

**FAIRFIELD CITY COUNCIL
REGULAR MEETING AGENDA
FAIRFIELD MUNICIPAL BUILDING
5350 PLEASANT AVENUE
FAIRFIELD, OHIO 45014**

Monday, January 25, 2016

7:00 PM

MAYOR.....STEVE MILLER
COUNCILMEMBER 1ST WARD.....ADAM B. JONES
COUNCILMEMBER 2ND WARD.....CRAIG W. KELLER
COUNCILMEMBER 3RD WARD.....DEBBIE PENNINGTON
COUNCILMEMBER 4TH WARD.....TIM ABBOTT

COUNCILMEMBER AT-LARGE...CHAD OBERSON
COUNCILMEMBER AT-LARGE...MIKE SNYDER
COUNCILMEMBER AT-LARGE...BILL WOESTE
CITY MANAGER.....MARK WENDLING
CLERK OF COUNCIL.....ALISHA WILSON
LAW DIRECTOR.....JOHN H. CLEMMONS

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. **Call to Order**
2. **Prayer/Pledge of Allegiance**
3. **Roll Call**
4. **Agenda Modifications**
5. **Executive Session Requests**
6. **Special Presentations and Citizen Comments**
 - a) Duke Energy Gas Presentation
 - b) Chamber of Commerce Update
7. **Public Hearing(s)**
8. **Mayor/Council Reports**
9. **Approval of Minutes**
 - a) Regular Meeting Minutes of January 11, 2016
10. **OLD BUSINESS**
 - (A) **PUBLIC WORKS COMMITTEE**
Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member
 - (1) Resolution declaring necessity of repairing sidewalks (including aprons).
 - Resolution – Second Reading
 - (2) Ordinance to authorize the City Manager to enter into a three (3) year contract with T.R. Gear Landscaping for the Grounds, Entryways and Landscaping Program.
 - Ordinance – Second Reading

11. NEW BUSINESS

(A) **DEVELOPMENT SERVICES COMMITTEE**

Bill Woeste, Chairman; Adam Jones, Vice Chairman; Mike Snyder, Member

(B) **PUBLIC WORKS COMMITTEE**

Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member

- (1) Ordinance to authorize the City Manager to enter into a contract with Prus Construction for the 2016 Concrete Repair and Replacement Program.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading

(C) **PARKS, RECREATION AND ENVIRONMENT COMMITTEE**

Debbie Pennington, Chairman; Craig Keller, Vice Chairman; Tim Abbott, Member

- (1) Ordinance to authorize the City Manager to execute a grant application and agreement with Ohio Public Works Commission/Clean Ohio Fund Green Space Conservation for the Seward Road-Morris Farm Project and declaring an emergency.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

(D) **FINANCE & BUDGET COMMITTEE**

Tim Abbott, Chairman; Debbie Pennington, Vice Chairman; Craig Keller, Member

- (1) 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. 15-15 and all amendments thereto and declaring an emergency.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

- (2) Ordinance to amend Ordinance No. 107-15 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, 2016, and ending December 31, 2016.”

*Contractual Appropriations – \$700,000 for 2016 Concrete Repair and Replacement Program.

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

- (3) Ordinance to amend Ordinance No. 107-15 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, 2016, and ending December 31, 2016.”

*Non-Contractual Appropriations – \$100,000 for 2016 Grounds, Entry-ways & Landscaping Program (supplies for work by city employees); \$100,000 for 2016 Annual Drainage Program (supplies for work by city employees); \$42,000 for design for Pleasant Avenue Signal Reconstruction (Pleasant & Evalie and Pleasant & Hunter).

- Motion – Read by Title Only (Optional)
- Ordinance – First Reading
- Motion – Suspend Second and Third Readings
- Motion – Adoption

12. Meeting Schedule

Monday, February 8	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
Monday, February 22	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
Monday, March 14	Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.

13. Executive Session of Council (if needed)

14. Adjournment

AGENDA

**COUNCIL-MANAGER BRIEFING
FAIRFIELD MUNICIPAL BUILDING
5350 PLEASANT AVENUE**

**MONDAY, JANUARY 25, 2016
6:00 P.M.**

1. Property Maintenance & Fair Housing Board – Tim Bachman

MINUTES
REGULAR MEETING OF COUNCIL
JANUARY 11, 2016

Call to Order

Mayor Steve Miller called the Regular Meeting of Council to order at 7:00 PM at the Fairfield Municipal Building, 5350 Pleasant Avenue.

Prayer/Pledge of Allegiance

Councilmember Jones led in prayer and Boy Scout Troop 912 from Cincinnati Christian School led in Pledge of Allegiance.

Roll Call

Mayor Miller called the roll of Council. Present members were Councilmember Adam Jones, Councilmember Craig Keller, Councilmember Debbie Pennington, Councilmember Tim Abbott, Councilmember Chad Oberson, Councilmember Mike Snyder, and Councilmember Bill Woeste.

Agenda Modifications

No agenda modifications.

Executive Session Requests

Councilmember Abbott, seconded by Councilmember Pennington, moved for Executive Session to discuss pending and imminent litigation. Motion carried 7-0.

Special Presentations and Citizen Comments

Chamber of Commerce Update

Kert Radel, President of the Chamber of Commerce, announced the opening of the health center at Fairfield City Schools on January 14. The center will serve students and staff and allow students to receive care during the school day. He also reported that the leadership class conducted by the Chamber is going well and will they will hold a graduation ceremony in the spring at the Joe Nuxhall Miracle League Fields.

Public Hearing(s)

No public hearings.

Mayor/Council Reports

Councilmember Snyder reported that for the third year in a row, the Fairfield Wastewater Treatment Plant had zero discharge violations and was 100% compliant with all limits, terms and conditions in the NPDES discharge permit. He reported that the capacity of the plant is 10 million gallons of waste per day and currently treats an average of 5 million gallons per day.

Councilmember Oberson reminded residents to move vehicles off of the street as much as possible during snow events to make it easier for city plows and salt trucks to treat the roads. He also announced that invoices for sidewalk and apron repair have been sent out.

Councilmember Abbott stated that he is excited to be back on Council and work with the Finance Department.

Councilmember Pennington announced that tickets are available for the annual Daddy & Daughter Dance and the Wine, Women & Song series will present the music of The Carpenters by Lisa Rock and her band on Friday, January 29.

Councilmember Keller stated that he is very excited to join Council and work on Public Safety with Chief Dickey and Chief Bennett.

Councilmember Jones welcomed Councilmembers Abbott and Keller to the group.

Approval of Minutes

Regular Meeting Minutes of December 14, 2015

- The Regular Meeting Minutes of December 14, 2015 were approved as written

OLD BUSINESS

PARKS, RECREATION AND ENVIRONMENT COMMITTEE

Debbie Pennington, Chairman; Craig Keller, Vice Chairman; Tim Abbott, Member

Ordinance to authorize the City Manager to enter into a lease agreement with The Joe Nuxhall Miracle League Fields, Inc. for the operation of the Field of Dreams recreation complex on Groh Lane and a related easement modification agreement with A. Peter Groh and declaring an emergency.

Councilmember Debbie Pennington, seconded by Councilmember Bill Woeste moved to amend the ordinance. Motion Carried 7-0. Councilmember Debbie Pennington, seconded by Councilmember Bill Woeste moved to adopt . Motion Carried 7-0. ORDINANCE NO. 1-16. APPROVED 7-0.

NEW BUSINESS

COMMUNITY & PUBLIC RELATIONS COMMITTEE

Adam Jones, Chairman; Bill Woeste, Vice Chairman; Debbie Pennington, Member

Simple Motion: Motion to approve Council Committee Assignments dated January 1, 2016.

Councilmember Jones, seconded by Councilmember Abbott, moved to approve the Council Committee Assignments dated January 1, 2016. Motion carried 7-0. SIMPLE MOTION 1-16. APPROVED 7-0.

PUBLIC WORKS COMMITTEE

Chad Oberson, Chairman; Mike Snyder, Vice Chairman; Bill Woeste, Member

Resolution declaring necessity of repairing sidewalks (including aprons).

Councilmember Chad Oberson, seconded by Councilmember Mike Snyder moved to read the following resolution by title only. Motion Carried 7-0.

Background: City Manager Wendling recommended the annual resolution to declare necessity of repairing sidewalks. Legislative Action: Councilmember Oberson presented the first reading of this resolution.

Ordinance to authorize the City Manager to enter into a three (3) year contract with T.R. Gear Landscaping for the Grounds, Entryways and Landscaping Program.

Councilmember Chad Oberson, seconded by Councilmember Bill Woeste moved to read the following ordinance by title only. Motion Carried 7-0.

Background: City Manager Wendling recommended a contract with T.R. Gear Landscaping for the annual Grounds, Entryways and Landscaping Program. Legislative Action: Councilmember Oberson presented the first reading of this ordinance.

FINANCE & BUDGET COMMITTEE

Tim Abbott, Chairman; Debbie Pennington, Vice Chairman; Craig Keller, Member

Councilmember Tim Abbott, seconded by Councilmember Debbie Pennington moved to read the following three (3) ordinances by title only. Motion Carried 7-0.

Ordinance to amend Sections 181.03 and 181.05 of Ordinance No. 166-84, The Codified Ordinances of Fairfield, Ohio relative to the City of Fairfield Income Tax.

Background: City Manager Wendling recommended an ordinance to amend the Fairfield Income Tax code. There were a few minor errors in the state's amendment, as well as a provision for excluding stock options that was left out. This ordinance will correct all of those errors. Legislative Action: Councilmember Abbott presented the first reading of this ordinance.

Councilmember Tim Abbott, seconded by Councilmember Chad Oberson moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Tim Abbott, seconded by Councilmember Chad Oberson moved to adopt . Motion Carried 7-0. ORDINANCE NO. 2-16. APPROVED 7-0.

Ordinance to amend Ordinance No. 107-15 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, 2016, and ending December 31, 2016."

