roesch-Route 4 Area and declaring an emergency.

Recommendation:

It is recommended that funding be appropriated in the amount of \$126,322.00 from the Capital Improvement Fund for the various lining of storm sewers. It is also recommended that City Council direct the preparation of legislation authorizing the City Manager to enter into a contract with Insight Pipe Contracting, LLC. for the 2023 lining of storm sewers.

Background/Synopsis:

This project is in the Capital Improvements Program for 2023-2027 as 3PW53 Storm Sewer Lining (Various). The project will line approximately 1,100' of various diameter storm sewers (from 12" to 27") on Roesch Boulevard, Lighthouse Drive, and Route 4. These corrugated metal pipes were installed in the early 1980's and are approximately 40 years in age.

This polymer-based liner is expected to extend the useful life of the existing pipe for thirty to fifty years.

This project is part of a cooperative effort between Wastewater and Public Works to perform culvert and storm sewer inspections. The City's Wastewater Division has expertise in both video inspection and lining that has and will continue to aid in the maintenance and rehabilitation of the storm sewers by Public Works.

The ability to schedule and bid storm sewer lining as opposed to an emergency repair will save the City of Fairfield considerable amounts in construction cost. The potential to identify pipe failures before they occur is even more important as a public safety measure.

A public bid opening was held on November 20, 2023. Three (3) bids were received, opened and publicly read. The lowest and best bidder was Insight Pipe Contracting, LLC. The bid results are attached.

Financial Impact:

\$126,322.00 from the Capital Improvement Fund.

Emergency Provision Explanation:

In order to start this process as soon as the contractor is available, a suspension of rules and emergency provision is being requested.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. 2023 Storm Sewer Lining Bid Results
2. 2023 Storm Sewer Rehabilitation
3. Insight Pipe Contracting LLC-Ord

City of Fairfield
 Bid Tabulation for
 2023 Storm Sewer Lining
 Bid Opening: November 20, 2023
 Engineer's Estimate: \$150,000.00

								Insight Pipe Contracting LLC 232 E Lancaster Rd Harmony, PA 16037 724-452-6060		Insituform Technologies LLC 580 Goddard Ave Chesterfield, MO 63005 636-530-8000		Pipeline & Drainage Consultants LLC 40 Burdsall Ave Fort Mitchell, KY 41017 859-393-4356	
	Upstream CB/MH		Downstream CB/MH										
Street	ID No.	Depth	ID No.	Depth	Size	Material	Length	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
Lighthouse Dr.	11402	6.5'	11400	7'	18"	CMP	196'	\$91.00	\$17,836.00	\$123.00	\$24,108.00	\$105.00	\$20,580.00
Roesch Blvd.	11377	6'	11375	6'	21"	CMP	220'	\$104.00	\$22,880.00	\$135.00	\$29,700.00	\$125.00	\$27,500.00
Lighthouse Dr.	11401	5'	11402	6.5'	12"	CMP	30'	\$156.00	\$4,680.00	\$305.00	\$9,150.00	\$280.00	\$8,400.00
Lighthouse Dr.	11403	7'	11404	9'	15"	CMP	30'	\$193.00	\$5,790.00	\$460.00	\$13,800.00	\$300.00	\$9,000.00
Roesch Blvd.	11378	4'	11377	5.5'	12"	CMP	30'	\$156.00	\$4,680.00	\$304.00	\$9,120.00	\$280.00	\$8,400.00
Roesch Blvd.	11386	4.5'	11807	6'	12"	CMP	122'	\$70.00	\$8,540.00	\$102.00	\$12,444.00	\$160.00	\$19,520.00
Roesch Blvd.	11389	4'	11392	3'	15"	CMP	233'	\$77.00	\$17,941.00	\$104.00	\$24,232.00	\$95.00	\$22,135.00
Roesch Blvd.	11806	4'	11147	6'	15"	CMP	116'	\$92.00	\$10,672.00	\$152.00	\$17,632.00	\$165.00	\$19,140.00
Roesch Blvd.	11394	4'	11393	4'	12"	CMP	31'	\$152.00	\$4,712.00	\$300.00	\$9,300.00	\$280.00	\$8,680.00
Roesch Blvd.	11384	4'	11385	4'	12"	CMP	30'	\$156.00	\$4,680.00	\$308.00	\$9,240.00	\$280.00	\$8,400.00
Route 4	10008	8'	11146	9'	27"	CMP	71'	\$237.00	\$16,827.00	\$702.00	\$49,842.00	\$185.00	\$13,135.00
Route 4	11375	6'	11146	9'	21"	CMP	22'	\$322.00	\$7,084.00	\$1,296.00	\$28,512.00	\$325.00	\$7,150.00
Total Base Bid Amount									\$ 126,322.00		\$ 237,080.00		\$ 172,040.00

These bids will be reviewed by the Public Works Department, and a recommendation will be made to Council.
 There is no guarantee that the contract will be awarded to the lowest bidder. Contracts are awarded to the bidder deemed to be the best and the lowest.

The logo for Fairfield Ohio features the word "FAIRFIELD" in a large, light blue, sans-serif font. A small green four-pointed star is positioned above the letter "R". Below "FAIRFIELD", the word "OHIO" is written in a smaller, green, sans-serif font.

2023 STORM SEWER REHABILITATION

CITY OF FAIRFIELD
BUTLER COUNTY

THE STANDARD SPECIFICATIONS OF THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION, INCLUDING CHANGES AND SUPPLEMENTAL SPECIFICATIONS LISTED IN THE PROPOSAL SHALL GOVERN THIS IMPROVEMENT.

TITLE SHEET	1
PIPE LINING SCHEDULE	2
PLANS	3-6

PLAN PREPARED BY:



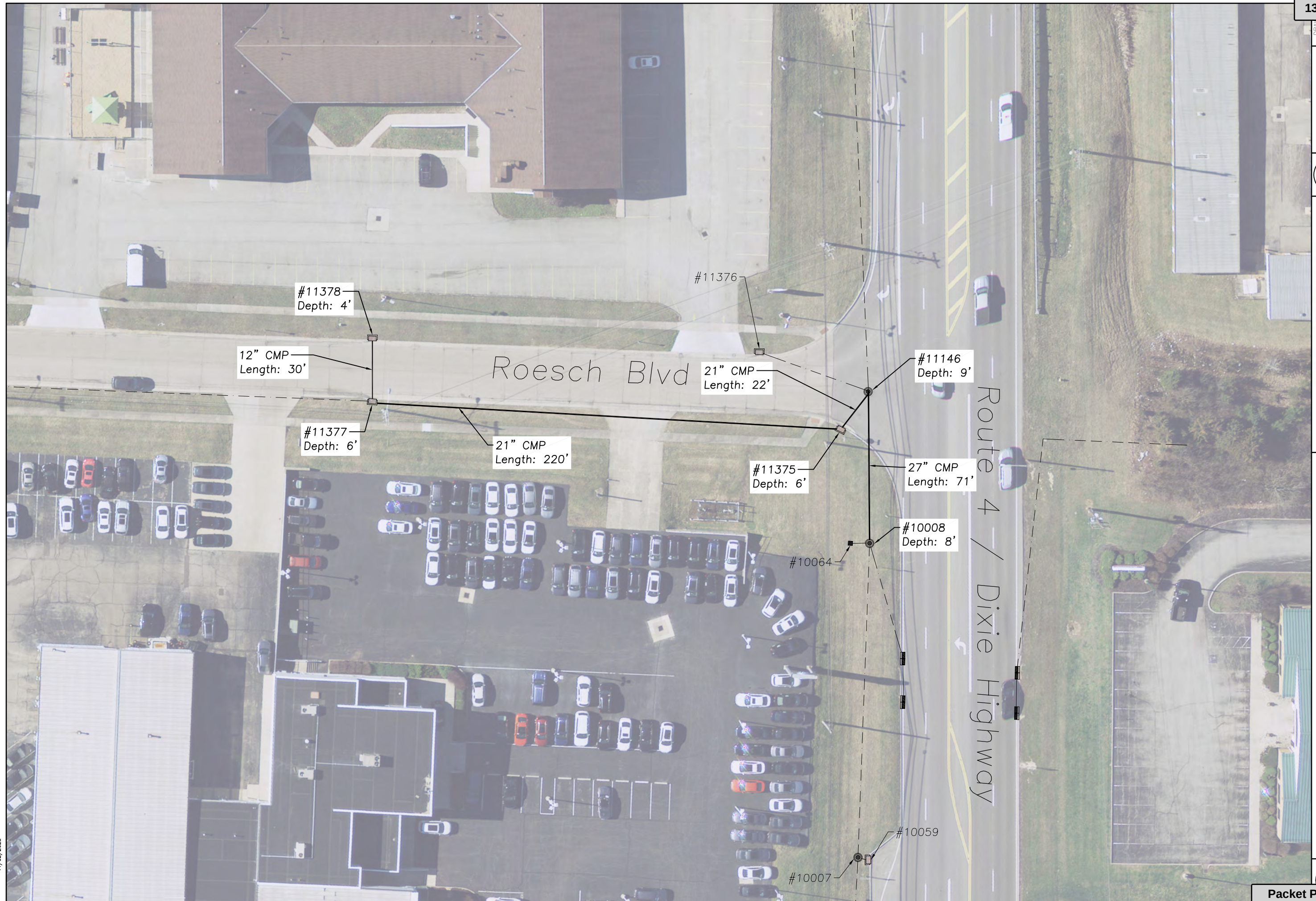
SIGNED: _____
DATE: _____

[illegible]

APPROVED *Nicholas W. Hill*
DATE 1/02/2023 CITY OF FAIRFIELD
CITY ENGINEER



PIPE LINING SCHEDULE								
PRIORITY	PAGE	UPSTREAM STRUCTURE	UPSTREAM DEPTH	DOWNSTREAM STRUCTURE	DOWNSTREAM DEPTH	DIAMETER	MATERIAL	LENGTH
1	4	11402	6.5'	11400	7'	18"	CMP	196'
2	3	11377	6'	11375	6'	21"	CMP	220'
3	4	11401	5'	11402	6.5'	12'	CMP	30'
4	4	11403	7'	11404	9'	15"	CMP	30'
5	3	11378	4'	11377	5.5'	12"	CMP	30'
6	5	11386	4.5'	11807	6'	12"	CMP	122'
7	5 – 6	11389	4'	11392	3'	15"	CMP	233'
8	6	11806	4'	11147	6'	15"	CMP	116'
9	6	11393	4'	11394	4'	12"	CMP	31
10	5	11384	4'	11385	4'	12"	CMP	30
11	3	10008	8'	11146	9'	27"	CMP	71'
12	3	11375	6'	11146	9'	21"	CMP	22'









ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INSIGHT PIPE CONTRACTING, LLC FOR THE 2023 STORM SEWER LINING IN THE LIGHTHOUSE-ROESCH-ROUTE 4 AREA AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. The City Manager is hereby authorized to enter into a contract with Insight Pipe Contracting, LLC for the 2023 Storm Sewer Lining in the Lighthouse-Roesch-Route 4 area in accordance with the contract on file in the office of the City Manager.

Section 2. This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants for the reason that this process be started as soon as the contractor is available; wherefore, this ordinance shall take effect immediately upon its passage.

Passed	_____	_____	_____
		Mayor's Approval	
Posted	_____		
First Reading	_____	Rules Suspended	_____
Second Reading	_____	Emergency	_____
Third Reading	_____		

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\Insight Pipe Contracting LLC-Ord

Attachment: Insight Pipe Contracting LLC-Ord (3750 : 2023 Storm Sewer Lining in the Lighthouse-Roesch-Route 4 Area)



City Council Resolution
Regular Meeting - December 4, 2023

Submitted by: Chris Hacker,
 Submitting Department: Finance

Subject:

Establishing the Active Transportation Fund

Legislation Title:

Resolution establishing the Active Transportation Fund (Fund 415) and declaring an emergency.

Recommendation:

It is necessary for City Council to pass a resolution in order to establish the Active Transportation Fund in order to account for all revenue and expenditures generated by the implementation of the Fairfield Connects Plan.

Background/Synopsis:

The City of Fairfield hereby establishes the following fund:
 Active Transportation Fund (Fund 415)

This fund is established to account for all revenues and expenditures generated by the implementation of the Fairfield Connects Plan.

Financial Impact:

None at this time

Emergency Provision Explanation:

This Resolution is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City to proceed to with the collection and distribution of income tax monies generated as soon as possible and without delay; wherefore, this Resolution shall take effect immediately upon its passage.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Active Transportation Fund-Res

RESOLUTION NO. _____

RESOLUTION ESTABLISHING THE ACTIVE TRANSPORTATION FUND (FUND 415) AND DECLARING AN EMERGENCY.

