



City of Pataskala *Legislative Report to Council*

Legislative Report

November 16, 2020 Council Meeting

Unfinished Business

A. Ordinances

➤ **ORDINANCE 2020-4375 - 2021 BUDGET - 3RD READING**

The formal budget document was initially presented to Council at the October 19th Council meeting. This document matches the legislation introduced at that meeting and reflects the Administration's best estimates and assumptions at this time. To date, we've not received any requests from Council to modify the budget. Should Council request any revisions to the budget, we would make those changes to the document and bring it back for a 4th reading at the December 7th Council meeting. **We are respectfully requesting that Council hold the 3rd and final reading at the November 16th Council meeting and approve the legislation at that time. There have been no changes to the legislation since the 2nd reading.**

➤ **ORDINANCE 2020-4376 - INCOME TAX ALLOCATION RATES – 3RD READING**

Once the debt service and operational funding requirements were identified, the allocation of income tax revenues between the Debt Service, Street, Police and Capital Improvements funds was calculated. The initial portion is taken off the top to cover any outstanding debt service requirements. After that amount has been calculated, the next level is then allocated to the Street and Police funds to cover their current year operational needs. Any remaining funds at that point are then allocated to the Capital Improvements funds. The 2020 allocations were as follows: 29.30% - Street; 53.05% - Police; 15.90% - Debt Service; and 1.75% - Capital Improvements. For 2021, the allocations are proposed as follows: 32.90% - Street; 55.00% - Police; 10.60% - Debt Service; and 1.50% - Capital Improvements. **We are respectfully requesting that Council hold the 3rd and final reading at the November 16th Council meeting and adoption at that time. There have been no changes to the legislation since the 2nd reading.**

➤ **ORDINANCE 2020-4378 - SUPPLEMENTAL APPROPRIATION - 2ND READING**

This year-end housekeeping supplemental has been updated and is being submitted to Council for their consideration and a 2nd reading at the November 16th meeting. We would anticipate that this legislation would go through all 3 readings, with adoption at the December 7th meeting. **We are respectfully requesting that Council hold the 2nd reading of the ordinance at the November 16th meeting and amend by**

substitution. Any changes to the legislation since its' introduction have been highlighted in bold below.

- *Sections 1 & 2: FFCRA Funding* – When I calculated the adjustments to the funds for the CARES Act funding, there was some spending in process that wasn't taken into consideration when the calculations were made. In order to keep the fund balanced, we need to reduce the appropriations in two functions: General Government and Police. We are requesting a decrease in total approved appropriations of \$31,000.00 in order to ensure that the fund's appropriations match its' revenues.
- *Section 3: Parks & Recreation Expenditures* – Earlier this summer, the departments identified reductions to their 2020 budget to ensure an appropriate year-end fund carryover balance. Due to an oversight, the proposed reductions in the Recreation (206) fund were not included in the legislation. This section would correct that oversight. We are requesting a decrease in approved appropriations of \$55,350.00 in order to maximize the year-end carryover balance in the fund.
- *Section 4: Income Tax Collection Fees* – Due to the increased allocation of income tax revenues to the Debt Service (401) fund, there is a need to increase the amount of appropriations to pay the 3% cost of collections by RITA. We are requesting an increase in approved appropriations of \$6,000 in order to be able to pay the collection costs.
- ***Sections 5-9: Internal Control Audit*** – At the November 2nd meeting, Council authorized the City Administrator to enter into an agreement in the amount of \$28,000 with Schneider Downs & Co., Inc. for the completion of an internal control audit. As there was no funding provided for this project in the 2020 budget for this project, we are requesting an increase in approved appropriations of \$28,000 in order to be able to pay the costs of such an audit.
- ***Section 10: FFCRA Funding*** – According to the Licking County Auditor's office it appears that we may receive nearly \$100,000 in additional CARES Act funding. The exact amount won't be calculated until about November 20th (deadline to spend funds) with any supplementary distributions to occur on or after November 25th. We are requesting an increase of \$100,000 in appropriations in the Local Coronavirus Relief (224) fund to be able to spend the additional funding.
- ***Sections 11-12: Prior Appropriation Correction*** – In Ord. 2020-4373 a reduction in appropriations of \$25,000 was incorrectly made in the Permissive Tax (205) fund to the Public Service function - Contractual Services object. This change should have been correctly made to the General Government function – Contractual Services object. These two sections restore the budget back to the correct function/account and make

the budget reduction as initially intended. There is no net impact (\$0) from these 2 sections.