Background: City Manager Wendling recommended a contractual appropriation for the first year of the Grounds, Entryways and Landscaping Program in the amount of \$69,525. Legislative Action: Councilmember Abbott presented the first reading of this ordinance.

Councilmember Tim Abbott, seconded by Councilmember Debbie Pennington moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Tim Abbott, seconded by Councilmember Craig Keller moved to adopt . Motion Carried 7-0. ORDINANCE NO. 3-16. APPROVED 7-0.

Ordinance to amend Ordinance No. 107-15 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, 2016, and ending December 31, 2016."

Background: City Manager Wendling recommended the following Non-Contractual Appropriations – \$41,000 for purchase of three (3) thermal imaging cameras and fitness equipment through Assistance to Firefighters Grant (AFG) awarded to Fairfield Fire Department in 2015. Legislative Action: Councilmember Abbott presented the first reading of this ordinance.

Councilmember Tim Abbott, seconded by Councilmember Craig Keller moved to suspend the rules requiring three (3) readings of this ordinance. Motion Carried 7-0. Councilmember Tim Abbott, seconded by Councilmember Adam Jones moved to adopt . Motion Carried 7-0. ORDINANCE NO. 4-16. APPROVED 7-0.

Meeting Schedule

Mayor Miller read the following meeting schedule:

- Monday, January 25 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
- Monday, February 8 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.
- Monday, February 22 Council-Manager Briefing, 6:00 p.m.; Regular Meeting, 7:00 p.m.

Executive Session of Council (if needed)

The meeting adjourned to Executive Session at 7:15 PM.

Adjournment

The Regular Meeting adjourned at 7:45 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved: _____

ITEM NO. _____

CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION

DATE: 01/11/2016

ITEM:

Resolution of Necessity to require repair and/or replacement of sidewalks by abutting property owners.

FINANCIAL IMPACT:

No financial impact at this time.

SYNOPSIS:

The City has completed the process of sidewalk inspection thereby requiring repair and/or replacement of sidewalks for 2016 by the abutting property owners.

BACKGROUND

This is an ongoing program that was implemented in 1994 to inspect sidewalks and approach aprons citywide. The program was designed to complete inspections of all city sidewalks on a four (4) year rotating basis. Marking of sidewalks and aprons citywide has been completed for the 2016 program year. There are 736 property locations marked for repair or replacement. There are 13,021 Square Feet of 4" (sidewalk), 9,939 Square Feet of 7" (driveway aprons) concrete, and 2,697 Square Feet of 9" (commercial driveway aprons) concrete marked for replacement. There are 549 locations marked for repair via the cutting method. The cutting method was used for the last two years as part of the sidewalk project and has proved an effective method for limiting damage to the adjacent lawn and inconvenience to the residents while also being a cost saving measure for the property owners.

In order to begin the assessment and notification process, it is necessary for City Council to pass a Resolution of Necessity to require repair of sidewalks and driveway aprons located in designated areas of all four wards that have not already been repaired by the abutting property owners.

Notices are sent out to the affected property owners, giving them a minimum of 60 days in which to complete the replacement. The property owner has two options, either have the work completed prior to the end of the 60-day notice, or have the city's contractor complete the work. Should the property owner have the city's contractor perform the work, payment is made via an invoice from the city or charged to the owner's property tax duplicate.

With this early notification, the property owner will have more than the 60-day time frame to complete the work, before the city's contractor begins work, if they so desire. At this time, the city's contractor is anticipated to begin work sometime during the May/June timeframe.

RECOMMENDATION

It is recommended that City Council authorizes and directs the preparation of a Resolution of Necessity for the sidewalk/driveway apron repairs.

LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, explain above.	yes	no
 Emergency Provision Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If yes, explain above.	yes	no

Prepared by:

Approved for Content by:

Financial Review (where applicable):

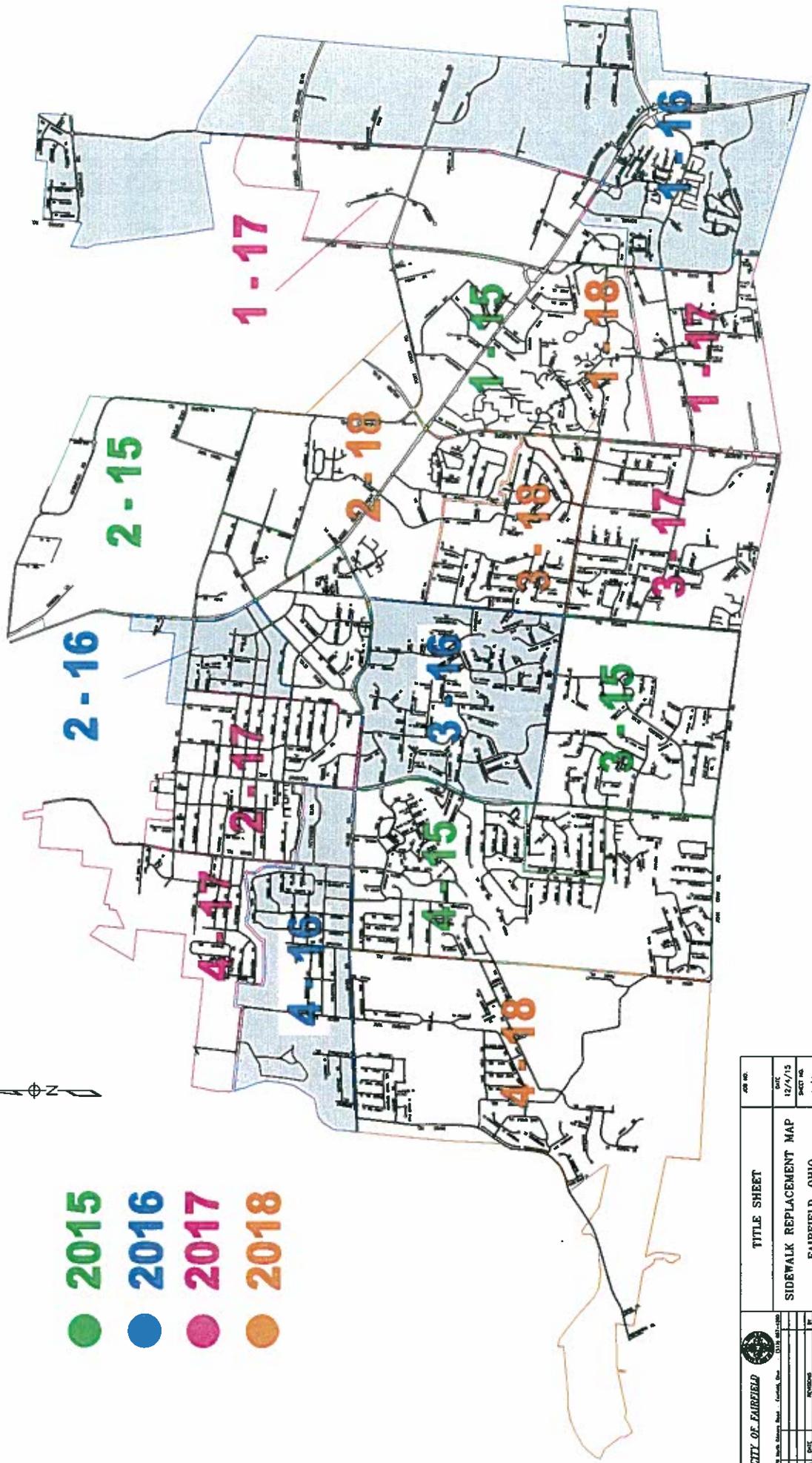
Legal Review (where applicable):

Accepted for Council Agenda:

Sidewalk Replacement Program



- 2015
- 2016
- 2017
- 2018



 CITY OF FAIRFIELD <small>500 South Main Street - Fairfield, Ohio 43024-1000</small>	TITLE SHEET	
	SIDEWALK REPLACEMENT MAP FAIRFIELD, OHIO	
DATE: 12/4/13 SHEET NO: 1/1	JOB NO.	

RESOLUTION NO. _____

RESOLUTION DECLARING NECESSITY OF REPAIRING SIDEWALKS
(INCLUDING APRONS).

WHEREAS, the Public Works Director has heretofore prepared plans, specifications and an estimate of cost for the repair of certain sidewalks (including aprons) at the locations hereinafter set forth; and

WHEREAS, said plans, specifications and estimate of cost are now on file in the office of the Clerk of Council;

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

Section 1. It is necessary to repair certain sidewalks (including aprons) in the City of Fairfield, Ohio, at the addresses of the abutting properties which are shown in the cost estimates prepared by the Public Works Director and which cost estimates are on file in the office of the Clerk of Council and are incorporated herein by reference.

Section 2. The plans, specifications and estimate of cost for said repair now on file in the office of the Clerk of Council be and the same hereby are approved.

Section 3. The owners of each lot and parcel of land bounding and abutting upon the proposed sidewalks shall repair that portion of said sidewalks (including aprons) which abuts his/her property, in accordance with the plans and specifications now on file in the office of the Clerk of Council within thirty (30) days after service of notice of the passage of this resolution.

Section 4. In the event any such abutting property owner does not complete the repair of that portion of such sidewalks (including aprons) which abut his/her property in accordance with said plans and specifications and within the time period as hereinbefore prescribed, then this Council shall cause the same to be done and the entire cost thereof shall be assessed upon the property of such abutting property owner.

Section 5. The Clerk of Council be and she hereby is authorized and directed to serve notice of the passage of this resolution upon the owners of the lots and lands abutting upon said sidewalks (including aprons) in the manner provided by law.

Section 6. This Resolution shall take effect at the earliest period allowed by law.

Passed _____
Posted _____
First Reading _____
Second Reading _____
Third Reading _____

Mayor's Approval _____
Rules Suspended _____

ATTEST:

Clerk of Council

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

Clerk of Council

CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION

DATE: 1/11/2016

ITEM:

Landscaping Maintenance Contract Award

FINANCIAL IMPACT:

\$69,525.00 for the first year of the contract. Funding for this contract will be provided from the Capital Improvements Fund and is listed in the Capital Improvement Program as item PWA-15-008 Grounds, Entryways and Landscaping Program.

