

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, NOVEMBER 14, 2022 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. 5:30 PM - 2023 Operating Budget
- 2. BUSINESS MEETING CALL TO ORDER**
- 3. PRAYER/PLEDGE OF ALLEGIANCE**
 - A. Councilmember Meyers
- 4. ROLL CALL**
- 5. AGENDA MODIFICATIONS**
- 6. EXECUTIVE SESSION REQUESTS**
- 7. SPECIAL PRESENTATIONS**
- 8. CITIZEN COMMENTS**
- 9. PUBLIC HEARING(S)**
- 10. APPROVAL OF MINUTES**
 - a. Regular Meeting held October 24, 2022
- 11. OLD BUSINESS AND REPORTS**

A. COMMUNITY & PUBLIC RELATIONS

Councilmember Leslie Besl

B. DEVELOPMENT SERVICES

Councilmember Matt Davidson

C. PARKS, RECREATION AND ENVIRONMENT

Councilmember Gwen Brill

D. PUBLIC SAFETY

Councilmember Dale Paullus

E. PUBLIC UTILITIES

Councilmember Adam Kraft

F. PUBLIC WORKS

Councilmember Terry Senger

G. FINANCE & BUDGET

Councilmember Tim Meyers

12. NEW BUSINESS

Motion to read all New Business by title only.

A. PUBLIC SAFETY

Councilmember Dale Paullus

1. Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Doordash Essentials LLC, 6370 Pleasant Avenue, Suite B, Fairfield, OH 45014 (Permit Class C1 & C2).
2. Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Rydann Investments LLC dba Rick's Tavern & Grille, 5955 Boymel Drive, Units 4-6 & Patio, Fairfield, OH 45014 (Permit Class D1, D2, D3, D3A & D6).
3. Ordinance to authorize the City Manager to execute an agreement for indigent legal representation for 2023 in the Fairfield Municipal Court with Butler County Public Defender Commission/Butler County Board of Commissioners and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption

B. PUBLIC WORKS

Councilmember Terry Senger

1. Ordinance to authorize the City Manager to execute and file the application and agreement for financial assistance through the Butler County Transportation Improvement District with the United States Department of Transportation for the Symmes Road Railroad Crossing Elimination Project and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption
2. Ordinance to authorize the City Manager to enter into a contract with Insight Pipe Contracting, LLC for the 2022 Storm Sewer Lining on LeSaint Drive and Northpointe Drive and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption
3. Ordinance to authorize the City Manager to enter into an agreement with Fishbeck for the engineering for South Gilmore Road Improvements (Resor Road to Route 4) and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption
4. Ordinance to authorize the City Manager to enter into an agreement with IBI Group for design of Ross Road Sidewalk and Resor Road Sidewalk improvements and declaring an emergency.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption

C. FINANCE & BUDGET

Councilmember Tim Meyers

1. Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.” - Supplemental Appropriations.
 - Legislation - First Reading
 - Motion - Suspend Second and Third Readings
 - Motion - Adoption
2. Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.”
Contractual Appropriations: \$28,600 for engineering for sidewalk improvements;

\$100,000 for storm sewer lining; \$182,720 for South Gilmore Road improvements.

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

3. Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.”

Non-Contractual Appropriations: \$24,750 for professional services related to Wastewater Treatment Plant project; \$10,000 for Symmes Road railroad crossing elimination grant.

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

13. MEETING SCHEDULE

- A. Monday, November 28 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- B. Monday, December 5 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, December 12 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

14. EXECUTIVE SESSION OF COUNCIL (IF NEEDED)

15. ADJOURNMENT

**City of Fairfield
Minutes
Regular Meeting of City Council
October 24, 2022**

Council-Manager Briefing

2023 Annual Operating Budget Review

Mayor Rhodus called the briefing to order at 5:30 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Adam Kraft, Tim Meyers, Matt Davidson and Gwen Brill.

Staff members present: Scott Timmer, Kristina Cooper, Laurie Murphy, Steve Wolterman, Alisha Wilson, Adam Sackenheim, Greg Kathman, Steve Maynard, Randy McCreadie, Tiphannie Mays, Carol Mayhall and Ben Mann.

City Manager Scott Timmer and Acting Finance Director Kristina Cooper presented the 2023 Annual Operating Budget. See attached slides.

Business Meeting Call to Order

The Regular Meeting was called to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Kraft 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

None.

Executive Session Requests

Councilmember Meyers, seconded by Councilmember Paullus, moved for Executive Session to discuss the status of collective bargaining with public employees and the appointment,

Minutes Acceptance: Minutes of Oct 24, 2022 7:00 PM (Approval of Minutes)

promotion, compensation, dismissal or discipline of a public employee. Roll call vote. Motion carried 7-0.

Special Presentations

None.

Citizen Comments

1. Ricky Riley, 5552 Crystal Drive

Mr. Riley addressed Council regarding the coyote problem in the City. He would like to work with the City to help abate the problem. Mayor Rhodus referred him to Chief Maynard to discuss further.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of October 11, 2022 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations

Councilmember Leslie Besl

Development Services

Councilmember Matt Davidson

Parks, Recreation and Environment

Councilmember Gwen Brill

Public Safety

Councilmember Dale Paullus

Public Utilities

Councilmember Adam Kraft

Public Works

Councilmember Terry Senger

Finance & Budget

Councilmember Tim Meyers

NEW BUSINESS

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

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Development Services

Councilmember Matt Davidson

Motion to Suspend Second and Third Readings

Councilmember Davidson presented the first reading of this ordinance.

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

Ordinance to authorize the City Manager to enter into the Revised Cooperation Agreement with Butler County for the Butler County Entitlement Program for the program years 2023-2025 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.

ORDINANCE 133-22. APPROVED 7-0.

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

Motion to Suspend Second and Third Readings

Councilmember Davidson presented the first reading of this ordinance.

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

Ordinance to authorize the City Manager to execute the FY 2023 Community Development Block Grant (CDBG) application and agreement with Butler County, Ohio 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.

ORDINANCE 134-22. APPROVED 7-0.

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

Parks, Recreation and Environment

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Councilmember Gwen Brill

Motion to Suspend Second and Third Readings

Councilmember Brill presented the first reading of this ordinance.

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

Ordinance to authorize the City Manager to execute the agreement for a State Capital Grant to fund a portion of the Harbin Park Phase 2 Project and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the preparation of legislation, with rules suspension and emergency provision, authorizing the City Manager to execute an agreement for a State Capital grant to fund a portion of the Harbin Park Phase 2 project.

ORDINANCE 135-22. APPROVED 7-0.

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

Public Utilities

Councilmember Adam Kraft

Motion to Suspend Second and Third Readings

Councilmember Kraft presented the first reading of this ordinance.

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

Ordinance to authorize the City Manager to enter into a contract with Ovivo USA, LLC for repair of critical treatment equipment at the City's sewer plant and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Ovivo USA, LLC and appropriate funding in the amount of \$330,000.00 for the repair of critical treatment equipment at the City's sewer plant. Rules suspension is requested in order to expedite the project.

ORDINANCE 136-22. APPROVED 7-0.

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RESULT: ADOPTED [UNANIMOUS]
MOVER: Adam Kraft, Councilmember, 4th Ward
SECONDER: Dale Paullus, Councilmember, 2nd Ward
AYES: Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Public Works

Councilmember Terry Senger

Motion to Suspend Second and Third Readings

Councilmember Senger presented the first reading of this ordinance.

RESULT: CARRIED [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 an agreement with the City of Hamilton, Ohio for cooperatively funding the repaving of Joe Nuxhall Way (formerly Forest Lake Lane) between River Road and the entrance to Joyce Park and declaring an emergency.

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation allowing the City Manager to enter into an agreement with the City of Hamilton for this project.

ORDINANCE 137-22. APPROVED 7-0.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Terry Senger, Councilmember, 3rd Ward
SECONDER: Tim Meyers, Councilmember, At-Large
AYES: Meyers, Davidson, Brill, Besl, Paullus, Senger, Kraft

Finance & Budget

Councilmember Tim Meyers

Motion to Suspend Second and Third Readings

Councilmember Meyers presented the first reading of this ordinance.

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

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.”

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 138-22. 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

Motion to Suspend Second and Third Readings

Councilmember Meyers presented the first reading of this ordinance.

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

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.”

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 139-22. APPROVED 7-0.

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

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, November 14 - Council-Manager Briefing, 5:30 PM; Regular Meeting 7:00 PM
- B. Monday, November 28 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, December 5 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

Council recessed to Executive Session at 7:35 PM.

15. ADJOURNMENT

The Regular Meeting adjourned at 7:50 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

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2023 Annual Operating Budget

Kristina Cooper, Acting Director of Finance
Scott W. Timmer, City Manager

Agenda

- Monday, October 24, 2022

- ✓ Budget Overview
- ✓ Revenue & Expenditures
- ✓ Council / Mayor / Law
- ✓ General Services
- ✓ City Manager's Office
- ✓ Finance
- ✓ Development Services
- ✓ Police

- Monday, November 14, 2022

- ✓ Municipal Court
- ✓ Fire
- ✓ Public Works
- ✓ Parks & Recreation
- ✓ Public Utilities

Budget Overview

- Budget Basics

- ✓ Balanced Budget – estimated revenues are greater than or equal to projected expenditures
- ✓ Fiscal Year – January to December
- ✓ Key Terms:
 - Fund: sum of money dedicated for a specific / restricted purpose
 - Fund Reserve: amount of money retained in a fund for an unforeseen emergency or need
 - Expenditure: amount of money spend on a good or service
 - Encumbrance: amount of money reserved for a specific purchase

Budget Overview

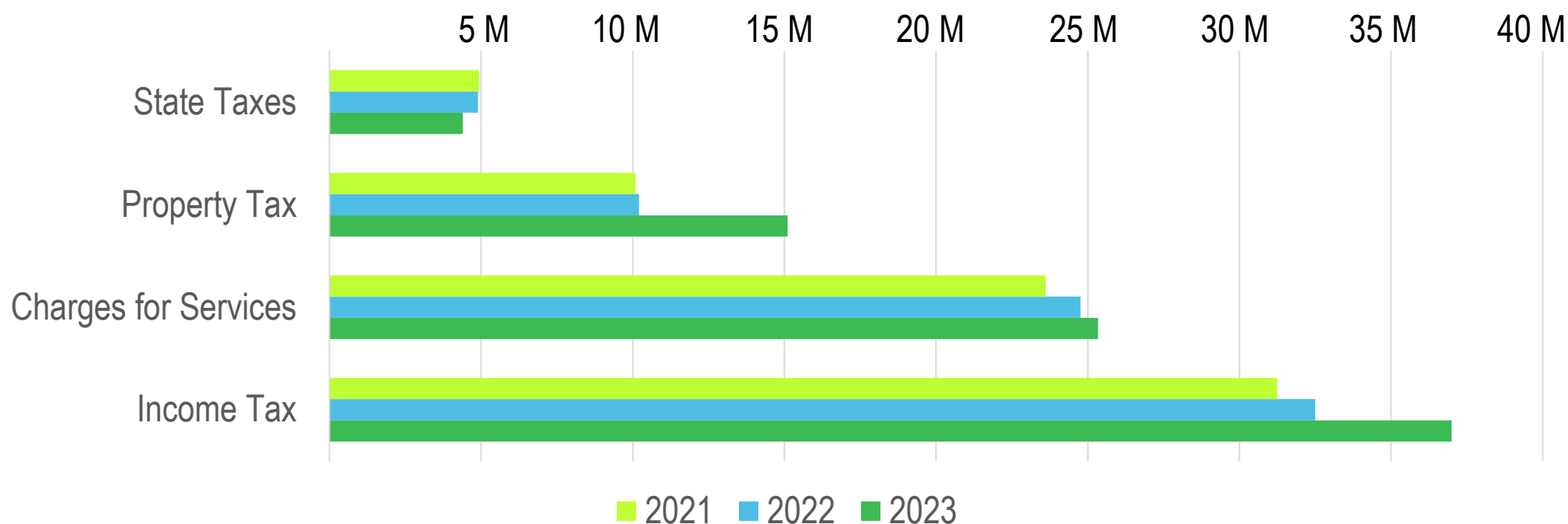
- What impacts the budget?
 - ✓ Economy
 - Income Tax Withholding
 - Business Environment
 - ✓ Global Pandemic
 - COVID-19 duration
 - Temporary legislation and its permanent impact
 - ✓ Fixed Costs
 - Personnel
 - ✓ State and Federal Mandates
 - Environmental
 - Withholding



