

**City of Fairfield
Minutes
Regular Meeting of City Council
June 14, 2021**

Council-Manager Briefing

PACE Financing & Zoning

Mayor Miller called the briefing to order at 6:00 PM. Councilmembers present: Leslie Besl, Dale Paullus, Terry Senger, Tim Abbott, Mark Scharringhausen, Chad Oberson and Bill Woeste.

Staff members present: Don Bennett, Scott Timmer, Alisha Wilson, Steve Wolterman, Jake Burton, Steve Maynard, Brian Rose, Carol Mayhall, Tiphonie Mays, Adam Sackenheim, Nathaniel Kaelin, Lee Rosato, Brian Jump and Greg Kathman.

Development Services Director Kathman and Economic Development Manager Kaelin presented the PACE Financing plan and Zoning update. See attached slides.

Business Meeting Call to Order

Mayor Miller called the Regular Meeting of Council to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Scharringhausen led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Mark Scharringhausen	Council Member at Large	Present	
Chad Oberson	Council Member at Large	Present	
Bill Woeste	Council Member at Large	Present	
Leslie Besl	Council Member, 1st Ward	Present	
Dale Paullus	Councilmember, 2nd Ward	Present	
Terry Senger	Councilmember, 3rd Ward	Present	
Tim Abbott	Council Member, 4th Ward	Present	
Steve Miller	Mayor	Present	

Agenda Modifications

None.

Executive Session Requests

None.

Special Presentations and Citizen Comments

None.

Public Hearing(s)

None.

Approval of Minutes

The Regular Meeting Minutes of May 24, 2021 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations Committee

Dale Paullus, Chair; Leslie Besl, Vice Chair; Terry Senger, Member

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Parks, Recreation and Environment Committee

Leslie Besl, Chair; Dale Paullus, Vice Chair; Tim Abbott, Member

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Public Works Committee

Chad Oberson, Chair; Mark Scharringhausen, Vice Chair; Bill Woeste, Member

Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

NEW BUSINESS

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

Community & Public Relations Committee

Dale Paullus, Chair; Leslie Besl, Vice Chair; Terry Senger, Member

Simple Motion: Motion to approve the 2021 Summer Meeting Schedule for City Council Meetings.

Recommendation:

It is recommended that Council, via simple motion, approve the summer meeting schedule for 2021. City Council will meet on only the second Monday of each month of June, July and August.

SIMPLE MOTION NO. 12-21. APPROVED 7-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dale Paullus, Councilmember, 2nd Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Mark Scharringhausen, Member

Motion to Suspend Second and Third Readings

Councilmember Woeste presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the Acting City Manager to execute a Development Agreement with IVCP Muhlhauser 2 LLC dba iVisionary to allow for the development of accessory parking at 4325 Muhlhauser Road and establish an impact fee 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 NO. 75-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Parks, Recreation and Environment Committee

Leslie Besl, Chair; Dale Paullus, Vice Chair; Tim Abbott, Member

Motion to Suspend Second and Third Readings

Councilmember Besl presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Leslie Besl, Council Member, 1st Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the Acting City Manager to enter into an agreement with Human Nature, Inc. for the complete conceptual design plans for the new play environment as determined in the Harbin Park Phase 1 Improvments Schedule and declaring an emergency.

Recommendation:

It is recommended that the City Council authorize an appropriation of \$9,940.00 from the CIP project 1PR10 and that Council authorize the City Manager to enter into a Memorandum of Understanding with Human Nature, Inc. to complete conceptual design plans for the new play environment as determined in the Harbin Park Phase 1 Improvements schedule.

ORDINANCE NO. 76-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Leslie Besl, Council Member, 1st Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Public Safety Committee

Mark Scharringhausen, Chair; Terry Senger, Vice Chair; Dale Paullus, Member

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Pathivara Stores Ltd LLC dba Food Mart, 5059 Camelot Drive, Fairfield, OH 45014 (Permit Class C1 and 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 Pathivara Stores Ltd LLC dba Food Mart, 5059 Camelot Drive, Fairfield, OH 45014 (Permit Class C1 and C2).