SYNOPSIS:

The Public Works Department advertised for bids on November 20, 2015 and November 27, 2015. Bids were opened on December 7, 2015 and six (6) proposals were received (see attached).

In review of the bids submitted the lowest and best bidder was T.R. Gear Landscaping.

The project is programmed in the current 2015-2019 CIP as PWA-15-008.

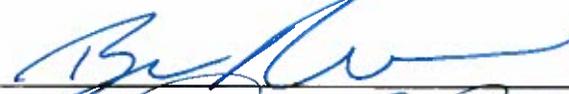
BACKGROUND:

The 2013-2015 contract was also with T.R. Gear Landscaping for a total contract of \$226,539 (\$75,513/year). The 2010-2012 contract was with T.R. Gear Landscaping for a total contract of \$233,757 (\$77,919/year). The recommended bidder is \$17,964 less than the current 3-year contract. The new contract will begin April 1, 2016. The three landscaping areas are Route 4 South (Seward Road to Woodridge Boulevard), Route 4 North (Symmes Road to the Railroad overpass), and Patterson Drive (Pleasant Avenue to River Road).

RECOMMENDATION:

It is recommended that City Council direct the legislation authorizing the City Manager to enter into a contract with T.R. Gear Landscaping for a three (3) year term. Funding is requested in the amount of \$69,525.00 from the Capital Improvements Fund for the first year of the contract.

LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, explain above.
	yes	no	
Emergency Provision Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, explain above.
	yes	no	

Prepared by: 

Approved for Content by: 

Financial Review (where applicable): 

Legal Review (where applicable): 

Accepted for Council Agenda: 

11 (B)(2)A

City of Fairfield
Bid Tabulation for: Landscape and Maintenance
Bid Opening: December 7, 2015, City of Fairfield Council Chambers

Qualified Property Services 3324 Port Union Rd. Fairfield, OH 45014	T.R. Gear Landscaping 3300 Port Union Road Fairfield, OH 45014	Davey 6065 Guinea Pike Milford, OH 45150
--	---	---

Description	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
South Route 4 (South of Seward Rd.)	\$ 65,730.00	\$ 65,730.00	\$ 65,730.00	\$ 64,061.00	\$ 64,061.00	\$ 64,061.00	\$ 66,295.00	\$ 66,295.00	\$ 66,295.00
North Route 4 (North of Symmes Rd.)	\$ 3,395.00	\$ 3,395.00	\$ 3,395.00	\$ 3,178.00	\$ 3,178.00	\$ 3,178.00	\$ 5,805.00	\$ 5,805.00	\$ 5,805.00
Paterson Drive	\$ 1,875.00	\$ 1,875.00	\$ 1,875.00	\$ 2,286.00	\$ 2,286.00	\$ 2,286.00	\$ 3,640.00	\$ 3,640.00	\$ 3,640.00

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.

**City of Fairfield
 Bid Tabulation for: Landscape and Main
 Bid Opening: December 7, 2015, City of**

Ohio Irrigation 2109 E. Social Row Rd. Dayton, OH 45458	Brickman 4700 Duke Dr. Mason, OH 45040	Groundspro LLC 5155 Kieley Pl. Cincinnati, OH 45217
--	---	--

Description	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3	Year 1	Year 2	Year 3
South Route 4 (South of Seward Rd.)	\$ 34,500.00	\$ 36,250.00	\$ 38,000.00	\$ 78,798.00	\$ 78,798.00	\$ 78,798.00	\$ 72,393.45	\$ 72,393.45	\$ 72,393.45
North Route 4 (North of Symmes Rd.)	\$ 34,500.00	\$ 36,250.00	\$ 38,000.00	\$ 3,450.00	\$ 3,450.00	\$ 3,450.00	\$ 4,540.48	\$ 4,540.48	\$ 4,540.48
Paterson Drive	\$ 10,200.00	\$ 10,700.00	\$ 11,200.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 3,267.00	\$ 3,267.00	\$ 3,267.00

*These bids will be reviewed by the Public Work
 will be made to Council. There is no guarantee
 to the lowest bidder. Contracts are awarded to
 and the lowest bidder.*

Dixie Hwy & Patterson Dr Landscape Areas



ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A THREE (3) YEAR CONTRACT WITH T.R. GEAR LANDSCAPING FOR THE GROUNDS, ENTRYWAYS AND LANDSCAPING PROGRAM.

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 three (3) year contract with T.R. Gear Landscaping for the grounds, entryways and landscaping program in accordance with the bid on file in the office of the City Manager.

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

Passed _____ Mayor's Approval _____

Posted _____

First Reading _____ Rules Suspended _____

Second Reading _____

Third Reading _____

ATTEST:

Clerk of Council

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

Clerk of Council

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO
ENTER INTO A CONTRACT WITH PRUS CONSTRUCTION
FOR THE 2016 CONCRETE REPAIR AND REPLACEMENT
PROGRAM.

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 Prus Construction for the 2016 concrete repair and replacement program in accordance with the bid on file in the office of the City Manager.

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

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

ATTEST:

Clerk of Council

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

Clerk of Council

**CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION**

ITEM:

DATE: 1/25/16

Authorization to submit an Ohio Public Works Commission/Clean Ohio Fund Green Space Conservation grant application for the Seward Road-Morris Farm Project.

FINANCIAL IMPACT:

There is no financial impact to submit the grant application.

SYNOPSIS:

It is necessary for City Council to authorize the City Manager to submit an Ohio Public Works Commission/Clean Ohio Fund Green Space Conservation grant application for the Seward Road-Morris Farm Project.

BACKGROUND:

The Ohio Public Works Commission's Natural Resources Assistance Council/District 10 has funds available for the Clean Ohio Green Space Conservation Program. The NRAC/District 10 is comprised of Butler, Clermont, Clinton and Warren Counties. The funds may be used for open space acquisition and/or protection/enhancement of riparian corridors or watersheds. The funds can provide up to 75% of the construction costs or implementation for a project; the remaining 25% must be provided by the local agency. The deadline for application submission is February 5, 2016.

The property in question is located in the City of Fairfield / West Chester Township, Ohio. It is an 81.907 acre (approximately 6.1 acres in West Chester) tract of land on the east side of Seward Road between Union Centre Boulevard / Symmes Road and Tylersville Road. The property has accessibility from Firebird Drive off of Union Centre Boulevard.

The property is bordered to the south by the former Miami-Erie Canal and an existing bike trail which is part of the Miami to Miami Trail system. The property is bordered to the north by the Norfolk Western railroad tracks otherwise known as the Norfolk Southern railroad tracks.

The Seward Road - Morris Farm project consists of the fee simple purchase of the land. The project will be contiguous to the existing Miami to Miami Bike path as well as park property owned by West Chester Township. The property is adjacent to the former Miami-Erie Canal and contributes directly to the headwaters of the Mill Creek watershed. This property is located in the flood plain and zoned for light industrial. It is currently being used for agriculture. The purchase of this land will protect the character of the existing park and bike path setting and use. The purchase will also protect the riparian corridor for the Mill Creek and its watershed. The existing land will be allowed to revert to its natural state while providing a buffer for the riparian corridor. The existing land is almost all in the flood plain and this purchase will protect it from the possibility of less desirable development. Also, the property may be used to

provide "stream credits" for future developments within the city of Fairfield as an economic development incentive.

The City has received commitments from both West Chester Township and the Mill Creek Watershed Council of Communities to send letters of support for this project.

The property was recently appraised at approximately \$13,000/acre and the owner is agreeable to selling the property at approximately \$7,000/acre; with the difference being used as the grant match.

At their January meeting, the Parks and Recreation Board passed Resolution 2016-07 in regards to submitting an OPWC/Clean Ohio Fund Grant Application for the Seward Road-Morris Farm Project.

RECOMMENDATION:

