



COUNCIL MEETING AGENDA
May 11, 2020 at 6:30 PM

ROLL CALL

PLEDGE OF ALLEGIANCE

MINUTES

1. Regular Council Meeting of April 13, 2020

FINANCE REPORT

1. Month of March 2020

COMMITTEE REPORTS:

FINANCE COMMITTEE

POLICE AND FIRE COMMITTEE

1. Resolution 2020-14, Resolution Proclaiming the Week of May 11-17, 2020 as National Law Enforcement Memorial Week and May 15, 2020 as Peace Officers' Memorial Day

STREETS, PUBLIC UTILITIES & SEWERS COMMITTEE

1. Resolution 2020-15, Authorizing the Sale of 500 Tons of Rock Salt to the City of Mason
2. Resolution 2020-16, Proclaiming May 17-23, 2020 as National Public Works Week

PUBLIC BUILDINGS AND PARKS COMMITTEE

1. Resolution 2020-18, Authorizing a Contract for the Crack Filling and Repair of the Tennis Courts at the Municipal Building

MANAGER'S REPORT

1. Ordinance 2020-10, Adding Chapter 160 to Title IV of the Village of Amberley Codified Ordinances Regarding Small Cell Facilities and Wireless Support Structures
2. Village Manager's Report

CHIEF'S REPORT

MAYOR'S REPORT

1. Resolution 2020-17, Referring the draft Amberley Green Development District Zoning Text to the Planning Commission

NEW BUSINESS

ADJOURNMENT

**MINUTES OF THE REGULAR MEETING
AMBERLEY VILLAGE COUNCIL
MONDAY, APRIL 13, 2020**

The Council of Amberley Village, Ohio met in regular session via live streaming on Monday, April 13, 2020 at 6:30 p.m. Mayor Muething called the meeting to order. The following roll call was taken:

PRESENT

Richard Bardach
Peg Conway
Ed Hattenbach
Elida Kamine
Thomas C. Muething
Ray Warren
Natalie Wolf

ALSO PRESENT

Scot Lahrmer, Village Manager
Chief Richard Wallace, Police-Fire Department
Rick Kay, Village Treasurer
Kevin McDonough, Village Solicitor
Tammy Reasoner, Clerk of Council

Mayor Muething welcomed everyone to the meeting of the Amberley Village Council. He led those in attendance through the Pledge of Allegiance.

MINUTES

Mayor Muething asked if there were any changes to the minutes of the Regular Council Meeting of March 11, 2020 as distributed. There being none, he stated the minutes were approved as distributed.

FINANCE REPORT

Village Manager Scot Lahrmer reported earning tax collections for the month of February were \$124, 340, or a 12.63% increase over collections from February of the previous year. He said the Village received a real estate property tax advance of \$450,000 during February, and the Local Government Fund netted \$6,238. Total revenue collected through February was just over \$1 million, or almost 18% of the total projected revenue for the year.

Mr. Lahrmer stated Village expenses were \$805,000, or 14% of the General Fund Budget. The unencumbered balance remaining for the year at the end of February was \$4,951,490.

CITIZENS TO SPEAK

Colin Driscoll of 6600 Ridge Road spoke regarding the Scottish Rite proposal for Amberley Green, and claimed he was unaware of it until the last council meeting. He requested that Council consider listing the property if the plan was to sell or lease it. He also spoke in opposition of Ordinance 2020-5, saying he was struck by the increased compensation for Village employees. He did not feel it warranted an emergency, and felt the legislation should have had three readings.

Mayor Muething asked if there were any questions. Mr. Warren thanked Mr. Driscoll for his participation and comments, and thanked Village employees for providing excellent services. He apologized to residents for having voted to waive the three readings, as he felt this was not an emergency had not expected the measure to reinstate longevity pay.

Mr. Warren said longevity pay was reduced eight years ago as a way to strengthen the Village financially, and he was shocked to see it reinstated as the current economy is even worse than ten years ago. He expressed concerns with the Village's economic recovery, and disappointment about the passage of a new benefit without residents having been informed.

COMMITTEE REPORTS

FINANCE COMMITTEE

Chair Hattenbach read and introduced Resolution 2020-13, which would allow for the adoption of an alternative method of apportioning the Local Government Fund. He said the measure was based on an effective formula that had been in place for quite some time, and had been agreed upon by Hamilton County governments to equally distribute funds based on population, valuation and lane miles maintained. Mr. Hattenbach moved to adopt Resolution 2020-13, which was seconded by Ms. Conway. The motion passed unanimously.

Mr. Hattenbach then read and introduced Ordinance 2020-9, which extends the Cell Tower Lease. Ms. Conway commented the original agreement was good and the committee didn't see much need for change. She commended Scot for his excellent negotiation.

Mr. Warren asked about the frequency of the escalator, which Mr. Lahrmer stated was every five years, along with colo fees. Mr. Muething stated the new increase would be 20% every five years, to which Mr. Hattenbach added had previously been 15%. Mr. Hattenbach moved to waive the three readings of the ordinance which was seconded by Ms. Conway, and the roll call showed the following vote:

AYE: Bardach, Conway, Hattenbach, Kamine, Muething, Warren, Wolf (7)
NAY: (0)

Mr. Hattenbach then moved to adopt Ordinance 2020-9, which was seconded by Mr. Warren and the roll call showed the following vote:

AYE: Bardach, Conway, Hattenbach, Kamine, Muething, Warren, Wolf (7)
NAY: (0)

Mr. Hattenbach moved to approve Ordinance 2020-9 as an emergency measure. Seconded by Ms. Conway, the roll call showed the following vote:

AYE: Bardach, Conway, Hattenbach, Kamine, Muething, Warren, Wolf (7)
NAY: (0)

LAW COMMITTEE

Chairman Bardach introduced and read the First Reading of Ordinances 2020-6, 2020-7 and 2020-8. He said proposed changes were to maintain the aesthetic of the Village in response to feedback from residents over a multiple year period. He added that Ordinance 2020-6 had been referred to the Planning Commission and returned with changes. He stated Ordinances 2020-7 and 2020-8 contained changes that did not require review by the Planning Commission.