Revenue & Expenditures

Budget Overview – Estimated Revenue

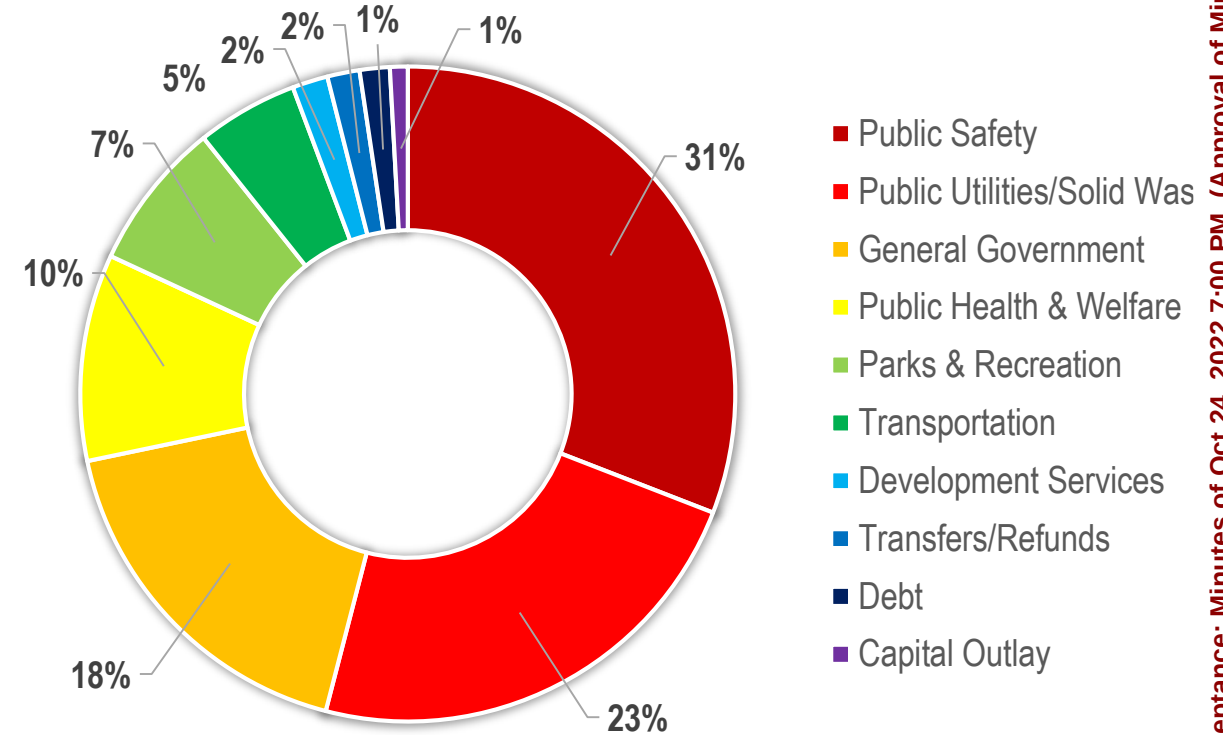
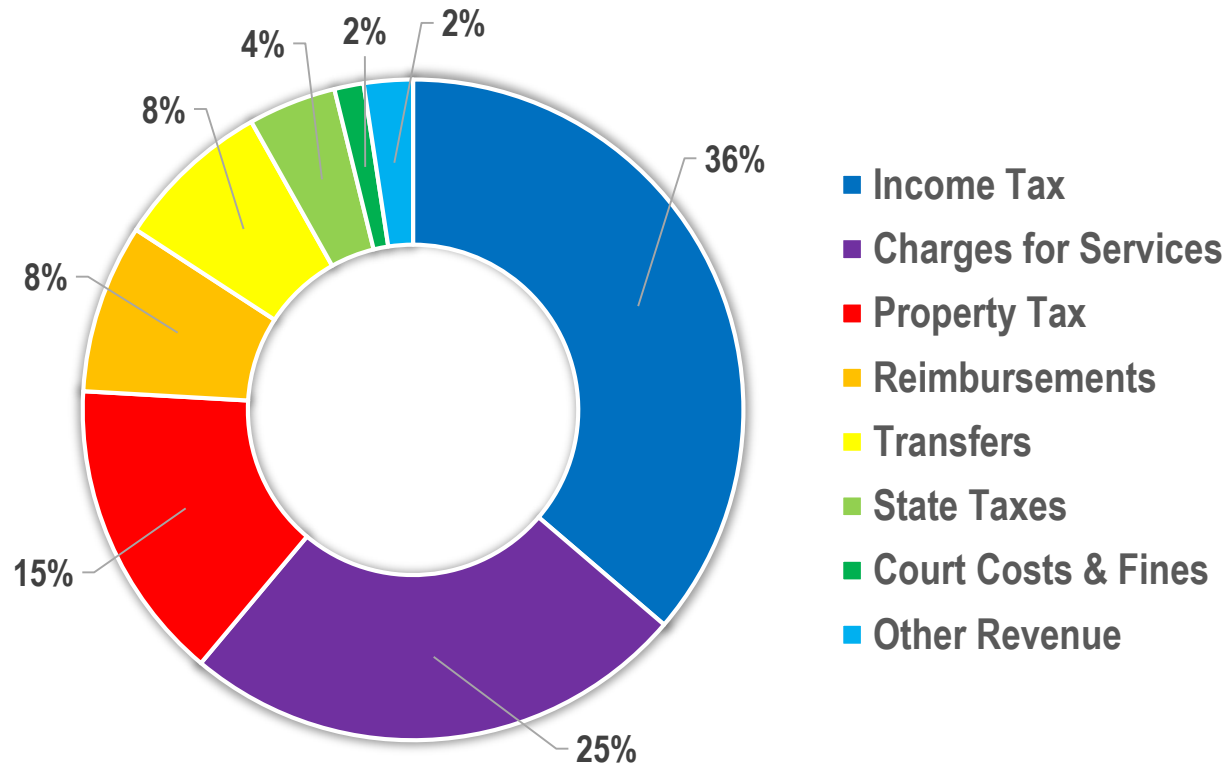
- Total Estimated Revenue: \$102,030,744 – Up 14.64%
 - ✓ General Fund: \$36,170,213 – Up 11.34%



- 80.2% from the above 4 sources (\$81.8 M of \$102.0 M)

Budget Overview

Where the money comes from.



Where the money goes.

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Budget Overview – Income Tax

• Growth Rates

✓ 5-Year Intervals

- 2007-2011 – (0.15%)
- 2012-2016 – 4.34%
- 2017-2021 – 4.41%

✓ 10-Year

- 2012-2021 – 4.50%

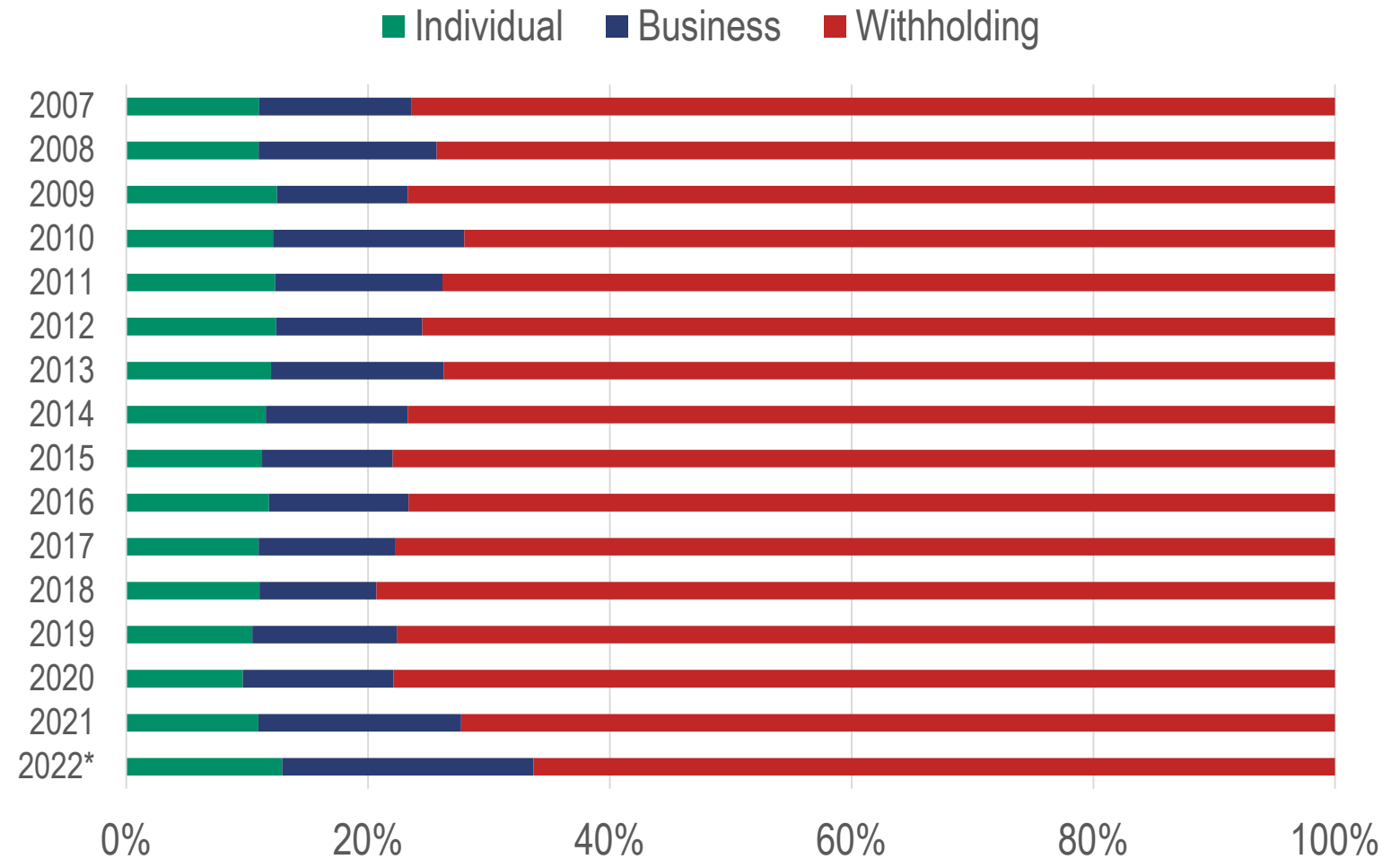
✓ 15-Year

- 2007-2021 – 3.01%

• Type Composition

✓ 2007 vs 2022*

- Ind: 10.99% vs 12.90%
- Bus: 12.57% vs 20.79%
- Wth: 76.44% vs 66.31%



Note: 2022 Amount is forecasted for remainder of FY 2022

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Budget Overview – Projected Expenditures

- Total Estimated Expenditures: **\$88,399,546**

- ✓ 2020 Original Budget: **\$75,625,974**

- ✓ 2022 Original Budget: **\$81,671,919**

- General Fund: **\$34,645,662**

- ✓ 2020 Original Budget: **\$30,315,499**

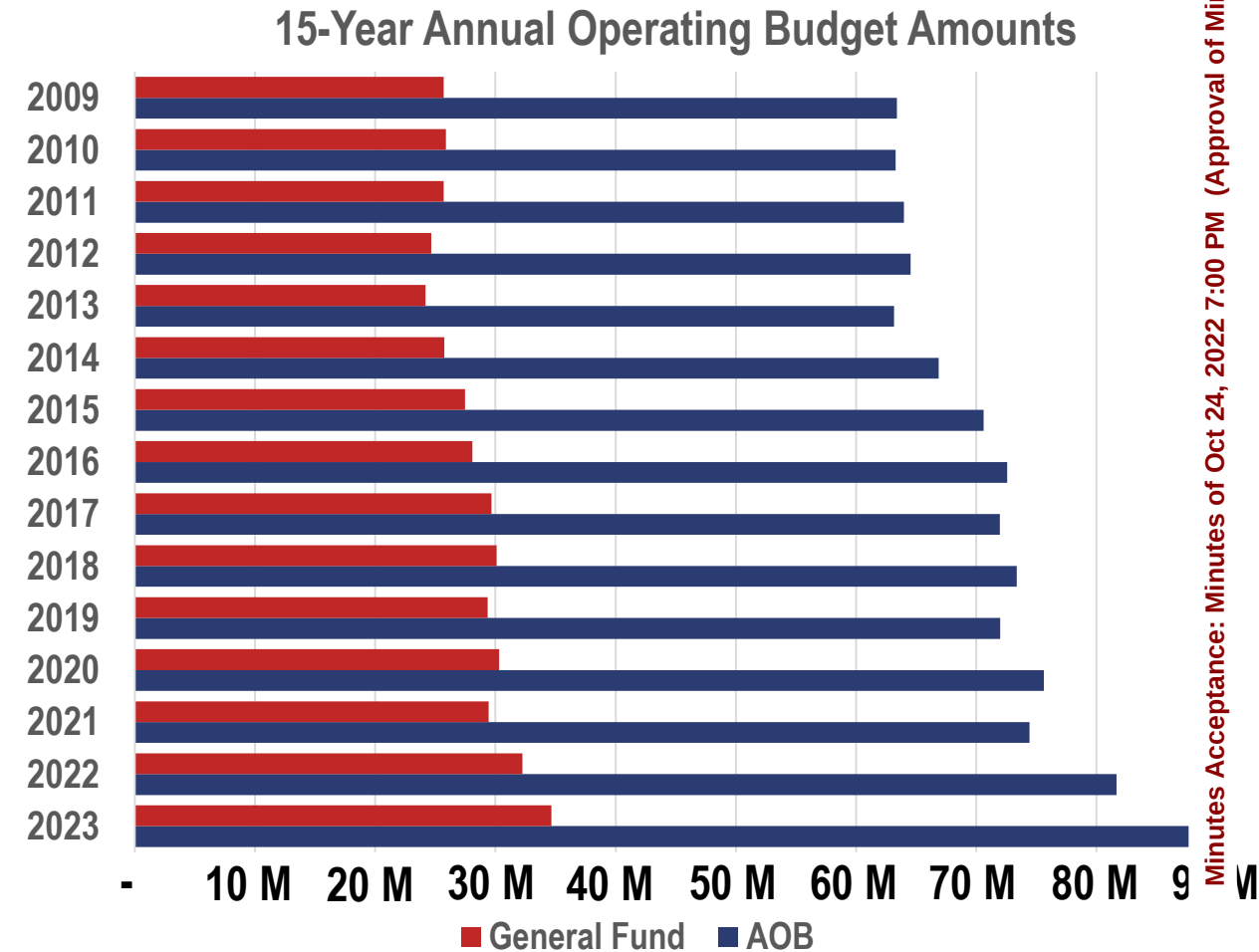
- ✓ 2022 Original Budget : **\$32,237,375**

- Growth Rates

- ✓ 15-Year Growth Rate: **2.40% | 2.16%**

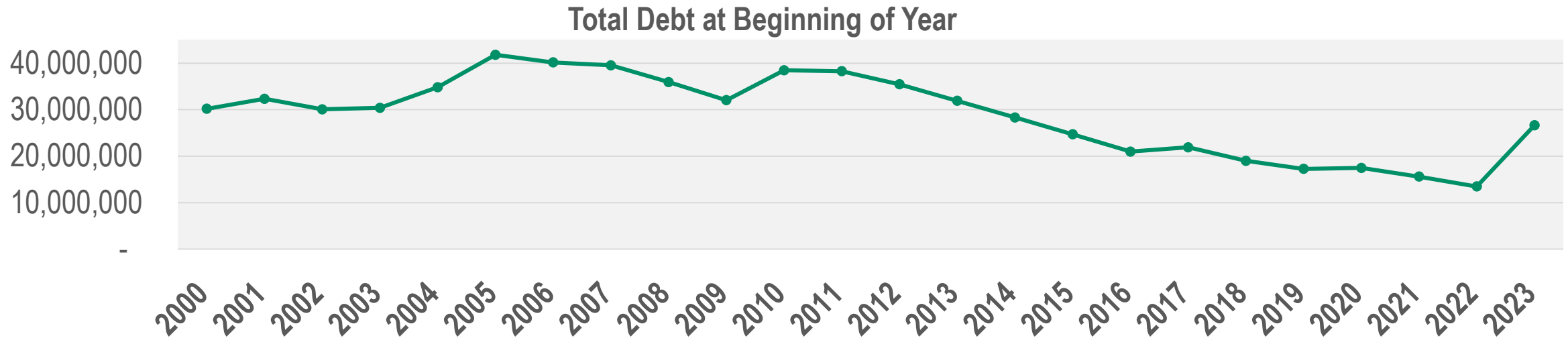
- ✓ 10-Year Growth Rate: **3.15% | 3.35%**