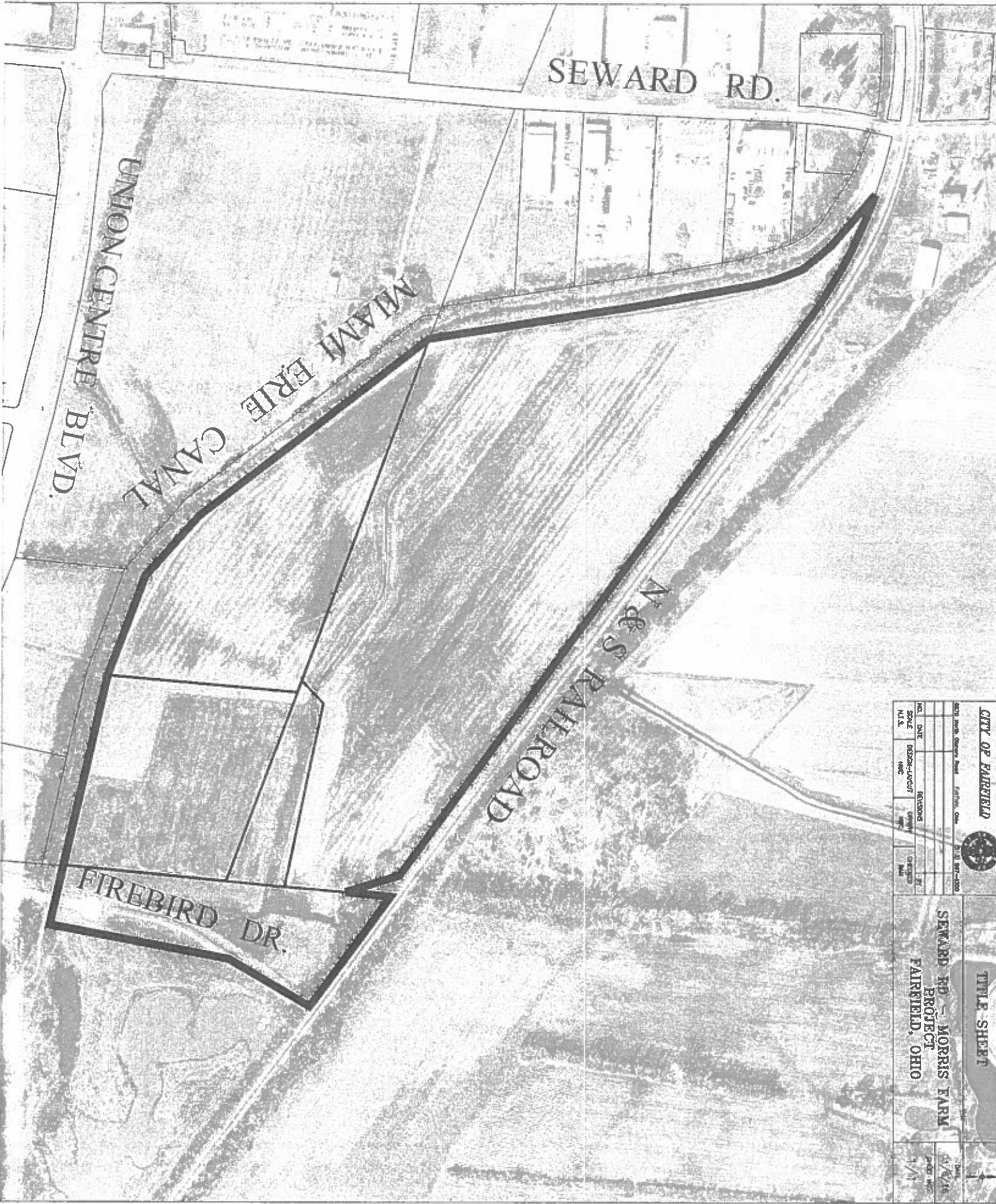
It is recommended that the City Council authorize and direct the preparation of legislation authorizing the City Manager to submit an OPWC/Clean Ohio Fund grant application for the Project. Rules Suspension, Emergency Provision and Adoption are requested due to the grant application deadline of February 5, 2016.

LEGISLATIVE ACTION:

Suspension of Rules and Adoption Requested? YES NO If yes, explain above.

Emergency Provision Needed? YES NO If yes, explain above.

Prepared by: JBell
Approved for Content by: JBell
Financial Review (where applicable): Mary Hym
Legal Review (where applicable): Don H. Almon
Accepted for Council Agenda: Alison Wilson



CITY OF FAIRFIELD

TITLE SHEET

SEWARD RD. MORRIS FARM PROJECT
FAIRFIELD, OHIO

NO. DATE	REVISIONS	DATE
SCALE	DESIGN-AUTHOR	DATE
N.T.S.	DATE	DATE

DATE: 8/4/16
 PLOT NO.: 1/1



Ohio Public Works Commission
Clean Ohio Fund - Green Space Conservation Program
Application for Financial Assistance

IMPORTANT: Please consult "Instructions for Financial Assistance", for guidance in completion of this form.

Applicant

Applicant: City of Fairfield Public Works

District Number: 10 Subdivision Code: 017-25970 Date: 01/19/2016

Contact: Ben Mann Phone: (513) 867-4213
(The individual who will be available during business hours and who can best answer or coordinate the response to questions)

Email: bmann@fairfield-city.org FAX: (513) 867-4205

Project

Project Name: Seward Road - Morris Farm Project

County: Butler Zip Code: 45014

Applicant Type	Funding Request Summary
<p><small>(Select one)</small></p> <p><input type="checkbox"/> County (1)</p> <p><input checked="" type="checkbox"/> City (2)</p> <p><input type="checkbox"/> Township (3)</p> <p><input type="checkbox"/> Village (4)</p> <p><input type="checkbox"/> Nonprofit Organization (10)</p> <p><input type="checkbox"/> Other (11) _____</p> <p><input type="checkbox"/> Conservation District (6)</p> <p><input type="checkbox"/> Soil & Water (7)</p> <p><input type="checkbox"/> Joint Recreational District (8)</p> <p><input type="checkbox"/> Park District / Authority (9)</p>	<p><small>(Automatically populates from page 2)</small></p> <p>Total Project Cost: <u>1,076,500.00</u></p> <p>Funding Requested: <u>576,000.00</u></p>
	<p>Project Emphasis</p> <p><small>(Automatically populates from Attachment A)</small></p> <p>Primary: <u>Water quality (6)</u></p> <p>Secondary: <u>Preservation of headwater streams (13)</u></p>

NRAC Recommendation (To be completed by the NRAC)

NRAC Priority: _____

Amount: _____ .00

For OPWC Use Only

Status	Funding Summary
Project Number: <u>C</u> _____	Grant Amount: _____ .00
Release Date: _____	Local Participation: _____ %
OPWC Approval: _____	OPWC Participation: _____ %

1.0 Project Financial Information (All Costs Rounded to Nearest Dollar)

1.1 Project Estimated Costs

Acquisition

Fee Simple	a.)	<u>1,060,000</u>	.00
Easement	b.)	_____	.00
Total Acquisition Costs	c.)	<u>1,060,000</u>	.00

Planning and Implementation

Appraisal	d.)	<u>2,000</u>	.00
Survey	e.)	<u>3,500</u>	.00
Title Work	f.)	<u>2,000</u>	.00
Closing Costs	g.)	<u>5,500</u>	.00
Environmental Assessments	h.)	<u>2,500</u>	.00
Other _____	i.)	_____	.00
_____		_____	.00
_____		_____	.00
_____		_____	.00

Total Planning and Implementation k.) 15,500 .00

Site Improvements l.) _____ .00

Permits, Advertising, Legal 0 % m.) 1,000 .00

Contingencies n.) _____ .00 0 %

Total Estimated Costs o.) 1,076,500 .00 100 %

1.2 Project Financial Resources

Local Resources

Local In-Kind or Force Account a.) _____ .00

Applicant Contributions b.) 16,500 .00

Other Public Revenues

Land Water Conservation Fund d.) _____ .00

Nature Works e.) _____ .00

Ohio Environmental Protection Agency f.) _____ .00

Ohio Department of Natural Resources g.) _____ .00

Other _____ h.) _____ .00

Private Contributions: (e.g. Land Donation) i.) 484,000 .00

Subtotal Local Resources j.) 500,500 .00 46 %

Clean Ohio Funds

Funds this NRAC k.) 576,000 .00

Funds another NRAC l.) _____ .00

Subtotal Clean Ohio Funds m.) 576,000 .00 54 %

Total Financial Resources n.) 1,076,500 .00 100 %

1.3 Availability of Local Funds

Attach a statement signed by the *Chief Financial Officer* listed in section 5.2 certifying *all local resources* required for the project will be available on or before the earliest date listed in the Project Schedule section. The OPWC Agreement will not be released until the local resources are certified. Failure to meet local share may result in termination of the project. Applicant needs to provide written confirmation for funds coming from other funding sources.

1.4 Partnerships

List any partnership with other sources (i.e. is this part of a larger project or plan):

The City of Fairfield will be responsible for the management of the Seward Road - Morris Farm Project acquisition and maintenance. The City has extensive experience in land acquisition and park maintenance. This project will serve as a buffer and enhancement of the existing bike path and park area in Fairfield and West Chester. A portion of this project is within West Chester Township limits and will serve as an extension to the West Chester Township area developed with a previous grant.

2.0 Project Schedule

2.1 Planning and Implementation	Begin Date: <u>03/01/2016</u>	End Date: <u>07/01/2016</u>
2.2 Land Acquisition / Easements	Begin Date: <u>06/01/2016</u>	End Date: <u>11/30/2016</u>
2.3 Site Improvements	Begin Date: _____	End Date: _____

Failure to meet project schedule may result in termination of agreement for approved projects. Modification of dates must be requested in writing by project official of record and approved by the Commission once the Project Agreement has been executed.

3.0 Project Description

- A: SPECIFIC LOCATION** (Supply a written location description that includes the project boundaries; although a map is required it does not replace this requirement. Include parcel numbers, noting if partial, and the number of deeds.) 1000 character limit.

The Seward Road - Morris Farm project is located in the City of Fairfield / West Chester Township, Ohio. It is an 81.907 acre (approximately) tract of land on the east side of Seward Road between Union Centre Boulevard / Symmes Road and Tylersville Road. The property has accessibility from Firebird Drive off of Union Centre Boulevard.

The property is bordered to the south by the former Miami-Erie Canal and an existing bike trail which is part of the Miami to Miami Trail system. The property is bordered to the north by the Norfolk Western railroad tracks otherwise known as the Norfolk Southern railroad tracks.

The project includes parcels A0700150000018 (49.737 acres), A0700151000010 (13.285 acres), A0700151000011 (10.099 acres), A0700150000019 (2.675 acres), M5610009000010 (4.154 acres) and M5610008000023 (1.957 acres). The total acreage listed by the Butler County Auditor within the City of Fairfield and West Chester Township is 75.796 and 6.111 respectively.

- B: PROJECT COMPONENTS** (Describe the various components and attach proposed deed restrictions) 2,000 character limit.

The Seward Road - Morris Farm project consists of the fee simple purchase of approximately 81.907 acres of land. The project will be contiguous to the existing Miami to Miami Bike path as well as park property owned by West Chester Township. The property is adjacent to the former Miami-Erie Canal and contributes directly to the headwaters of the Mill Creek watershed. This property is located in the flood plain and zoned for light industrial. It is currently being used for agriculture. The purchase of this land will protect the character of the existing park and bike path setting and use. The purchase will also protect the riparian corridor for the Mill Creek and its watershed. The existing land will be allowed to revert to its natural state while providing a buffer for the riparian corridor.

The project will be incorporated into the nature educational activities of the City of Fairfield which include a partnership with the Fairfield City Schools and Huffman Park, a natural discovery center.