BE IT RESOLVED by the City Council of the City of Fairfield, Butler County, Ohio that:

Section 1. The Active Transportation Fund (Fund 415) is hereby established in order to account for all revenues and expenditures generated by the implementation of the Fairfield Connects Plan.

Section 2. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare and for the urgent benefit and protection of the City and its inhabitants for the reason that the separate accounting of revenues and expenditures begin as soon as possible; wherefore, this Resolution shall take effect immediately upon its passage.

Passed	_____	_____	Mayor's Approval
Posted	_____		
First Reading	_____	Rules Suspended	_____
Second Reading	_____	Emergency	_____
Third Reading	_____		

ATTEST:

Clerk of Council

This is to certify that this Resolution has been duly published by posting and summary publication as provided by Charter.

Clerk of Council



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Carol Mayhall,
 Submitting Department: City Manager's Office

Subject:

Hourly Wage Ordinance

Legislation Title:

Ordinance to establish salaries and hourly rates for certain salaried and hourly employees of the City of Fairfield, Ohio and to authorize and limit the numbers and types of certain employees, to repeal Ordinance No. 58-23 and all amendments thereto and declaring an emergency.

Recommendation:

FINANCIAL IMPACT:

Funding is provided under the auspices of the approved 2023 Operating Budget.

BACKGROUND/SYNOPSIS:

The labor agreements IAFF Local 4010 expired March 31, 2023. An agreement was recently reached and the Collective Bargaining Agreement (CBA) was signed. The CBA provide for a general wage increase for all members of the bargaining unit a 1% increase in base wages effective April 1, 2023.

The CBA also called for a reorganization of the Fire Department staffing structure with the addition of three positions: Fire Apparatus Operator, Battalion Chief and Life Safety Inspector. The new ranking structure provides for three (3) Battalion Chiefs, three (3) Captains, three (3) Lieutenants, Nine (9) Fire Apparatus Operators, Forty-Five (45) Firefighter/Paramedics and One (1) Life Safety Inspector. This will provide greater flexibility for the Fire Department to address the needs of the community..

RECOMMENDATION:

It is recommended that City Council approve this Ordinance, suspending the rules and declaring an emergency to allow for the expeditious implementation of the new rates and allow the reorganization of the positions described above.

Background/Synopsis:

The labor agreement with the International Association of Fire Local 4010 expired March 31, 2023. An agreement was recently reached and the Collective Bargaining Agreement (CBA) was signed. The CBA provide for a general wage increase for all members of the bargaining unit a 1% increase in base wages effective April 1, 2023.

The CBA also called for a reorganization of the Fire Department staffing structure with the

addition of three positions--Fire Apparatus Operator, Battalion Chief and Life Safety Inspector. The new ranking structure provides for three (3) Battalion Chiefs, three (3) Captains, three (3) Lieutenants, nine (9) Fire Apparatus Operators, forty-five (45) Firefighter/Paramedics and one (1) Life Safety Inspector. This will provide greater flexibility for the Fire Department to address the needs of the community.

Financial Impact:

Funding is provided under the auspices of the approved 2023 Operating Budget.

Emergency Provision Explanation:

It is recommended that City Council approve this Ordinance, suspending the rules and declaring an emergency to allow for the expeditious implementation of the new rates and allow the reorganization of the positions described above.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Hourly Wage Ord 12-4-2023

ORDINANCE NO. _____

ORDINANCE TO ESTABLISH SALARIES AND HOURLY RATES FOR CERTAIN SALARIED AND HOURLY EMPLOYEES OF THE CITY OF FAIRFIELD, OHIO AND TO AUTHORIZE AND LIMIT THE NUMBERS AND TYPES OF CERTAIN EMPLOYEES. TO REPEAL ORDINANCE NO. 58-23 AND ALL AMENDMENTS THERETO AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio that:

Sec. 1 Ordinance No. 58-23 and all amendments thereto and all other ordinances inconsistent herewith are hereby repealed as the respective sections of this Ordinance become effective as stated in Section 14 hereof. Changes from Ordinance No. 58-23 are shown in bold, with deletions in brackets.

Sec. 2 The salaries and hourly rates and related information contained herein are applicable only to those positions authorized in this Ordinance.

Sec. 3 The terms of the agreements of each bargaining unit of the City shall apply to all members of the bargaining unit, whether or not they are members of the union which represents that bargaining unit.

Sec. 4 All rates establish by this Ordinance shall either be the maximum authorized rate or the range for each respective position as shown.

Sec.5 In the department of General Government are the following classifications of jobs and rates of pay:

A. Civil Service Commission

One (1) Clerk of Commission (PT)		12.00-22.00 per hour
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B. Special Appropriations

One (1) Clerk I		21.45-25.20 per hour
Two (2) Clerks (PT)		10.10-19.75 per hour
One (1) Human Resources Assistant (PT)		12.00-22.00 PER HOUR

C. City Council

One (1) Clerk of Council (PT)		26.19-36.67 per hour
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Sec. 6 In the Department of Development Services there are the following classifications of jobs and rates of pay.

A. Division of Building and Zoning Inspection

One (1) Building Inspector*		36.31-37.80 per hour
One (1) Heating Inspector*		36.31-37.80 per hour
One (1) Electrical Inspector*		36.31-37.80 per hour
One (1) Clerk II		25.95-27.57 per hour
One (1) Clerk I		21.45-25.20 per hour
Three (3) Zoning Inspector/Clerks		25.95-27.57 per hour
One (1) Zoning Inspector/Clerk (PT)		10.10-19.75 per hour
One (1) Plans Reviewer (PT)		10.10-37.07 per hour
One (1) Electrical Inspector (PT/TEMP)		10.10-37.07 per hour

*Additional certifications in Building, Heating and/or Electrical other than that required in classification, add \$1.00 per hour.

Sec. 7 In the Finance Department are the following classifications of jobs and rates of pay:

A. Finance Administration/Financial Services

Two (2) Account Clerk II*		25.95-27.57 per hour
Four (4) Account Clerk I		21.45-25.20 per hour
Three (3) Clerk (PT)		10.10-19.75 per hour

B. Income Tax

One (1) Account Clerk II*		25.95-27.57 per hour
Four (4) Account Clerk I		21.45-25.20 per hour
One (1) Clerks (PT)		10.10-19.75 per hour

*Crew Leader position established to receive an additional \$.50 per hour.

Sec. 8 In the Police Department are the following classifications of jobs and rates of pay:

Ten (10) Sergeants		48.37-52.24 per hour
Fifty-Two (52) Police Officers*		30.08-45.99 per hour
Sixteen (16) Dispatchers **/****		24.16-28.15 per hour
Eight (8) Dispatchers (PT)		24.16-28.15 per hour
Four (4) Clerk II***		25.95-27.57 per hour
Four (4) Clerk I		21.45-25.20 per hour
One (1) Body Camera Analyst (PT)		12.00-27.84 per hour
One (1) Animal Control Officer		21.98-25.76 per hour
One (1) Animal Control Officer (PT)		21.98-25.76 per hour
One (1) Park Ranger***		26.77-29.05 per hour
Five (5) Park Rangers (PT)		26.77-29.05 per hour
Three (3) Police Services Aides (PT)		12.00-27.84 per hour
One (1) Receptionist (PT)		10.10-19.75 per hour

* A Police Officer assigned as Field Training Officer for a new Officer will be paid an additional \$2.00 per hour for hours worked in the company of the new Officer as long as the Field Training Officer remains responsible for the training of the new Officer.

** Dispatchers assigned training responsibilities will be paid an additional \$.50 per hour for the duration of the assignment.

*** Crew Leader position established to receive an additional \$.50 per hour.

**** Appointed Dispatch Foreman will be paid \$33.78 per hour.

Sec. 9 In the Fire Department are the following classifications of jobs and rates of pay:

THREE (3) BATTALION CHIEFS		37.50-39.84 per hour
Three (3) Captains[***]	[37.13-39.46]	35.60-37.83 per hour
Nine SIX (69) Lieutenants**[/****](See note below)	[33.36-36.52]	33.69-36.88 per hour
NINE (9) FIRE APPARATUS OPERATORS		31.28-35.56 per hour
Forty-Six FIVE (456) Firefighter/Paramedics*/**	[21.50-33.91]	21.72-34.24 per hour
ONE (1) LIFE SAFETY INSPECTOR		42.62-48.45 per hour
Seventy-Five (75) Firefighter/EMT (PT)****		17.84-20.20 per hour
Two (2) Safety Inspectors (PT)		12.00-22.00 per hour
One (1) Clerk II		25.95-27.57 per hour

*Additional \$1.75 per hour paid when serving as **ACTING LIEUTENANT** [Station Supervisor].

**Additional \$2.00 per hour paid when serving as Acting Captain.

[***Includes eligibility for a \$.50 merit bonus.]

****Additional \$.50 per hour when assigned to Medic Unit.

Sec. 10 In the Department of Public Works are the following classifications of jobs and rates of pay:

A. Construction Services

One (1) Clerk II		25.95-27.57 per hour
One (1) Construction Inspector*		36.16-37.61 per hour
Two (2) Sidewalk Inspectors (PT)		10.10-19.75 per hour

*Construction Inspectors shall be compensated for one Water License and/or one Wastewater License achieved as follows:

Class I Water Distribution	\$.25	Class I Wastewater Collection	\$.25
Class II Water Distribution	\$.50	Class II Wastewater Collection	\$.50

B. Engineering Services

One (1) GIS-GPS Mapping Technician/Traffic Analyst		36.17-37.61 per hour
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C. Municipal Building Maintenance

One (1) Custodial Worker*		22.93-25.46 per hour
One (1) Maintenance Worker/Laborer**		24.23-33.70 per hour
One (1) Maintenance Electrician		29.94-35.73 per hour

*Crew Leader position established to receive an additional \$.50 per hour.

**Crew Leader positions established to receive an additional \$.50 per hour. Maintenance Worker/Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$.30 per hour while maintaining those proficiencies. A Maintenance Worker/Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NRPA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$.40 per hour.

D. Division of Streets and Transportation

Twenty-Two (22) Maintenance Worker/ Laborers **/**		24.23-33.70 per hour
Four (4) Laborers (Temp/PT)		10.10-19.75 per hour
One (1) Clerk II		25.95-27.57 per hour

**Crew Leader positions established to receive an additional \$.50 per hour. Maintenance Worker/Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$.30 per hour while maintaining those proficiencies. A Maintenance Worker/Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NRPA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$.40 per hour.

***Traffic Signal Technician appointed by management to receive an additional \$1.00 per hour.

E. Municipal Garage

Four (4) Mechanics*		26.82-31.48 per hour
One (1) Clerk II		25.95-27.57 per hour

* Mechanic Foreman position to receive an additional \$1.45 per hour and Crew Leader position to receive an additional \$.50 per hour.

Sec. 11 In the Department of Parks & Recreation there are the following classifications of jobs and rates of pay.

A. Administration and Recreation

One (1) Clerk II**		25.95-27.57 per hour
One (1) Clerk I		21.45-25.20 per hour
Five (5) Clerks (PT)		10.10-19.75 per hour
Six (6) Recreation Programmers (PT)		10.10-22.70 per hour
One (1) Farmer's Market Supervisor (PT)		10.10-22.70 per hour
Four (4) Facility Attendants (PT)		10.10-19.75 per hour
Five (5) Cashiers (PT)		10.10-19.75 per hour
Forty (40) Recreation Leaders (PT)		10.10-19.75 per hour

**Crew Leader position(s) established to receive an additional \$.50 per hour.

B. Parks and Recreation Maintenance

Eight (8) Maintenance Worker/Laborers**		24.23-33.70 per hour
Sixteen (16) Laborers (Temp/PT)		10.10-19.75 per hour

**Crew Leader positions established to receive an additional \$.50 per hour. Maintenance Worker/Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$.30 per hour while maintaining those proficiencies. A Maintenance Worker/Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NRPA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$.40 per hour.

C. Marsh Fishing Lake

One (1) Fishing Lake Supervisor (PT)		10.10-22.70 per hour
Eight (8) Cashiers (PT)		10.10-19.75 per hour

D. Recreation Center – Swimming Pool

One (1) Pool Supervisor (Temp)		10.10-22.70 per hour
Two (2) Senior Lifeguards (Temp)		10.10-19.75 per hour
Forty-Four (44) Lifeguards (Temp)		10.10-19.75 per hour
Two (2) Cashiers (PT)		10.10-19.75 per hour

E. Recreation Center – Golf Course

One (1) Turf Mechanic/Maintenance Worker		25.71-31.94 per hour
One (1) Greenskeeper*		29.90-32.69 per hour
Seventeen (17) Laborers (Temp/PT)		10.10-19.75 per hour
Four (4) Pro Shop Supervisors (PT)		10.10-22.70 per hour
Fifty (50) Cashiers (PT)		10.10-19.75 per hour

*Crew Leader position established to receive an additional \$.50 per hour.