Mr. Bardach stated the Second Reading of Ordinance 2020-6 would include a public hearing. While Ordinance 2020-7 and Ordinance 2020-8 do not require public hearings, it was suggested that Council may also wish to hear resident concerns regarding all three ordinances.

Discussion was held regarding the changes contained in the three ordinances among members of council. Mr. Warren posed several questions regarding the proposed changes and specifically asked for a list of other communities that restrict above ground pools. Discourse moved to the best options for holding the public hearing under the current Stay at Home Order.

Mayor Muething felt strongly that if Council is not back in Chambers by May 11, the public meeting should be deferred until it could be held in a proper setting, as public input will be critical. Ms. Conway said she didn't disagree, but an alternative option might be warranted if the Stay at Home Order was extended much longer.

Mayor Muething suggested scheduling the public hearing for the ordinances for June 8 to increase the likelihood of meeting in person in Council chambers. He moved to set the meeting for June 8, which was seconded by Mr. Bardach.

Further discussion was held regarding the merits of when and how to hold the public hearing held in consideration of encouraging resident feedback before Council voted 4-3 in favor of scheduling the public hearing for June 8.

COMPENSATION AND BENEFITS COMMITTEE

Ms. Kamine said the committee met on March 17, where it received a virtual presentation outlining the formula for determining health benefit costs.

Ms. Kamine then presented the Third Reading of Ordinance 2020-1, which provides more progressive benefits for expectant parents under Village employ. She pointed out that several members of senior leadership are close to retirement. Given the unique and dual-role workforce and the expenses associated with onboarding, she said the committee was focused on attracting and retaining excellent talent.

Discussion was held regarding the current position of the Village as an attractive employer.

Ms. Kamine moved to pass Ordinance 2020-1. Seconded by Ms. Conway, the roll call showed the following vote:

AYE: Bardach, Conway, Hattenbach, Kamine, Muething, Warren, Wolf (7)
NAY: (0)

MANAGER'S REPORT

Village Manager Scot Lahrmer stated there were three items from this month's report that he wished to highlight during the meeting as follows:

COVID-19

Mr. Lahrmer stated the Village had anticipated changes needed to address the COVID-19 crisis head-on. The first of these involved staffing, as the Village began to shift maintenance personnel to their fire department duties in mid-March to handle any emergency needs. He said Chief Wallace had been instrumental in leading these efforts.

Mr. Lahrmer said the second effort involved communication to residents, which have included video messages from the Village Manager, telephone Call Safe messages and several Special Edition E-News communications.

He said staff was working on an additional print newsletter to go out by end of the week to ensure those do not receive electronic communications were informed.

Mr. Lahrmer said communication with employees has also increased significantly, however, one aspect not yet undertaken is a closer examination of the Village fiscal situation. He said staff is working to identify resources and services, but efforts are still underway. Hacknowledged the Village will not be immune to difficult decisions.

April Storm Damage

Mr. Lahrmer said storms the previous Wednesday night resulted in significant damage beginning mid-Village and then moving south. He said downed trees, electric lines, and transformers resulted in widespread power outages. He shared photos of significant damage, and commended employees for their overnight work Wednesday through Saturday to restore power and services to the Village. He stated he was proud of how the Village comes together in these circumstances, and he has heard positive feedback from residents who are very appreciative of our employees.

He and Chief Wallace did a tour of damage in area, where residents expressed appreciation and even wrote checks to buy lunch for employees. He thanked Chief Wallace for taking on the additional task of COVID-19, and said his efforts had the Village well positioned when storm struck.

Mr. Lahrmer said equipment and personnel would be sent from Mason, Beavercreek, Mariemont and Symmes Township to help with cleanup efforts..

2020 Census Update

Mr. Lahrmer reminded residents to fill out the 2020 Census, and said the Village was at a 65% self-response rate, but he hoped to reach full response to ensure we receive our fair share of assets.

CHIEF'S REPORT

Chief Wallace said since the institution of the Stay at Home Order, the three parks in the Village have attracted a lot of traffic. He said officers are working to prevent break-ins, and have also charged a few people for violating the Stay at Home Order. He said he wished to thank Lt. Brian Blum, who has played a key role in the staffing transition of Maintenance employees to First Responders.

MAYOR'S REPORT

Mayor Muething said the response he witnessed first-hand to the recent storms was impressive. He thanked Mr. Lahrmer for sending pictures to Council on an ongoing basis to assist with understanding the scope of damage without having to go out.

NEW BUSINESS

There being no new business, Mayor Muething adjourned the first Zoom meeting of Amberley Village Council. The Mayor thanked Rob Ebel for streaming the broadcast, and the meeting was adjourned at 8:07 p.m.