- ✓ 5-Year Growth Rate: **5.26% | 4.24%**



Budget Overview – Debt

- Total Debt Outstanding: **\$26.6 million**
 - ✓ Short-Term Debt: **\$5.6 million**
 - ✓ Long-Term Debt: **\$21.0 million**
- Bond Rating Aa1
- 2023 Activity
 - ✓ Principal payments: **\$2,588,155**
 - ✓ Interest payments: **\$334,216**
- Primary Debt Funding Sources
 - ✓ Street Improvement Fund (401) – **\$4.3 M | 16.05%**
 - ✓ Capital Improvement Fund (402) – **\$2.6 M | 9.73%**
 - ✓ Water Revenue Fund (601) – **\$13.1 M | 49.14%**
 - ✓ Sewer Revenue Fund (620) – **\$6.5 M | 24.46%**
 - ✓ Special Assessments (501) – **\$0.16 M | 0.62%**





City Council / Mayor's Office / Law Department

City Council & Mayor

- Funding Source
 - ✓ General Fund
- Expenditures
 - ✓ City Council - **\$232,081**
 - Personnel – Up 1.27%
 - Non-Personnel – Up 4.28%
 - ✓ Mayor - **\$20,324**
 - Personnel – No Change
 - Non-Personnel – Up 260.00%

\$252,405 – 4.17%



Law Department

- Funding Source
 - ✓ General Fund
- Expenditures
 - ✓ Personnel – No Change
 - ✓ Non-Personnel – Up 1.00%

\$584,100 – 1.00%





General Services

General Services

- Funding Sources
 - ✓ General Fund
- Expenditures
 - ✓ Personnel- Up 1.51%
 - ✓ Non-Personnel-Up 5.40%

\$5,852,507 – 5.35%





Administration

Administration

- Funding Source
 - ✓ General Fund

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 120 (CITY MANAGER)	Personnel	619,059	436,893	41.70%	594,494	4.13%
	Other	38,450	34,350	11.94%	44,765	-14.11%
100 (GENERAL FUND) - 145 (HUMAN RESOURCES)	Personnel	267,484	258,359	3.53%	254,173	5.24%
	Other	154,800	154,480	0.21%	100,050	54.72%
100 (GENERAL FUND) - 213 (INFORMATION TECHNOLOGY)	Personnel	589,753	544,534	8.30%	538,965	9.42%
	Other	86,050	88,050	-2.27%	82,550	4.24%
CITY MANAGER'S OFFICE	Personnel	1,476,296	1,239,786	19.08%	1,387,632	6.39%
	Other	279,300	276,880	0.87%	227,365	22.84%
		1,755,596	1,516,666	15.75%	1,614,997	8.71%



Finance

Finance

• Funding Sources

✓ General Fund

✓ Enterprise Fund(s)

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 210 (FINANCE ADM & ACCOUNTING)	Personnel	715,827	703,522	1.75%	646,590	10.71%
	Other	35,245	29,820	18.19%	31,125	13.24%
100 (GENERAL FUND) - 211 (INCOME TAX)	Personnel	639,071	626,264	2.04%	615,198	3.88%
	Other	103,000	93,000	10.75%	95,510	7.84%
601 (WATER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	207,696	199,798	3.95%	186,788	11.19%
	Other	159,488	158,488	.63%	165,125	-3.41%
620 (SEWER REVENUE) - 212 (UTILITY COLLECTION)	Personnel	169,933	163,471	3.95%	152,827	11.19%
	Other	2,052,313	2,052,313	0.00%	1,484,225	38.28%
FINANCE	Personnel	1,732,527	1,693,055	2.28%	1,601,403	8.19%
	Other	2,350,046	2,333,621	.70%	1,775,985	32.32%
		4,082,573	4,026,676	1.37%	3,377,388	20.88%

Finance

- Funding Sources
 - ✓ Trust & Agency Funds

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
707 (WEST CHESTER JEDD I) - 211 (INCOME TAX)	Other	2,040,601	2,029,291	0.56%	2,253,415	-9.44%
606 (WATER GUARANTEED TRUST) - 212 (UTILITY COLLECTION)	Other	65,000	65,000	0.00%	65,000	0.00%
630 (SOLID WASTE MANAGEMENT) - 630 (SOLID WASTE MANAGEMENT)	Other	2,634,190	2,460,580	7.06%	2,320,000	13.54%



Development Services

Development Services

- Funding Source
 - ✓ General Fund

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 150 (PLANNING & ECONOMIC DEVL)	Personnel	573,202	635,848	-9.85%	634,638	-9.68%
	Other	61,000	98,000	-37.76%	54,350	12.25%
100 (GENERAL FUND) - 155 (BUILDING AND ZONING INSPECTION)	Personnel	818,747	793,471	3.19%	778,748	5.14%
	Other	99,230	89,133	11.33%	93,860	5.72%
DEVELOPMENT SERVICES	Personnel	1,391,949	1,429,319	-2.61%	1,413,386	-1.52%
	Other	160,230	187,133	-14.38%	148,210	8.11%
		1,552,179	1,616,452	-3.98%	1,561,596	-0.60%

FAIRFIELD

POLICE DEPARTMENT

Police

- Funding Sources
 - ✓ General Fund

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
100 (GENERAL FUND) - 310 (POLICE)	Personnel	13,897,565	12,919,818	7.57%	11,812,794	10.05%
	Other	1,104,800	954,600	15.73%	896,750	23.20%
100 (GENERAL FUND) - 316 (JUSTICE CENTER)	Personnel	-	-	0.00%	-	0.00%
	Other	989,000	951,240	3.97%	855,595	15.73%
POLICE	Personnel	13,897,565	12,919,818	7.57%	11,812,794	17.65%
	Other	2,093,800	1,905,840	9.86%	1,752,345	19.49%
		15,991,365	14,825,658	7.86%	13,565,139	17.89%

Police

- Funding Sources
 - ✓ Special Revenue Funds

		2023 Dept Proposed	2022 Original	% Δ	2020 Original	% Δ
211 (LAW ENFORCEMENT) - 310 (POLICE)	Other	30,000	27,000	11.11%	42,000	-40.00%
213 (LAW ENFORCEMENT & EDU) - 310 (POLICE)	Other	30,000	30,000	0.00%	35,000	-16.67%
215 (LOCAL LAW ENFORCE BLOCK) - 310 (POLICE)	Other	-	-	0.00%	5,000	100.00%

FAIRFIELD

OHIO



City Council Action Item
Regular Meeting - November 14, 2022

Submitted by: Alisha Wilson, Clerk

Submitting Department: Clerk

Subject:

Doordash Essentials Liquor Permit

Legislation Title:

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Doordash Essentials LLC, 6370 Pleasant Avenue, Suite B, Fairfield, OH 45014 (Permit Class C1 & C2).

Recommendation:

It is recommended that City Council request, by simple motion, that **no hearing be held** on the liquor permit application in the name of Doordash Essentials LLC, 6370 Pleasant Avenue, Suite B, Fairfield, OH 45014 (Permit Class C1 & C2).

Background/Synopsis: The City of Fairfield is in receipt of an application from the Ohio Division of Liquor Control for a C1 & C2 for the above liquor permit applicant. Background checks from the Building and Zoning Division and Police Department are attached for Council and staff's review.

Financial Impact: No financial impact.

Rule Suspension Requested:

Emergency Provision Needed:

Attachments:

1. Doordash Essentials Liquor Permit

DEPARTMENTAL CORRESPONDENCE



TO: Steve Maynard, Police Chief
Greg Kathman, Development Services Director

FROM: Alisha Wilson, Clerk of Council

DATE: October 19, 2022

SUBJECT: REQUEST FOR BACKGROUND CHECK – LIQUOR PERMIT

Attached is a liquor permit application in the name of Doordash Essentials LLC, 6370 Pleasant Ave, Suite B, Fairfield, OH 45014 (Permit Classes: C1 & C2).

Please complete the necessary background check and submit your findings to me **no later than 11:00 AM on Monday, November 7, 2022** for the item to be added to Council's Regular Meeting agenda of Monday, November 14, 2022. If you are unable to meet this deadline, please let me know as soon as possible so that I may request a 30-day extension.

Thank you for your assistance.

c: Scott Timmer, City Manager
File

Attachment: Doordash Essentials Liquor Permit (3353 : Doordash Essentials Liquor Permit)

NOTICE TO LEGISLATIVE
AUTHORITYOHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

22625050040		STCK		DOORDASH ESSENTIALS LLC 6370 PLEASANT AVE SUITE B FAIRFIELD OH 45014
PERMIT NUMBER		TYPE		
ISSUE DATE				
04 26 2022				
FILING DATE				
C1 C2		PERMIT CLASSES		
09	011	A	F28550	
TAX DISTRICT		RECEIPT NO.		

FROM 10/14/2022

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



MAILED 10/14/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN.

11/14/2022

IMPORTANT NOTICEPLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A STCK 2262505-0040

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council☐ Township Fiscal OfficerCLERK OF FAIRFIELD CITY COUNCIL
5350 PLEASANT AV
FAIRFIELD OHIO 45014

Office Hours
8:00 a.m. - 5:00 p.m.
For Questions call
(614) 644-3156

Ohio Department of Commerce - Division of Liquor Control
6606 Tussing Road, Reynoldsburg, Ohio 43068-9005
<http://www.com.ohio.gov/liqr>



APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS
PROCESSING FEE \$100.00

CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING

PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING

Permit Holder Name:

DOORDASH ESSENTIALS LLC

Permit Premises Address:

**6370 PLEASANT AVENUE, SUITE B
FAIRFIELD, OHIO 45014**

Liquor Permit Number(s):

2262505-0040

Federal Tax ID Number:

84-2826843

Email
Address:

d a s h m a r t - a l c o h o l @ d o o r d a s h . c o m

Attorney's Name, Address and Telephone Number (If represented):

Lumpe, Raber & Evans, 37 W. Broad Street, Suite 1140, Columbus, Oh 43215 614-221-5212

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

PLEASE COMPLETE ALL AREAS OF SECTION A & B BELOW

Section A - PREVIOUS List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) DoorDash Inc.	[REDACTED]		☒ Managing Member ☐ Voting interest _____ % ☒ Membership interest <u>100</u> %	
2)			☐ Managing Member ☐ Voting interest _____ % ☐ Membership interest _____ %	
3)			☐ Managing Member ☐ Voting interest _____ % ☐ Membership interest _____ %	
4)			☐ Managing Member ☐ Voting interest _____ % ☐ Membership interest _____ %	

Section B - REVISED List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) DoorDash Essentials HoldCo Inc.	[REDACTED]		☒ Managing Member ☐ Voting interest _____ % ☒ Membership interest <u>100</u> %	
2)			☐ Managing Member ☐ Voting interest _____ % ☐ Membership interest _____ %	
3)			☐ Managing Member ☐ Voting interest _____ % ☐ Membership interest _____ %	
4)			☐ Managing Member ☐ Voting interest _____ % ☐ Membership interest _____ %	



Department of Commerce

Rev 2/10/2021

Mike DeWine, Governor
Jon Husted, Lt. Governor

Division of Liquor Control
Sheryl Maxfield, Director

Dear Local Legislative Authority Official:

Please find enclosed the legislative notice that is being sent to you regarding the applied for liquor permit as captioned on the notice. You must, within 30 days from the "mailed" date listed on the notice under the bar code:

- Notify the Division whether you object and want a hearing or not; or
- Ask for your one-time only, 30-day extension.
 - Any requests for a one-time, 30-day extension will be reviewed by the Division upon timely receipt. If granted, your additional 30-days runs from the expiration of the original 30-day period.

To be considered timely, your above response must be:

FAXED to the Division no later than 30 days after the "mailed" date (this is the date listed after the "responses must be postmarked no later than." You can fax your response to: (614) 644 - 3166

EMAILED to the Division no later than 30 days after the "mailed" date (this is the date listed after the "responses must be postmarked no later than." You can email your response to: LiquorLicensingMailUnit@com.state.oh.us

POSTMARKED, if mailed, no later than the date listed on the notice after "responses must be postmarked no later than." You can mail your response to

Ohio Division of Liquor Control
Attn: Licensing Unit
6606 Tussing Road
PO Box 4008
Reynoldsburg, Ohio 43068-9005

In an effort to speed up processing times and reduce paper, the Division respectfully asks that you either fax or email the above notice. In a similar effort, please note that the Division is no longer sending ownership information with this legislative notice. If you want to know who owns the applied for permit you can find that information in two ways:

- Go to https://www.comapps.ohio.gov/lqr/lqr_apps/PermitLookup/PermitHolderOwnership.aspx and enter the permit number listed on the legislative notice; or
- Contact your police department or county sheriff, if you are a township fiscal officer or county clerk, as the Division sends the applicable law enforcement agency the pertinent ownership disclosure information when it notifies them of the permit application.

Attachment: Doordash Essentials Liquor Permit (3353 : Doordash Essentials Liquor Permit)



DEPARTMENTAL CORRESPONDENCE

Date: 10/21/22

To: Alisha Wilson, Clerk of Council

From: Greg Kathman, Development Services Director *GK*

Subject: Liquor Permit Application

The business at 6370 Pleasant Avenue in the name of Doordash Essentials LLC, is in the C-1, Neighborhood Business zoning district. A limited access convenience store is a permitted use within the C-1 zoning district. The consumption of alcohol on-site would require Conditional Use approval from the Planning Commission.