**Crew Leader position(s) established to receive an additional \$.50 per hour. Maintenance Worker/Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$.30 per hour while maintaining those proficiencies. A Maintenance Worker/Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an

NRPA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$.40 per hour.

Sec. 12 In the Department of Public Utilities are the following classifications of jobs and rates of pay:

A. Wastewater Division

One (1) Clerk II		25.95-27.57 per hour
Two (2) Laboratory Technicians ****		25.35-37.05 per hour
One (1) Construction Inspector*		36.16-37.61 per hour
Sixteen (16) Operator/Maintenance Workers */***		25.67-35.86 per hour
One (1) Maintenance Electrician		29.94-35.73 per hour
Two (2) Laborers (PT)		10.10-19.75 per hour

*Construction Inspectors shall be compensated for one Water License and/or one Wastewater License achieved as follows:

Class I Water Distribution	\$.25	Class I Wastewater Collection	\$.25
Class II Water Distribution	\$.50	Class II Wastewater Collection	\$.50

***Chief Operator, Maintenance Foreman and Collection Foreman to receive \$1.50 over their regular rate of pay. Assistant Collection Foreman and Assistant Maintenance Foreman to receive \$.75 per hour added to their regular rate of pay. Crew Leader position(s) established to receive an additional \$.30 per hour.

****Laboratory Technicians with Class III Water Plant Operator License or Voluntary Wastewater Lab Certifications to receive an additional \$.50 per hour each. Lab Supervisor to receive \$1.25 per hour in addition to regular rate of pay.

B. Water Division

One (1) Clerk II		25.95-27.57 per hour
Seventeen (17) Operator/Maintenance Workers*		25.71-35.12 per hour
One (1) Maintenance Electrician		29.94-35.73 per hour
Two (2) Laborers (PT)		10.10-19.75 per hour

*Chief Operator and Foreman positions to receive \$1.45 over their regular rate of pay.

Sec. 13 There shall be established a labor pool of temporary or part-time employees who will be eligible to work at any time within the duration of this Ordinance. These temporary/part-time employees may work in any City department and their wages will be charged to the department to which they are assigned. The following temporary or part-time positions are established.

Twenty-Five (25) Employees (Temp or PT)		10.10-19.75 per hour
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Sec. 14 The salaries, rates and conditions established by Sections 5-13 of this Ordinance shall be effective from and after the dates specified in the Union contracts for employees included in bargaining units and at the earliest date allowed by law, for all other employees. Until the rates are changed, the former rates shall apply. Notwithstanding any other provisions of this Ordinance, an employee under the age of sixteen (16) may be paid a wage rate less than the Ohio Minimum Wage Rate provided such rate is not less than that established under the Fair Labor Standards Act or its successor law.

Sec. 15 The City Manager is authorized to hire up to one additional person for each position authorized in this Ordinance to allow for overlap training and transitioning. Generally, such instances would occur when a current employee has given notice of retirement or resignation and a replacement not currently employed by the City is able to be hired before the departure of the employee. Such training overlaps would be of short duration, generally, not to exceed 60 days.

Sec. 16 This Ordinance is hereby declared to be an emergency measure necessary for the urgent benefit and protection of the City and its inhabitants so that the recommended changes can take effect in a timely manner, wherefore this Ordinance shall take effect immediately upon its passage.

Passed _____

Mayor's Approval

Posted _____

First Reading _____

Rules Suspended _____

Second Reading _____

Emergency _____

Third Reading _____

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Chris Hacker,
 Submitting Department: Finance

Subject:

2024 Annual Operating Budget

Legislation Title:

An Ordinance to make estimated appropriations for the expenses and expenditures of the City of Fairfield, Ohio during the period beginning January 1, 2024, through December 31, 2024.

Recommendation:

Background/Synopsis:

The proposed budget represents this coming year's plan for generating revenues and funding expenditures sufficient to implement specific programs, functions, and activities during the 2024 fiscal year. The budget is the City's primary fiscal planning document. Its major goal is to provide sound fiscal administration.

Financial Impact:

City expenditures, which include the departmental budgets, debt service and fund transfers as contained in the 2024 Operating Budget presented at the Council-Manager Briefings on October 23, November 13 and 27, 2023, total \$92,173,077. Revisions were made reducing expenditures in Public Works Administration (-\$23,700), and Finance (-\$100,000), a \$123,700 total reduction. The total expenditures with the revisions are \$92,049,377, and estimated revenues for this period total \$106,847,164.

Emergency Provision Explanation:

N/A

Rule Suspension Requested:

Yes

Emergency Provision Needed:

No

Attachments:

1. 4-2024_AppropriationOrdinance_Binder_Revised_113023

Ordinance Number -

AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY FAIRFIELD, OHIO DURING THE PERIOD BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.

BE IT ORDAINED by the Council of the City of Fairfield, Ohio,:

Section 1. That to provide for the estimated expenses and other expenditures of the City of Fairfield, Ohio during the beginning January 1, 2024 and ending December 31, 2024, the following sums are hereby set aside and appropriated as follows, TO WIT:

Section 2. That sums are hereby appropriated from the various funds of the City to accounts of the City for the purposes therein described as follows:

FROM: UNAPPROPRIATED FUND 100 - GENERAL FUND			36,793,191.00
TO: 110	CITY COUNCIL		250,864.00
	Personnel	226,484.00	
	Other	24,380.00	
TO: 115	MAYOR		20,324.00
	Personnel	11,324.00	
	Other	9,000.00	
TO: 120	CITY MANAGER		695,185.00
	Personnel	655,235.00	
	Other	39,950.00	
TO: 125	GENERAL SERVICES		6,012,036.00
	Personnel	68,340.00	
	Other	5,943,696.00	
TO: 130	LAW DIRECTOR		613,200.00
	Personnel	500.00	
	Other	612,700.00	
TO: 145	HUMAN RESOURCES		500,970.00
	Personnel	345,020.00	
	Other	155,950.00	
TO: 150	PLANNING & ECONOMIC DEVL		663,650.00
	Personnel	602,650.00	
	Other	61,000.00	
TO: 155	BUILDING & ZONING INSPECTION		1,012,927.00
	Personnel	908,737.00	
	Other	104,190.00	
TO: 160	SPECIAL APPROPRIATION		0.00
	Personnel	0.00	
	Other	0.00	
TO: 210	FINANCE ADM & ACCOUNTING		761,890.00
	Personnel	731,245.00	
	Other	30,645.00	
TO: 211	INCOME TAX		889,335.00

	Personnel	778,335.00	
	Other	111,000.00	
TO: 213	INFORMATION TECHNOLOGY		727,505.00
	Personnel	632,055.00	
	Other	95,450.00	
TO: 310	POLICE		15,865,320.00
	Personnel	14,460,520.00	
	Other	1,404,800.00	
TO: 315	MUNICIPAL COURT		2,121,870.00
	Personnel	1,801,870.00	
	Other	320,000.00	
TO: 316	JUSTICE CENTER		1,098,000.00
	Personnel	0.00	
	Other	1,098,000.00	
TO: 410	PUBLIC WORKS ADMINISTRATION		1,077,582.00
	Personnel	878,202.00	
	Other	199,380.00	
TO: 412	MUNICIPAL BUILDING		471,523.00
	Personnel	250,369.00	
	Other	221,154.00	
TO: 510	PARKS & RECREATION ADM		2,063,526.00
	Personnel	1,305,826.00	
	Other	757,700.00	
TO: 512	PARKS MAINTENANCE OPERATIONS		1,852,134.00
	Personnel	1,125,134.00	
	Other	727,000.00	
TO: 513	MARSH PARK FISHING LAKE		95,350.00
	Personnel	39,500.00	
	Other	55,850.00	
TO: 530	COMMUNITY ARTS CENTER		0.00
	Personnel	0.00	
	Other	0.00	
	TOTAL GENERAL FUND		<u>36,793,191.00</u>

FROM: UNAPPROPRIATED FUND 201 - STREET CONST, MAINT & REPAIR		<u>3,678,221.00</u>
TO: 420	STREETS & TRANSPORTATION	3,678,221.00
	Personnel	1,949,297.00
	Other	1,728,924.00
	TOTAL STREET CONST, MAINT & REPAIR	<u>3,678,221.00</u>

FROM: UNAPPROPRIATED FUND 202 - STATE HIGHWAY IMP		<u>152,175.00</u>
TO: 420	STREETS & TRANSPORTATION	152,175.00
	Personnel	152,175.00
	Other	0.00

TOTAL STATE HIGHWAY IMP		152,175.00	
FROM: UNAPPROPRIATED FUND 203 - FIRE LEVY			12,054,055.00
TO: 320	FIRE SUPPRESSION		12,054,055.00
	Personnel	10,778,881.00	
	Other	1,275,174.00	
TO: 330	PARAMEDIC PREVENTION		0.00
	Personnel	0.00	
	Other	0.00	
TOTAL FIRE LEVY		12,054,055.00	
FROM: UNAPPROPRIATED FUND 205 - COUNTY MOTOR VEHICLE			0.00
TO: 160	SPECIAL APPROPRIATION		0.00
	Personnel	0.00	
	Other	0.00	
TO: 160	SPECIAL APPROPRIATIONS		0.00
	Personnel	0.00	
	Other	0.00	
TOTAL COUNTY MOTOR VEHICLE		0.00	
FROM: UNAPPROPRIATED FUND 206 - TAX RECREATION			0.00
TO: 160	SPECIAL APPROPRIATIONS		0.00
	Personnel	0.00	
	Other	0.00	
TOTAL TAX RECREATION		0.00	
FROM: UNAPPROPRIATED FUND 211 - LAW ENFORCEMENT			31,000.00
TO: 310	POLICE		31,000.00
	Personnel	0.00	
	Other	31,000.00	
TOTAL LAW ENFORCEMENT		31,000.00	
FROM: UNAPPROPRIATED FUND 212 - MUNICIPAL MOTOR VEHICLE			329,713.00
TO: 420	STREETS & TRANSPORTATION		329,713.00
	Personnel	329,713.00	
	Other	0.00	
TOTAL MUNICIPAL MOTOR VEHICLE		329,713.00	
FROM: UNAPPROPRIATED FUND 213 - LAW ENFORCEMENT & EDU			30,000.00
TO: 310	POLICE		30,000.00

Personnel	0.00	
Other	30,000.00	
TOTAL LAW ENFORCEMENT & EDU	<u>30,000.00</u>	
FROM: UNAPPROPRIATED FUND 214 - DRUG & ALCOHOL TREATMENT		<u>40,000.00</u>
TO: 315 MUNICIPAL COURT	40,000.00	
Personnel	0.00	
Other	40,000.00	
TOTAL DRUG & ALCOHOL TREATMENT	<u>40,000.00</u>	
FROM: UNAPPROPRIATED FUND 215 - LOCAL LAW ENFORCE BLOCK		<u>0.00</u>
TO: 160 SPECIAL APPROPRIATION	0.00	
Personnel	0.00	
Other	0.00	
TO: 310 POLICE	0.00	
Personnel	0.00	
Other	0.00	
TOTAL LOCAL LAW ENFORCE BLOCK	<u>0.00</u>	
FROM: UNAPPROPRIATED FUND 216 - PROBATION SERVICES		<u>570,560.00</u>
TO: 315 MUNICIPAL COURT	570,560.00	
Personnel	484,060.00	
Other	86,500.00	
TOTAL PROBATION SERVICES	<u>570,560.00</u>	
FROM: UNAPPROPRIATED FUND 217 - COURT COMPUTER		<u>130,000.00</u>
TO: 315 MUNICIPAL COURT	130,000.00	
Personnel	0.00	
Other	130,000.00	
TOTAL COURT COMPUTER	<u>130,000.00</u>	
FROM: UNAPPROPRIATED FUND 218 - SPECIAL PROJECTS		<u>153,740.00</u>
TO: 315 MUNICIPAL COURT	153,740.00	
Personnel	85,740.00	
Other	68,000.00	
TOTAL SPECIAL PROJECTS	<u>153,740.00</u>	
FROM: UNAPPROPRIATED FUND 219 - MEDIATION SERVICES		<u>5,000.00</u>
TO: 315 MUNICIPAL COURT	5,000.00	