Tammy Reasoner, Clerk of Council

Thomas C. Muething, Mayor

TO: Village Council

FROM: Scot F. Lahrmer, Village Manager

DATE: April 20, 2020

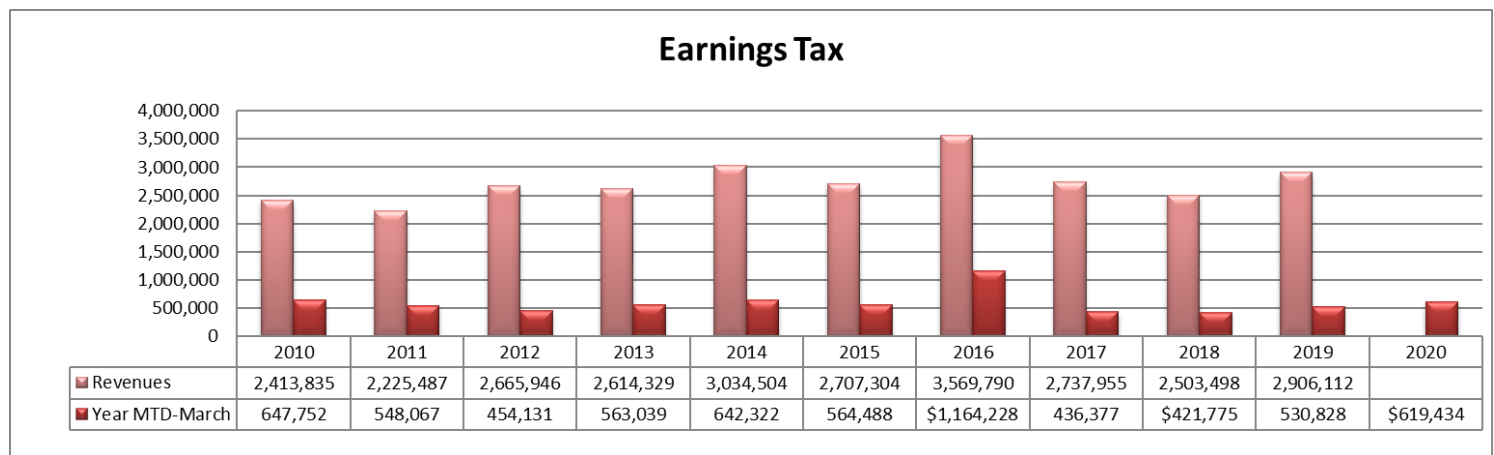
RE: Finance Report for March 2019

The UAN report has been included in your packet. Some of the highlights from the General Fund have been summarized and described below:

General Fund Revenue

Earnings Tax

Earnings Tax collections for the month of March totaled \$202,820. This is up 19.67% from March 2019's collection of \$169,479. The earnings tax collection estimate for 2020 is \$3,000,000. Earnings tax continues to be the Village's primary revenue source. This chart shows how the earnings tax has tracked since 2010 and also reflects the amount collected year to date for each of the last 10 years.

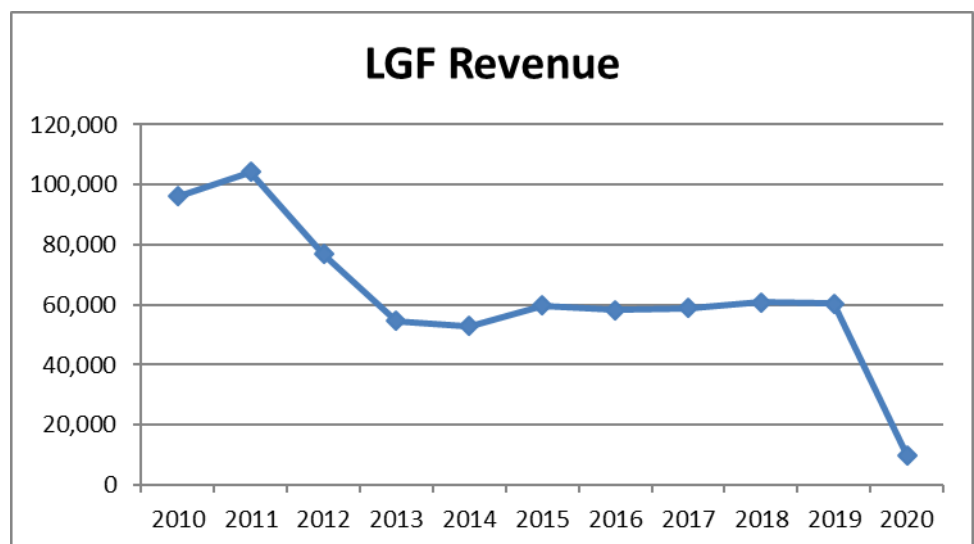


Property Tax

The Village received no real estate property tax in the month of March.

Local Government Fund

The Local Government Fund netted \$4,632 for March. The graph highlights the LGF Revenue for the years 2010-March 2020. The projection for 2020 is \$64,118.



General Fund Summary

Revenue for the month of March totaled \$344,842.

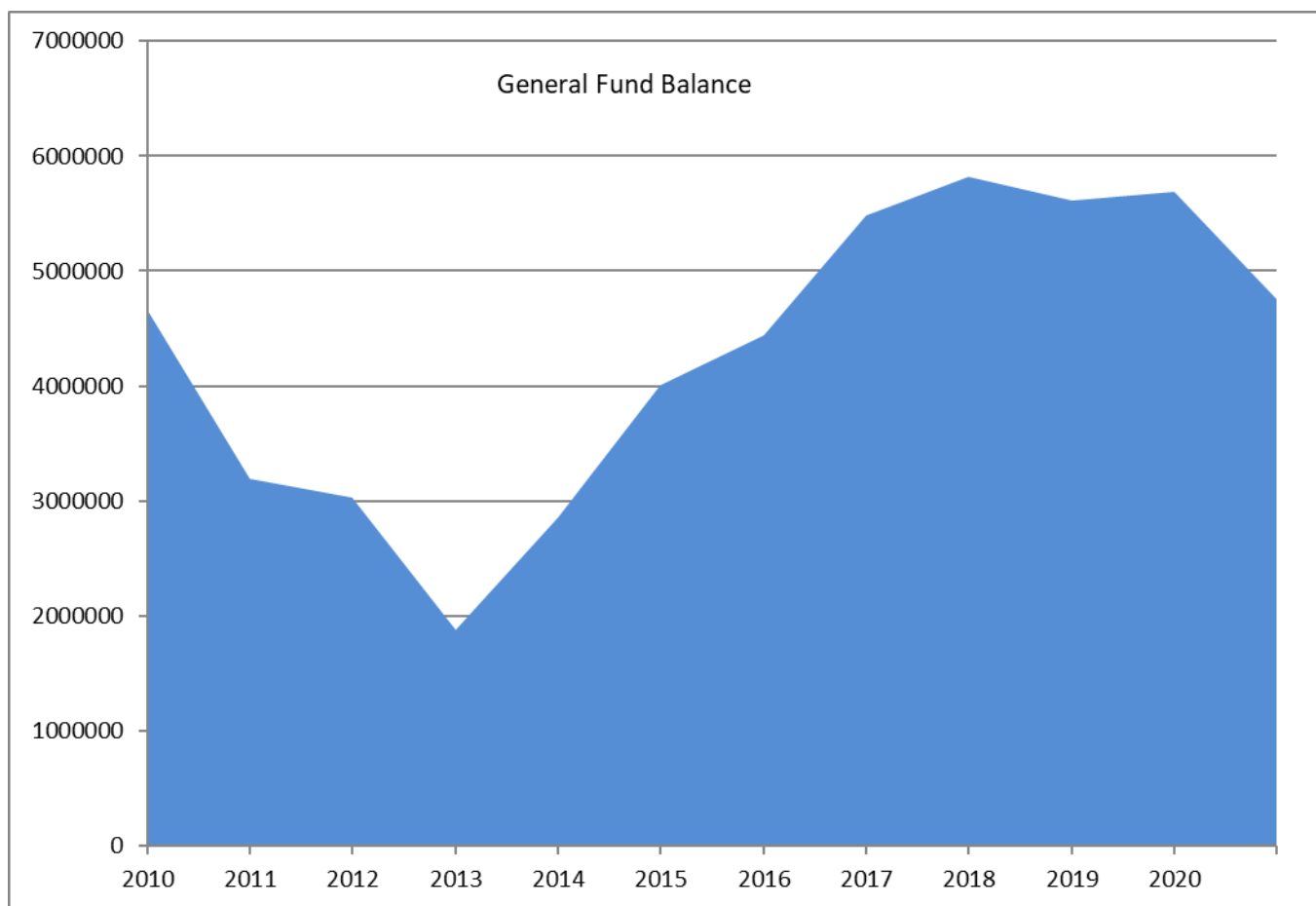
2020 Earnings Tax Estimate:	\$3,000,000	
Earnings Tax Collected (as of 3/31/20)	\$ 619,435	20.65% collected