Attachment: Doordash Essentials Liquor Permit (3353 : Doordash Essentials Liquor Permit)



PLEASANT AVE

6370 PLEASANT AVE.

JOHN GRAY RD

Attachment: Doordash Essentials Liquor Permit (3353 : Doordash Essentials Liquor Permit)

NAME OF ESTABLISHMENT Doordash Essentials LLC

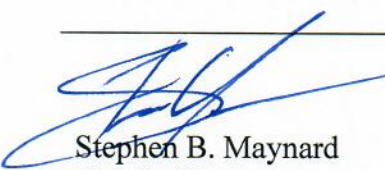
ADDRESS 6370 Pleasant Ave

Suite B

Fairfield, OH 45014

- | | YES | NO |
|---|--------------------------|-------------------------------------|
| 1. Is there a conviction record of the applicant, any partner, member, officer director, manager or any shareholder owning 5% or more of the capital stock, for felonies or other crimes relating to his ability to operate a liquor establishment? | ☐ | ☒ |
| 2. Is there a prior unfavorable enforcement record of applicant and/or operation in disregard for laws, regulations or local ordinances? | ☐ | ☒ |
| 3. Is there misrepresentation of material fact by applicant in making application to the Department? | ☐ | ☒ |
| 4. Is there an inability of law enforcement authorities and of authorized agents of the Department to gain ready entrance to the permit premise; or location of permit premise at such distance from the road or street as to be isolated from police or other observation? | ☐ | ☒ |
| 5. Will the place substantially and adversely interfere with the public decency, sobriety, peace, or good order of the neighborhood in which it is located? | ☐ | ☒ |
| 6. Will the place substantially and adversely interfere with the normal orderly conduct of a church, library, public playground, school or township park? | ☐ | ☒ |
| 7. Will the granting or transferring of a permit substantially interfere with the morals, safety, or welfare of the public? | ☐ | ☒ |
| 8. Will there be adverse effects of saturation of the area in relation to the number of existing permits, and will there be any adverse conditions in the area? | ☐ | ☒ |

REMARKS:


 Stephen B. Maynard
 Chief of Police

HEARING REQUESTED: Yes ☐ No ☒

Date: October 20, 2022

Attachment: Doordash Essentials Liquor Permit (3353 : Doordash Essentials Liquor Permit)



City Council Action Item
Regular Meeting - November 14, 2022

Submitted by: Alisha Wilson, Clerk

Submitting Department: Clerk

Subject:

Rick's Tavern Liquor Permit

Legislation Title:

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Rydann Investments LLC dba Rick's Tavern & Grille, 5955 Boymel Drive, Units 4-6 & Patio, Fairfield, OH 45014 (Permit Class D1, D2, D3, D3A & D6).

Recommendation:

It is recommended that City Council request, by simple motion, that **no hearing be held** on the liquor permit application in the name of Rydann Investments LLC dba Rick's Tavern & Grille, 5955 Boymel Drive, Units 4-6 & Patio, Fairfield, OH 45014 (Permit Class D1, D2, D3, D3A & D6).

Background/Synopsis: The City of Fairfield is in receipt of an application from the Ohio Division of Liquor Control for a D1, D2, D3, D3A & D6 permit for the above liquor permit applicant. Background checks from the Building and Zoning Division and Police Department are attached for Council and staff's review.

Financial Impact: No financial impact.

Rule Suspension Requested:

Emergency Provision Needed:

Attachments:

1. Ricks Tavern Liquor Permit

DEPARTMENTAL CORRESPONDENCE



TO: Steve Maynard, Police Chief
Greg Kathman, Development Services Director

FROM: Alisha Wilson, Clerk of Council

DATE: October 24, 2022

SUBJECT: REQUEST FOR BACKGROUND CHECK – LIQUOR PERMIT

Attached is a liquor permit application in the name of Rydann Investments LLC dba Ricks Tavern & Grille, 5955 Boymel Drive, Units 4-6 & Patio, Fairfield, OH 45014 (Permit Classes: D1, D2, D3, D3A & D6).

Please complete the necessary background check and submit your findings to me **no later than 11:00 AM on Monday, November 7, 2022** for the item to be added to Council's Regular Meeting agenda of Monday, November 14, 2022. If you are unable to meet this deadline, please let me know as soon as possible so that I may request a 30-day extension.

Thank you for your assistance.

c: Scott Timmer, City Manager
File

Attachment: Ricks Tavern Liquor Permit [Revision 1] (3354 : Rick's Tavern Liquor Permit)

NOTICE TO LEGISLATIVE
AUTHORITYOHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

7637616		TRFO		RYDANN INVESTMENTS LLC DBA RICKS TAVERN & GRILLE 5955 BOYMEL DR UNITS 4-6 & PATIO FAIRFIELD OHIO 45014	
PERMIT NUMBER		TYPE			
06	01	2020			
ISSUE DATE					
10	13	2022			
FILING DATE					
D1	D2	D3	D3A	D6	
PERMIT CLASSES					
09	011	A	F28609		
TAX DISTRICT		RECEIPT NO.			

FROM 10/20/2022

8320707				SMJS ENTERPRISES LLC DBA RICKS TAVERN 5955 BOYMEL DR UNITS 4-6 & PATIO FAIRFIELD OHIO 45014	
PERMIT NUMBER		TYPE			
06	01	2020			
ISSUE DATE					
10	13	2022			
FILING DATE					
D1	D2	D3	D3A	D6	
PERMIT CLASSES					
09	011				
TAX DISTRICT		RECEIPT NO.			



MAILED 10/20/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN.

11/21/2022

IMPORTANT NOTICEPLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

A TRFO 7637616

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council☐ Township Fiscal OfficerCLERK OF FAIRFIELD CITY COUNCIL
5350 PLEASANT AV
FAIRFIELD OHIO 45014



Department of Commerce

Rev 2/10/2021

Mike DeWine, Governor
Jon Husted, Lt. Governor

Division of Liquor Control
Sheryl Maxfield, Director

Dear Local Legislative Authority Official:

Please find enclosed the legislative notice that is being sent to you regarding the applied for liquor permit as captioned on the notice. You must, within 30 days from the "mailed" date listed on the notice under the bar code:

- Notify the Division whether you object and want a hearing or not; or
- Ask for your one-time only, 30-day extension.
 - Any requests for a one-time, 30-day extension will be reviewed by the Division upon timely receipt. If granted, your additional 30-days runs from the expiration of the original 30-day period.

To be considered timely, your above response must be:

FAXED to the Division no later than 30 days after the "mailed" date (this is the date listed after the "responses must be postmarked no later than." You can fax your response to: (614) 644 - 3166

EMAILED to the Division no later than 30 days after the "mailed" date (this is the date listed after the "responses must be postmarked no later than." You can email your response to: LiquorLicensingMailUnit@com.state.oh.us

POSTMARKED, if mailed, no later than the date listed on the notice after "responses must be postmarked no later than." You can mail your response to

Ohio Division of Liquor Control
Attn: Licensing Unit
6606 Tussing Road
PO Box 4005
Reynoldsburg, Ohio 43068-9005

In an effort to speed up processing times and reduce paper, the Division respectfully asks that you either fax or email the above notice. In a similar effort, please note that the Division is no longer sending ownership information with this legislative notice. If you want to know who owns the applied for permit you can find that information in two ways:

- Go to https://www.comapps.ohio.gov/lqr/lqr_apps/PermitLookup/PermitHolderOwnership.aspx and enter the permit number listed on the legislative notice; or
- Contact your police department or county sheriff, if you are a township fiscal officer or county clerk, as the Division sends the applicable law enforcement agency the pertinent ownership disclosure information when it notifies them of the permit application.



DEPARTMENTAL CORRESPONDENCE

Date: 10/25/2022

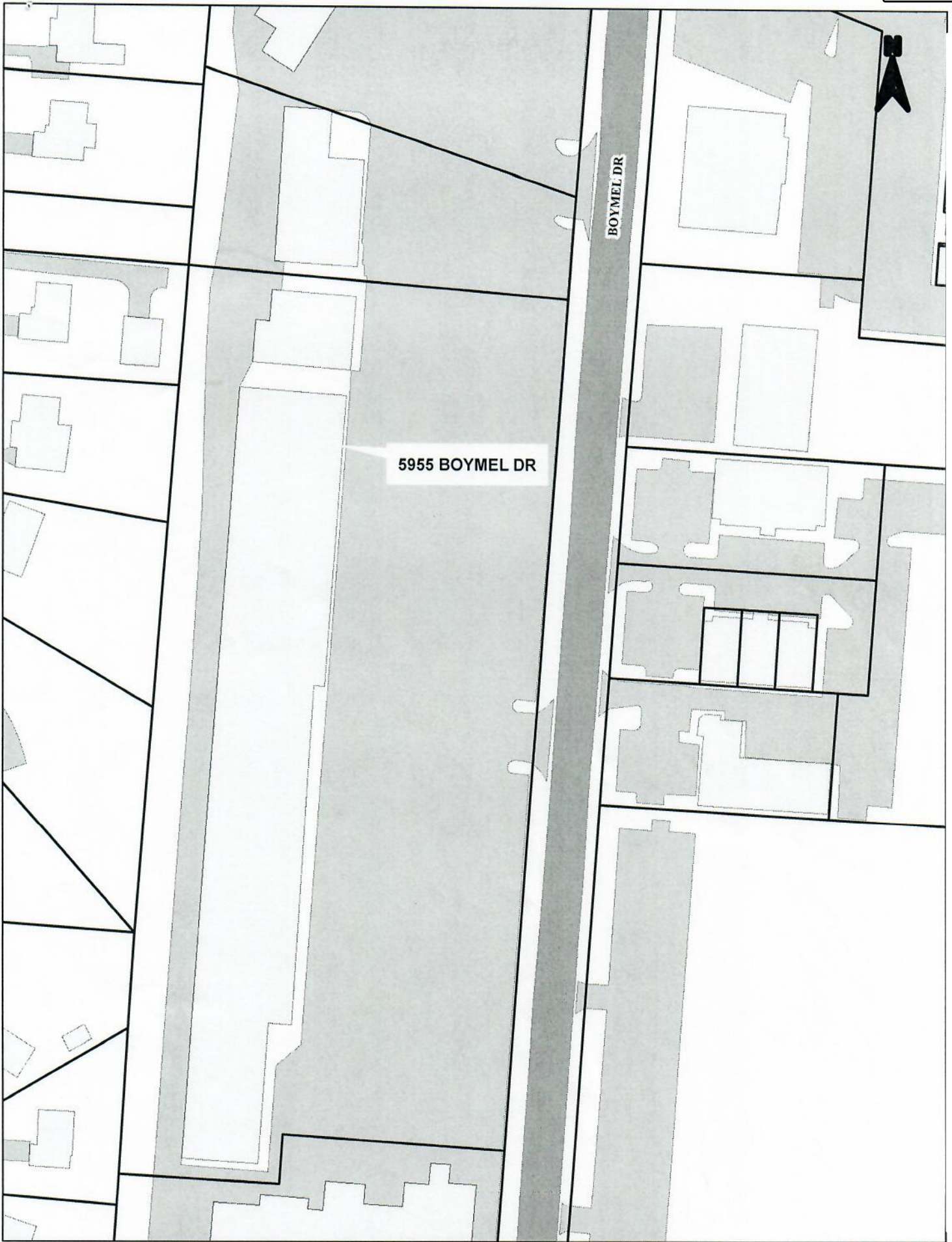
To: Alisha Wilson, Clerk of Council

From: Greg Kathman, Development Services Director *GK*

Subject: Liquor Permit Application

The business located at 5955 Boymel Dr. Units 4-6 & Patio, in the name of Rydann Investments LLC and doing business as Ricks Tavern & Grille is in the C-2, Central Business Zoning District. A tavern is a conditional use in the C-2 zoning district.

Attachment: Ricks Tavern Liquor Permit [Revision 1] (3354 : Rick's Tavern Liquor Permit)



Attachment: Ricks Tavern Liquor Permit [Revision 1] (3354 : Rick's Tavern Liquor Permit)

NAME OF ESTABLISHMENT Rydann Investments LLC

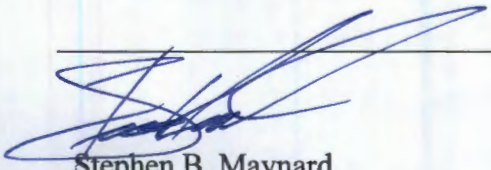
ADDRESS dba Ricks Tavern & Grille

5955 Boymel Dr. Units 4-6 & Patio

Fairfield, OH 45014

- | | YES | NO |
|---|--------------------------|-------------------------------------|
| 1. Is there a conviction record of the applicant, any partner, member, officer director, manager or any shareholder owning 5% or more of the capital stock, for felonies or other crimes relating to his ability to operate a liquor establishment? | ☐ | ☒ |
| 2. Is there a prior unfavorable enforcement record of applicant and/or operation in disregard for laws, regulations or local ordinances? | ☐ | ☒ |
| 3. Is there misrepresentation of material fact by applicant in making application to the Department? | ☐ | ☒ |
| 4. Is there an inability of law enforcement authorities and of authorized agents of the Department to gain ready entrance to the permit premise; or location of permit premise at such distance from the road or street as to be isolated from police or other observation? | ☐ | ☒ |
| 5. Will the place substantially and adversely interfere with the public decency, sobriety, peace, or good order of the neighborhood in which it is located? | ☐ | ☒ |
| 6. Will the place substantially and adversely interfere with the normal orderly conduct of a church, library, public playground, school or township park? | ☐ | ☒ |
| 7. Will the granting or transferring of a permit substantially interfere with the morals, safety, or welfare of the public? | ☐ | ☒ |
| 8. Will there be adverse effects of saturation of the area in relation to the number of existing permits, and will there be any adverse conditions in the area? | ☐ | ☒ |

REMARKS:


 Stephen B. Maynard
 Chief of Police

HEARING REQUESTED: Yes ☐ No ☒

Date: October 20, 2022

Attachment: Ricks Tavern Liquor Permit [Revision 1] (3354 : Rick's Tavern Liquor Permit)



City Council Ordinance
Regular Meeting - November 14, 2022

Submitted by: John Clemmons,
 Submitting Department: Legal

Subject:

Butler County Public Defender Commission

Legislation Title:

Ordinance to authorize the City Manager to execute an agreement for indigent legal representation for 2023 in the Fairfield Municipal Court with Butler County Public Defender Commission/Butler County Board of Commissioners and declaring an emergency.