Personnel	0.00	
Other	5,000.00	
TOTAL MEDIATION SERVICES	<u>5,000.00</u>	
FROM: UNAPPROPRIATED FUND 220 - TAX INCREMENT EQUIVALENT		<u>1,000.00</u>
TO: 160 TAX INCREMENT EQUIVALENT	1,000.00	
Personnel	0.00	
Other	1,000.00	
TOTAL TAX INCREMENT EQUIVALENT	<u>1,000.00</u>	
FROM: UNAPPROPRIATED FUND 221 - INDIGENT DRIVER INTERLOCK		<u>20,000.00</u>
TO: 315 INDIGENT DRIVER INTERLOCK	20,000.00	
Personnel	0.00	
Other	20,000.00	
TOTAL INDIGENT DRIVER INTERLOCK	<u>20,000.00</u>	
FROM: UNAPPROPRIATED FUND 301 - GENERAL BOND RETIREMENT		<u>992,232.00</u>
TO: 160 SPECIAL APPROPRIATION	992,232.00	
Personnel	0.00	
Other	992,232.00	
TOTAL GENERAL BOND RETIREMENT	<u>992,232.00</u>	
FROM: UNAPPROPRIATED FUND 401 - STREET IMPROVEMENT		<u>1,035,650.00</u>
TO: 160 SPECIAL APPROPRIATION	1,035,650.00	
Personnel	0.00	
Other	1,035,650.00	
TOTAL STREET IMPROVEMENT	<u>1,035,650.00</u>	
FROM: UNAPPROPRIATED FUND 402 - CAPITAL IMPROVEMENT		<u>821,600.00</u>
TO: 160 SPECIAL APPROPRIATION	821,600.00	
Personnel	0.00	
Other	821,600.00	
TOTAL CAPITAL IMPROVEMENT	<u>821,600.00</u>	
FROM: UNAPPROPRIATED FUND 407 - WATER EXPANSION		<u>5,000.00</u>
TO: 160 SPECIAL APPROPRIATION	5,000.00	
Personnel	0.00	
Other	5,000.00	
TOTAL WATER EXPANSION	<u>5,000.00</u>	

FROM: UNAPPROPRIATED FUND 408 - SEWER EXPANSION		10,000.00
TO: 160 SPECIAL APPROPRIATION	10,000.00	
Personnel	0.00	
Other	10,000.00	
TOTAL SEWER EXPANSION	10,000.00	
FROM: UNAPPROPRIATED FUND 409 - FLOOD PROTECTION		0.00
TO: 160 SPECIAL APPROPRIATION	0.00	
Personnel	0.00	
Other	0.00	
TOTAL FLOOD PROTECTION	0.00	
FROM: UNAPPROPRIATED FUND 410 - STATE ISSUE I		10,000.00
TO: 160 SPECIAL APPROPRIATION	10,000.00	
Personnel	0.00	
Other	10,000.00	
TOTAL STATE ISSUE I	10,000.00	
FROM: UNAPPROPRIATED FUND 411 - DOWNTOWN DEVELOPMENT		0.00
TO: 160 SPECIAL APPROPRIATION	0.00	
Personnel	0.00	
Other	0.00	
TOTAL DOWNTOWN DEVELOPMENT	0.00	
FROM: UNAPPROPRIATED FUND 413 - PARK DEVELOPMENT FUND		0.00
TO: 160 SPECIAL APPROPRIATION	0.00	
Personnel	0.00	
Other	0.00	
TOTAL PARK DEVELOPMENT FUND	0.00	
FROM: UNAPPROPRIATED FUND 501 - SPECIAL ASSESSMENT		373,407.00
TO: 160 SPECIAL APPROPRIATION	373,407.00	
Personnel	0.00	
Other	373,407.00	
TOTAL SPECIAL ASSESSMENT	373,407.00	
FROM: UNAPPROPRIATED FUND 601 - WATER REVENUE		7,704,441.00
TO: 212 UTILITY COLLECTION	365,595.00	

	Personnel	196,770.00	
	Other	168,825.00	
TO: 610	PUBLIC UTILITY ADMINISTRATION		230,675.00
	Personnel	108,425.00	
	Other	122,250.00	
TO: 611	WATER SUPERVISION		1,090,946.00
	Personnel	397,218.00	
	Other	693,728.00	
TO: 612	WATER PUMPING TREATMENT		2,587,125.00
	Personnel	1,131,425.00	
	Other	1,455,700.00	
TO: 613	WATER DISTRIBUTION & MAINT		1,485,175.00
	Personnel	944,485.00	
	Other	540,690.00	
TO: 619	WATER DEBT SERVICE		1,944,925.00
	Personnel	0.00	
	Other	1,944,925.00	
	TOTAL WATER REVENUE		<u><u>7,704,441.00</u></u>

FROM: UNAPPROPRIATED FUND 602 - WATER BOND & INTEREST			<u><u>1,194,925.00</u></u>
TO: 619	WATER DEBT SERVICE	1,194,925.00	
	Personnel	0.00	
	Other	1,194,925.00	
	TOTAL WATER BOND & INTEREST	<u><u>1,194,925.00</u></u>	

FROM: UNAPPROPRIATED FUND 603 - WATER BOND REDEMPTION			<u><u>0.00</u></u>
TO: 619	WATER DEBT SERVICE	0.00	
	Personnel	0.00	
	Other	0.00	
	TOTAL WATER BOND REDEMPTION	<u><u>0.00</u></u>	

FROM: UNAPPROPRIATED FUND 604 - WATER REPLACEMENT & IMP			<u><u>10,000.00</u></u>
TO: 160	SPECIAL APPROPRIATION	10,000.00	
	Personnel	0.00	
	Other	10,000.00	
TO: 619	WATER DEBT SERVICE	0.00	
	Personnel	0.00	
	Other	0.00	
	TOTAL WATER REPLACEMENT & IMP	<u><u>10,000.00</u></u>	

FROM: UNAPPROPRIATED FUND 605 - WATER SURPLUS		5,000.00
TO: 160	SPECIAL APPROPRIATION	5,000.00
	Personnel	0.00
	Other	5,000.00
TOTAL WATER SURPLUS		5,000.00

FROM: UNAPPROPRIATED FUND 606 - WATER GUARANTEED TRUST		65,000.00
TO: 212	UTILITY COLLECTION	65,000.00
	Personnel	0.00
	Other	65,000.00
TOTAL WATER GUARANTEED TRUST		65,000.00

FROM: UNAPPROPRIATED FUND 620 - SEWER REVENUE		8,761,548.00
TO: 212	UTILITY COLLECTION	2,266,565.00
	Personnel	160,990.00
	Other	2,105,575.00
TO: 610	PUBLIC UTILITY ADMINISTRATION	192,025.00
	Personnel	108,425.00
	Other	83,600.00
TO: 621	SEWER SUPERVISION	1,211,924.00
	Personnel	520,305.00
	Other	691,619.00
TO: 622	SEWER PLANT	2,089,563.00
	Personnel	1,205,599.00
	Other	883,964.00
TO: 623	SEWER COLLECTION & MAINT	1,415,671.00
	Personnel	1,151,921.00
	Other	263,750.00
TO: 629	SEWER DEBT SERVICE	1,585,800.00
	Personnel	0.00
	Other	1,585,800.00
TOTAL SEWER REVENUE		8,761,548.00

FROM: UNAPPROPRIATED FUND 621 - SEWER BOND & INTEREST		585,800.00
TO: 629	SEWER DEBT SERVICE	585,800.00
	Personnel	0.00
	Other	585,800.00
TOTAL SEWER BOND & INTEREST		585,800.00

FROM: UNAPPROPRIATED FUND 622 - SEWER BOND REDEMPTION		0.00
TO: 629	SEWER DEBT SERVICE	0.00

Personnel	0.00	
Other	0.00	
TOTAL SEWER BOND REDEMPTION	<u>0.00</u>	
FROM: UNAPPROPRIATED FUND 623 - SEWER REPLACEMENT & IMP		200,000.00
TO: 160 SEWER REPLACEMENT & IMP	200,000.00	
Personnel	0.00	
Other	200,000.00	
TOTAL SEWER REPLACEMENT & IMP	<u>200,000.00</u>	
FROM: UNAPPROPRIATED FUND 624 - SEWER SURPLUS		20,000.00
TO: 160 SPECIAL APPROPRIATION	20,000.00	
Personnel	0.00	
Other	20,000.00	
TOTAL SEWER SURPLUS	<u>20,000.00</u>	
FROM: UNAPPROPRIATED FUND 630 - SOLID WASTE MANAGEMENT		2,750,000.00
TO: 212 UTILITY COLLECTION	0.00	
Personnel	0.00	
Other	0.00	
TO: 630 SOLID WASTE MANAGEMENT	2,750,000.00	
Personnel	0.00	
Other	2,750,000.00	
TOTAL SOLID WASTE MANAGEMENT	<u>2,750,000.00</u>	
FROM: UNAPPROPRIATED FUND 640 - RECREATIONAL FACILITIES		1,995,938.00
TO: 511 AQUATIC CENTER OPERATIONS	289,000.00	
Personnel	0.00	
Other	289,000.00	
TO: 514 AQUATIC CENTER DEBT	0.00	
Personnel	0.00	
Other	0.00	
TO: 515 GOLF PRO SHOP	848,271.00	
Personnel	352,121.00	
Other	496,150.00	
TO: 520 GOLF MAINTENANCE	858,667.00	
Personnel	383,788.00	
Other	474,879.00	
TOTAL RECREATIONAL FACILITIES	<u>1,995,938.00</u>	
FROM: UNAPPROPRIATED FUND 641 - RECREATION ACTIVITY		329,990.00
TO: 510 PARKS & RECREATION ADM	329,990.00	

Personnel	198,990.00	
Other	131,000.00	
TOTAL RECREATION ACTIVITY	<u>329,990.00</u>	
FROM: UNAPPROPRIATED FUND 702 - EMPLOYEES BENEFITS		<u>7,710,000.00</u>
TO: 160 SPECIAL APPROPRIATION	7,710,000.00	
Personnel	7,700,000.00	
Other	10,000.00	
TOTAL EMPLOYEES BENEFITS	<u>7,710,000.00</u>	
FROM: UNAPPROPRIATED FUND 705 - MUNICIPAL GARAGE SERVICES		<u>1,250,191.00</u>
TO: 430 FLEET MANAGEMENT	1,250,191.00	
Personnel	765,941.00	
Other	484,250.00	
TOTAL MUNICIPAL GARAGE SERVICES	<u>1,250,191.00</u>	
FROM: UNAPPROPRIATED FUND 706 - COMPENSATED LEAVE		<u>0.00</u>
TO: 160 COMPENSATED LEAVE	0.00	
Personnel	0.00	
Other	0.00	
TOTAL COMPENSATED LEAVE	<u>0.00</u>	
FROM: UNAPPROPRIATED FUND 707 - WEST CHESTER JEDD I		<u>2,230,000.00</u>
TO: 211 WEST CHESTER JEDD 1	2,230,000.00	
Personnel	0.00	
Other	2,230,000.00	
TOTAL WEST CHESTER JEDD I	<u>2,230,000.00</u>	
TOTAL APPROPRIATIONS		<u>92,049,377.00</u>

Section 3. That the Finance Director is hereby directed to make payment from any of the foregoing appropriations upon receiving proper certification and vouchers approved by board or officers authorized by law to approve the same or an ordinance or resolution of Council to make expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance. Provided further, that an appropriation for contingencies can only be expended for the purposes constituting a legal obligation against the City, and for no other purposes other than those covered by the specific appropriations herein made.

Section 4. That this Ordinance shall take effect at the earliest period allowed by law and is hereby declared to be necessary for the orderly fiscal management of said City and in order to assure the proper payment of financial obligations of the City of Fairfield, Ohio including salaries and wages of employees and is necessary for the general welfare of the citizens and shall take effect immediately upon its passage.

Passed_____

Mayor's Approval

Posted_____

Rules Suspended_____

First Reading_____

Second Reading_____

Third Reading_____

ATTEST: _____
Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Alisha Wilson, Clerk
 Submitting Department: Clerk

Subject:

Contractual Appropriations

Legislation Title:

Ordinance to amend Ordinance No. 155-22 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

Background/Synopsis: Please refer to specific Council Communications for full description of these items.

\$12,000 for 5120 Pleasant Avenue Development Agreement;
 \$100,000 for Cincinnati Center for Autism loan;
 \$104,244 for Harbin Park electrical work (existing contract);
 \$126,322 for 2023 storm sewer lining.

Financial Impact: \$342,566.00 from noted funding source.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

No

Attachments:

1. ContractualAppropriations.120423
2. Contractual 12-4-Ord



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

Harbin Park Playground and Splash Pad Electric Relocation Appropriation

Legislation Title:

Harbin Park Playground and Splash Pad Electric Relocation Appropriation

Recommendation:

It is recommended that City Council authorize an appropriation of \$104,243.45 from the Parks Recreation Fund as detailed in the financial impact section.

Background/Synopsis:

This appropriation is for relocating the existing overhead electric to underground from near the gate all the way to the terminus near the recently constructed restroom building. This will eliminate any future conflict with the spray ground and improve aesthetics in the upper park area.

The site construction for the playground and splash pad are well underway and the City has been working with Duke to finalize plans for electric relocation for several months and have developed a plan that achieves City goals and meets Duke Energy's requirements.