2020 Revenue Estimate:	\$5,621,752	
Revenue Collected (as of 3/31/20)	\$1,351,344	24.04% collected

Expenses for March totaled:	\$ 547,823
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2020 Budget:	\$5,620,000	
Expenditures (as of 3/31/20)	\$1,353,665	23.65% spent

The unencumbered General Fund balance as of the end of March is \$4,752,856.



If you have any questions, please let me know.

Revenue Status
By Fund Then Revenue
As Of 3/31/2020

UAN v2020.2

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-110-0000	General Property Tax - Real Estate	\$1,014,715.00	\$450,000.00	\$564,715.00	44.347%
1000-120-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
1000-130-0000	Municipal Income Tax	\$3,000,000.00	\$619,435.83	\$2,380,564.17	20.648%
	Property and Other Local Taxes Sub-Total:	\$4,014,715.00	\$1,069,435.83	\$2,945,279.17	26.638%
1000-211-0000	Local Government Distribution	\$64,118.41	\$16,058.92	\$48,059.49	25.046%
1000-224-0000	Liquor and Beer Permit Fees	\$1,500.00	\$0.00	\$1,500.00	0.000%
1000-231-0000	Property Tax Allocation	\$157,115.00	\$0.00	\$157,115.00	0.000%
1000-290-0000	Other - State Shared Taxes and Permits	\$15,000.00	\$3,442.24	\$11,557.76	22.948%
1000-290-0011	Other - State Shared Taxes and Permits{JEDZ}	\$120,000.00	\$25,172.96	\$94,827.04	20.977%
	State Shared Taxes and Permits Sub-Total:	\$357,733.41	\$44,674.12	\$313,059.29	12.488%
1000-390-0000	Other - Special Assessments	\$0.00	\$0.00	\$0.00	0.000%
1000-390-0071	Other - Special Assessments{Property Maintenance}	\$0.00	\$0.00	\$0.00	0.000%
	Special Assessments Sub-Total:	\$0.00	\$0.00	\$0.00	0.000%
1000-411-0000	Federal - Restricted	\$0.00	\$0.00	\$0.00	0.000%
1000-422-0000	State - Restricted	\$0.00	\$0.00	\$0.00	0.000%
1000-422-0015	State - Restricted{HTF COMMANDER}	\$11,000.00	\$0.00	\$11,000.00	0.000%
1000-422-0021	State - Restricted{OAC 109:2-18-04 TRAINING}	\$0.00	\$0.00	\$0.00	0.000%
1000-422-0022	State - Restricted{FIRE TRAINING}	\$0.00	\$0.00	\$0.00	0.000%
1000-422-0041	State - Restricted{K-9}	\$0.00	\$0.00	\$0.00	0.000%
1000-440-0000	Grants or Aid (Non-Federal and Non-State)	\$43,200.00	\$43,200.00	\$0.00	100.000%
1000-440-0041	Grants or Aid (Non-Federal and Non-State){K-9}	\$0.00	\$0.00	\$0.00	0.000%
1000-490-0000	Other - Intergovernmental	\$13,000.00	\$0.00	\$13,000.00	0.000%
1000-490-0015	Other - Intergovernmental{HTF COMMANDER}	\$113,000.00	\$19,044.32	\$93,955.68	16.853%
1000-490-0017	Other - Intergovernmental{HC REA DISTRIBUTION}	\$0.00	\$0.00	\$0.00	0.000%
	Intergovernmental Sub-Total:	\$180,200.00	\$62,244.32	\$117,955.68	34.542%
1000-512-0000	Contracts for Police Protection	\$8,500.00	\$4,195.78	\$4,304.22	49.362%
1000-514-0000	Garbage and Trash	\$226,000.00	\$59,299.11	\$166,700.89	26.239%