Recommendation:

It is recommended that Council adopt an ordinance to authorize the City Manager to execute the agreement for indigent legal representation for 2023 in the Fairfield Municipal Court with the Butler County Public Defender Commission/Butler County Board of Commissioners. Rules suspension and the emergency clause are requested so that the agreement can be in place and reimbursement by the State of Ohio can be obtained in accordance with state guidelines.

Background/Synopsis:

The City previously provided legal representation for indigent defendants from its own funds by appointment of attorneys on a case-by-case basis. This new system which was started in 2011 has reduced the overall cost of indigent defense as stated above. The Butler County Public Defender Commission/Butler County Board of Commissioners will provide legal representation for all indigent defendants by providing four (4) public defenders including both felony and misdemeanor representation and state statute and City ordinance violations.

Financial Impact:

The Fairfield Municipal Court has estimated an annual savings of at least \$59,000.00 from the implementation of this agreement.

Emergency Provision Explanation:

Rules suspension and the emergency clause are requested so that the agreement can be in place and reimbursement by the State of Ohio can be obtained in accordance with state guidelines.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Butler County Public Defender-Ord

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE
AN AGREEMENT FOR INDIGENT LEGAL REPRESENTATION FOR
2023 IN THE FAIRFIELD MUNICIPAL COURT WITH THE BUTLER
COUNTY PUBLIC DEFENDER COMMISSION/BUTLER COUNTY
BOARD OF COMMISSIONERS 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 agreement with the Butler County Public Defender Commission/Butler County Board of Commissioners for indigent legal representation in the Fairfield Municipal Court for 2023 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 this agreement be executed by December 1, 2022 to obtain state reimbursement 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

Active Clients\City of Fairfield\Ordinances\2022\Butler County Public Defender-Ord

Attachment: Butler County Public Defender-Ord (3352 : Butler County Public Defender Commission)



City Council Ordinance
Regular Meeting - November 14, 2022

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

Symmes Road - Grant Opportunity – Consolidated Rail Infrastructure and Safety Improvements (CRISI)

Legislation Title:

Ordinance to authorize the City Manager to execute and file the application and agreement for financial assistance through the Butler County Transportation Improvement District with the United States Department of Transportation for the Symmes Road Railroad Crossing Elimination Project and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the preparation of legislation authorizing the City Manager (through the Butler County Transportation Improvement District) to execute and file the application for financial assistance, and (if successful) enter into an agreement with the BCTID and USDOT for a grant to fund the Symmes Road Railroad Crossing Elimination Project through the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program.

Background/Synopsis:

It is necessary for City Council to authorize the City Manager to execute a grant application with the USDOT for financial assistance for the Symmes Road Consolidated Rail Infrastructure and Safety Improvements Project. The project would include a separated grade crossing at Symmes Road and the study of additional crossings for potential modification. This was previously submitted under the Railroad Crossing Elimination (RCE) Program.

Symmes Road carries an average daily traffic count of approximately 14,434 vehicles at this rail crossing and in the vicinity of 35-40 trains per day historically. This is a CSX rail line and CSX has shown an interest in being supportive of the project.

It is anticipated that the City of Fairfield would again use HDR, Inc. as a consultant with expertise in this area to prepare a grant application for a request to fund a planning grant award. If successful, the City would likely enter into an agreement with the USDOT Federal Railroad Administration (FRA) and the Butler County Transportation Improvement District (BCTID). It is anticipated that if the project was awarded for engineering, the City would work with the BCTID to submit a construction grant application no sooner than the following year.

The BCTID submitted the RCE grant application on our behalf and we are awaiting review of our application. FRA is recommending that we also submit to the CRISI program in order to be eligible for both funding sources.

This project is not currently in the Capital Improvement Program as this is an unexpected opportunity and the funding source was not anticipated.

Financial Impact:

\$10,000.00 in total funding from the Street Fund.

Emergency Provision Explanation:

The final application is due December 1, therefore a suspension of the rules and emergency provisions are being requested.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

Yes

Attachments:

1. Symmes Road Grant Application Cover
2. Symmes Road Grant Project Location
3. Butler County Transportation-Ord

FY 2022 USDOT RAILROAD CROSSING
ELIMINATION PROGRAM GRANT APPLICATION

SYMMES ROAD GRADE SEPARATION PROJECT



- Rail Track Grade Separation: The number of automobile crossings anticipated to be eliminated at an at-grade crossing as the result of a new grade separation

5.0 Project Location

A map of the project corridor is provided in Figure 1. This application seeks planning funding for project development and environmental review activities related to grade separation of the Symmes Road crossing ([39.34873](#) - [-84.52851](#)) and a feasibility assessment of the closure of the North Gilmore Road crossing ([39.34253](#) - [-84.52050](#)). Note that the City of Hamilton, to the north of the City of Hamilton, is submitting a companion grant application for the North Hamilton Crossing – Butler Street Rail Project.

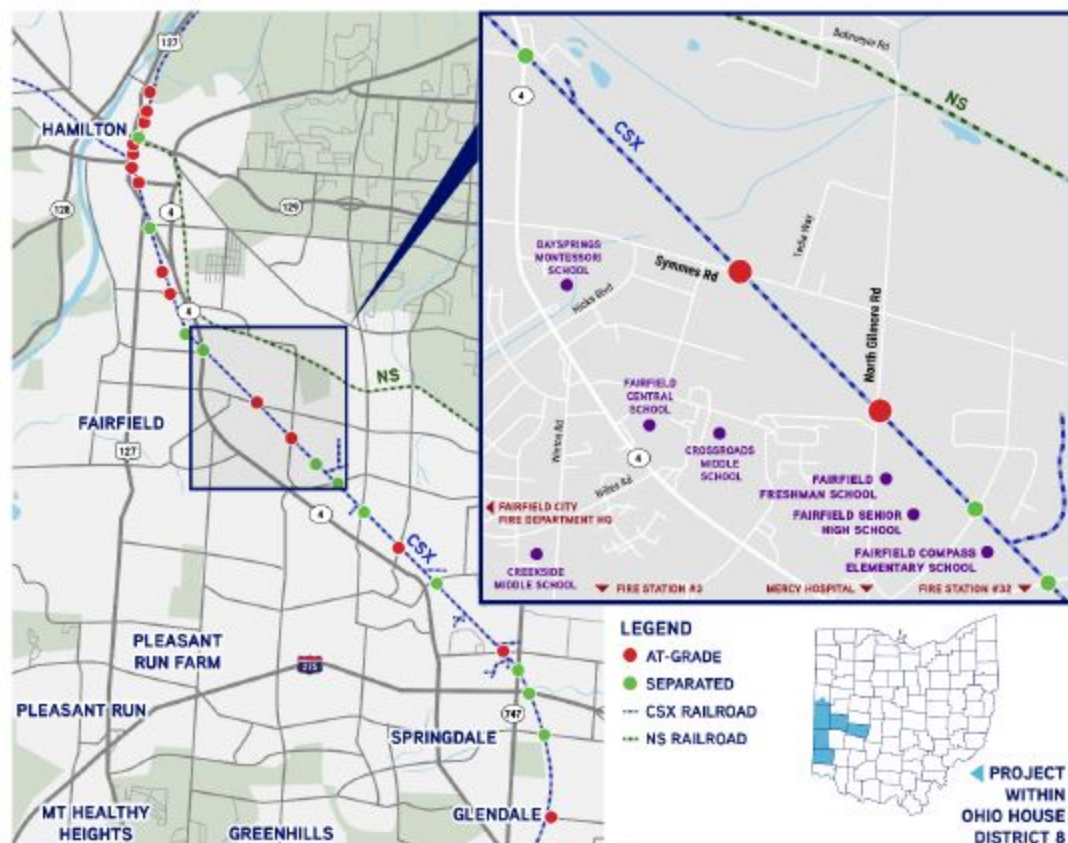


Figure 1: Project Location

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE AND FILE THE APPLICATION AND AGREEMENT FOR FINANCIAL ASSISTANCE THROUGH BUTLER COUNTY TRANSPORTATION IMPROVEMENT DISTRICT WITH THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR THE SYMMES RAILROAD CROSSING ELIMINATION PROJECT 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 and file the application and agreement for financial assistance through Butler County Transportation Improvement District with the United States Department of Transportation for the Symmes Railroad Crossing Elimination Project in accordance with the application and 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 final application is due December 1, 2022; 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\2022\Butler County Transportation-Ord



City Council Ordinance
Regular Meeting - November 14, 2022

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

2022 Storm Sewer Lining on LeSaint Drive and Northpointe Drive

Legislation Title:

Ordinance to authorize the City Manager to enter into a contract with Insight Pipe Contracting, LLC for the 2022 Storm Sewer Lining on LeSaint Drive and Northpointe Drive and declaring an emergency.

Recommendation:

It is recommended that funding be appropriated in the amount of \$100,000.00 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 2022 lining of storm sewers.

Background/Synopsis:

This project is in the Capital Improvements Program for 2022-2026 as 2PW53 Storm Sewer Lining (Various). The project will line approximately 500' of various diameter storm sewers on LeSaint Drive and Northpointe Drive.

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 October 31, 2022. Two (2) bids were received, opened and publicly read. The lowest and best bidder was Insight Pipe Contracting, LLC. The bid results are attached.

Insituform's bid was not the best bid as they did not follow the instructions on the bid form and price to provide liners at the minimum required thickness.

Financial Impact:

\$100,000.00 (\$82,172.00 with a contingency of \$17,828.00) from the Capital Improvement Fund.

Emergency Provision Explanation:

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

Rule Suspension Requested:

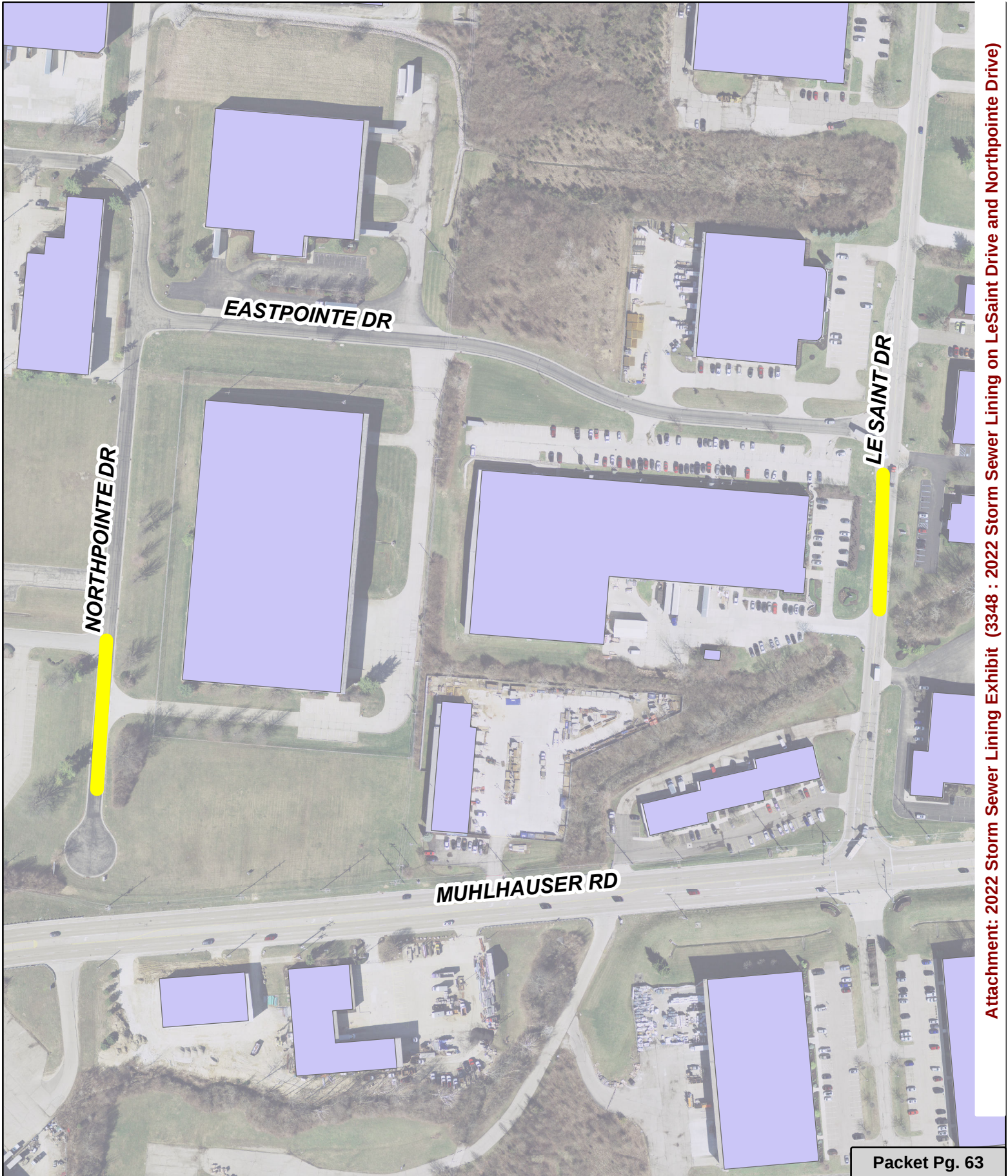
Yes

Emergency Provision Needed:

Yes

Attachments:

1. 2022 Storm Sewer Lining Exhibit
2. 2022 Storm Sewer Rehab via the Cured in Place Method
3. Insight Pipe-Ord



City of Fairfield**Bid Tabulation for "2022 Storm Sewer Rehabilitation Via the Cured in Place Method"****Bid Opening: October 31, 2022, City of Fairfield Council Chambers****Estimate - \$100,000.00**

Insight Pipe Contracting LLC 232 E Lancaster Rd Harmony, PA 16037 724-452-6060	Insituform Technologies LLC 580 Goddard Ave Chesterfield, MO 63005 800-234-2992
--	---

	Unit Cost	Total	Unit Cost	Total
Le Saint Dr 13236 to 13235	\$ 211.00	\$ 6,330.00	\$ 295.00	\$ 8,850.00
Le Saint Dr 13048 to 13235	\$ 291.00	\$ 69,549.00	\$ 213.00	\$ 50,907.00
Le Saint Dr 13237 to 13048	\$ 217.00	\$ 6,293.00	\$ 300.00	\$ 8,700.00
Northpointe Dr 13054 to 13053	\$ 96.00	\$ 24,000.00	\$ 123.00	\$ 30,750.00
Northpointe Dr 13276 to 13053	\$ 346.00	\$ 4,152.00	\$ 651.00	\$ 7,812.00
Northpointe Dr 13277 to 13053	\$ 322.00	\$ 4,186.00	\$ 605.00	\$ 7,865.00
Northpointe Dr 13053 to 13278	\$ 121.00	\$ 24,684.00	\$ 158.00	\$ 32,232.00
Northpointe Dr 13273 to 13055	\$ 346.00	\$ 4,152.00	\$ 650.00	\$ 7,800.00
Northpointe Dr 13272 to 13055	\$ 322.00	\$ 4,186.00	\$ 605.00	\$ 7,865.00
Northpointe Dr 13055 to 13054	\$ 74.00	\$ 18,426.00	\$ 112.00	\$ 27,888.00
Northpointe Dr 13274 to 13054	\$ 322.00	\$ 4,186.00	\$ 605.00	\$ 7,865.00
Northpointe Dr 13275 to 13054	\$ 322.00	\$ 4,186.00	\$ 605.00	\$ 7,865.00
Total Base Bid	\$	174,330.00	\$	206,399.00

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 bidder.