The Harbin Playground and Splash Pad project is for the improvements designed by Human Nature for the upper Harbin Park area. The project includes a playground package designed by Landscape Structures Inc. specifically for the needs of the City of Fairfield's Harbin Park. This playground package is specific to the design of Harbin Park prepared by Human Nature for the City of Fairfield and will have components for both 2-5 year old and 6-12 year old age groups, with the majority of the equipment being more suitable for the slightly older kids but not leaving out the younger kids. There will also be an expansive spray ground with a recirculating water system. The intent of the project is to expand the options for the general public when coming to Harbin Park and to replace the existing play and shelter area at the upper end of Harbin Park with a more universally accessible play area and spray grounds.

The project includes earthwork, utilities, paving concrete, asphalt, landscaping, etc. Some features in addition to the play and spray grounds include: an additional parking lot and a large shelter structure.

The project is programmed in the 2023-2027 CIP as 3PR50 Harbin Park.

Plans and specifications were advertised for bid on September 1 and September 8. A public bid opening was held on September 20, 2023. Three (3) complete bids were received, opened and

publicly read. The lowest and best bidder was Majors Enterprises, Inc of Monroe, Ohio.

Financial Impact:

\$104,243.45 from the Parks Development Fund.

\$34,911.90 for Duke Energy to install wire, transformer, and remove existing overhead facilities.

\$69,331.55 for new conduit, pull boxes, and other work associated with preparing for Duke to install underground electric to serve the upper Harbin Park Area. The City received pricing from both Majors Enterprises and Capital Electric both of whom have existing contracts with the City. The City will use Capital Electric to do this work.

Emergency Provision Explanation:

A suspension of rules and emergency provision is being requested in order to begin construction on this electric work before it conflicts with final construction of the spray ground area.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Sealed Site Plan - Fairfield Harbin Park Electric RelocationHarbin Park Revised Site Plan
2. WO 50820221 Construction Print
3. Duke Energy Cost
4. Quote- Harbin Park

FAIRFIELD

OHIO

HARBIN PARK
DUKE ELECTRIC
UNDERGROUND RELOCATION
CITY OF FAIRFIELD
BUTLER COUNTY

INDEX OF SHEETS

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PLANS	2-3

UNDERGROUND UTILITIES

TWO WORKING DAYS
BEFORE YOU DIG

CALL 1-800-362-2764 (TOLL FREE)

OHIO UTILITIES PROTECTION SERVICE
NON-MEMBERS
MUST BE CALLED DIRECTLY

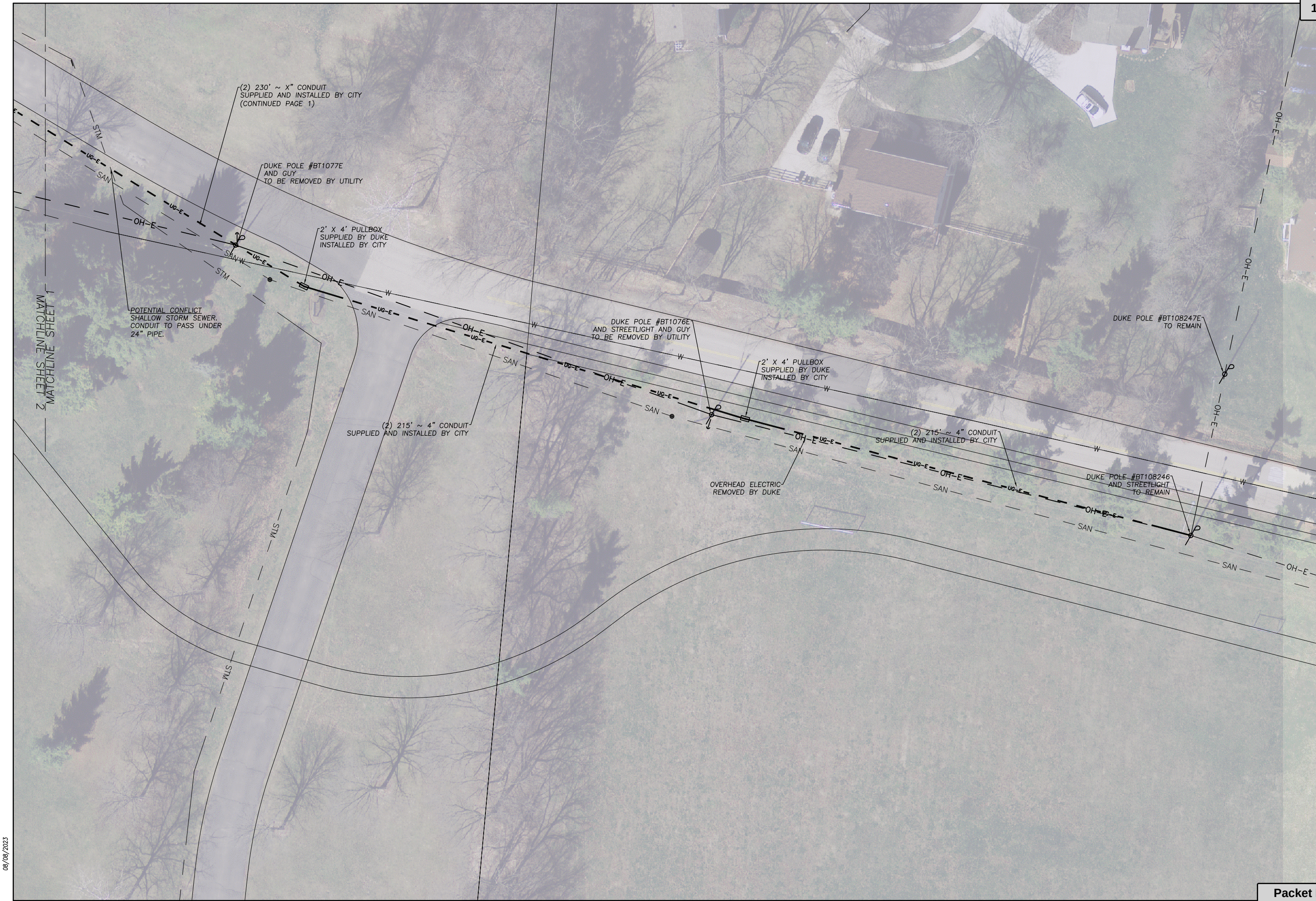
PLAN PREPARED BY:



ENGINEERS SEAL:	STANDARD CONSTRUCTION DRAWINGS			SUPPLEMENTAL SPECIFICATIONS
STATE OF OHIO NICHOLAS W. DILL E-80730 PROFESSIONAL ENGINEER SIGNED: <i>Nicholas W. Dill</i> DATE: 08/08/2023				
ENGINEERS SEAL:				
SIGNED: _____ DATE: _____				



08/08/2023







INVOICE

Invoice:
Invoice Date:
Page:

13.C.4.a

11/7/2023

1 of 1

Email sent to customer on 11/07/2023

Bill to: CITY OF FAIRFIELD PUBLIC WORKS
8870 N. GILMORE RD.
NICK DILL
FAIRFIELD OH 45014

Customer ID: 0002954
PO / Contract No:
Payment Terms: Net
Due Date: 12/7/20

Amount Due: \$34,911.

Invoice for work or services performed at: 1300 HUNTER RD FAIRFIELD OH

For questions about your invoice, please contact Noah Seamon at 513/415-4758

Line	Date of Charge	Description	Net Amount
1	11/06/2023	Customer contribution O&M CHARGES	\$34,911.
Amount Due:			\$34,911.

To pay electronically, please allow 24 hours from the time this invoice is received and use website <https://www.e-billexpress.com/ebpp/DukeEnergy>. Enter your customer ID and billing zip code from above.

TO AVOID SERVICE INTERRUPTION, PLEASE DO NOT SEND MONTHLY UTILITY ACCOUNT PAYMENTS TO THIS ADDRESS

Please detach and return with your payment. Please indicate invoice number on check.

Payment Coupon

Please make check payable to:

Duke Energy
PO Box 603083
Charlotte NC 28260-3083

ACH Instructions:

Wells Fargo - Ohio
121000248
Duke Energy
000004120191309

Invoice Number: C50820221

Corporation Code: 750

Please Pay By: 12/7/20

Customer ID: 0002954

Total Amount Due: **\$34,911.**

Fed Tax ID # 31-0240030

CITY OF FAIRFIELD PUBLIC WORKS
8870 N. GILMORE RD.
NICK DILL
FAIRFIELD OH 45014

Amount Enclosed



Packet Pg. 100

0303353038323032323130310000700034911908

Attachment: Contractual Appropriations.120423 (3756 : Contractual Appropriations)



Capital Electric Line Builders, LLC

An MDU Resources Company

3150 Encrete Lane • Dayton., OH 45439

Voice (937) 424-2550 • Fax (937) 297-1365

QUOTE SHEET

To:	Nicholas Dill	Fax #	
Company:	City of Fairfield	Phone #	
# Of Pages:		Date:	11-16-2023
From:	David Roberts		
RE:	Harbin Park Conduit Installation		

Please find attached our quotation for this project.

The following clarifications apply to this quotation:

- Quotation is valid for 30 days and is subject to receiving a contract with agreed terms and conditions or a Purchase Order.
- Capital Invoices are to be paid in full upon completion of work within 30 days of date on invoice, with no retention withheld. Sales tax is *not* included. Performance bond (if required) is not included.
- Work shall be performed during our normal work hours; premium time is excluded.
- Transformer Pad, 2x4 Pull Boxes supplied by others
- Trench item to be replaced by Jacked and Drilled
- Quantities provided by the City of Fairfield

- **Please note: Capital Electric reserves the right to revise pricing if all quoted items are not awarded.**

Thank you for the opportunity,

David Roberts 937-405-9467

CONFIDENTIALITY NOTICE: The documents accompanying this transmission contain certain confidential information belonging to the sender which is legally privileged. The information is intended only for the use of the individual or entitled named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this telecopy information is strictly prohibited. If you have received this telecopy in error, please notify us immediately by telephone to arrange for the return of the document(s) to us. Thank you.

Attachment: Contractual Appropriations.120423 (3756 : Contractual Appropriations)

PROJ: Harbin Park Electric Relocation
 LOC: Fairfield, Ohio
 EST: David Roberts
 P.O. Box 1353, Dayton, OH 45401
 Tel: 937-424-2550 Fax: 937-297-1365

REF #	ITEM DESCRIPTION	QUANTITY	UNIT	BID PRICE	
				UNIT	TOTAL
1	2" Schd 40 Conduit (dual conduit in 943' trench)	943.00	FT	38.33	36,145.19
2	2" Schd 40 Conduit (single conduit in 140' trench)	140.00	FT	34.49	4,828.60
3	2' x 4' Pullbox, installation only	4.00	EA	1,618.96	6,475.84
4	2' x 4' Pullbox (for private service)	1.00	EA	1,618.96	1,618.96
5	Fiberglass Transformer Pad, installation only	1.00	EA	4,356.56	4,356.56
6	Ground-mounted Meter Base	2.00	EA	4,361.28	8,722.56
7	Ex. Bathroom Electrical Service wiring, connections, installation (~200' meter to ex. panel)	1.00	EA	7,183.84	7,183.84
GRAND TOTAL					\$69,331.55

Attachment: Contractual Appropriations.120423 (3756 : Contractual Appropriations)

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 155-22 ENTITLED "AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FAIRFIELD, OHIO, DURING A PERIOD BEGINNING JANUARY 1, 2023, AND ENDING DECEMBER 31, 2023."

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Ordinance No. 155-22, the 2023 Appropriation Ordinance, is hereby amended in the following respects:

From:	Unappropriated Parks Development Fund	\$104,244
To:	41316025-252000 Improvements other than Building (Electric Relocation Harbin Park 3PR50)	\$104,244
From:	Unappropriated Capital Improvement Fund	\$126,322
To:	40216025-252500 Drainage Improvements (Storm Sewer Lining 3PW53)	\$126,322
From:	Unappropriated Transformative Economic Development Fund	\$12,000
To:	41416025-252000 Improvements other than Building (Citywide Redevelopment 3DV01)	\$12,000
From:	Unappropriated Butler County ARPA Fund	\$100,000
To:	26816022-221300 Business Development (Cincinnati Center for Autism Forgivable Loan)	\$100,000

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed	_____	_____
		Mayor's Approval
Posted	_____	
First Reading	_____	Rules Suspended _____
Second Reading	_____	
Third Reading	_____	

Attachment: Contractual 12-4-Ord (3756 : Contractual Appropriations)

ATTEST:

Clerk of Council

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council

Active Clients\City of Fairfield\Ordinances\2023\Contractual 12-4-Ord

Attachment: Contractual 12-4-Ord (3756 : Contractual Appropriations)



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Alisha Wilson, Clerk

Submitting Department: Clerk

Subject:

Non-Contractual Appropriations

Legislation Title:

Ordinance to amend Ordinance No. 155-22 entitled "An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2023, and ending December 31, 2023."