The vast majority of the site will be returned to a natural state that will be managed by City forces. Mowed walking trails will be included in the maintenance plan in order to allow for the environment to be linked to humanity in a harmonious manner. The City of Fairfield will utilize the existing parking lot and bike path to expand the trails and outdoor educational opportunities offered by this tract of land.

- C: Terms of Easements:** 500 character limit.

The City of Fairfield will purchase the property in fee simple with the associated encumbrances required of the Clean Ohio Fund. The City understands that all Clean Ohio encumbrances are permanent in nature and will be recorded as deed restrictions.

- D: Access:** (Location, if open to public, hours, public participation in planning process) 500 character limit.

The site will be accessed by existing access points from Seward Road and also from Firebird Lane. The site will be incorporated into the overall parks district operation for the City of Fairfield and will be open to the public during normal park hours, provided the site is safe to enter.

- E: Ownership / Management / Operation:** 500 character limit.

The property will be owned, managed, and operated by the City of Fairfield. The City's Parks Department maintains full and part time staff for the maintenance of the City's park system including park rangers to ensure the safety of the many park properties throughout the City.

4.0 Project Officials

Changes in Project Officials must be submitted in writing from an officer of record.

4.1 Chief Executive Officer (Person authorized in legislation to sign project agreements)

Name: Mark Wendling
Title: City Manager
Address: 5350 Pleasant Avenue

City: Fairfield State: OH Zip: 45014
Phone: 513-867-5350
FAX: 513-867-5388
E-Mail: mwending@fairfield-city.org

4.2 Chief Financial Officer (Can not also serve as CEO)

Name: Mary Hopton
Title: Finance Director
Address: 5350 Pleasant Avenue

City: Fairfield State: OH Zip: 45014
Phone: 513-867-5315
FAX: 513-867-5325
E-Mail: mhopton@fairfield-city.org

4.3 Project Manager

Name: Ben Mann, P.E.
Title: City Engineer
Address: 8870 North Gilmore Road

City: Fairfield State: OH Zip: 45014
Phone: 513-867-4213
FAX: 513-867-4205
E-Mail: bmann@fairfield-city.org

5.0 Attachments / Completeness review

Confirm in the boxes below that each item listed is attached (Check each box)

- A certified copy of the authorization by the governing body of the applicant authorizing a designated official to sign and submit this application and execute contracts. This individual should sign under 6.0, Applicant Certification, below.
- A certification signed by the applicant's chief financial officer stating the amount of *all local share* funds required for the project will be available on or before the dates listed in the Project Schedule section.
- A cooperative agreement (if the project involves more than one entity) which identifies the fiscal and administrative responsibilities of each participant.
- Resolution of Support (Please refer to section 164.23(B)(1) of the Ohio Revised Code for guidance).
- OPWC Proposed Declaration of Restrictions; also include restrictions for any other funding sources.
- Information concerning the coordination and / or participation by local subdivisions, state agencies, federal agencies, community organizations, conservation organizations, and local business groups.
- For site improvements: Formal estimate by architect, landscape architect, or other professional, or quotes.
- Supporting Documentation: Materials such as additional project description, photographs, and / or other information to assist your NRAC in ranking your project including supplements which may be required by your local NRAC. Appraisals must be in conformance with OPWC appraisal standards.

6.0 Applicant Certification

The undersigned certifies: (1) he/she is legally authorized to request and accept financial assistance from the Ohio Public Works Commission as identified in the attached legislation; (2) to the best of his/her knowledge and belief, all representations that are part of this application are true and correct; (3) all official documents and commitments of the applicant that are part of this application have been duly authorized by the governing body of the applicant; and, (4) should the requested financial assistance be provided, that in the execution of this project, the applicant will comply with all assurances required by Ohio Law, including those involving Buy Ohio and prevailing wages.

Applicant certifies that the project as defined in the application has NOT resulted in any transfer of title or rights to land or begun any type of physical improvements prior to the execution of a Project Agreement with the Ohio Public Works Commission. Action to the contrary will result in termination of the agreement and withdrawal of Ohio Public Works Commission funding.

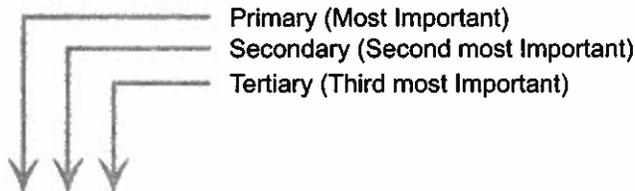
Mark Wendling, City Manager

Certifying Representative (Printed form, Type or Print Name and Title)

Original Signature / Date Signed

Attachment A Project Emphasis (ORC 164.22)

Select the projects primary emphasis in the first column. If the project has more than one emphasis, then prioritize in order of decreasing emphasis using the second and third columns. Select one item for each column. You may add a supplemental sheet if you want to provide additional information on the project's value.



- | | | | |
|-------------------------------------|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Supports comprehensive open space planning; Incorporates aesthetically pleasing and ecologically informed design |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Enhances economic development that relies on recreation and ecotourism in areas with relatively high unemployment and lower incomes |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Protects habitat for rare, threatened, and endangered species or the preservation of high quality, viable habitat for plant and animal species |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Preserves existing high quality wetlands or other scarce natural resources |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Enhances educational opportunities and provides physical links to schools and after-school centers |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Preserves or restores water quality, natural stream channels, functioning floodplains, wetlands, and/or streamside forests. Preserves or restores other natural features that contribute to the quality of life and to state's natural heritage |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Reduces or eliminates nonnative, invasive species of plants or animals |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Allows proper management of areas where safe fishing, hunting, and trapping may take place in a manner that will preserve a balanced natural ecosystem |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Increases habitat protection |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Included as part of a stream corridor-wide or watershed-wide plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Provides multiple recreational, economic, and aesthetic preservation benefits |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Preserves or restores floodplain and streamside forest functions |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Preserves headwater streams |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Restores and preserves aquatic biological communities |

ORDINANCE NO. _____

ORDINANCE TO AUTHORIZE THE CITY MANAGER TO EXECUTE A GRANT APPLICATION AND AGREEMENT WITH OHIO PUBLIC WORKS COMMISSION (OPWC)/CLEAN OHIO FUND GREEN SPACE CONSERVATION FOR THE SEWARD ROAD-MORRIS FARM 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 an Ohio Public Works Commission/Clean Ohio Fund Green Space Conservation Grant Application and Agreement for the Seward Road-Morris Farm 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 by February 5, 2016; 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 OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION

ITEM NO. 11 E)(1)

ITEM:

DATE: 1/25/16

Amendment of Wage and Salary Ordinance Necessitated by a Medical Leave.

FINANCIAL IMPACT:

There will be no financial impact in this matter.

SYNOPSIS:

Council action is requested to add an Account Clerk I position in the Income Tax Division until the next vacancy in that classification.

BACKGROUND:

The City received a request from a current Account Clerk I in the Income Tax Division for medical leave of absence without pay, the duration of which is estimated at twelve (12) months. This request has been granted in accordance with the AFSCME labor agreement. The additional Account Clerk I requested will, in essence, be doing the work of the one on medical leave. There is an understanding that the next Account Clerk I position to be vacated will not be filled, returning the authorized staffing level to four (4) Account Clerk I positions in the Income Tax Division.

RECOMMENDATION:

It is recommended that City Council amend the Non-Exempt Wage and Salary Ordinance to add an Account Clerk I position the Income Tax Division effective immediately. Rules suspension and adoption as well as the emergency provision are requested so that the new position can be filled at the earliest possible date.

LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested? If yes, explain above.
yes no

Emergency Provision Needed? If yes, explain above.
yes no

Prepared by: Carol Mayhall Carol Mayhall, Human Resources Manager

Approved for Content by: [Signature] Gregory Preece, Assistant City Manager

Financial Review (where applicable): Mary Hopton Mary I. Hopton, Finance Director

Legal Review (where applicable): John Clemmons John H. Clemmons, Law Director

Accepted for Council Agenda: Alisha A. Wilson Alisha A. Wilson, Clerk of Council

ORDINANCE NO. _____

ORDINANCE TO ESTABLISH SALARIES AND HOURLY RATES FOR CERTAIN SALARIED AND HOURLY EMPLOYEES OF THE CITY OF FAIRFIELD, OHIO AND TO AUTHORIZE AND LIMIT THE NUMBERS AND TYPES OF CERTAIN EMPLOYEES, TO REPEAL ORDINANCE NO. 15-15 AND ALL AMENDMENTS THERETO AND DECLARING AN EMERGENCY.

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

- Sec.1 Ordinance No. 15-15 and all amendments thereto and all other ordinances inconsistent herewith are hereby repealed as the respective sections of this ordinance become effective as stated in Section 14 hereof. Changes from Ordinance No. 15-15 are shown in bold, with deletions in brackets.
- Sec.2 The salaries and hourly rates and related information contained herein are applicable only to those positions authorized in this Ordinance.
- Sec.3 The terms of the agreements of each bargaining unit of the City shall apply to all members of the bargaining unit, whether or not they are members of the union which represents that bargaining unit.
- Sec.4 All rates established by this Ordinance shall either be the maximum authorized rate or the range for each respective position as shown.
- Sec.5 In the department of General Government are the following classifications of jobs and rates of pay:

A. Civil Service Commission

One (1) Clerk of Commission (PT) 19.45-21.54 per hour

B. Special Appropriations

One (1) Clerk I 18.23-21.41 per hour
Two (2) Clerks (PT) 8.10-18.09 per hour

C. City Council

One (1) Clerk of Council (PT) \$25,750.00-\$32,136.00 per annum

- Sec.6 In the Department of Development Services there are the following classifications of jobs and rates of pay:

A. Division of Building and Zoning Inspection

One (1) Building Inspector* 30.86-32.10 per hour
One (1) Heating Inspector* 30.86-32.10 per hour
One (1) Electrical Inspector* 30.86-32.10 per hour
One (1) Clerk II 22.03-23.42 per hour
One (1) Clerk I 18.23-21.41 per hour
Three (3) Zoning Inspector/Clerks 22.03-23.42 per hour
One (1) Zoning Inspector/Clerk (PT) 8.10-18.09 per hour
One (1) Plans Reviewer (PT) 23.27-35.99 per hour
One (1) Electrical Inspector (PT/TEMP) 23.27-35.99 per hour

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

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

A. Finance Administration/Financial Services

Two (2) Account Clerk II *	22.03-23.42 per hour
Four (4) Account Clerk I	18.23-21.41 per hour
Three (3) Clerks (PT)	8.10-18.09 per hour

B. Income Tax

One (1) Account Clerk II *	22.03-23.42 PER HOUR
FIVE (5) [Four (4)] Account Clerk I	18.23-21.41 PER HOUR
One (1) Clerk (PT)	8.10-18.09 PER HOUR

*Crew leader position established to receive an additional \$0.50 per hour.