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A
CONTRACT WITH INSIGHT PIPE CONTRACTING, LLC FOR THE 2022
STORM SEWER LINING ON LESAINTE DRIVE AND NORTHPOINTE DRIVE
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 2022 Storm Sewer Lining on LeSaint Drive and Northpointe Drive in accordance with the bid 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 contract be executed as soon as possible; 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 - November 14, 2022

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

Engineering Consultant Award for South Gilmore Road Improvements (Resor Road to Route 4)

Legislation Title:

Ordinance to authorize the City Manager to enter into an agreement with Fishbeck for the engineering for South Gilmore Road Improvements (Resor Road to Route 4) and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into the attached agreement with Fishbeck to design the improvements to widen southbound South Gilmore Road from just north of Resor Road to just south of Parkland Hills Boulevard and further recommends that City Council authorize funding in the amount shown in the Financial Impact section.

Background/Synopsis:

It is necessary for City Council to authorize the City Manager to enter into the attached agreement with Fishbeck to design the improvements to widen South Gilmore Road and include a pedestrian path between Resor Road and Route 4.

The City of Fairfield has been working to implement a widening improvement to the South Gilmore Road corridor between Mack and Resor Roads. This would be the next phase of that corridor. The improvement being considered is to widen South Gilmore Road from just north of Resor Road to just south of Parkland Hills Boulevard to accommodate a two way left center turn lane.

This improvement was identified by staff as a way to mitigate accidents and address concerns given during the planning for the first phase of South Gilmore Road (between Mack and Resor Roads).

We have not solicited any grant funding for the construction of this phase but will explore options once we have a good engineering plan and cost estimate for construction funding. Likely sources of funding are Ohio Public Works Commission (OPWC) funding or potentially ODOT Safety dollars.

The project is programmed in the current 2022-2026 CIP as 2PW26.

It is our intent with this project to include sidewalk along the west side from Planet Drive to Boehm Drive which would complete the entire segment from Mack Road to Route 4. The

inclusion of this sidewalk is supported by the City's development of Fairfield Connects, the City's active transportation plan which was developed in 2020.

The design for a center lane to allow left turns into the multitude of driveways and cross streets and the inclusion of a median for part of the length should aid in slower speeds and less lane changing of traffic.

Financial Impact:

\$182,720.00 in total funding from the Street Fund.

Emergency Provision Explanation:

A suspension of rules and immediate adoption as well as an emergency provision is being requested in order to schedule survey for a time of minimal leaves on the vegetation.

Rule Suspension Requested:

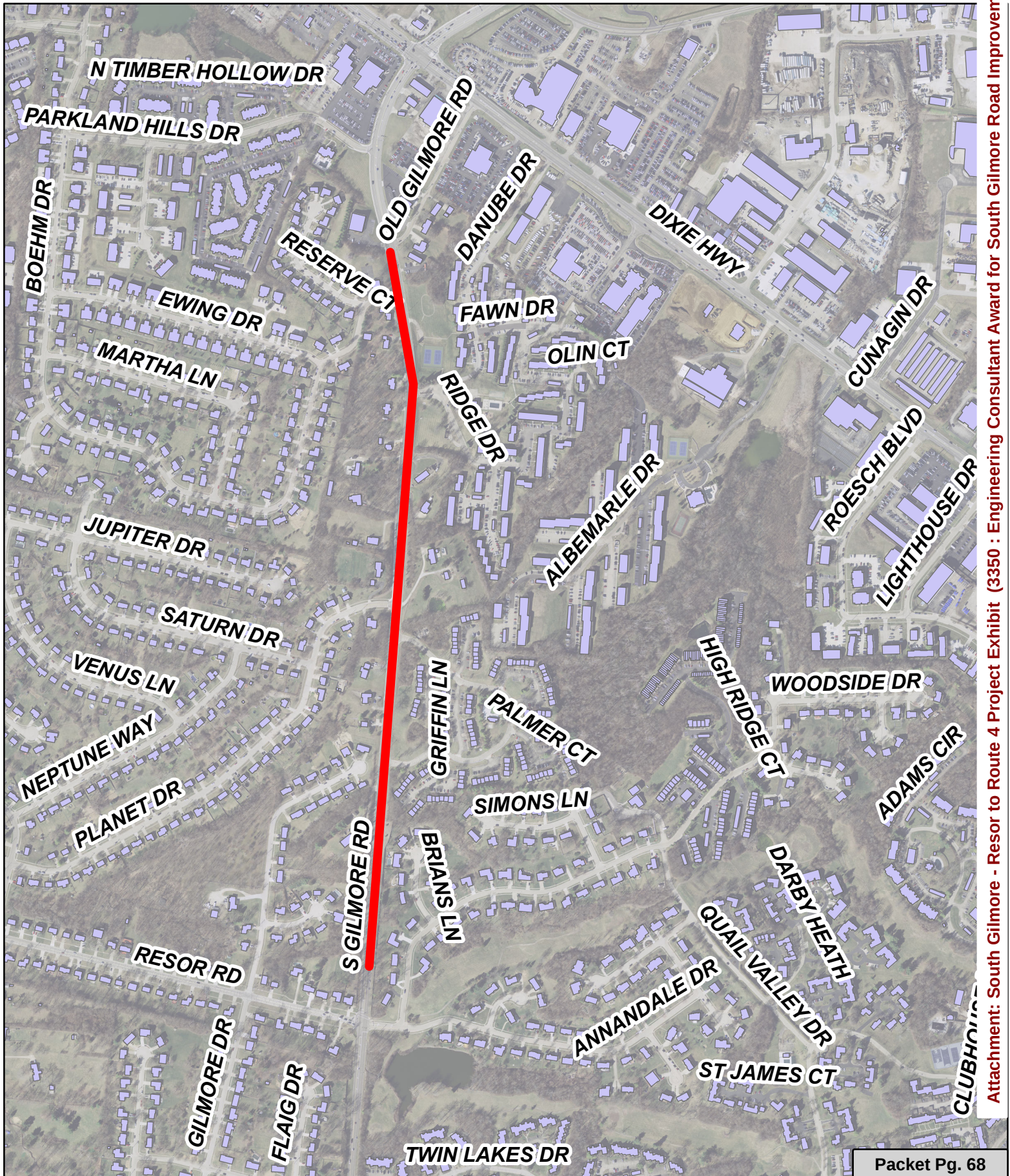
Yes

Emergency Provision Needed:

Yes

Attachments:

1. South Gilmore - Resor to Route 4 Project Exhibit
2. South_Gilmore_Improvements_Resor to Route 4 Proposal
3. Fishbeck-Ord



November 1, 2022

Nicholas Dill, PE
City Engineer
City of Fairfield
8870 North Gilmore Road
Fairfield, OH 45014

Proposal for Professional Services
South Gilmore Road Improvements, Resor Road to Parkland Hills

Dear Nick:

Fishbeck is pleased to provide professional survey and engineering services for the referenced improvement project. The Fishbeck team has had the pleasure of providing services to the City of Fairfield (City) in the past. We are confident our assembled team can provide you with outstanding technical quality to cover all required tasks for this project and ensure critical factors are understood and satisfied.

Project Understanding

The project involves changing the existing 4-lane section of South Gilmore Road, from Resor to Parkland Hills, into a 5-lane section. The center lane will be designed for a combination of an 8-foot median, where no turning movements are necessary, and a 10-foot two-way left-turn lane (TWLTL) in all other areas. A 6-foot sidewalk is desired along the entire west side of the road up against the back of curb where no walk is currently present. Both existing curb and gutters will be removed and replaced with new Ohio Department of Transportation (ODOT) type 6 curb. Minor widening will be necessary on the east side only to achieve the necessary width for the proposed typical section. The two outermost lanes will be 11-foot lanes with 1-foot shoulders designated by painted edge lines. When guardrail is impacted by the proposed work, it shall be removed and replaced with guardrail meeting current design standards. It is understood some utility poles may be in conflict with the minor widening to the east and will need to be relocated. All pavement will be resurfaced and new striping will be put down. The only storm work anticipated is sliding the curb inlets on the east side of the road out to the new curb line and reconnecting them.

Scope of Services

Based upon our understanding of the project, Fishbeck offers the following scope of professional survey and engineering services for the South Gilmore Road Improvements, Resor to Parkland Hills project.

1. Topographic Survey
 - a. Contact Ohio Utilities Protection Services (OUPS) to mark buried utilities and obtain plans.
 - b. Provide full topographic survey along the following route:
 - South Gilmore Road from Resor Road to Parkland Hills Drive, approximately 4,750 feet in total length. Lateral limits are the right-of-way plus an additional 20 feet outside the right-of-way on both sides.

- c. Establish benchmarks and control points from GPS control monuments, locate marked utilities and features which may conflict with construction of the proposed work, obtain elevations of tops of manholes and catch basins, and obtain invert elevations of pipes connected to surveyed structures.
 - d. Prepare an AutoCAD base map containing all existing conditions surveyed.
2. Engineering Detailed Design
 - a. Develop detailed design construction plans, technical specifications, and an engineer's opinion of probable construction costs.
 - b. Perform basic utility coordination through the survey and design process. Design submittals will also be sent to utility contacts which have facilities within the project corridor for utility review and verification along with each deliverable to the City.
 - c. We anticipate providing two design submittals to the City at the following intervals:
 - 50% Design Completion – Target Date – 5/31/2023
 - 100% Design Completion – Target Date – 8/31/2023
3. Assumptions
 - a. No proposed right-of-way services are anticipated at this time. If it is determined during design that right-of-way takes are necessary, an addendum to the scope will be made.
 - b. The City has stated it is acceptable to have mailboxes, fire hydrants, or poles within the sidewalk as long as it is along the edge and there is at least 36 inches of clearance to get around.
 - c. Strand Associates are designing the walk from Resor Road to Planet Drive as part of their South Gilmore project. Therefore, Fishbeck will not be proposing any work on the west side of the road in this segment of the project.

Professional Services Fees

Fishbeck proposes to perform the referenced services for a lump sum fee of One Hundred Eighty-Two Thousand Seven Hundred and Twenty Dollars (\$182,720). The breakdown of costs is attached in the Proposed Consultant Fee Summary.

Authorization

Attached is our Professional Services Agreement. If you concur with our scope of services, please sign in the space provided and return the executed contract to the attention of Molly Studneski (mstudneski@fishbeck.com). This proposal is made subject to the attached Terms and Conditions for Professional Services. Invoices will be submitted every four weeks and payment is due upon receipt.

If you have any questions or require additional information, please contact me at 937.802.3280 or jmihelcic@fishbeck.com.

Sincerely,



Joshua Mihelcic, PE, PS

Project Manager

Attachments

By email

Copy: Michael L. Berrevoets, PE – Fishbeck
Robert R. Rusnak, PE – Fishbeck

Proposed Consultant Fees Labor and Summary

Project: South Gilmore Improvements
 Client: City of Fairfield
 Consultant: Fishbeck
 Date: 11/1/2022

Legend and Billing Rate (Year 2022)

Personnel Category	Rate
S1 = Surveyor	\$136
S2 = 2 Person Survey Crew	\$174
PE = Civil Engineer, PE	\$140
E = Staff Engineer, EI	\$103
PM = Senior Project Manager, PE	\$196
PS = Senior Surveyor, PS	\$196

SURVEYING & ENGINEERING SERVICES**Topographic Survey**

	PM	PE	E	PS	S1	S2	Total Hours	Total Cost
Establish Horizontal and Vertical Control				16		20	36	\$6,616
Recovery of Existing Monuments				24	24		48	\$7,968
Resolve Existing ROW/Property Lines		24	16	24			64	\$9,712
Mobile Scanning				4	14		18	\$2,688
Data Registration			16				16	\$1,648
Data Extraction & Processing		24	72				96	\$10,776
Supplemental Topographical Survey					80		80	\$10,880
Basemap Creation			80	16			96	\$11,376
Field Check of Topographic Survey and Pipe Survey		10				20	30	\$4,880
Calling OUPS and Preliminary Utility Coordination		2	6		16		24	\$3,074
Subtotal	0	60	190	84	134	40	508	\$69,618

Design & Plan Development

	PM	PE	E	PS	S1	S2	Total Hours	Total Cost
Title Sheet (1)	1	1	2				4	\$542
Schematic Plan (1)		2	2	1			5	\$682
Typical Sections (1)		2	6				8	\$898
General Notes and Details (2)		4	8				12	\$1,384
General Summary (1)		4	8				12	\$1,384
Maintenance of Traffic Notes & Sequence Table (1)		2	6				8	\$898
Maintenance of Traffic Plan (5)	8	24	48				80	\$9,872
Plan & Profile (12)	4	40	280				324	\$35,224
Cross Sections (50' Spacing and @ Drives) (19)	4	40	280				324	\$35,224
Curb Ramp Details (1)	2	4	16				22	\$2,600
Signing & Pavement Marking Plans (5)		10	40				50	\$5,520
Utility Coordination & Data Collection		8	16		8		32	\$3,856
Engineer's Opinion of Probable Construction Cost	2	16					18	\$2,632
Internal Reviews (QA/QC)	16	16	8				40	\$6,200
Meetings	4	4					8	\$1,344
Plan Reviews & Modifications		8	16				24	\$2,768
Subtotal	41	185	736	1	8	0	971	\$111,028

Total Survey & Engineering Costs:	\$180,646
Total Direct Costs:	\$2,074
Total Services:	\$182,720

Professional Services Agreement

PROJECT NAME South Gilmore Road Improvements, Resor Road to Parkland Hills
FISHBECK CONTACT Joshua Mihelcic, PE, PS
CLIENT City of Fairfield
CLIENT CONTACT Nicholas Dill, PE
ADDRESS 8870 North Gilmore Road, Fairfield, OH 45014

Client hereby requests and authorizes Fishbeck to perform the following:

SCOPE OF SERVICES: Professional survey and engineering design services as described in the attached letter proposal dated November 1, 2022.