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

Background/Synopsis: Please refer to specific Council Communications for full description of these items.

\$34,250 for patrol rifle replacement for Police Department;
\$24,000 for Town Center Placemaking Strategy.

Financial Impact: \$58,250.00 from noted funding source.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

No

Attachments:

1. NonContractualAppropriations.120423
2. NonContractual 12-4-Ord



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Steve Maynard,
Submitting Department: Police

Subject:

Patrol Rifle Replacement

Legislation Title:

Ordinance to authorize the City Manager to enter into a purchasing agreement with Faxon Firearms to purchase 50 Sentry 5.56 rifles and declaring an emergency.

Recommendation:

It is recommended that Council authorize the City Manager to enter into a purchasing agreement with Faxon Firearms LLC located at 4348 Le Saint Court, Fairfield, Ohio, to purchase 50 Sentry 5.56 rifles for \$34,250. This project will be funded through the Law Enforcement Trust Fund.

Background/Synopsis: Our patrol rifles are aging and in need of replacement. This project will allow for the purchase of 50 updated rifles to replace our current inventory.

Financial Impact: \$34,250 from the Law Enforcement Trust Fund

Emergency Provision Explanation: The timely replacement of our rifles is necessary to provide our officers with the appropriate tools to respond to critical incidents.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Faxon Quote



FAXON FIREARMS LLC.

4348 Le Saint Court, Cincinnati, OH 45014
513-280-8861

jesse.tewksbury@faxonfirearms.com
dustin.wallace@faxonfirearms.com

TO Chief Stephen Maynard
Fairfield Police Department
5230 Pleasant Avenue, Fairfield, OH 45014
513-867-6015

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Jesse Tewksbury	Fairfield Sentry SBR	TBD	TBD
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
50	Faxon Sentry 5.56 Rifle - 12.5" Gunner Profile Barrel - Enhanced Forged Receiver Set w/ Tensioning Screw - Nitrided M16 BCG w/ Superfinish - 10.75" M-LOK Aluminum Handguard - Radian LT Charging Handle - B5 Stock - B5 Pistol Grip - 5.56 Muzzlock Muzzle Device - Hiperfire EDTDM SS Trigger - Radian Talon Ambi Selector	\$685.00	\$34,250
50	Shipping TBD	\$685	\$34,250
SUBTOTAL:			\$34,250
SALES TAX:			\$0
TOTAL:			\$34,250

This is a quotation on the goods names, subject to the conditions noted below:

- Faxon Firearms Standard Terms & Conditions
- Lead Time: 4-6 Weeks After Order Receipt
- Shipping charges to be applied by agreed shipping method.

To Accept this Quotation, Sign Here and Return: _____

THANK YOU FOR YOUR TIME AND BUSINESS!

Attachment: NonContractualAppropriations.120423 (3755 : Non-Contractual Appropriations)



City Council Ordinance
Regular Meeting - December 4, 2023

Submitted by: Nathaniel Kaelin, Economic Development Manager
 Submitting Department: Development Services

Subject:

Town Center Placemaking Strategy

Legislation Title:

Ordinance to authorize an appropriation of \$24,000 to complete a Fairfield Town Center Placemaking Strategy

Recommendation:

It is recommended that City Council suspend the rules and appropriate funding for this project.

Background/Synopsis:

Fairfield's Town Center area, the cluster of business and civic uses surrounding the crossroads of Pleasant Avenue and Nilles Road, has been a development focus for several decades. In 1993, Fairfield City Council adopted the Town Center Development Plan which outlined strategies to develop a unique "sense of place" through streetscaping, landscaping, design guidelines, and zoning. Subsequent private development, public investment, and planning efforts have continued to build upon these strategies resulting in quality redevelopment and new additions such as the Village Green Park area.

Despite these efforts, staff has recognized that the Town Center area is not consistently recognized by name or function within the community. Residents and business representatives also refer to the area as "Village Green" or "Downtown," or know it by no specific name. Historically, the area around the Pleasant and Nilles intersection was known as "Symmes Corner."

In 2020, the City released new branding including a new Fairfield logo and brand colors. As staff explored the need to update signage throughout the Town Center to reflect the new branding, it became apparent that a larger review of signage and branding within the Town Center was necessary.

Accordingly, staff is recommending that a Placemaking Strategy be developed for the Town Center. The strategy project will review and evaluate all existing gateway and wayfinding signage, and make recommendations for the placement and design of new signage. Additionally, the project will consider other design elements that help to define sense of place and the identity of the Town Center, including public art, walkability improvements, and infill development.

This comprehensive placemaking approach is consistent with the City's Town Center Revitalization Strategic Initiative, which seeks to enhance the vitality of Fairfield's Town Center as a resident destination and desirable business location through investment in public assets, strategic

properties and/or business investments, and quality programming.

Staff has received a proposal from Designing Local, a Columbus planning firm with significant experience working on similar projects with communities in Ohio and other states. The requested appropriation would fund a five-month planning process led by the firm.

Financial Impact:

The City budgeted \$60,000 for improvements within the Town Center area within the 2023 CIP budget and has only committed \$20,000 to date. Staff recommends appropriating funds for the Placemaking Strategy from the remaining CIP funds.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

No

Attachments:

1. REVISED_Fairfield Downtown Proposal_Designing Local

DESIGNING LOCAL

PROPOSAL FOR

FAIRFIELD TOWN CENTER PLACEMAKING STRATEGY

OCTOBER 31, 2023



Attachment: Non Contractual Appropriations.120423 (3755 : Non-Contractual Appropriations)



City of Fairfield, Ohio
Nathaniel Kaelin, Economic Development Manager
5350 Pleasant Avenue
Fairfield, OH 45014

October 31, 2023

Proposal for Fairfield Town Center Placemaking Strategy

Dear Nathaniel,

On behalf of Designing Local, we would like to thank you for the opportunity to submit this proposal to the City of Fairfield. We understand that economic development, excellent planning, and strong resident and visitor experiences are important to you.

Designing Local is a Columbus, Ohio based firm focused on enhancing the future through placemaking and creating a vision for our urban environments. Founded in 2014, Designing Local is an award-winning woman-owned business enterprise with DBE/WBE certification in Ohio. Our firm was founded on the belief that art, culture, history, natural spaces, and other important and unique attributes of communities are often overlooked in the planning and design process. We are qualified and experienced in performing landscape architecture, urban planning and design, public art, historic preservation, and public engagement. Our clients include government entities, commercial organizations, developers, parks and recreation departments, municipalities and more. We understand the importance of incorporating design goals that will enhance the existing economic development plans, expand business retention capabilities, attract new businesses, and elevate resident and visitor experiences.

Matt Leasure, Principal of Designing Local, will serve as Project Lead. Matt is a landscape architect and urban planner with 20 years of professional experience on a wide range of projects. He leads Designing Local's award-winning landscape architecture and land planning studio which offers consulting services and innovative design strategies that allow our clients to achieve their goals.

Designing Local will work with the City of Fairfield to provide a comprehensive strategy for the town center area that is innovative, dynamic, vibrant. Please see the following proposal and our team qualifications. We look forward to working with you on this important project for City of Fairfield.

Sincerely,

MATTHEW LEASURE

Matt Leasure

Principal
matt@designinglocal.com
(Primary Contact)

Amanda Golden

Amanda Golden

Managing Principal & Co-Founder
amanda@designinglocal.com

Josh Lapp

Josh Lapp

Principal & Co-Founder
josh@designinglocal.com



Designing Local, Ltd.
20 East Broad Street, Suite 1010
Columbus, OH 43215



www.designinglocal.com



614.893.7178



[instagram.com/designinglocal](https://www.instagram.com/designinglocal)



[linkedin.com/company/designing-local](https://www.linkedin.com/company/designing-local)



Designing Local is a certified woman-owned business dedicated to helping communities connect people to place through culture. Founded in 2014, our firm was born from the belief that design, art, culture, historic preservation, and other important unique attributes of communities are often overlooked in the planning process. We bring an authentic curiosity and passion to our work.

We recognize that prosperity and economic development come from strategically planning and investing in our communities culture and unique assets. The result: better community relations, increased pride and ownership by stakeholders, and revered places that people and businesses naturally choose to be a part of. We seek to help communities grow their pride, realize their ability to influence the future, and create a prosperous community for all.

Our process is straightforward and simple. Through robust and creative public engagement we help to extract the story of the place in which we are working. We take that story, as told by the community itself, and help translate that into a unique, interesting, and powerful built environment.



FIRM REGISTRATIONS & CERTIFICATIONS



OHIO DEPARTMENT OF TRANSPORTATION

- Certified Disadvantaged Business Enterprise (DBE)
- Authorized Services: Bicycle Facilities and Enhancement Design, City/Land Use/Town/Urban Planning, Graphic Design Services

US GREEN BUILDING COUNCIL

- Member Organization



OHIO ARCHITECTS BOARD

Local Studio, LLC dba Designing Local Landscape Architecture is an affiliate of Designing Local and is able to provide landscape architectural services in Ohio which require technical design documentation for zoning/building permitting and construction.

- Business Registration: Architects Board, FIRM.18314025
- Individual Registration: Architects Board, Matthew Leasure, LA.0701159

SERVICE OFFERINGS



PUBLIC ART & CULTURAL PLANNING

We work with communities to create policies, implementation plans, and review processes for public art and cultural facilities. We author plans which articulate a community's desire to implement a vision for public art. We also manage the process for procuring art on behalf of our clients including the creation of calls for submissions, facilitation of juried review processes, and management of contracting processes.



HISTORIC PRESERVATION

We prepare applications for federal and local historic tax credits and guide our clients through the process of completing a project in compliance with program regulations. We research historic places and generate the documentation, photography, and mapping required for nominations of sites to the National Register of Historic Places and local registers. We also work with communities to develop appropriate guidelines and policies for preservation of historic resources and to outline appropriate new development in historic districts.



URBAN PLANNING & DESIGN

We collaborate with municipalities and the public to create plans for corridors, districts, parks, and neighborhoods. We also work with property owners and developers to test various approaches to site development and to determine associated yields for use in pro formas and entitlement strategies. Our work is communicated in visually compelling plan documents.



PUBLIC ENGAGEMENT

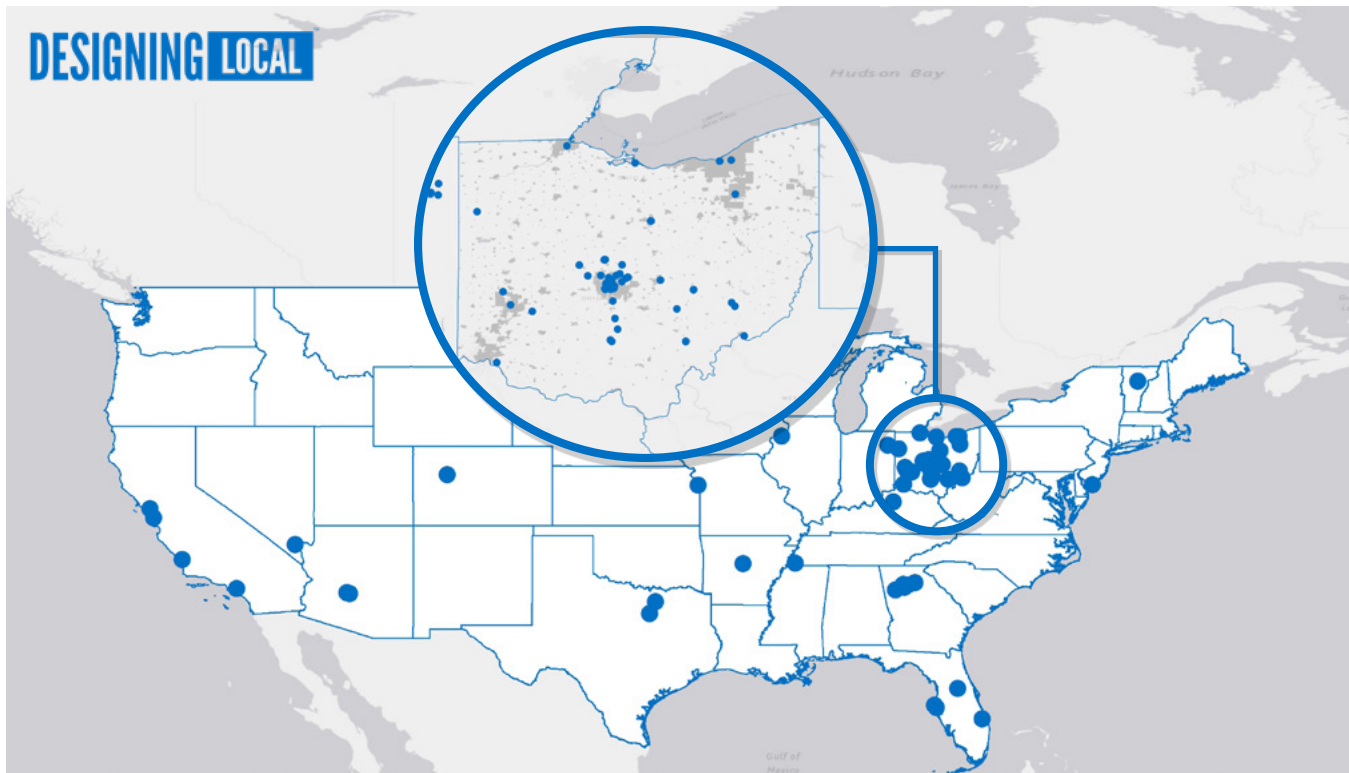
We develop creative and effective methods for public input through interactive activities and strong communication. We build consensus around a strategic vision through on-site graphic production, group discussions, and iterative feedback. We also facilitate online public engagement through the use of various digital tools and services.