Revenue Status
By Fund Then Revenue
As Of 3/31/2020

UAN v2020.2

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-523-0000	Recreation Entry Fees	\$1,800.00	\$318.00	\$1,482.00	17.667%
1000-529-0000	Other - Cultural and Recreational Programs	\$1,800.00	\$250.00	\$1,550.00	13.889%
1000-541-0000	Consumer Rent	\$220,000.00	\$27,137.73	\$192,862.27	12.335%
1000-541-0025	Consumer Rent{Mercy Land Lease}	\$12,500.00	\$0.00	\$12,500.00	0.000%
1000-541-0035	Consumer Rent{COMMUNITY ROOM}	\$0.00	\$0.00	\$0.00	0.000%
1000-590-0000	Other - Charges for Services	\$3,000.00	\$49.00	\$2,951.00	1.633%
Charges for Services Sub-Total:		\$473,600.00	\$91,249.62	\$382,350.38	19.267%
1000-612-0000	Court Fines	\$70,000.00	\$18,087.00	\$51,913.00	25.839%
1000-612-0051	Court Fines{MAYOR'S COURT CREDIT CARD FEES}	\$700.00	\$213.00	\$487.00	30.429%
1000-619-0000	Other - Fines and Forfeitures	\$0.00	\$0.00	\$0.00	0.000%
1000-624-0000	Street Opening	\$0.00	\$0.00	\$0.00	0.000%
1000-625-0000	Cable Franchise Fees	\$59,000.00	\$15,002.63	\$43,997.37	25.428%
1000-629-0000	Other - Licenses and Permits	\$55,000.00	\$10,845.00	\$44,155.00	19.718%
1000-629-0027	Other - Licenses and Permits{CELLULAR UNITS-ALARMS}	\$4,000.00	\$591.00	\$3,409.00	14.775%
1000-690-0000	Other - Fines, Licenses and Permits	\$0.00	\$0.00	\$0.00	0.000%
Fines, Licenses and Permits Sub-Total:		\$188,700.00	\$44,738.63	\$143,961.37	23.709%
1000-701-0000	Interest	\$120,000.00	\$31,324.21	\$88,675.79	26.104%
Earnings on Investments Sub-Total:		\$120,000.00	\$31,324.21	\$88,675.79	26.104%
1000-820-0000	Contributions and Donations	\$0.00	\$100.00	-\$100.00	0.000%
1000-820-0023	Contributions and Donations{HC DIVE TEAM}	\$0.00	\$0.00	\$0.00	0.000%
1000-820-0030	Contributions and Donations{ICE CREAM SOCIAL}	\$8,000.00	\$0.00	\$8,000.00	0.000%
1000-820-0041	Contributions and Donations{K-9}	\$0.00	\$125.00	-\$125.00	0.000%
1000-892-0000	Other - Miscellaneous Non-Operating	\$3,000.00	\$5,397.96	-\$2,397.96	179.932%
Miscellaneous Sub-Total:		\$11,000.00	\$5,622.96	\$5,377.04	51.118%
1000-931-0000	Transfers - In	\$0.00	\$0.00	\$0.00	0.000%
1000-961-0000	Sale of Fixed Assets	\$275,804.00	\$2,054.40	\$273,749.60	0.745%
1000-981-0000	Special Items	\$0.00	\$0.00	\$0.00	0.000%

Revenue Status
By Fund Then Revenue
As Of 3/31/2020

UAN v2020.2

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-982-0000	Extraordinary Items	\$0.00	\$0.00	\$0.00	0.000%
1000-999-0000	Other - Other Financing Sources	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources Sub-Total:		\$275,804.00	\$2,054.40	\$273,749.60	0.745%
Fund 1000 Sub-Total:		\$5,621,752.41	\$1,351,344.09	\$4,270,408.32	24.038%
Report Total:		\$5,621,752.41	\$1,351,344.09	\$4,270,408.32	24.038%