New Business

- A. Ordinances
- B. Resolutions

➤ **RESOLUTION 2020-072 - A RESOLUTION AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT, WITH GLAUS, PYLE, SCHOMER, BURNS AND DEHAVEN, INC. (GPD GROUP), TO PERFORM A SAFETY STUDY AND TO ASSEMBLE AND SUBMIT A HIGHWAY SAFETY IMPROVEMENT PROGRAM APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION ON THE CITY'S BEHALF FOR FUNDING IMPROVEMENTS TO THE BROAD STREET DOWNTOWN CORRIDOR**

Approval of this resolution will authorize GPD Group to perform a Safety Study and assemble and submit a funding application package in the spring of 2021 through the Ohio Department of Transportation's Highway Safety Improvement Program.

The City recently completed the Intersection Safety and Capacity Study to rate and rank the condition of 7 major intersections within the City. This study provided the City with base-line intersection information, and with it, the City was able to plug in funding scenarios and other factors to determine that the Broad Street Downtown Corridor is the next area of focus for intersection expansions and upgrades.

Due to the high cost of intersection improvement projects, seeking available funding through the State of Ohio will help to offset City costs. The Highway Safety Improvement Program has been identified as an applicable funding source that could supply funding for up to half of the total project cost.

This application is in conjunction with, and is in addition to, the Attributable funding application that was recently submitted to MORPC for this project. The large overall cost of this project will require funding from multiple sources to leverage the funds needed to complete the project. Although the City will not receive a funding decision from MORPC until early 2021, applying for funding through ODOT as well shows the City's commitment to the project, and as ODOT and MORPC coordinate with each other for funding, making application to both typically has the effect of increasing chances for funding from both.

The application package for this program requires that an intersection specific Safety Study be performed and included in the application. While the Intersection Safety and Capacity Study gave an overview of all intersections, this Safety Study will take an in-depth look at the intersection of Broad Street and Summit Road. This study will identify a preferred alternative, and provide preliminary plan exhibits, cost estimates, and a cost to benefit analysis for the preferred alternative.

This work is part of Public Service Department Capital Improvements Project SVC-19-001, and as part of this project, \$95,000 was budgeted for engineering in 2020. This project line item is planned to be used to fund this Safety Study and application package.

Approval of Resolution 2020-072 is recommended.

➤ **RESOLUTION 2020-073 - A RESOLUTION TO ACCEPT AND CONFIRM INFRASTRUCTURE IMPROVEMENTS FOR THE BROADMOORE COMMONS, PHASES 4 & 6 DEVELOPMENT FOR PUBLIC MAINTENANCE AND OPERATION BY THE CITY OF PATASKALA**

Approval of this resolution will indicate formal acceptance of infrastructure improvements for the Broadmoore Commons, Phases 4 & 6 Development by The City of Pataskala. These improvements include utilities and roadway per plan and as platted for Halton Drive, Curry Drive, Woodland Sky Drive, and Old Bay Drive.

Full-time third-party inspection was present throughout construction of this project to verify materials and installation on behalf of the City, and all testing was verified to be completed successfully in accordance with all applicable construction and material specifications.

Once all items were complete and verified, a site walk-through was conducted by the Public Service Director to review the project and generate a punch-list of outstanding items. Accordingly, a Certificate of Substantial Completion has been executed, and indicates a date of November 9, 2020 as the beginning of the 1-year maintenance period.

In accordance with City requirements for acceptance, as-built plans, a 1-year maintenance bond in the amount of 10% of the value of the public improvements, and an executed stormwater maintenance agreement have all been submitted to the City by the Developer.

As the work has been certified to be substantially complete, and all the necessary steps have been completed, it is recommended that Resolution 2020-073 be approved.

➤ **RESOLUTION 2020-074 - A RESOLUTION TO ACCEPT AND CONFIRM INFRASTRUCTURE IMPROVEMENTS FOR THE LEGACY ESTATES, PHASE 4, SECTION 1 DEVELOPMENT FOR PUBLIC MAINTENANCE AND OPERATION BY THE CITY OF PATASKALA**

Approval of this resolution will indicate formal acceptance of infrastructure improvements for the Legacy Estates, Phase 4, Section 1 Development by The City of Pataskala. These improvements include utilities and roadway per plan and as platted for Legacy Lane, Cunningham Avenue, Florine Drive and Stock Court.

Full-time third-party inspection was present throughout construction of this project to verify materials and installation on behalf of the City, and all testing was verified to be completed successfully in accordance with all applicable construction and material specifications.

Once all items were complete and verified, a site walk-through was conducted by the Public Service Director to review the project and generate a punch-list of outstanding items. Accordingly, a Certificate of Substantial Completion has been executed, and indicates a date of November 9, 2020 as the beginning of the 1-year maintenance period.

In accordance with City requirements for acceptance, as-built plans, a 1-year maintenance bond in the amount of 10% of the value of the public improvements, and an executed stormwater maintenance agreement have all been submitted to the City by the Developer.

As the work has been certified to be substantially complete, and all the necessary steps have been completed, it is recommended that Resolution 2020-074 be approved.