LANDSCAPE ARCHITECTURE

We design public spaces including parks, streets, open spaces, plazas, playgrounds, and gardens. We are able to provide all phases of technical documentation including construction documentation, cost estimating, and construction oversight. We currently have multiple projects in various stages of design and construction.

RELEVANT PROJECT EXPERIENCE



PUBLIC ART, CULTURAL PLANNING, & PLACEMAKING

- Akron Cultural Plan | Akron, Ohio
- Anaheim Public Art Master Plan | Anaheim, California
- Anderson Township Community Arts Plan | Anderson Township, Ohio
- Art on High Strategic Public Art Plan & Artist Selection | Columbus, Ohio
- Braselton Public Art Master Plan | Braselton, Georgia
- Cape May County Creative Placemaking Plan | Cape May County, New Jersey | ASLA Ohio 2019 Merit Award, Communications + Research
- Canton Public Art Master Plan | Canton, Georgia
- Clearwater Arts Master Plan | Clearwater, Florida
- Chamblee Arts Master Plan | Chamblee, Georgia
- Conway Public Art Master Plan | Conway, Arkansas
- Corning Cultural Arts Master Plan | Corning, New York
- Downtown Douglasville Public Art Master Plan | Douglasville, Georgia
- Duluth Public Art Master Plan | Duluth, Georgia
- Emeryville Public Art Master Plan | Emeryville, California
- Essence Of Athens | Athens, Ohio | 2015 Vernon Deines Award for an Outstanding Small Town Special Project Plan by the APA's Small Town and Rural Division
- Frisco Public Art Master Plan | Frisco, Texas
- Fort Wayne Public Art Master Plan | Fort Wayne, Indiana
- Frankfort Public Art Master Plan | Frankfort, Kentucky | APA Kentucky 2021 Special Merit Award for Outstanding Plan
- Germantown Public Art Master Plan | Germantown, Tennessee
- Glenwood Springs Public Art Master Plan | Glenwood Springs, Colorado
- Henderson Arts & Culture Master Plan | Henderson, Nevada
- Hiawassee Public Art Strategy | Hiawassee, Georgia
- Los Altos Public Art Master Plan | Los Altos, California
- Merriam Community Center Artist Procurement | Merriam, Kansas
- Moline Public Art Master Plan | Moline, Illinois
- Montpelier Public Art Master Plan | Montpelier, Vermont
- Mount Dora Public Art Master Plan | Mount Dora, Florida
- Peoria Arts Master Plan | Peoria, Arizona
- Port St. Lucie Public Art Master Plan | Port St. Lucie, Florida
- Roswell Public Art Master Plan | Roswell, Georgia
- San Luis Obispo Public Art Master Plan | San Luis Obispo, California
- Sandusky Public Art & Placemaking Plan | Sandusky, Ohio
- Sandy Springs Public Art Master Plan | Sandy Springs, Georgia
- Starling Garage Public Art Curation | Columbus, Ohio
- Station 324 Public Art Curation | Columbus, Ohio

MATT LEASURE, AICP PLA LEED AP

PRINCIPAL, DESIGNING LOCAL

PROJECT ROLE: PROJECT MANAGER & URBAN DESIGN LEAD

Matt leads the firm's urban design and landscape architecture projects. Building upon his 20 years of professional experience, his projects translate into ambitious and context-driven plans that are grounded in the realities of constructibility, regulatory processes, and cost. He has been a key design team member for award-winning projects across Ohio and the Midwest, including municipal land-use plans, strategic master plans, waterfronts, public spaces, community parks, civic facilities, and private developments. Matt is a past president of Columbus Landmarks, serves on the Columbus Brewery District Commission, and is the instructor for the ULI Hines Student Competition course at the Knowlton School of Architecture.



ACTIVE AND RECENT PROJECTS

- BHRC Downtown Revitalization Workshops & Guidebook | Southeast Ohio | Planning Lead
- Historic Downtown Caldwell Revitalization Plan | Caldwell, Ohio | Project Planner
- Belle Valley Revitalization Plan | Belle Valley, Ohio | Project Lead
- Ohio and Erie Canal Southern Descent National Register Nomination | Southern Ohio | Urban Planner | 2019 Public Education and Awareness Award: Ohio History Connection
- Ohio and Erie Canal Southern Descent Heritage Trail Strategic Plan | Southern Ohio | Urban Planner
- Chillicothe and Ross County Public Library Site Improvements | Chillicothe and Kingston, Ohio | Landscape Architect of Record
- Zanesville Gateway District Master Plan | Zanesville, Ohio | Project Planner
- Muskingum County Conference and Welcome Center Pavilion | Zanesville, Ohio | Project Landscape Architect
- Perry County Courthouse | New Lexington, Ohio | Project Landscape Architect
- Fort Wayne 5-Year Parks and Recreation Master Plan | Fort Wayne, Indiana | Project Lead
- Cape May County Creative Placemaking Plan | Cape May, New Jersey | Project Lead | ASLA Ohio 2019 Merit Award, Communications + Research
- Tuttle Park Lower Field Improvements | Columbus, Ohio | Project Lead, Landscape Architect of Record
- Columbus Urban Forestry Master Plan | Columbus, Ohio | Project Planner | APA Ohio 2021 Best Practice Award | ASLA Ohio 2021 Honor Award, Planning + Analysis
- Sullivant Bright Public Art & Parklet Project | Columbus, Ohio | Urban Designer | ASLA Ohio 2021 Merit Award, Planning + Analysis
- Marysville Five Points Concept Study | Marysville, Ohio | Project Lead

ACCREDITATIONS

- Professional Landscape Architect, Ohio #0701159
- Member, American Institute of Certified Planners
- LEED Accredited Professional, US Green Building Council

APPOINTMENTS

- Columbus Landmarks, Past President & Former Advocacy Committee Chair
- OSU Knowlton School of Architecture, Auxiliary Faculty
- Brewery District Commissioner, City of Columbus

MEMBERSHIPS

- American Society of Landscape Architects
- American Planning Association

EDUCATION

- Master of City & Regional Planning, The Ohio State University
- Bachelor of Science in Landscape Architecture, The Ohio State University

AMANDA GOLDEN

MANAGING PRINCIPAL, DESIGNING LOCAL

PROJECT ROLES: PLACEMAKING PLANNER/URBAN PLANNER

Amanda is the Managing Principal and Co-Founder of Designing Local. She is an urban planner, arts administrator, curator, creative placemaker, historic preservationist, and has worked in the public art and cultural planning field since 2014. Driven by the belief that public art should reflect the community it's placed in, Amanda's favorite projects are those that have many voices working together to define what both the public artwork, cultural assets, and the program look like. At Designing Local, Amanda oversees the creation of public art master plans for a variety of cities across the US, develops cultural and arts master plans, and works with private developers to integrate public art within their developments.

RECENT RELATED PROJECTS

- Dr. Martin Luther King Jr. Public Monument | Fort Wayne, Indiana | Curator
- Sullivant Bright Public Art and Parklet Project | Columbus, Ohio | Project Manager
- Starling Garage Public Art Curation | Columbus, Ohio | Project Manager
- Clearwater Cultural Arts Strategic Plan | Clearwater, Florida | Project Manager
- Conway Public Art Master Plan | Conway, Arkansas | Project Manager

JOSHUA LAPP, AICP

PRINCIPAL, DESIGNING LOCAL

PROJECT ROLES: URBAN PLANNER/ENGAGEMENT SPECIALIST

Josh is a Principal and Co-Founder of Designing Local. He has twelve years of professional experience in urban planning on a variety of project types. Driven by the desire to create actionable plans with easy wins for clients and the community, Josh's favorite projects are those that have a complex issue at the center. At Designing Local, Josh oversees historic preservation tax credits, national register nominations, and historic preservation plans. He has worked on dozens of arts and culture planning initiatives across the country, developed broad public engagement opportunities for Public Art Master Plans and Cultural Plans, and has managed over 20 state and federal historic tax credits in Ohio amounting to over \$50 million in investment in historic buildings in Columbus alone.

RECENT RELATED PROJECTS

- Historic Caldwell Revitalization Plan | Caldwell, Ohio | Preservation Lead
- BHRC Downtown Revitalizations Workshops | Southeast Ohio | Planner
- University District Arts and Character Plan | Columbus, Ohio | Project Manager
- The Essence of Athens Plan | Athens, Ohio | Principal, Engagement Strategist
- Columbus Welding Federal and State Historic Tax Credits | Columbus, Ohio



EDUCATION

- Master of City & Regional Planning, The Ohio State University
- Bachelor of Science in City & Regional Planning, The Ohio State University



ACCREDITATIONS

- Member, American Institute of Certified Planners

EDUCATION

- Bachelor of Science in City & Regional Planning, The Ohio State University

JASMINE METCALF

URBAN PLANNER, DESIGNING LOCAL

PROJECT ROLE: URBAN PLANNER

Jasmine is an urban planner who has spent time in a variety of niche roles from Aviation Master Planning, to Community Development, and Real Estate & Hospitality Marketing. She has landed at Designing Local bringing skills in creative production, project management, graphic design, creative technologies, community building, and storytelling. She holds a Bachelors of Urban Planning and a Minor in Architectural Studies from the University of Cincinnati's School of Design, Architecture, Art, and Planning. She has a strong passion for creative strategic solutions that enhance our environments, particularly urban areas that prioritize the well-being of people while adding value and interest to communities.

RECENT RELATED PROJECTS

- Erie Public Art & Placemaking Plan | Erie, Colorado | Urban Planner & Marketing Support
- Downtown Brockton Publicly Accessible Art Plan | Brockton, Massachusetts | Urban Planner & Marketing Support
- Anderson Public Art Master Plan | Anderson Township, Ohio | Project Manager
- Mooresville Public Art Plan | Mooresville, North Carolina | Urban Planner &



EDUCATION

- Bachelors of Urban Planning, The University of Cincinnati School of Design, Architecture, Art, and Planning

GARRETT RUBIN

LANDSCAPE DESIGNER, DESIGNING LOCAL

PROJECT ROLE: LANDSCAPE DESIGNER

Garrett is a landscape designer with experience ranging from smaller scale domestic projects to large scale planning and urban design projects internationally. He graduated with a degree in landscape architecture from the Knowlton School of Architecture at Ohio State University, and throughout his career has had the privilege of working on a number of award winning projects across the globe. Garrett's favorite projects are those that reside within the public realm. From recreational amenities to urban parks and plazas, projects that provide immediate impact to the largest number of users are the most fulfilling. His graphic and 3D visualization skills don't just stay in the office. Garrett designs and builds spare time as well. From music, to art, to graphic design, to woodworking, he always has his hands in a creative endeavor. Whenever those passions are able to be implemented in the workplace it is a great day on the job.

RECENT RELATED PROJECTS

- New Philadelphia Downtown Improvements | New Philadelphia, Ohio | Project Designer
- Ironton Riverfront Park and Streetscapes | Ironton, Ohio | Project Designer
- Toldeo Riverfront Park | Toldeo, Ohio | Project Designer
- Titledown Mixed-use Development | Greenbay Wisconsin | Project Designer
-



EDUCATION

- Bachelor of Science in Landscape Architecture, The Ohio State University



BRHC DOWNTOWN REVITALIZATION WORKSHOPS & GUIDEBOOK

BUCKEYE HILLS REGIONAL COUNCIL | SOUTHEAST OHIO

[Click Here to See the Final Plan](#)

WHY

The Buckeye Hills region consists of eight counties in Southeast Ohio, each with a variety of small cities and villages. Some of these communities have strong civic infrastructure with the ability to fund and manage projects, while others have very limited resources. There was a need to provide technical assistance to these communities to promote revitalization while also providing some fresh ideas and energy.