AMBERLEY VILLAGE, HAMILTON COUNTY

4/20/2020 8:19:13 AM

Fund Summary

UAN v2020.2

March 2020

Fund #	Fund Name	Starting Fund Balance	Month To Date Revenue	Year To Date Revenue	Month To Date Expenditures	Year To Date Expenditures	Ending Fund Balance	Current Reserve for Encumbrance	Unencumbered Fund Balance
1000	General	\$5,969,675.78	\$344,842.44	\$1,351,344.09	\$547,823.71	\$1,353,665.28	\$5,766,694.51	\$1,013,837.70	\$4,752,856.81
2011	Street Construction, Maint. and Repair	\$555,672.92	\$216,682.18	\$260,566.02	\$28,572.44	\$30,717.52	\$743,782.66	\$107,904.96	\$635,877.70
2051	Federal Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2091	Law Enforcement Trust	\$34,081.80	\$7,510.00	\$8,951.00	\$165.40	\$367.40	\$41,426.40	\$2,834.60	\$38,591.80
2101	Permissive Motor Vehicle License Tax	\$18,879.87	\$2,678.61	\$8,422.34	\$0.00	\$0.00	\$21,558.48	\$0.00	\$21,558.48
2131	Police Disability and Pension	\$25,598.39	\$0.00	\$20,000.00	\$0.00	\$0.00	\$25,598.39	\$0.00	\$25,598.39
2901	MAYOR'S COURT COMPUTER FUND	\$1,289.89	\$570.00	\$1,900.00	\$155.34	\$3,801.00	\$1,704.55	\$1,398.00	\$306.55
2902	POLICE LEVY FUND	\$448,624.45	\$465.52	\$515,800.97	\$197,326.30	\$265,085.91	\$251,763.67	\$9,381.27	\$242,382.40
2903	PSAP 911 FUND	\$438.39	\$0.00	\$0.00	\$0.00	\$0.00	\$438.39	\$0.00	\$438.39
2904	EMPLOYEE SEVERANCE FUND	\$215,177.81	\$0.00	\$0.00	\$0.00	\$0.00	\$215,177.81	\$0.00	\$215,177.81
2905	WE THRIVE GRANT FUND	\$3,121.71	\$0.00	\$0.00	\$0.00	\$0.00	\$3,121.71	\$0.00	\$3,121.71
2906	NATURE WORKS GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2907	Mercy Tax Increment Equivalent Fund	\$41,478.99	\$77.92	\$207.67	\$0.00	\$0.00	\$41,556.91	\$0.00	\$41,556.91
3101	Bond Retirement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4901	CAPITAL PROJECTS	\$35,756.90	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$235,756.90	\$126,308.91	\$109,447.99
4902	Capital Projects-PUBLIC FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4903	Capital Projects-VILLAGE LAND	\$1,204.12	\$0.00	\$0.00	\$0.00	\$0.00	\$1,204.12	\$0.00	\$1,204.12
5901	STORM WATER UTILITY	\$36,595.29	\$36,212.84	\$53,010.40	\$181.79	\$77,421.80	\$72,626.34	\$14,056.82	\$58,569.52
9101	Unclaimed Monies	\$15,267.33	\$0.00	\$0.00	\$0.00	\$0.00	\$15,267.33	\$0.00	\$15,267.33
9901	MAYOR'S COURT Agency	\$6,884.52	\$7,725.00	\$26,883.00	\$9,216.00	\$29,225.00	\$5,393.52	\$0.00	\$5,393.52
9902	EMPLOYEES HEALTH INSURANCE Agency	\$0.00	\$4,888.92	\$14,666.76	\$4,888.92	\$14,666.76	\$0.00	\$0.00	\$0.00
9903	VALLEY BAND ESCROW	\$20,915.96	\$0.00	\$0.00	\$206.63	\$336.63	\$20,709.33	\$1,163.37	\$19,545.96
9904	Kenwood SWJEDZ Agency	\$69,482.33	\$106,664.88	\$262,204.89	\$68.55	\$226,952.46	\$176,078.66	\$521.55	\$175,557.11
9905	Kenwood SWJEDZ Escrow Agency	\$4,538.78	\$0.00	\$15,877.07	\$909.42	\$18,186.83	\$3,629.36	\$0.00	\$3,629.36
9906	Kenwood SWJEDZ Long-Term Maint. Agency	\$6,000.00	\$0.00	\$16.35	\$0.00	\$1,516.40	\$6,000.00	\$1,983.60	\$4,016.40
Report Total:		<u>\$7,510,685.23</u>	<u>\$928,318.31</u>	<u>\$2,739,850.56</u>	<u>\$789,514.50</u>	<u>\$2,021,942.99</u>	<u>\$7,649,489.04</u>	<u>\$1,279,390.78</u>	<u>\$6,370,098.26</u>

Last reconciled to bank: 03/31/2020 – Total other adjusting factors: \$110.00

AMBERLEY VILLAGE, HAMILTON COUNTY
Appropriation Summary
 March 2020

4/20/2020 8:21:10 AM

UAN v2020.2

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
1000 - General								
Security of Persons and Property								
Police Enforcement								
Personal Services	\$4,501.00	\$1,140,982.00	\$1,145,483.00	\$23,060.69	\$286,372.01	\$433.48	\$858,677.51	25.000%
Employee Fringe Benefits	\$0.00	\$424,795.00	\$424,795.00	\$34,398.60	\$128,760.89	\$14,745.33	\$281,288.78	30.311%
Contractual Services	\$1,267.80	\$207,350.00	\$208,617.80	\$9,176.23	\$31,718.10	\$79,127.98	\$97,771.72	15.204%
Supplies and Materials	\$1,880.68	\$109,750.00	\$111,630.68	\$20,721.91	\$49,739.58	\$38,379.53	\$23,511.57	44.557%
Capital Outlay	\$0.00	\$48,914.00	\$48,914.00	\$0.00	\$0.00	\$33,007.00	\$15,907.00	0.000%
Total Police Enforcement	\$7,649.48	\$1,931,791.00	\$1,939,440.48	\$87,357.43	\$496,590.58	\$165,693.32	\$1,277,156.58	
Fire Fighting, Prevention and Inspection								
Personal Services	\$0.00	\$245,940.00	\$245,940.00	\$13,345.56	\$32,678.95	\$419.07	\$212,841.98	13.287%
Employee Fringe Benefits	\$0.00	\$54,469.00	\$54,469.00	\$3,689.36	\$7,813.38	\$0.00	\$46,655.62	14.345%
Contractual Services	\$1,329.01	\$49,265.00	\$50,594.01	\$1,190.99	\$8,727.90	\$21,676.11	\$20,190.00	17.251%
Supplies and Materials	\$279.14	\$47,500.00	\$47,779.14	\$1,100.85	\$5,376.35	\$9,522.79	\$32,880.00	11.253%
Capital Outlay	\$768.00	\$4,500.00	\$5,268.00	\$0.00	\$768.00	\$0.00	\$4,500.00	14.579%
Total Fire Fighting, Prevention and Inspection	\$2,376.15	\$401,674.00	\$404,050.15	\$19,326.76	\$55,364.58	\$31,617.97	\$317,067.60	
Total Security of Persons and Property	\$10,025.63	\$2,333,465.00	\$2,343,490.63	\$106,684.19	\$551,955.16	\$197,311.29	\$1,594,224.18	
Public Health Services								
Payment to County Health District								
Contractual Services	\$0.00	\$11,906.00	\$11,906.00	\$0.00	\$0.00	\$0.00	\$11,906.00	0.000%
Total Payment to County Health District	\$0.00	\$11,906.00	\$11,906.00	\$0.00	\$0.00	\$0.00	\$11,906.00	
Other Public Health Services								
Contractual Services	\$0.00	\$180,000.00	\$180,000.00	\$45,000.00	\$45,000.00	\$135,000.00	\$0.00	25.000%
Total Other Public Health Services	\$0.00	\$180,000.00	\$180,000.00	\$45,000.00	\$45,000.00	\$135,000.00	\$0.00	
Total Public Health Services	\$0.00	\$191,906.00	\$191,906.00	\$45,000.00	\$45,000.00	\$135,000.00	\$11,906.00	
Leisure Time Activities								
Other Leisure Time Activities								
Contractual Services	\$0.00	\$2,550.00	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00	0.000%
Total Other Leisure Time Activities	\$0.00	\$2,550.00	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00	
Total Leisure Time Activities	\$0.00	\$2,550.00	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00	
Basic Utility Services								
Waste Collection - Refuse Collection and Disp								
Contractual Services	\$6,796.00	\$225,960.00	\$232,756.00	\$19,171.36	\$57,514.08	\$175,241.92	\$0.00	24.710%
Total Waste Collection - Refuse Collection and Disp	\$6,796.00	\$225,960.00	\$232,756.00	\$19,171.36	\$57,514.08	\$175,241.92	\$0.00	
Total Basic Utility Services	\$6,796.00	\$225,960.00	\$232,756.00	\$19,171.36	\$57,514.08	\$175,241.92	\$0.00	
Transportation								
Other Transportation								
Personal Services	\$1,850.00	\$448,139.00	\$449,989.00	\$35,034.57	\$98,048.16	\$1,743.91	\$350,196.93	21.789%
Employee Fringe Benefits	\$0.00	\$186,368.00	\$186,368.00	\$14,288.07	\$39,314.13	\$5,214.24	\$141,839.63	21.095%
Contractual Services	\$1,580.01	\$125,940.00	\$127,520.01	\$639.82	\$14,424.45	\$63,115.56	\$49,980.00	11.312%
Supplies and Materials	\$3,795.59	\$240,100.00	\$243,895.59	\$13,076.12	\$34,720.50	\$71,075.09	\$138,100.00	14.236%
Capital Outlay	\$827.75	\$14,500.00	\$15,327.75	\$0.00	\$0.00	\$827.75	\$14,500.00	0.000%
Total Other Transportation	\$8,053.35	\$1,015,047.00	\$1,023,100.35	\$63,038.58	\$186,507.24	\$141,976.55	\$694,616.56	