AGREEMENT. The Agreement consists of this page and the documents that are checked:

- ☒ Terms and Conditions for Professional Services, attached.
- ☒ Proposal dated 11/1/2022.
- ☐ Other:

METHOD OF COMPENSATION:

- ☒ Lump Sum for Defined Scope of Services
- ☐ Hourly Billing Rates plus Reimbursable Expenses
- ☐ Other:

Budget for Above Scope of Services: One Hundred Eighty-Two Thousand Seven Hundred and Twenty Dollars (\$182,720).

ADDITIONAL PROVISIONS (IF ANY): N/A

APPROVED FOR:

City of Fairfield

BY: _____

TITLE: _____

DATE: _____

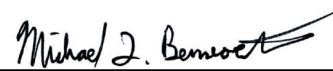
ACCEPTED FOR:

Fishbeck

BY: _____

TITLE: _____

DATE: _____



Vice President

November 1, 2022

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH FISHBECK FOR THE ENGINEERING FOR SOUTH GILMORE ROAD IMPROVEMENTS (RESOR ROAD TO ROUTE 4) 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 an agreement with Fishbeck for the engineering for South Gilmore Road Improvements (Resor Road to Route 4) in accordance with the proposal 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 surveying work be completed during a time of minimal leaves on the vegetation; 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 - November 14, 2022

Submitted by: Ben Mann,
 Submitting Department: Public Works

Subject:

Engineering Consultant Award for Ross Road Sidewalk and Resor Road Sidewalk Connections

Legislation Title:

Ordinance to authorize the City Manager to enter into an agreement with IBI Group for design of Ross Road Sidewalk and Resor Road Sidewalk improvements and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into the attached agreement with the IBI Group to design the improvements for Ross Road and for Resor Road as described above and further recommends that City Council authorize funding in the amount shown in the Financial Impact section.

Background/Synopsis:

It is necessary for City Council to authorize the City Manager to enter into the attached agreement with Fishbeck to design sidewalk improvements in two locations.

The improvements to be designed are:

- A sidewalk on Ross Road between Cherryhill Drive and Cheryl Drive (connecting Chapel Hill Drive and completing the segment from Mack Road to Route 4.
- A sidewalk on Resor Road, just west of Crestview Drive (completing the connection on the south side of Resor Road with a continuous pedestrian path from South Gilmore Road to Windemere Lane).

This improvement was identified by staff as a way to connect neighborhoods in this part of the City. The connection of these sidewalk gaps is supported by the City's development of Fairfield Connects, the City's active transportation plan, developed in 2020.

The project is programmed in the current 2022-2026 CIP as 2PW25.

Financial Impact:

\$28,600.00 in total funding from the Street Fund.

Emergency Provision Explanation:

A suspension of rules and immediate adoption as well as an emergency provision is being

requested in order to schedule survey for a time of consultant availability.

Rule Suspension Requested:

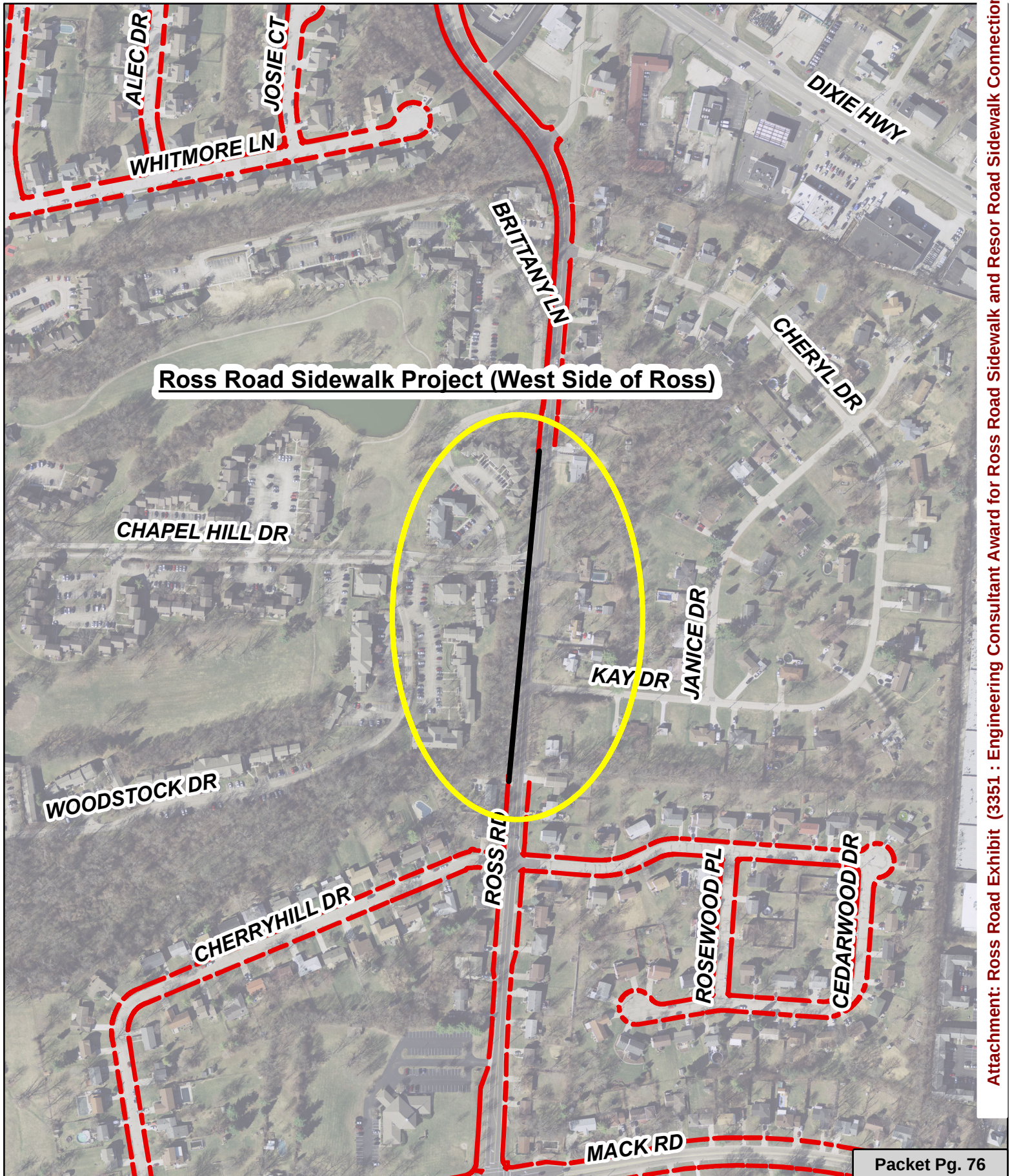
Yes

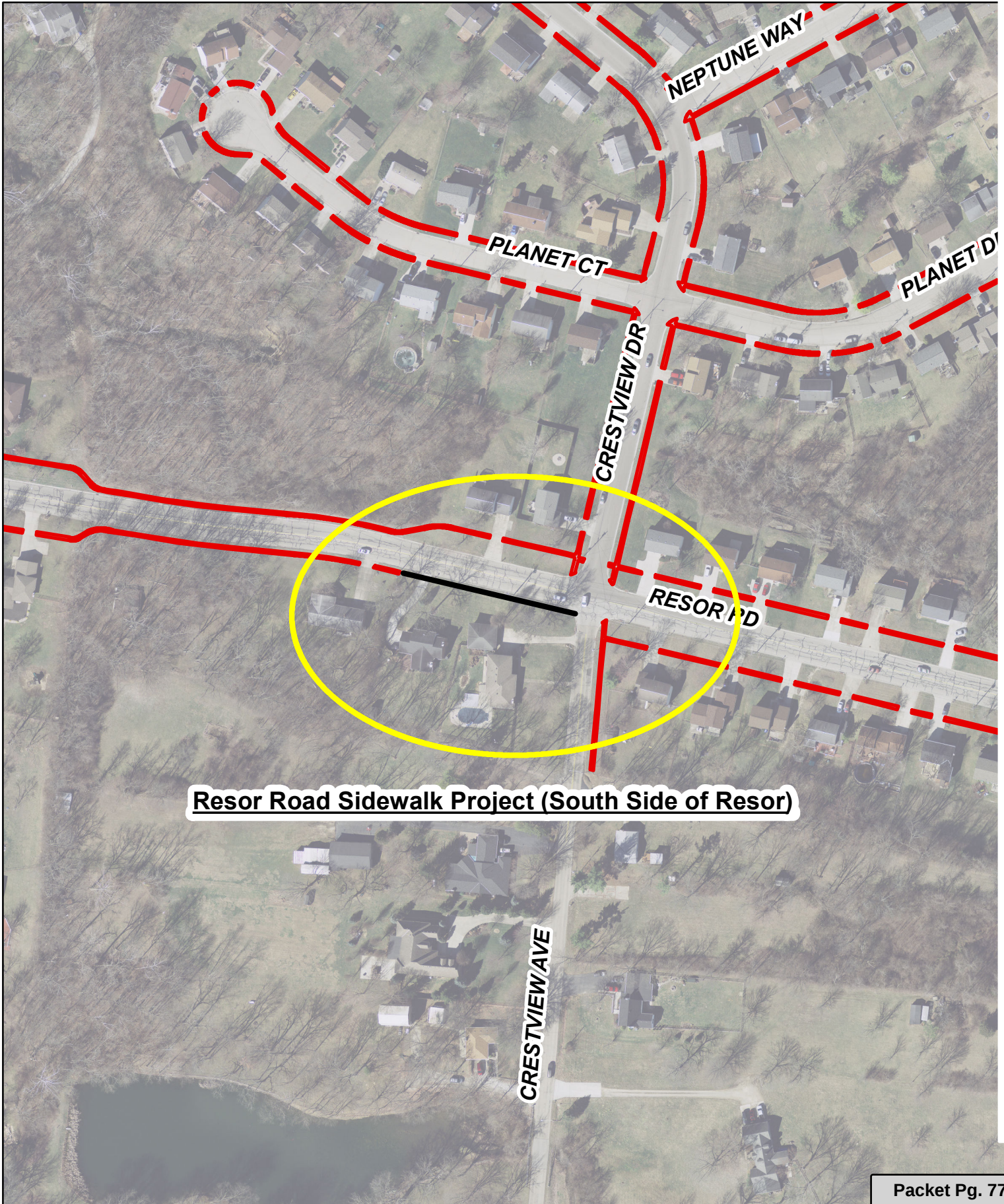
Emergency Provision Needed:

Yes

Attachments:

1. Ross Road Exhibit
2. Resor Road Exhibit
3. CTC_Ross Resor Sidewalk_MSM _2022.10.24
4. IBI Group-Ord





Resor Road Sidewalk Project (South Side of Resor)



IBI GROUP
4150 Belden Village Street, Suite 104, Canton, OH 44718 USA
tel 330 491 9000
ibigroup.com

IBI GROUP

October 24, 2022

Nicholas Dill PE
City Engineer
City of Fairfield
8870 N Gilmore Rd
Fairfield, OH 45014

ROSS RD/RESOR RD SIDEWALK IMPROVEMENTS - FAIRFIELD OH CIVIL ENGINEERING SERVICES

Dear Mr. Dill:

Further to our recent discussions, we are pleased to provide you (the "Client") with this Agreement for **Surveying and Civil Engineering** services for your project based on the information set out below.

The potential project occurs in two locations. The first project is the extension of sidewalk along the west side of Ross Road from 5900 Ross Road to 5995 Ross Road (total length – 875 ft). The project will include a preferred typical section (site conditions may require a variation) of a 5 ft walk with a 5 ft tree lawn (no curb) along Ross Rd. In addition to the new sidewalk the project will include the extension of the existing 60-inch culvert to the west. The construction of the sidewalk will include a mega curb detail at the ROW or possibly a small retaining wall. The access point to the Villages of Wildwood will be treated as an unstriped intersection.

The second project location is the extension of sidewalk along the south side of Resor Rd from the intersection of Crestview west to 2661 Resor Rd (total length – 220 ft). The project will include a preferred typical section (site conditions may require a variation) of a 5 ft walk with a 5 ft tree lawn (no curb) along Resor Rd. The construction of the sidewalk may include a mega curb detail at the ROW or possibly a small retaining wall.

IBI Group IBI Group Engineering Services (USA) Inc. ("IBI Group") is a global team of dedicated and experienced architects, engineers, planners, designers, and technology professionals who share a common desire – to help our clients create livable, sustainable and advanced urban environments. Since our founding in 1974, we have contributed to the success of our clients across six continents, from our 65 offices worldwide

Our Services

In support of your project, IBI Group will provide you with the following services and deliverables (collectively, the "Services"):

I. Boundary and Topographic Survey

- Attend a project kickoff meeting
- Prepare and distribute a survey notification letter to all property owners
- Contact OUPS for facility markout;

October 24, 2022

- Survey “marked-out” and above ground utilities;
- Perform as built/topo survey for the length of the project;
- Establish the ROW for the length of the project;
- Develop Base mapping for the Corridor;
- Distribute the drawing to utility companies for confirmation.