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

Three (3) Lieutenants	43.51-46.98 per hour
Ten (10) Sergeants	38.83-41.93 per hour
Forty-seven (47) Police Officers*	23.82-37.26 per hour
Ten (10) Dispatchers**/****	20.46-23.85 per hour
Eight (8) Dispatchers (PT)	20.46-23.85 per hour
Four (4) Clerk II***	22.03-23.42 per hour
Four (4) Clerk I	18.23-21.41 per hour
One (1) Crime Prevention Coordinator (PT)	20.66-23.88 per hour
One (1) Animal Control Officer	18.67-21.89 per hour
One (1) Animal Control Officer (PT)	18.67-21.89 per hour
One (1) Park Ranger***	21.84-24.67 per hour
Three (3) Park Rangers (PT)	21.84-24.67 per hour
Two (2) Police Services Aides (PT)	18.93-24.12 per hour
One (1) Receptionist (PT)	8.10-18.09 per hour

* A Police Officer assigned as Field Training Officer for a new Officer will be paid an additional \$1.50 per hour for hours worked in the company of the new Officer as long as the Field Training Officer remains responsible for the training of the new Officer.

** Dispatchers assigned training responsibilities will be paid an additional \$0.50 per hour for the duration of the assignment.

*** Crew leader position established to receive an additional \$0.50 per hour.

**** Appointed Dispatch Foreman will be paid \$28.43 per hour.

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

Three (3) Captains ***	31.55-32.82 per hour
Nine (9) Lieutenants **/****	28.34-30.10 per hour
Fifteen (15) Firefighter/Paramedics*/**	18.27-27.93 per hour
Three (3) Captains (PT)	17.59-19.92 per hour
One (1) Lieutenant (PT)	15.98-19.01 per hour
One (1) Training Coordinator (PT)	18.87-24.44 per hour
One (1) Asst. Training Coordinator (PT)	15.98-19.01 per hour
Seventy-five (75) PT Firefighters/EMT-A****	15.53-17.59 per hour
Two (2) Safety Inspectors (PT)	15.53-17.59 per hour
One (1) Clerk II	22.03-23.42 per hour

* Additional \$1.00 per hour paid when serving as Station Supervisor.

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

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

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

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

A. Construction Services

One (1) Clerk II	22.03-23.42 per hour
One (1) Construction Inspector*	30.72-31.95 per hour
Two (2) Sidewalk Inspectors (PT)	8.05-18.09 per hour

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

Class I Water Distribution	\$0.25	Class I Wastewater Collection	\$0.25
Class II Water Distribution	\$0.50	Class II Wastewater Collection	\$0.50

B. Engineering Services

One (1) GIS-GPS Mapping Technician/ Traffic Analyst	30.72-31.95 per hour
---	----------------------

C. Municipal Building Maintenance

One (1) Custodial Worker*	19.49-21.62 per hour
One (1) Maintenance Worker/Laborer**	20.58-28.43 per hour
One (1) Maintenance Electrician	24.76-29.68 per hour

* Crew Leader position established to receive an additional \$0.50 per hour.

** Crew Leader positions established to receive an additional \$0.50 per hour. Maintenance Worker Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$0.30 per hour while maintaining those proficiencies. A Maintenance Worker Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NPRA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$0.40 cents per hour.

D. Division of Streets and Transportation

Twenty Two (22) Maintenance Workers/Laborers**/**	20.58-28.43 per hour
Four (4) Laborers (Temp/PT)	8.10-18.09 per hour
One (1) Clerk II	22.03-23.42 per hour

** Crew Leader position(s) established to receive an additional \$0.50 per hour. Maintenance Worker Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$0.30 per hour while maintaining those proficiencies. A Maintenance Worker Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NPRA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$0.40 cents per hour.

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

E. Municipal Garage

Four (4) Mechanics *	21.84-27.15 per hour
One (1) Clerk II	22.03-23.42 per hour

*Mechanic Foreman position to receive an additional \$1.25 per hour.

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

A. Administration and Recreation

One (1) Clerk II	22.03-23.42 per hour
One (1) Clerk I	18.23-21.41 per hour
Five (5) Clerks (PT)	8.10-18.09 per hour
Six (6) Recreation Programmers (PT)	14.48-20.80 per hour
Four (4) Facility Attendants (PT)	8.10-18.09 per hour
Five (5) Cashiers (PT)	8.10-18.09 per hour
Forty (40) Recreation Leaders (PT)	8.10-18.09 per hour

B. Parks and Recreation Maintenance

Six (6) Maintenance Worker Laborers**	20.58-25.07 per hour
Sixteen (16) Laborers (Temp/PT)	8.10-18.09 per hour

** Crew Leader position(s) established to receive an additional \$0.50 per hour. Maintenance Worker Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$0.30 per hour while maintaining those proficiencies. A Maintenance Worker Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NPRA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$0.40 cents per hour.

C. Marsh Fishing Lake

One (1) Fishing Lake Supervisor (PT)	14.48-20.80 per hour
Eight (8) Cashiers (PT)	8.10-18.09 per hour

D. Recreation Center-Swimming Pool

One (1) Pool Supervisor (Temp)	14.48-20.80 per hour
Two (2) Senior Lifeguards (Temp)	8.10-18.09 per hour
Forty-four (44) Lifeguards (Temp)	8.10-18.09 per hour
Two (2) Cashiers (PT)	8.10-18.09 per hour

E. Recreation Center-Golf Course

One (1) Turf Mechanic/Maintenance Worker	21.84-27.14 per hour
Two (2) Greenskeepers *	25.41-27.76 per hour
One (1) Maintenance Worker/Laborer**	20.58-28.43 per hour
Seventeen (17) Laborers (Temp/PT)	8.10-18.09 per hour
Four (4) Pro Shop Supervisors (PT)	14.48-20.80 per hour
Fifty (50) Cashiers (PT)	8.10-18.09 per hour

* Crew Leader established to receive additional \$0.50 per hour.

** Crew Leader position(s) established to receive an additional \$0.50 per hour. Maintenance Worker Laborer required to maintain proficiency on three or more pieces of equipment shall be compensated an additional \$0.30 per hour while maintaining those proficiencies. A Maintenance Worker Laborer required to maintain an Ohio Department of Agriculture Public Operator Spraying License, a National Swimming Pool Foundation Certified Pool/Spa Operator License, or an NPRA/OPRA National Playground Safety Inspector Certification will be compensated an additional \$0.40 cents per hour.

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

A. Wastewater Division

One (1) Clerk II	22.03-23.42 per hour
Two (2) Laboratory Technicians**** (55 % of wages charged to Sewer Fund;	21.54-31.48 per hour 45% charged to Water Fund)
One (1) Construction Inspector*	30.72-31.95 per hour
Seventeen (17) Operator/Maintenance Workers*/***	21.81-30.47 per hour
Two (2) Laborers (PT)	8.10-18.09 per hour

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

Class I Water Distribution	\$0.25	Class I Wastewater Collection	\$0.25
Class II Water Distribution	\$0.50	Class II Wastewater Collection	\$0.50

*** Chief Operator, Instrumentation Foreman, Maintenance Foreman and Collection Foreman to receive \$1.25 over their regular rate of pay. Assistant Collection Foreman, Assistant Instrumentation Foreman to receive \$0.75 per hour added to regular rate of pay. Crew leader position(s) established to receive an additional \$0.30 per hour.

**** Laboratory Technicians with Class III Water Plant Operator License or Voluntary Wastewater Lab Certifications to receive an additional \$0.50 per hour each. Lab Supervisor to receive \$1.25 in addition to regular rate of pay.

B. Water Division

One (1) Clerk II	22.03-23.42 per hour
Three (3) Meter Readers**/*** (55% of wages charged to Water Fund;	23.09-24.29 per hour 45% charged to Sewer Fund)
Fifteen (15) Operator/Maintenance Workers*/***	21.84-29.82 per hour
Two (2) Laborers (PT/Temp)	8.10-18.09 per hour

* Chief Operator and Foreman positions to receive \$1.25 over their regular rate of pay.

** Crew Leader position(s) established to receive an additional \$0.50 per hour.

*** An employee in the Meter Reader Classification in the Water Division shall be compensated for one Water Supply License and /or one Water Distribution License as follows:

Class I Water Supply	\$0.50	Class I Water Distribution	\$0.25
Class II Water Supply	\$1.00	Class II Water Distribution	\$0.50
Class III Water Supply	\$1.50		

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

Twenty-five (25) Employees (Temp/or P.T.) 8.10-18.09 per hour

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

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

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

Passed _____

Mayor's Approval

Posted _____

First Reading _____

Rules Suspended _____

Second Reading _____

Emergency _____

Third Reading _____

ATTEST:

Clerk of Council

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

Clerk of Council

CITY OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION

ITEM:

January 25, 2016

Request for appropriation for contractual agenda items

FINANCIAL IMPACT:

\$700,000.00 from noted funding source

SYNOPSIS:

The following appropriations have been requested to fund a contract appearing under New Business on Council's meeting agenda dated January 25, 2016:

\$700,000 for 2016 Concrete Repair and Replacement Program.