SIMPLE MOTION NO. 13-21. APPROVED 7-0.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mark Scharringhausen, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Public Utilities Committee

Terry Senger, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Motion to Suspend Second and Third Readings

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to authorize the Acting City Manager to enter into a contract with Ferguson Waterworks for water meters and an automated meter reading system and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter into a contract with Ferguson Waterworks and appropriate funding in the amount of \$150,000.00 for the procurement of water meters and an advanced automated meter reading system. Rules suspension is requested in order to expedite the project.

ORDINANCE NO. 77-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Terry Senger, Councilmember, 3rd Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Finance & Budget Committee

Tim Abbott, Chair; Bill Woeste, Vice Chair; Chad Oberson, Member

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to establish salaries and hourly rates for certain salaried and hourly employees of the City of Fairfield, Ohio and to authorize and limit the numbers and types of certain employees, to repeal Ordinance No. 69-21 and all amendments thereto and declaring an emergency.

Recommendation:

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

ORDINANCE NO. 78-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Dale Paullus, Councilmember, 2nd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to repeal Section 145.01 of Chapter 145 of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio relative to age limitations for original full-time appointments in the Fire Service.

Recommendation:

It is recommended that City Council adopt the amendment to Ordinance 145.01 changing the age limit for appointment in the Fairfield Fire Department.

ORDINANCE NO. 79-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to amend Ordinance No. 109-20 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, 2021, and ending December 31, 2021.” - Supplemental Appropriations

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation amending the annual operating budget for 2021.

ORDINANCE NO. 80-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Terry Senger, Councilmember, 3rd Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to amend Ordinance No. 109-20 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, 2021, and ending December 31, 2021.”

Recommendation:

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

ORDINANCE NO. 81-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Ordinance to amend Ordinance No. 109-20 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, 2021, and ending December 31, 2021.”

Recommendation:

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

ORDINANCE NO. 82-21. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Leslie Besl, Council Member, 1st Ward
AYES:	Scharringhausen, Oberson, Woeste, Besl, Paullus, Senger, Abbott

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, July 12 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- B. Monday, August 9 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, September 13 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

None.

14. ADJOURNMENT

The Regular Meeting adjourned at 7:15 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

PACE Financing Property Assessed Clean Energy

Council – Manager Briefing
June 14, 2021

PACE Financing

- ▶ Property Assessed Clean Energy
- ▶ Enabled under Ohio Revised Code
- ▶ Tool for communities to support new and existing companies and developments
- ▶ Provides a financing mechanism to make energy improvements to a property that are paid for with special assessments
 - ▶ Special assessments are collected as separate line item on a real estate tax bill



PACE Financing Example Improvements

- ▶ **Energy Efficiency improvements**
 - ▶ HVAC
 - ▶ Lighting
 - ▶ Roofs, windows, insulation
- ▶ **Alternative Energy improvements**
 - ▶ Solar
 - ▶ Wind
 - ▶ Geothermal
- ▶ **Water Efficiency improvements**



PACE Financing Municipal Role

- ▶ City creates or joins an **Energy Special Improvement District (ESID)**
 - ▶ ESIDs are non-profit corporations, with own board and budget
- ▶ ESIDs review eligibility and approve PACE projects
- ▶ City provides assessment mechanism:
 - ▶ Approves an assessment for each PACE project
 - ▶ Receives and distributes the assessment
- ▶ City not liable in the event of default



PACE Financing ESID Membership

- ▶ Fairfield has been invited to join an existing ESID formed by the **City of Monroe and Liberty Township**
- ▶ Allows Fairfield to leverage costs of creating and maintaining an ESID and keep program fees low
- ▶ Fairfield Board Representation
 - ▶ Council appointee: proposed as **Finance Director**
 - ▶ Municipal designee: proposed as **Development Services Director**