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	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Transportation	\$8,053.35	\$1,015,047.00	\$1,023,100.35	\$63,038.58	\$186,507.24	\$141,976.55	\$694,616.56	
General Government								
Mayor and Administrative Offices								
Personal Services	\$600.00	\$385,553.00	\$386,153.00	\$32,892.77	\$85,090.83	\$1,454.30	\$299,607.87	22.036%
Employee Fringe Benefits	\$0.00	\$114,119.00	\$114,119.00	\$9,454.99	\$25,523.86	\$2,098.15	\$86,496.99	22.366%
Contractual Services	\$621.18	\$112,353.00	\$112,974.18	\$2,993.80	\$17,908.08	\$37,614.10	\$57,452.00	15.851%
Supplies and Materials	\$0.00	\$5,300.00	\$5,300.00	\$206.19	\$922.23	\$4,077.77	\$300.00	17.401%
Total Mayor and Administrative Offices	\$1,221.18	\$617,325.00	\$618,546.18	\$45,547.75	\$129,445.00	\$45,244.32	\$443,856.86	
Legislative Activities								
Personal Services	\$0.00	\$10,800.00	\$10,800.00	\$935.00	\$2,600.00	\$50.00	\$8,150.00	24.074%
Employee Fringe Benefits	\$0.00	\$1,985.00	\$1,985.00	\$107.85	\$245.83	\$0.00	\$1,739.17	12.384%
Contractual Services	\$6,700.00	\$68,835.00	\$75,535.00	\$4,102.77	\$24,558.02	\$24,498.98	\$26,478.00	32.512%
Supplies and Materials	\$0.00	\$12,750.00	\$12,750.00	\$0.00	\$0.00	\$1,500.00	\$11,250.00	0.000%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Legislative Activities	\$6,700.00	\$94,370.00	\$101,070.00	\$5,145.62	\$27,403.85	\$26,048.98	\$47,617.17	
Mayor's Court								
Contractual Services	\$2,000.00	\$27,550.00	\$29,550.00	\$2,001.97	\$6,942.55	\$17,157.45	\$5,450.00	23.494%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Mayor's Court	\$2,000.00	\$27,550.00	\$29,550.00	\$2,001.97	\$6,942.55	\$17,157.45	\$5,450.00	
Clerk - Treasurer								
Personal Services	\$0.00	\$1,500.00	\$1,500.00	\$130.00	\$362.50	\$12.50	\$1,125.00	24.167%
Employee Fringe Benefits	\$0.00	\$257.00	\$257.00	\$19.31	\$60.22	\$0.00	\$196.78	23.432%
Contractual Services	\$0.00	\$1,150.00	\$1,150.00	\$0.00	\$0.00	\$0.00	\$1,150.00	0.000%
Total Clerk - Treasurer	\$0.00	\$2,907.00	\$2,907.00	\$149.31	\$422.72	\$12.50	\$2,471.78	
Lands and Buildings								
Personal Services	\$0.00	\$54,000.00	\$54,000.00	\$3,932.07	\$12,625.32	\$133.62	\$41,241.06	23.380%
Employee Fringe Benefits	\$0.00	\$9,170.00	\$9,170.00	\$988.52	\$2,392.60	\$0.00	\$6,777.40	26.092%
Contractual Services	\$5,575.72	\$252,329.00	\$257,904.72	\$9,055.38	\$36,213.40	\$144,597.32	\$77,094.00	14.041%
Supplies and Materials	\$24,330.63	\$118,173.00	\$142,503.63	\$2,099.43	\$16,809.52	\$85,357.95	\$40,336.16	11.796%
Capital Outlay	\$0.00	\$47,500.00	\$47,500.00	\$27,516.57	\$27,516.57	\$0.43	\$19,983.00	57.930%
Total Lands and Buildings	\$29,906.35	\$481,172.00	\$511,078.35	\$43,591.97	\$95,557.41	\$230,089.32	\$185,431.62	
Boards and Commissions								
Personal Services	\$0.00	\$800.00	\$800.00	\$69.28	\$193.32	\$6.68	\$600.00	24.165%
Employee Fringe Benefits	\$0.00	\$124.00	\$124.00	\$10.28	\$21.52	\$0.00	\$102.48	17.355%
Total Boards and Commissions	\$0.00	\$924.00	\$924.00	\$79.56	\$214.84	\$6.68	\$702.48	
Solicitor								
Contractual Services	\$11,272.50	\$60,000.00	\$71,272.50	\$6,495.50	\$13,017.90	\$40,254.60	\$18,000.00	18.265%
Total Solicitor	\$11,272.50	\$60,000.00	\$71,272.50	\$6,495.50	\$13,017.90	\$40,254.60	\$18,000.00	
Income Tax Administration								
Personal Services	\$250.00	\$84,867.00	\$85,117.00	\$6,486.94	\$15,342.14	\$392.90	\$69,381.96	18.025%
Employee Fringe Benefits	\$0.00	\$34,647.00	\$34,647.00	\$2,371.65	\$6,456.53	\$445.61	\$27,744.86	18.635%
Contractual Services	\$78.77	\$13,660.00	\$13,738.77	\$1,579.14	\$5,484.99	\$4,023.78	\$4,230.00	39.923%
Supplies and Materials	\$0.00	\$650.00	\$650.00	\$0.00	\$18.20	\$631.80	\$0.00	2.800%
Total Income Tax Administration	\$328.77	\$133,824.00	\$134,152.77	\$10,437.73	\$27,301.86	\$5,494.09	\$101,356.82	