HOW

BHRC organized a series of eight in-person workshops, one for each of its member counties. Designing Local presented a robust slideshow and facilitated discussion throughout each of the two-hour sessions.

Each session's attendees asked a range of questions based on the key issues they were experiencing. Common themes included a strong sense of community pride, a desire to revitalize and grow, an interest in recreation tourism, the degradation of historic buildings, and the lack of an ability to generate matching funds to apply for various grants and other funding streams.

WHAT

Designing Local worked alongside BHRC to produce a Downtown Revitalization Guidebook. This illustrative document is currently in circulation and will provide communities in the BHRC region with the ideas and tools they need to create strong revitalization strategies.

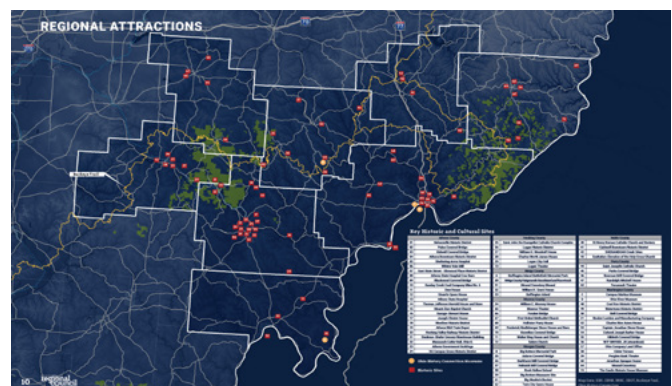
PROJECT INFO

Client: Buckeye Hills Regional Council

Contact: Sam Miller
SMiller@buckeyehills.org

Role: Prime Consultant

Time: 2022





HISTORIC DOWNTOWN CALDWELL REVITALIZATION PLAN

CALDWELL, OHIO

[Click Here to See the Final Plan](#)

WHY

Downtown Caldwell was recently listed on the National Register of Historic Places and is working toward a renaissance. With numerous local businesses and an assortment of beautiful historic buildings, Caldwell is ready to be a thriving center for both local residents and tourists. This plan builds upon this momentum to create a number of recommendations for community branding, historic preservation development, placemaking, wayfinding, access to recreational facilities, and other improvements.

HOW

Designing Local worked with Village leadership to first develop a brand identity for the Village and a series of placemaking opportunities. These resulted in a number of recommendations for relatively low cost but high impact projects including a courthouse square light canopy, unique signage, historically appropriate site furnishings, locations for public art, and other items. Working with our project architect, Designing Local also created historic preservation recommendations for one of the most visible buildings in downtown which included a strategy for attaining a Historic Tax Credit, making the project financially viable.

WHAT

The project plan was completed in Spring 2022. The brand identity will be immediately implemented and the various project recommendations are potentially eligible for upcoming federal stimulus and infrastructure funds.

PROJECT INFO

Client: Village of Caldwell, Ohio
 Contact: Gwynn Stewart, M.S.
 OSU Extension, Noble County
 740.305.3177
 Role: Prime Consultant
 Team: Latus Studio (Subconsultant)
 Time: 2022





BELLE VALLEY REVITALIZATION PLAN

BELLE VALLEY, OHIO

[Click Here to See the Final Plan](#)

WHY

Belle Valley is a village located directly on the alignment of I-77 and has a rich industrial history. Main Street is situated in the West Fork Duck Creek valley and the village's housing and other buildings are built on the surrounding hillsides.

The community has an existing historic church that was recently listed on the National Register of Historic Places. The church has not been occupied for several decades and requires significant improvements. The Village desires to renovate the space for use as a community center and event space.

HOW

Building on the brand identity developed for neighboring Caldwell, Ohio, Designing Local worked with Village leadership to create a brand identity for Belle Valley that highlights the church as a community icon. This provided the starting point for various signage and placemaking features that will be implemented throughout the community.

A key recommendation of the plan is a major streetscape improvement project that will add decorative lighting, site furnishings, and sidewalks. This project will also improve ADA accessibility, traffic management, and stormwater drainage.

WHAT

The project plan was completed in Spring 2023. The goal is to implement elements of the plan through various funding programs including the ODOT Transportation Alternatives Program (TAP) and the Appalachia Community Grant Program.

PROJECT INFO

Client: OSU Extension, Noble County
 Contact: Gwynn Stewart, M.S.
 OSU Extension, Noble County
 740.305.3177
 Role: Prime Consultant
 Time: 2023





CENTRAL OHIO GREENWAYS WAYFINDING STRATEGY

CENTRAL OHIO

WHY

To accommodate the massive population growth expected in Central Ohio through 2050, the Central Ohio Greenways (COG) Board has committed to adding more than 500 miles of trails to its network. The Board has invested in professionally designed wayfinding signs and brand standards, but recognized a need to go further with its wayfinding strategy as it welcomes an influx of newcomers to the trails.

HOW

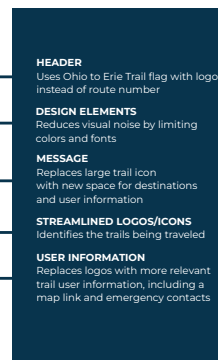
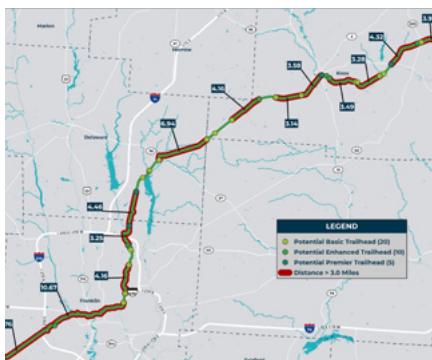
The COG Board selected for this project a segment of the Ohio to Erie Trail that runs through Madison County, Franklin County, Delaware County, and Knox County in Central Ohio. The intention is that the wayfinding strategy developed for this trail segment will be employed throughout the COG network and serve as a model for regional trail wayfinding across Ohio.

WHAT

The Central Ohio Greenways Wayfinding Strategy Guide will honor the wayfinding investments communities have already made and provide additional strategies to make Central Ohio's trails as easy to navigate as our roadways.

PROJECT INFO

Client: MORPC
Role: Prime Consultant
Time: 2023



PROJECT UNDERSTANDING

This project will create placemaking recommendations for the Fairfield Town Center and other areas of the City to implement the new brand identity in the built environment. The recommendations will include signage, placemaking amenities, and other elements. The project will also address other placemaking considerations such as walkability, infill development, public space improvements, and other elements. The resulting plan will include graphics and guidelines that will be utilized for implementation and to communicate the concepts to the broader community.

CITY BRAND IDENTITY



BOUNDARIES



PROPOSED SCOPE OF WORK

Designing Local anticipates that this project will require approximately 5 months to complete and begin in mid-December 2023. Based on our experience, it is critical that the public and the staff have time to review and digest planning ideas before they are put into a final deliverable. We have built this into the planning process. The process shown below is preliminary and we anticipate refinement of the schedule.

TASK 1: MAPPING & SITE ANALYSIS (MONTH 1)

1.01: Base Mapping. Create various base maps and diagrams which will inform all planning and design work.

- Secure base information from the City of Fairfield and Butler County including GIS/AutoCAD base information, previous planning studies, demographic data, and other relevant data.
- Develop an inventory map with detailed notes, descriptions, and other considerations. This map will be digitized and turned into a graphic for use in subsequent planning phases.

1.02: Site & Community Character Analysis. Facilitate a tour of the entire site and adjacent areas with various stakeholders as necessary. This will include identification and documentation of key existing elements, opportunity areas and sites, architectural styles, constraints, and other issues. The Planning Team will also develop a user-based understanding of the site through a detailed analysis of existing unique natural features and other elements. Exhibits will be created from this analysis and will be utilized throughout the planning process to support engagement and discussion.

1.03: Brand & Past Planning Effort Analysis. Examine the current brand identity and determine key issues and opportunities to implement the brand identity in the built environment. Also review previous plans for the site including any planning documents produced by the City of Fairfield.

TASK 2: PRELIMINARY RECOMMENDATIONS (MONTH 2-3)

2.01: Preliminary Recommendations. Create initial strategies to address site issues and functionality considerations including the following items as well as additional items that may come up in the engagement process.

2.02: Gateways & Edges. Identify key community gateways and development recommendations for improvements. Create conceptual plans for improvements to these gateways including signage, landscaping, lighting, etc.

2.03: Wayfinding System. Examine any existing wayfinding elements and develop recommendations for additional elements that may be incorporated into future wayfinding system improvements.

2.04: Non-Motorized Mobility & Streetscape Design. Create strategies to improve non-motorized mobility in the study areas in order to enhance the quality of the street environment. This will include upgraded pavements, addition of street trees, improved crosswalks, and amenities such as benches, trash cans, planters, lighting, etc.

2.05: Public Art & Placemaking. Examine the study area and identify opportunities for integration of public art and placemaking elements including locations and preliminary concepts for elements such as sculptures, murals, specialty lighting, graphic elements, etc. These concepts may highlight local cultural events/figures or may be abstract or contemporary in expression.

2.06: Economic Development Concepts. Create conceptual sketch site plans for infill developments and corresponding tabular data including usable square footage, residential units, parking spaces, etc.

2.07: City Council Review. In-person presentation of the preliminary recommendations to the Fairfield City Council.

TASK 3: PROJECT GRAPHICS (MONTH 4)

3.01: Overall Illustrative Site Plan. Create an overall site plan for the project area which includes potential land uses and any alterations/additions of site infrastructure.

3.02: Perspective Renderings. Collaborate to determine preferred views for up to 5 illustrative perspective renderings. Various existing and proposed elements within the perspective renderings will be determined and drafts of the renderings will be produced for review.

TASK 4: COLLATERAL MATERIALS (MONTH 5)

4.01: Strategic Plan Document. Develop a draft plan document in highly visual format. The draft plan will be reviewed by the Client Team and comments will be incorporated into the final draft of the plan document. The plan document will be produced in double-sided 8.5"x11" format and approximately 20-40 pages in length.

4.02: Project Prospectus & Marketing Materials. Create a brochure that is relatively brief in total content and will be easy to print for distribution to community members and developers through events, outreach efforts, conferences, etc.

TASK 5: PROCESS (ONGOING)

Fairfield Staff Coordination Meetings. Host bi-weekly process review meetings, conducted in-person or virtually, with staff from the City of Fairfield and the Development Services and Public Works Departments, as needed.

PROPOSED FEE

The following task and fee worksheet is based on the preceding project scope of work. The Planning Team anticipates refinement of the scope of work, and subsequently, the task and fee worksheet. Billing will be performed on monthly intervals and will include incurred expenses to that point of the project. Designing Local's hourly rates are approximately \$125/Hour on average.

ITEM	DESCRIPTION	EST. HOURS	FEE
BASE SCOPE OF WORK			
TASK 1	MAPPING & SITE ANALYSIS	16	\$2,000
TASK 2	PRELIMINARY RECOMMENDATIONS	44	\$5,500
TASK 3	PROJECT GRAPHICS	48	\$6,000
TASK 4	COLLATERAL MATERIALS	40	\$5,000
TASK 5	PROCESS	36	\$4,500
EST. COSTS			
MILEAGE	+/-3 TRIPS		\$400
PRINTING	ESTIMATED TOTAL FOR MEETING MATERIALS AND PLANS		\$600
BASE SCOPE OF WORK TOTAL (NOT TO EXCEED)		184	\$24,000

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 155-22 ENTITLED "AN ORDINANCE TO MAKE ESTIMATED APPROPRIATIONS FOR THE EXPENSES AND OTHER EXPENDITURES OF THE CITY OF FAIRFIELD, OHIO, DURING A PERIOD BEGINNING JANUARY 1, 2023, AND ENDING DECEMBER 31, 2023."

BE IT ORDAINED by the Council of the City of Fairfield, Ohio, that:

Section 1. Ordinance No. 155-22, the 2023 Appropriation Ordinance, is hereby amended in the following respects:

From:	Unappropriated Transformative Economic Development Fund	\$24,000
To:	41416023-233900 Other Professional Services (Citywide Redevelopment 3DV01)	\$24,000
From:	Unappropriated Law Enforcement Trust Fund	\$34,250
To:	21131024-241200 Non Capital Equipment (Patrol Rifle Replacement)	\$34,250

Section 2. This Ordinance shall take effect at the earliest period allowed by law.

Passed	_____	_____
Posted	_____	Mayor's Approval
First Reading	_____	Rules Suspended _____
Second Reading	_____	
Third Reading	_____	
ATTEST:		

Clerk of Council		

This is to certify that this Ordinance has been duly published by posting and summary publication as provided by Charter.

Clerk of Council