



## City of Pataskala *Legislative Report to Council*

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### Legislative Report

#### April 15, 2019 Council Meeting

#### Unfinished Business

##### A. Ordinances

###### ➤ ORDINANCE 2019-4334 – 2<sup>nd</sup> READING

The applicant is requesting to rezone a 4.85 acre portion of the property located at 200 West Broad Street from the GB – General Business district to the R-10 High Density Residential District in conjunction with a proposed 151 lot subdivision known as Heron Manor. Of the total 151 lots of the proposed subdivision, 20 would be located within the 4.85 acre portion. The Planning and Zoning Commission approved the Preliminary Plan for Heron Manor on February 6, 2019 with a condition that the rezoning also be approved by Council. The Planning and Zoning Commission also recommended approval of the proposed rezoning at the same meeting.

Staff requested that the applicant provide an additional roadway connection from the proposed subdivision to Broad Street to alleviate considerable traffic impacts to Alonzo Palmer Street and John Reese Parkway. The Fire District also requires at least two access points for emergency purposes. The applicant revised their plan to the current version to address these concerns.

The Future Land Use Map designates the 4.85 acre area as office; therefore, the proposed rezoning to R-10 – High Density Residential is not in line with the Comprehensive Plan.

#### New Business

##### A. Ordinances

###### ➤ ORDINANCE 2019-4336 -- 1<sup>ST</sup> READING - SUPPLEMENTAL APPROPRIATION

A number of significant adjustments to the 2019 budget since Council approved it back in November 2018 have been identified. The primary changes requested are related to the construction of road and road-related infrastructure. In the current iteration of the legislation, there are seven specific areas that require amendment, and are covered below. **We are respectfully requesting that Council hold the 1<sup>st</sup> reading of the ordinance at the April 15<sup>th</sup> meeting, and we would anticipate that this legislation would go through all three (3) required Council readings.**

- *Section 1: Police Information Technology* – As discussed in more detail in Resolution 2019-029 above, a total of \$14,000 out of the \$46,500 appropriation approved by Council in 2018 for the purchase and installation of information technology lapsed as of December 31, 2018. In order to pay the remaining balance owed to the vendor, we are requesting an increase in approved appropriations from the Bond Improvements (302) fund of \$14,000.
- *Section 2: Swimming Pool Chemicals, etc.* – The city is beginning the process of transitioning the operation of the municipal swimming pool from the PRA to the city. As part of that process, we will begin paying for the chemicals and other operating supplies necessary for the physical operation and maintenance of the pool. As this was not a part of the 2019 budget planning process, there are insufficient appropriations available to cover the materials. We are requesting an increase of \$15,000 to the Recreation Fund (206) budget to cover the required maintenance and operational supplies.
- *Section 3: Pataskala Safe Travel Plan* – The Public Service Director budgeted \$65,000 in 2018 for the PSTP, however, all bids on phase I of the project had to be rejected as they were more than 110% of the engineer’s estimate. As a result, the 2018 budget for that portion of the project lapsed and, due to timing issues, was not included in the 2019 budget. For both phases of the project (and including contingency funding), the project is now projected to cost approximately \$140,000. The 2019 budget included funding of \$40,000 for phase II of the project and based upon that, the project now has a projected funding deficit of \$100,000 to complete both phases. In total, we are requesting an increase of \$100,000 in the budget to cover the cost of constructing the infrastructure improvements.
- *Section 4: Oak Meadows* - The Public Service Director originally budgeted \$700,000 in 2019 for the construction of the Oak Meadows road and drainage improvements project. The engineer’s estimate along with the inclusion of two alternates (Old Maids Lane and Highland Court) have driven the total project cost up. It now appears that the project (including contingency funding) will cost approximately \$750,000. As a result, the project has a projected funding deficit of \$75,000 to complete the project with both alternates. In total, we are requesting an increase of \$75,000 in the budget to cover the cost of constructing the infrastructure improvements.
- *Section 5: 2019 Street Improvement Program (RAMP)* - Funding of \$650,000 for the 2019 Street Improvement Program (RAMP) project was included in the approved 2019 budget. Based upon the bids recently received along with the addition of the Old Maids Lane and Highland Court project alternates, the cost is now projected to be \$950,000. As a result, the project has a projected funding deficit of \$300,000. We are requesting an increase of \$300,000 in the budget to cover the cost of constructing the infrastructure improvements.
- *Section 6: Street & Traffic Signal Electrical Service* – The city has recently taken ownership of a large number of street lights and traffic signals associated with the new subdivision developments. At the time the 2019 budget was developed, we were not aware of the significant overall increase in utility costs that we are experiencing.

We are requesting an increase of \$22,000 in the budget to cover the expenses of operating these new traffic signals and street lights.