I-75 ***Energy Special Improvement District*** (ESID)

PACE Financing Project Flow

ESID and city approve project

Project completed with loan from a private lender

Company pays special assessment on tax bill

County transfers assessment to city

City transfers assessment to lender to repay loan

PACE Financing Company Benefits

- ▶ Reduces upfront and out-of-pocket expenses
- ▶ Spreads costs of improvements over 15-25 years
- ▶ Assessment runs with the land, reducing burden on company balance sheet
- ▶ More energy efficient and upgraded buildings



PACE Financing Next Steps

- ▶ Finalize scope for prospective PACE project
- ▶ City council action:
 - ▶ Resolution which includes joining ESID
 - ▶ Ordinance(s) to approve assessments for project
- ▶ ESID project approval
- ▶ Market tool to local companies and developers

DISCUSSION

Zoning & Property Maintenance

Council-Manager Briefing
June 14, 2021

Attachment: Zoning Prop Maintenance June 21 (2905 : PACE Financing & Zoning)

Protect Property Values



Staffing

- ▶ 1 Code Enforcement Supervisor
- ▶ 2 FT Zoning Inspectors
- ▶ 1 PT Zoning Inspector (~10 hrs/week for 6-7 months/year)
- ▶ Others Involved:
 - ▶ Superintendent of Building & Zoning
 - ▶ Fire Inspector
 - ▶ Neighborhood Development Manager



Reactive & Proactive

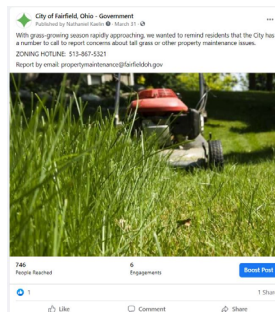
- ▶ Reactive = Complaint driven
 - ▶ Zoning Hotline
 - ▶ Email/Website
 - ▶ Social Media
- ▶ Proactive = Identified by staff
 - ▶ Strategic driving and walking
 - ▶ Rental Inspection Program (RIP)
 - ▶ Neighborhood Enhancement Action Team (NEAT)

**PROPERTY
MAINTENANCE
HOTLINE**

☎ (513) 867-5321 or email
PropertyMaintenance@Fairfield-City.org

REPORT:

- Tall Grass
- Inoperable Vehicle
- Trash/Litter
- Graffiti
- Other Problems



Rental Inspection Program

- ▶ Proactive inspections of multi-family complexes
 - ▶ 70 complexes
 - ▶ 7,728 housing units
- ▶ Focus on exterior conditions
 - ▶ Complaint-driven for interior conditions
- ▶ Relationship-building with complex ownership/local management



Rental Inspection Program

	<u>2020</u>	<u>2021 (as of 5/31)</u>	<u>2021 (total)</u>
Housing Units	1,345	738	1,897
Structures	91	54	107
Complexes	9	2	7

2020

Timber Hollow
 Camelot Drive Condos
 Camelot II Apts.
 Camelot East Apts.
 Woodridge Glen Apts.
 Woodridge Knoll Apts.
 Woodridge Crossings
 Gail Avenue Apts.
 Holiday Drive Apts.

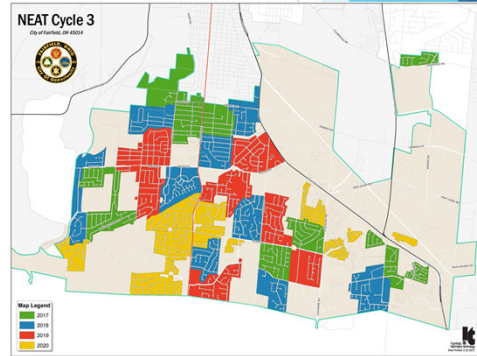
2021

Villages of Fairfield
 Fairfield Pointe
 Woodridge Pointe
 The Oaks at Woodridge
 Cobblestone Grove
 Woodstock Wildwood
 Pinnacle on Pleasant