BACKGROUND:

Please refer to specific Council Communications dated January 25, 2016 for a description of these items.

RECOMMENDATIONS:

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

LEGISLATIVE ACTIONS:	Suspension of Rules & Adoption Requested?	<input checked="" type="checkbox"/>	<input type="checkbox"/> If yes, explain
		yes	no above
	Emergency Provision Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/> If yes, explain
		yes	no above

Prepared by: Alisha Wilson

Approved for Content by: Alisha Wilson

Financial Review (where applicable) by: Mary Hagan

Legal Review (where applicable) by: [Signature]

Accepted by Council Agenda: Alisha Wilson

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 107-15 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, 2016, AND ENDING DECEMBER 31, 2016."

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

Section 1. Ordinance No. 107-15, the 2016 Appropriation Ordinance, is hereby amended in the following respects:

From:	Unappropriated Capital Improvement Fund	\$700,000
To:	40116025-252000 Improvements Other Than Building <i>(2016 Annual Concrete Repair and Replacement Program)</i>	\$700,000

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

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

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 OF FAIRFIELD, OHIO
CITY COUNCIL COMMUNICATION

ITEM:

January 25, 2016

Request for appropriation for non-contractual agenda items

FINANCIAL IMPACT:

\$242,000.00 from noted funding source

SYNOPSIS:

The following appropriations have been requested:

- \$100,000 for 2016 Grounds, Entry-ways & Landscaping Program (supplies for work by city employees);
- \$100,000 for 2016 Annual Drainage Program (supplies for work by city employees);
- \$42,000 for design for Pleasant Avenue Signal Reconstruction (Pleasant & Evalie and Pleasant & Hunter)

BACKGROUND:

Please refer to specific Council Communications dated January 25, 2016 for a description of these items.

RECOMMENDATIONS:

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

LEGISLATIVE ACTIONS:	Suspension of Rules & Adoption Requested?	<input checked="" type="checkbox"/>	<input type="checkbox"/> If yes, explain
		yes	no above
	Emergency Provision Needed?	<input type="checkbox"/>	<input checked="" type="checkbox"/> If yes, explain
		yes	no above

Prepared by: *klishe walin*

Approved for Content by: *klishe walin*

Financial Review (where applicable) by: *May Hym*

Legal Review (where applicable) by: *Scott Clemmons*

Accepted by Council Agenda: *klishe walin*

CITY OF FAIRFIELD, OHIO
CITY COUNCIL MEETING COMMUNICATION

ITEM NO. 11(C)2)A-1

DATE: 1/25/2016

ITEM:

Appropriation of funding for 2016 Grounds, Entry-ways & Landscaping Program.

FINANCIAL IMPACT:

\$100,000.00 from the Capital Improvement Fund.

SYNOPSIS:

This is an annual expenditure, funded under the Capital Improvement Program. The funds are needed to provide the necessary materials needed to maintain the landscaped medians, City entrance signs, etc.

BACKGROUND:

Costs covered are primarily materials and supplies such as trees, shrubs, flowers and mulch. Street tree plantings will be included in these purchases as well as the maintenance of street trees. As a part of the landscaping contract, the City provides new plantings as well as sprinkler parts for the streetscape unless it was a failure on the contractor's part that necessitates repairs or replacements. A list indicating locations of current islands and City entrance signs is included.

The project is programmed in the 2015-2019 CIP as PWA-15-008.

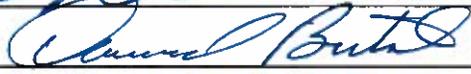
STAFF RECOMMENDATION:

It is recommended that City Council authorize and direct the preparation of legislation authorizing the appropriation of funding in the amount of \$100,000.00 from the Capital Improvement Fund for this program.

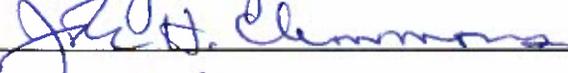
LEGISLATIVE ACTION: Suspension of Rules and Adoption Requested? **If yes, explain above.**
yes no

Emergency Provision Needed? **If yes, explain above.**
yes no

Prepared by: 

Approved for Content by: 

Financial Review (where applicable): 

Legal Review (where applicable): 

Accepted for Council Agenda: 

2016 Grounds, Entry-ways & Landscaping Projects

Cutting and removing dead plants and bushes in City Entrance Signs and islands as listed below:

City Entrance Signs (16)

1. Public Works Facility/8870 N. Gilmore Road
2. Holden Boulevard @ North Gilmore Road
3. River Road north (Across from Hayes Ave.)
4. River Road south @ Bolton Plant
5. John Gray Road @ Pleasant Avenue
6. Winton Road @ John Gray Road
7. Ross Road @ Danbury Road
8. Pleasant Avenue north of Symmes Road
9. Route 4 @ Tri County Christian Church
10. South Gilmore Road @ CFC
11. Port Union Road, east of Thunderbird
12. Tylersville Road, east of Seward Road
13. Bobmeyer Road across from airport
14. Rt.#4 @ Furniture store
15. Union Centre, east of Bypass 4
16. Muhlhauser Road west of LeSaint Dr.

Islands/Medians (29)

- 1 Kolb Drive
- 2 Meijer Drive
- 3 Furniture Fair
- 4 Rt. 4 (north of Woodridge)
- 5 – 6 Ross Road @ Rt. 4 (2)
- 7 – 9 South Gilmore Road (3)
- 10 – 14 Mack Road (5)
- 15 – 19 Resor Road (5)
- 20-21 Seward Road round-a-bouts (2)
- 22-24 Seward Road long medians (4)
- 25 Muskopf @ Rita Mae
- 26 Fairfield Business Center
- 27-29 Patterson Drive (3)

Routine Maintenance: (includes, but is not limited to)

1. Edge and weed around City entrance signs and/or islands
2. Paint and restore City entrance signs as needed
3. Maintenance of sprinkler systems on Mack Road, Gilmore Road, Kolb Drive, Meijer Drive, Rita Mae/Muskopf and Seward Road islands.
4. Mulching projects: All City entrance signs, all islands/medians, tree lines on Nilles Road, River Road, Patterson Blvd., and various locations throughout the City, twice per year
5. Mowing islands weekly until fall
6. City maintained street trees
7. Operation Dump Truck Program
8. Curb-side brush & limb pick up Program

EVALIE DR.



PLEASANT AVE.

RESOR RD.

HUNTER RD.



Pleasant Avenue Signal Reconstruction Project



December 16, 2015

Mr. Ben Mann, P.E.
City Engineer
City of Fairfield
5350 Pleasant Avenue
Fairfield, OH 45014

Re: Cost Proposal for Pleasant Avenue and Hunter / Pleasant Avenue and Evalie Signal Reconstruction Project

Dear Mr. Mann:

HDR Engineering Inc. (HDR) is pleased to submit our cost proposal to provide traffic signal system design services for the Pleasant Avenue and Hunter / Pleasant Avenue and Evalie Signal Reconstruction Project. Our cost proposal is based on our site visit, the RFP, and additional plans provided by the City. Surveying work will be performed by our Subconsultant, Berding Surveying, Inc.

We appreciate the opportunity to work with the City and look forward to starting this project. Please do not hesitate to contact Aaron Littman at 513-984-7504 or aaron.littman@hdrinc.com should you have any questions or need additional clarification.

Sincerely,

HDR Engineering, Inc.

Aaron Littman, P.E., PTOE
Project Manager

HDR Engineering, Inc.

Brad Hyre, P.E.
Managing Principal/Vice President



Pleasant Avenue and Hunter / Pleasant Avenue and Evalie Signal Reconstruction Project

TABLE OF CONTENTS

FEE PROPOSAL	1
PROJECT NARRATIVE	2
LISTING OF SUBCONSULTANTS.....	5
PROJECT SCHEDULE.....	5

Appendix A – Subconsultant Proposal



Fee Proposal

As shown below, the total proposed maximum fee is \$36,567 to be billed on a lump sum, percent complete basis.

Pleasant Avenue and Hunter / Pleasant Avenue and Evalie Signal Reconstruction Project										
HDR ENGINEERING, INC.										
SUMMARY OF LABOR COSTS										
TASK NO.	TASK DESCRIPTION	SECTION MANAGER	PM/SR. ENGINEER	ENGINEER	TECHNICIAN	ADMIN.	TOTAL HOURS	SUB-CONSULTANT	TASK COST SUBTOTAL	
1	Meetings		4		1		5		\$ 663.00	
2	Survey/Basemapping	1	4	2			7	\$ 8,191.00	\$ 9,170.00	
3	Utility Coordination		2	4			6		\$ 748.00	
4	Preliminary Design/Review Submission		24	32	12		68		\$ 8,180.00	
5	Final Design/Review Submission		24	44	20		88		\$ 10,256.00	
6	Final Deliverable/Bid Package PS&E		8	16	16		40		\$ 4,384.00	
7	General Oversight/QA/QC/Administration	3	12	4		4	23		\$ 2,995.00	
	TOTAL HOURS (Tasks 1-7)	4	78	102	49	4	237			
	HOURLY RATE (Includes OH and Profit)	\$ 173.00	\$ 144.00	\$ 115.00	\$ 87.00	\$ 72.00				
	TOTAL LABOR COST	\$ 692.00	\$ 11,232.00	\$ 11,730.00	\$ 4,263.00	\$ 288.00				
			SUBTOTAL LABOR COST (Tasks 1-7):				\$ 28,205.00			
			SUBTOTAL SUBCONSULTANT COST:				\$ 8,191.00			
			TOTAL LABOR AND SUBCONSULTANT COST:				\$ 36,396.00			
SUMMARY OF DIRECT COSTS										
ITEM	QUANTITY	UNIT	UNIT RATE	TOTALS						
Travel - Mileage (2 meetings; 2 site visits)	140	Miles	\$ 0.575	\$ 81.00						
Documentation Expenses										
Shipping	2	Mailings	\$ 30.00	\$ 60.00						
Photocopies (B&W)	300	Sheets	\$ 0.10	\$ 30.00						
Color Copies		Sheets	\$ 1.50	\$ -						
Binding, Covers and CD's	1	Each	\$ 4.50	\$ 4.50						
			TOTAL DIRECT COSTS:	\$ 171.00						
TOTAL PROJECT COST (Tasks 1 thru 7):										\$ 36,567.00



Project Narrative

Introduction

This scope was developed based on the scope of services provided in the RFQ by the City of Fairfield, dated October 23, 2015. This scope of work is to provide the City of Fairfield with design services for signal reconstruction at the intersection of Pleasant Avenue & Hunter Road and the intersection of Pleasant Avenue and Evalie Drive. General intersection improvements include replacement of existing signal equipment with mast arm signal supports, combination intersection lighting, controller/cabinet, illuminated street name signage, radar/video detection, ADA features, EV preemption, UPS (if desired), traffic surveillance, and communication systems that are consistent with applicable City/ODOT standards.