- *Section 7: Glenbrooke Retention/Detention Pond* – Due to recent flooding issues, the Street Committee has recommended that the city maintain/improve the retention/detention pond along Monarch Drive in the Glenbrooke subdivision. This specific pond was not in the 2019 retention/detention pond maintenance program and would reflect a \$10,000 increase in funding to cover the addition. We are requesting an increase of \$10,000 in the budget to cover the costs of making the necessary improvements to stormwater management in the Glenbrooke subdivision.

➤ **ORDINANCE 2019-4338 – 1<sup>st</sup> READING - AN ORDINANCE TO AMEND ORDINANCE 2014-4202 THE “MAYOR’S COURT COST FEE SCHEDULE” OF THE CITY OF PATASKALA**

The Mayor’s Court Fee Schedule was last updated in 2014. The Court Magistrate and Court Clerk have requested that the fee schedule be updated as shown on the Exhibit A attached to the ordinance. Some fees have been added, some increased, some decreased and some removed. Court Magistrate Kip Kelsey will attend the April 15<sup>th</sup> Council meeting to answer any questions about the request to amend the fee schedule. I recommend approval of Ordinance 2019-4338.

B. Resolutions

➤ **RESOLUTION 2019-025 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT WITH VENTURA BROTHERS SERVICES LLC FOR THE MILL STREET WATERLINE PROJECT**

The Utility Department recently completed the Mill Street Waterline Project. This project included transferring water service lines in the area from an aged water main to a newer and larger water main and tying the two water mains together in order to abandon the aged and unreliable section.

The original quote for labor on this project was \$9,000. This quote was below the threshold requiring Council approval. During the course of the project, we discovered that we would have to deflect the water main tie in to go under a 3 foot wide phone conduit. We also discovered that the fire hydrant in the area was attached to the water main being abandoned, not the newer water main as was shown on our drawings for the area. This required us to install a new line and hydrant to continue to provide fire protection to this area. These changes to the job scope required a new quote. The new quote has come in at \$12,800.

Approval of this resolution would authorize the City Administrator to execute a contract with Ventura Brothers Services LLC for the Mill Street waterline project.

Ventura Brothers Services LLC has given a cost of \$12,800.00 for this pump. I recommend approval of Resolution 2019-025.

➤ **RESOLUTION 2019-029: ‘THEN & NOW’ CERTIFICATION**

The city entered into an agreement with Jon E. Udischas to provide and install the necessary information technology equipment in the new Police station. The ‘not to exceed’ amount approved by Council in 2018 was \$46,500. During 2018, purchase orders

for these services were requested by the Police Department and issued by Finance in the sum of \$32,500, leaving \$14,000 of the appropriation unencumbered. When the books for 2018 were closed, the remaining appropriation (e.g., budget) lapsed and returned to the fund's carryover balance. Unfortunately, since the funds were not additionally appropriated in 2019, we now lack the budgetary authority necessary to make the payment. This is one of the several items included in the supplemental appropriation ordinance (Ord. 2019-4336) currently on Council's agenda.

We recently received a request to disburse the remaining \$14,000 due on the project for the additional services and equipment provided by Mr. Udischas and are now in a position to remit those funds to the contractor. In addition to the required increase in the budget to cover the costs, a 2019 purchase order for the payment must be issued, and it will be a 'Then & Now' certificate as the PO will be dated after the date of service. In addition, since the amount exceeds the \$3,000 Finance Director's authority limit, we are required to request Council authorization for the certification

➤ **RESOLUTION 2019-031 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ADVERTISE, RECEIVE, AND REVIEW BIDS FOR THE LIBERTY PARK NATUREWORKS GRANT FUNDED IMPROVEMENTS PROJECT**

Approval of this resolution would authorize advertising for and receiving bids to complete the Natureworks Grant funded improvements in Liberty Park. In 2018, Lenier Crawford submitted and was awarded \$68,579 in Natureworks funding for the Liberty Park improvements. The improvements will include a shelter house with grill and some play equipment. In order to proceed with the project, we are required to competitively bid the project. Once bids are received, legislation will be presented to City Council to seek authorization for a construction contract. I recommend approval of Resolution 2019-031.

➤ **RESOLUTION 2019-033 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH SPENCO EXCAVATING, INC. FOR THE REPLACEMENT OF SEVEN (7) CULVERTS ON HEADLEY'S MILL ROAD**

Approval of this resolution would provide for the replacement of seven (7) culverts on Headley's Mill Road. These culverts range in size from 12" to 18" and are all at or near the end of their useful life. These are specifically planned to be done as one project to get them replaced prior to improvements on Headley's Mill Road that will occur in accordance with the 2019 Roadway Asset Management Program (RAMP).

As this project is below the bidding threshold, the formal bidding process was not used; however, SpenCo Excavating, Inc. has been the low bidder on previous work of similar nature. They are a local contractor, and the projects that they have completed for the City have been very successful with them being an exceptionally responsive and responsible contractor. This work is in accordance with the approved 2019 budget as project SVC-19-006. Approval of this Resolution is recommended.