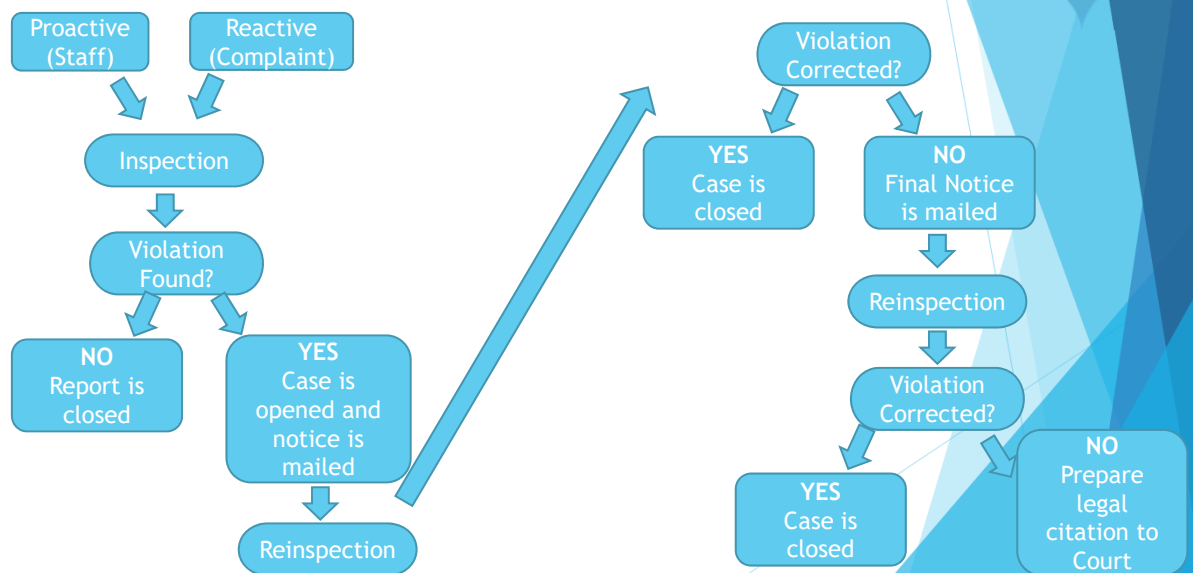


NEAT Program

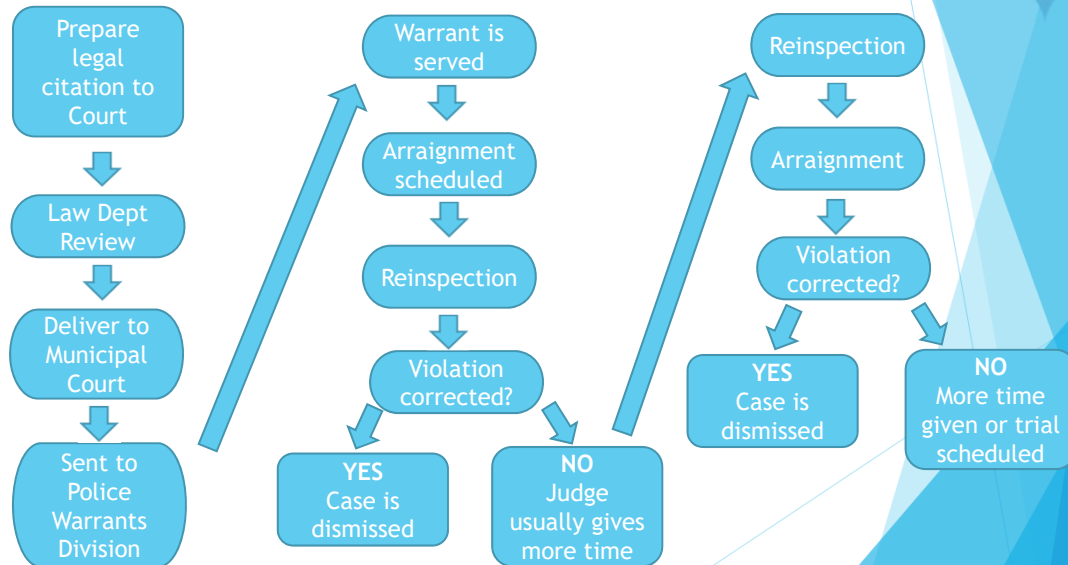
- ▶ Targeted walking inspections of >10,000 single-family houses in residential neighborhoods
 - ▶ 4-year cycle of ~2,500 residences per year
- ▶ Also inspect public infrastructure
 - ▶ Street signs, curbs, catch basins, drainage, etc...
- ▶ Solicited feedback from residents via postcards
- ▶ Three 4-year cycles were completed (2009-2020)
- ▶ Program on a one-year hiatus for analysis and possible revisions