HDR Engineering, Inc. (HDR) and Berding Surveying, Inc. (Berding) will perform the work associated with the project including meetings, surveying, mapping, utility coordination, and construction plan preparation. All work will be performed in conformance with the Ohio Manual on Uniform Traffic Control Devices (OMUTCD), ODOT Location and Design Manuals, ODOT Traffic Engineering Manual (TEM), American with Disabilities Act (ADA) Guidelines, and City Standards and Provided Sample Plans. Designs and specifications will be compatible with the existing Econolite signal controllers and fiber network. New or relocated fiber drops will be designed and work sequence specified to limit communication interruptions to the existing fiber network. Review submittals will be made to the City and applicable utilities; ODOT will not be reviewing plans or specification.

The City of Fairfield will furnish the following of the subject intersections on an as-needed basis:

- City benchmark information;
- Any available existing traffic counts;
- Existing controller programs/timing/phasing;
- City equipment specification/sheets, as needed.
- Available roadway, signal, and interconnect plans in project vicinity or applicable sample plans (including associated CAD files); and
- CAD standards and template file.

HDR will provide consulting services for the following:

Survey/Base Maps/Utilities

Base Maps and Survey of Intersections

Refer to Berding proposal in Appendix A.

Utility Verification and R/W

Berding will contact OUPS in order to have utilities marked in the field and to develop a list of potential utility owners. HDR will contact all identified utilities located in the area of the subject intersections. These utilities will be provided with mapping of the subject intersections showing known utility features and asked to verify all utility lines, poles, valves, and other appurtenances that are located within the subject areas. HDR/Berding will then field verify any additional information provided by the utilities during tape surveys to the extent possible and transfer the information to the base mapping. During signal layout, HDR will identify possible areas of conflict with existing utilities, although all available alternatives will be explored and every effort will be made to avoid utility conflicts in the final design. The design of any required utility relocation would be by supplemental agreement.

No R/W takes are anticipated or are included in this scope of work; however, the overhead power lines along Pleasant Ave, the location of surveyed underground utilities, and existing R/W constraints (particularly on the west corners of Pleasant/Evalie) may limit options for the placement of signal supports and/or curb ramps.

Traffic Analysis and System Recommendations

No traffic counts, detailed traffic analyses, or signal warrants are included in this scope. However, there may be some benefit to modifying the signal operations at one or both of the intersections in this project, including the addition of a southbound left-turn phase at Pleasant/Hunter and/or the implementation of dilemma zone detection systems. Without detailed traffic data and analysis, HDR can only provide subjective guidance on operational design issues and anticipates final guidance from the City. Detailed traffic analysis, counts, and signal warrants or, detailed design of dilemma zone detection system (that deviates from ODOT standards) would be by supplemental agreement.

HDR will inspect existing signal equipment (from ground level) and make recommendations for reuse of existing equipment in the proposed signal where applicable and at the City's discretion. The option to use dual arm signal supports will also be explored to reduce costs and fixed object hazards. New or relocated fiber drops will be designed and work sequence specified to limit communication interruptions to the existing fiber network. Sidewalk and curb ramp improvements are anticipated in order to meet ADA requirements and suggested City placement of the crosswalks. Other sidewalk improvements may be made within the immediate vicinity of the intersection to improve pedestrian connectivity. These issues will be discussed and clarified at the project kickoff meeting. Any additional sidewalk improvement designs

outside of the project vicinity would be by supplemental agreement. Other than the limited sidewalk improvements discussed above, no other roadway and drainage design is not included in this scope of work.

Signal Layout/Construction Plans

This section describes each of the sheets, which will constitute the construction plan package. The construction plan package will consist of the following drawings:

Title Sheet (1 sheet)

The Title Sheet will serve as a cover sheet to the construction plan package and will include the project location and an index of the sheets contained within the package.

Summary of Quantities (3 Sheet)

The construction plan package will include a summary and subsummaries of material quantities required for the project.

Notes and Specifications (4 Sheets)

The construction plan package will be prepared which provides general information regarding the work to be performed on the project.

Signal and Traffic Control Plans and Details (10-12 Sheets)

HDR will prepare the signal layout plans, traffic control plans, and associated details for the two (2) intersections included in this project.

Plan Submissions

HDR will prepare electronic submissions (in PDF) and if requested, up to five (5) half-size sets of plans for the Preliminary Design Review, Final Design Review, and Final Tracings. HDR will provide the final submission electronically in PDF and the associated AutoCAD files (DWG). It is assumed that the City will be responsible to prepare the documents (bid, advertise, etc.) to award the contract.

Project Administration and Meetings

Project Administration

HDR will assign a Project Manager to be in charge of the overall management of this project and will be responsible for coordinating all in-house activities. Administration work will also include such matters as contract and invoice preparation, monthly progress notes, accounting, secretarial work and administration and management functions performed by Department or Section Managers and the Project Manager.

Meetings

HDR will attend up to two (2) meetings with the City, including a kickoff meeting and an interim design meeting. HDR will prepare meeting minutes to be distributed to all attendees.

General Items

HDR will not proceed with any work on the project considered to be beyond the scope, complexity, or character of the work established for the project at the time the original

Agreement is entered into without written approval from the City. Any modification to the scope of work will be by Supplemental Agreement.

Deliverables

The following deliverables will be prepared under this scope of services:

- Preliminary Design Plans, Specifications, and Cost Estimate.
- Final Design Plans, Specifications, and Cost Estimate.
- Final Tracings, Cost Estimate, and Digital Files (DWG)

Listing of Subconsultants

HDR will be assisted by the following subconsultants:

Subconsultant	Work Category	Total Amount Proposed (%)
Berding Surveying, Inc.	Surveying/Basemapping	\$8,191
	Total	\$8,191 (22.4%)

Project Schedule

For proposal purposes, HDR has developed the following major milestones for a five month project schedule. At maximum, the City shall should the plans for 14 days after the stage submittal as indicated. A longer review schedule may increase the projected completion date.

Milestone	Scheduled Completion	Review Time
Authorization to Proceed	4/1/2016	N/A
Surveying/Basemapping	5/2/2016	N/A
Preliminary Plans Submitted	5/27/2016	14 Days
Final Plans Submitted	7/17/2016	14 Days
Final Tracings Submitted	8/29/2016	N/A



Appendix A
Subconsultant Proposal

November 5, 2015
Final Submittal December 3, 2015

Aaron Littman
 HDR
 9987 Carver Road, Suite 200
 Cincinnati, OH 45242

SUBJECT: City of Fairfield RFQ

Aaron,
 In response to the City of Fairfield's RFQ for services associated with traffic signal upgrades at Pleasant and Hunter and at Pleasant and Evalie we have come up with the following for estimated man hour allocations.

The lineal survey length is understood to be 200 feet on each leg of the two intersections, the lateral limits will be 10 feet beyond the right of way.
 Utility records and markings will be requested.
 Courthouse research will be undertaken to identify and secure pertinent records for our reference in determining the right of way.
 A base map deliverable will be provided which depicts the existing conditions, utility routing and right of way.

The deliverable will be completed within 30 days of NTP.

EXHIBIT of HOURS AND HOURLY RATES

Task	Personnel / Estimated Hours				Direct Labor Cost				Overhead Cost @	Net Fee	Total Cost Plus Net Fee
	PM / Chief Surveyor	Survey Crew	CAD / survey tech	Total Hours	PM / Chief Surveyor @	Survey Crew @	CAD / survey tech @	Labor Cost			
					\$35	\$46	\$29		168.33%	11%	
Base Map Preparation											
Field survey and base map	10	32	32	74	\$350	\$1,472	\$928	\$2,750	\$4,629	\$812	\$8,191
Total Base Map Preparation	10	32	32	74	\$350	\$1,472	\$928	\$2,750	\$4,629	\$812	\$8,191

Please let me know if you should have questions or comments on what has been presented. You should have our updated quals- nothing more to report in the City of Fairfield.

Regards,
 G.J. Berding Surveying, Inc.



Gerard J. Berding, P.S

G.J. Berding Surveying, Inc.

ORDINANCE NO. _____

ORDINANCE TO AMEND ORDINANCE NO. 107-15 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, 2016, AND ENDING DECEMBER 31, 2016."

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

Section 1. Ordinance No. 107-15, the 2016 Appropriation Ordinance, is hereby amended in the following respects:

From: Unappropriated Capital Improvement Fund \$200,000

To: 40216025-252600 Grounds & Median Improvements \$100,000
(2016 Grounds, Entry-ways & Landscaping Program)

To: 40216025-252500 Drainage Improvements \$100,000
(2016 Annual Drainage Program)

From: Unappropriated County Motor Vehicle Fund \$42,000

To: 20516023-233300 Engineering Services \$42,000
(Design for Pleasant Avenue Reconstruction Project)

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\2016\Non Contractual 1-25 - Ord