II. Construction Document Development

- Prepare detailed construction drawings and specifications for the extension of sidewalk along the west side of Ross Road from 5900 Ross Road to 5995 Ross Road (total length – 875 ft).
- Prepare detailed construction drawings and specifications for the extension of sidewalk along the south side of Resor Rd from the intersection of Crestview west to 2661 Resor Rd (total length – 220 ft).
- Prepare culvert extension drawing for the extension of the existing 60-inch culvert to the west along Resor Rd.
- Review preliminary design alignment with City staff;
- Prepare intersection detail for the Villages of Wildwood Drive and Resor Rd (assumes we will not impact the existing monument sign and landscaping; lighting and irrigation can be relocated via plan note)
- Submit to all known utility companies and the Fire Dept for comment/review of utility location, ownership, and information on potential upcoming projects in the area;
- Complete final design of the proposed sidewalk improvements;
- Prepare an easement for the construction and extension of the culvert on Resor Rd
- Develop an opinion of construction cost estimate

Payment

Based on the Schedule and the Services you will pay us on the following basis

Lump Sum: you agree to pay IBI Group a fixed lump sum in the amount of \$28,600

Scope and Fee includes 1 easement. Additional easements can be completed as requested for \$800/easement

October 24, 2022

Your Schedule

Our anticipated Project Schedule is as Follows:

Our survey crew can be in the field within 3 weeks of authorization. We anticipate a 75% submittal by January 21, 2023 and final plans (PS&E) ready for bidding and the completion of an OPWC application by April 15, 2023.

For this project, we have made the following assumptions:

- 1) All permit and/or review fees are to be paid by the Client.
- 2) Once started, the project will move forward through completion. Delays to the project exceeding 4 months may require our team to review the scope and agreed upon fee. Any revisions/ modifications that are requested during the course of design or construction that are a result of client changes in direction or layout are not included. However, if revisions are necessary, we will discuss the change in the scope of services and determine a fee for the additional services at that time.
- 3) Our survey work is limited to a boundary and topographic survey and does not include the preparation of an ALTA Survey
- 4) Easements will be established from plats and standard courthouse deed and easement research. Title searches are not included
- 5) Detailed Maintenance of Traffic Plans are not required or included with this proposal. Maintenance of Traffic will include notes, typical sections, and standard ODOT MOT Details from the Traffic Engineering Manual (TEM) and OMUTCD Manuals
- 6) Platting, easements, and other miscellaneous survey instruments are not included with the exception of the single easement mentioned. The completion of appraisals, easement acquisition and record all right of way/easements throughout the corridor is not included in this contract but if needed IBI Group will coordinate with City staff to complete outside this contract or as an addition to this contract
- 7) This proposal includes submitting the construction drawings that are in our Scope of Services for permit but does not include costs associated with obtaining Construction/Contractor Permits.
- 8) A geotechnical report may not be required. If needed IBI Group will coordinate with City staff to complete outside this contract or as an addition to this contract
- 9) Renderings, presentation materials, marketing materials, perspectives, and bid consultation are not included.
- 10) Our scope of work does not include the preparation of bid documents, construction administration/observation, review of RFI's, shop drawings, etc. is not included in our scope of work.
- 11) As-built drawings and construction staking are not included.

The other terms relating to this project are set out in our Standard Terms & Conditions, as attached.

We look forward to working with you. Should you have any questions about the materials presented, or need additional information, please do not hesitate to contact Mike Murray at 614-

October 24, 2022



IBI GROUP

818-4900 or (513)509-9336.

Yours truly,

IBI Group

By:

Name:

Title:


BOB WYND
Senior Mgr

By:

Name:

Title:


MIKE MURRAY
Principal

If this

accurately sets out our understanding and is acceptable to you, please indicate your agreement by signing in the space below.

Agreed to and accepted effective the date of this Agreement.
City of Fairfield

By:

Name:

Title:

October 24, 2022

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH IBI GROUP FOR DESIGN OF ROSS ROAD SIDEWALK AND RESOR ROAD SIDEWALK IMPROVEMENTS 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 an agreement with IBI Group for design of Ross Road Sidewalk and Resor Road Sidewalk improvements in accordance with the proposal 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 survey be scheduled during a time of consultant availability; 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 Action Item
Regular Meeting - November 14, 2022

Submitted by: Chris Hacker,
 Submitting Department: Finance

Subject:

Supplemental Appropriations

Legislation Title:

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022.” - Supplemental Appropriations.

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation amending the annual operating budget for 2022.

Background/Synopsis:

From: 10012524-243100 Gasoline In-House	\$40,000
From: 10012524-2431000 Gasoline In-House	\$ 7,000
To: Unappropriated General Fund	\$47,000
From: Unappropriated Fire Fund	\$47,000
To: 20332024-243100 Gasoline In-House	\$40,000
To: 20332024-246100 Chemicals	\$ 7,000
From: Unappropriated General Fund	\$451,954
To: 10016023-233900 Other Professional Svcs	\$451,954
From: Unappropriated Park Development Fund	\$20,000
To: 41316025-252100 Park Improvements	\$20,000

The Huffman Family Foundation, upon the passing of Harold Huffman in January of 2010, contributed funding and the donation of the 22-acre Huffman Family Farm to the City of Fairfield for the development of the Huffman Park - A Natural Discovery Center. The park was dedicated on October 27, 2012 and has been under the operation and maintenance of the Parks and Recreation Department since this date. The family has reached out to the Parks and Recreation Department to donate funding for additional enhancements to the northern side of the park to include additional walking trails, tree plantings and pollinator habitats. This portion of the park is currently undeveloped and is maintained as a meadow. The funding would support 100% of the project which consists of conceptual drawings, architectural and engineering plans, construction and development.

The Parks and Recreation Board reviewed this proposal and project at their meeting of February 15, 2022, and passed Resolution 2022-02. City Council also reviewed this proposal and project at the March 14, 2022 meeting and passed Ordinance #27-22. This program is also on the Capital Improvement Plan as item 2PR15.

Recently, the Parks Department has received \$20,000 funding for this project through a donation from the Huffman Family Foundation (\$15,000) and the Duke Energy Foundation (\$5,000). Upon donation, the Parks Department needs an appropriation in order to spend the monies on approved park items for the reforestation project and pollinator habitat.

Financial Impact:

Supplemental appropriations are requested in the amount of \$20,000 in donation funds are requested to support the Huffman Park reforestation and pollinator habitat program expenditures.

Emergency Provision Explanation:

Rules suspension is being requested in order to initiate the program in a ready-state

Rule Suspension Requested:

Yes

Rule Suspension Requested:

Emergency Provision Needed:

Attachments:

1. Supplemental Appropriations-Ord

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 148-21 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, 2022, AND ENDING DECEMBER 31, 2022."

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

Section 1. Ordinance No. 148-21, the 2022 Appropriation Ordinance, is hereby amended in the following respects:

From:	10012524-243100 Gasoline In-House	\$40,000
From:	10012524-243100 Chemicals	\$7,000
To:	Unappropriated General Fund	\$47,000
From:	Unappropriated Fire Levy Fund	\$47,000
To:	20332024-243100 Gasoline In-House	\$40,000
To:	20332024-246100 Chemicals	\$7,000
From:	Unappropriated General Fund	\$451,954
To:	10016023-233900 Other Professional Services	\$451,954
From:	Unappropriated Park Development Fund	\$20,000
To:	41316025-252100 Park Improvements	\$20,000

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

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

Attachment: Supplemental Appropriations-Ord (3360 : Supplemental Appropriations)

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\2022\Supplemental Appropriation-Ord

Attachment: Supplemental Appropriations-Ord (3360 : Supplemental Appropriations)



City Council Ordinance
Regular Meeting - November 14, 2022

Submitted by: Alisha Wilson, Clerk

Submitting Department: Clerk

Subject:

Contractual Appropriations

Legislation Title:

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022."

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.

\$28,600 for engineering for sidewalk improvements;

\$100,000 for storm sewer lining;

\$182,720 for South Gilmore Road improvements.

Financial Impact: \$311,320.00 from noted funding source.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

No

Attachments:

1. Contractual 11-14-Ord (003)

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 148-21 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, 2022, AND ENDING DECEMBER 31, 2022."

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

Section 1. Ordinance No. 148-21, the 2022 Appropriation Ordinance, is hereby amended in the following respects:

From:	60516025-252000 Improvements Other Than Building <i>(Secondary Clarifier Rehabilitation 2WW19)</i>	\$330,000
To:	Unappropriated Water Surplus Fund	\$330,000
From:	Unappropriated Sewer Surplus Fund	\$330,000
To:	62416025-252000 Improvements Other Than Building <i>(Secondary Clarifier Rehabilitation 2WW19)</i>	\$330,000
From:	Unappropriated Street Improvement Fund	\$211,320
To:	40116023-233300 Engineering Services <i>(Ross and Resor Road Sidewalk Engineering 2PW25 (\$28,600); South Gilmore Road Improvements Engineering 2PW26 (\$182,720))</i>	\$211,320
From:	Unappropriated Capital Improvement Fund	\$100,000
To:	40216025-252000 Improvements Other Than Bldg. <i>(Storm Sewer Lining 2PW53)</i>	\$100,000

Attachment: Contractual 11-14-Ord (003) (3356 : Contractual Appropriations)

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\2022\Contractual 11-14-Ord

Attachment: Contractual 11-14-Ord (003) (3356 : Contractual Appropriations)



City Council Ordinance
Regular Meeting - November 14, 2022

Submitted by: Alisha Wilson, Clerk

Submitting Department: Clerk

Subject:

Non-Contractual Appropriations

Legislation Title:

Ordinance to amend Ordinance No. 148-21 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, 2022, and ending December 31, 2022."

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.

\$24,750 for professional services related to Wastewater Treatment Plant project;
 \$10,000 for Symmes Road railroad crossing elimination grant.

Financial Impact: \$34,750.00 from noted funding source.

Rule Suspension Requested:

Yes

Emergency Provision Needed:

No

Attachments:

1. Non-ContractualAppropriations.111422
2. Non Contractual 11-14-Ord



City Council Information Item
Regular Meeting - November 14, 2022

Submitted by: Adam Sackenheim,
 Submitting Department: Public Utilities

Subject:

Appropriation for professional services for wastewater treatment plant project

Legislation Title:

Appropriation for professional services for wastewater treatment plant project

Background/Synopsis:

City Public Utilities Department staff continues to work with contractors on the construction of a new multi-purpose treatment facility at the City's Wastewater Treatment Plant. This project will result in increased operational efficiencies through improved sludge dewatering and improved liquid sludge management. The project will also provide space for future chemical storage and feed equipment – which may likely be required if/when nutrient limits are imposed on the facility by the Ohio EPA.

To assist with this project, staff wishes to secure the professional services of a “resident project representative” (RPR) for the continued oversight, direction, and documentation of contractor work. Professional RPR services will include but are not limited to:

- Verification of equipment supplied and materials used in accordance with technical specs;
- Observation and documentation of work performed by contractors and subs;
- Assistance and coordination of equipment start-up and training.

City staff recommends Hazen be used to continue to provide the technical RPR services necessary for this project. A proposal for the work is attached for Council review.

Financial Impact:

An appropriation in the amount of \$24,750.00 is being requested for professional RPR services for this Wastewater Treatment Plant study. Funding for this project will be directed from the approved 2022-2026 Capital Improvement Program (CIP) project 2WW04 – Primary System Tank Overhaul. The funding source is the Sewer Surplus Fund.

Attachments:

1. Fairfield Multi-Purpose Dewatering Facility_Additional RPR_2_Nov2022



November 1, 2022

Mr. Adam Sackenheim
 Public Utilities Director
 City of Fairfield
 5350 Pleasant Avenue
 Fairfield, OH 45014

**RE: Multi-Purpose Dewatering Facility
 Proposal for Additional Resident Project Representative Services**

Dear Adam:

Hazen proposes to provide as-needed Resident Project Representative (RPR) services to the City of Fairfield related to the ongoing construction of the WWTP Multi-Purpose Facility.

Hazen's services will include but are not limited to:

- Verification of equipment / materials in accordance with specifications.
- Observation of work performed by contractor and sub-contractors. Hazen will reject work that does not conform to contract documents and plans and specifications.
- Observation of testing and inspections.
- Preparation of daily construction field reports with photos.
- Assistance with equipment start-up and manufacturer training.
- Coordination and review of as-built record drawings.

Hazen proposes to utilize Drew Young to perform the RPR services on a time and material basis with a not to exceed fee of \$24,750 (approximately 80 hours per month for 2 months, as directed by the City, at \$141.45/hour, plus expenses billed at cost).

We appreciate this opportunity to continue our work with the City of Fairfield. Please let me know if you have any questions or you would like to discuss further.

Very truly yours,

Hazen and Sawyer
 W. James Gellner, PE – Vice President

cc: Jason Hunold - City
 Drew Young, Dan Miklos - Hazen

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 148-21 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, 2022, AND ENDING DECEMBER 31, 2022."

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

Section 1. Ordinance No. 148-21, the 2022 Appropriation Ordinance, is hereby amended in the following respects:

From:	40216023-234300 Software Maintenance	\$28,000
	<i>(Software Maintenance 2CM01)</i>	
To:	Unappropriated Capital Improvement Fund	\$28,000
From:	Unappropriated General Fund	\$28,000
To:	10012523-234300 Software Maintenance	\$28,000
	<i>(Software Maintenance 2CM01)</i>	
From:	Unappropriated Sewer Surplus Fund	\$24,750
To:	62416025-252000 Improvements Other Than Building	\$24,750
	<i>(Primary System Tank Overhaul 2WW04)</i>	
From:	Unappropriated Street Improvement Fund	\$10,000
To:	40116023-233900 Other Professional Services	\$10,000
	<i>(Symmes Road - USDOT Discretionary Grant Opportunity)</i>	

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

Passed _____

Posted _____

Mayor's Approval

Attachment: Non Contractual 11-14-Ord (3355 : Non-Contractual Appropriations)

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\2022\Non Contractual 11-14-Ord

Attachment: Non Contractual 11-14-Ord (3355 : Non-Contractual Appropriations)