Case Flowchart



Case Flowchart



Metrics

	<u>2020</u>	<u>2021 (as of 5/31)</u>
Cases Opened	1,526	570
Cases Active	11	110
Cases Closed	1,515	460
Violations *	2,298	858
*includes PMV, ZCV, BCV, RCV		
Inspections	5,003	1,750

Metrics

	<u>2020</u>	<u>2021 (as of 5/31)</u>
Court Cases	61	19
% of Cases	4.0%	3.3%
Court Cases Closed	53	5
Court Cases Active	8*	14

*2 cases filed, not served

Complaints

Hotline	120	62
Online	358	128
% of Cases	31%	33%

Beyond Metrics

1. Large Cases
2. Permit Application Reviews
3. Municipal Cut Program
4. Temporary Signs

Beyond Metrics Large Cases

- ▶ Some cases are larger and/or more complicated than standard cases
 - ▶ Structure fire, vacancy, multi-tenant, neighbor dispute, etc...
 - ▶ Often involves other departments - Fire, Police, P.W., P.U., Law
 - ▶ May involve outside actors - insurance company, banks, state fire marshal, etc...
- ▶ Examples:
 - ▶ Capri Motel



Symmes Road



Beyond Metrics Permit Application Reviews

	<u>2020</u>	<u>2021 (as of 5/31)</u>
▶ Signs	62	32
▶ Pools	60	24
▶ Fences	196	91
▶ Sheds	97	48
▶ Driveways	<u>32</u>	<u>20</u>
▶ Total	447	215

Beyond Metrics Municipal Cut Program

- ▶ Municipal Cut Program
 - ▶ 2020 - 28 cases
 - ▶ 2021 - 14 cases
 - ▶ Sometimes includes additional work
 - ▶ Charges assessed on property tax bills



Beyond Metrics Temporary Signs

- ▶ Temporary Signs
 - ▶ Promotional & Grand Opening
 - ▶ 2020 - 223 permits
 - ▶ 2021 - 68 permits
 - ▶ Pull wire and pole signs from ROW
 - ▶ Political signs



Neighborhood Development Manager

- ▶ Newly created position, filled in March 2021
- ▶ Component of job duties is assisting with Property Maintenance staff
 - ▶ Compliment and supplement, not duplicate
- ▶ Reinvigorate NEAT Program
- ▶ Assist on difficult cases
 - ▶ Relationship-building
 - ▶ Identify potential assistance resources
- ▶ Deeper analysis on cases metrics
- ▶ Possible volunteer programs



Successful Results

BEFORE



AFTER



Successful Results

BEFORE



AFTER



Successful Results

BEFORE



AFTER



Successful Results

BEFORE



AFTER



Successful Results

BEFORE



AFTER



Discussion