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	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Tax Refunds								
Other	\$0.00	\$100,000.00	\$100,000.00	\$480.17	\$12,382.67	\$0.00	\$87,617.33	12.383%
Total Tax Refunds	\$0.00	\$100,000.00	\$100,000.00	\$480.17	\$12,382.67	\$0.00	\$87,617.33	
Other General Government								
Employee Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.000%
Total Other General Government	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	
Total General Government	\$51,428.80	\$1,518,572.00	\$1,570,000.80	\$113,929.58	\$312,688.80	\$364,307.94	\$893,004.06	
Other Financing Uses								
Transfers - Out	\$0.00	\$340,000.00	\$340,000.00	\$200,000.00	\$200,000.00	\$0.00	\$140,000.00	58.824%
Contingencies	\$0.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.000%
Other - Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Uses	\$0.00	\$360,000.00	\$360,000.00	\$200,000.00	\$200,000.00	\$0.00	\$160,000.00	
Total 1000 - General	\$76,303.78	\$5,647,500.00	\$5,723,803.78	\$547,823.71	\$1,353,665.28	\$1,013,837.70	\$3,356,300.80	
2011 - Street Construction, Maint. and Repair								
Transportation								
Other Transportation								
Contractual Services	\$3,097.09	\$50,000.00	\$53,097.09	\$0.00	\$2,145.08	\$952.01	\$50,000.00	4.040%
Capital Outlay	\$135,525.39	\$597,000.00	\$732,525.39	\$28,572.44	\$28,572.44	\$106,952.95	\$597,000.00	3.901%
Total Other Transportation	\$138,622.48	\$647,000.00	\$785,622.48	\$28,572.44	\$30,717.52	\$107,904.96	\$647,000.00	
Total Transportation	\$138,622.48	\$647,000.00	\$785,622.48	\$28,572.44	\$30,717.52	\$107,904.96	\$647,000.00	
Total 2011 - Street Construction, Maint. and Repair	\$138,622.48	\$647,000.00	\$785,622.48	\$28,572.44	\$30,717.52	\$107,904.96	\$647,000.00	
2051 - Federal Grant								
Community Environment								
Other Community Environment								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Community Environment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Community Environment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2051 - Federal Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2091 - Law Enforcement Trust								
Security of Persons and Property								
Police Enforcement								
Contractual Services	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.000%
Other	\$202.00	\$43,500.00	\$43,702.00	\$165.40	\$367.40	\$2,834.60	\$40,500.00	0.841%
Total Police Enforcement	\$202.00	\$44,000.00	\$44,202.00	\$165.40	\$367.40	\$2,834.60	\$41,000.00	
Total Security of Persons and Property	\$202.00	\$44,000.00	\$44,202.00	\$165.40	\$367.40	\$2,834.60	\$41,000.00	
Total 2091 - Law Enforcement Trust	\$202.00	\$44,000.00	\$44,202.00	\$165.40	\$367.40	\$2,834.60	\$41,000.00	

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	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
2101 - Permissive Motor Vehicle License Tax								
Transportation								
Other Transportation								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Outlay	\$0.00	\$39,000.00	\$39,000.00	\$0.00	\$0.00	\$0.00	\$39,000.00	0.000%
Total Other Transportation	\$0.00	\$39,000.00	\$39,000.00	\$0.00	\$0.00	\$0.00	\$39,000.00	
Total Transportation	\$0.00	\$39,000.00	\$39,000.00	\$0.00	\$0.00	\$0.00	\$39,000.00	
Total 2101 - Permissive Motor Vehicle License Tax	\$0.00	\$39,000.00	\$39,000.00	\$0.00	\$0.00	\$0.00	\$39,000.00	
2131 - Police Disability and Pension								
Security of Persons and Property								
Police Enforcement								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Employee Fringe Benefits	\$0.00	\$51,350.00	\$51,350.00	\$0.00	\$0.00	\$0.00	\$51,350.00	0.000%
Total Police Enforcement	\$0.00	\$51,350.00	\$51,350.00	\$0.00	\$0.00	\$0.00	\$51,350.00	
Total Security of Persons and Property	\$0.00	\$51,350.00	\$51,350.00	\$0.00	\$0.00	\$0.00	\$51,350.00	
General Government								
Auditor of State Fees								
Contractual Services	\$0.00	\$650.00	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00	0.000%
Total Auditor of State Fees	\$0.00	\$650.00	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00	
Total General Government	\$0.00	\$650.00	\$650.00	\$0.00	\$0.00	\$0.00	\$650.00	
Total 2131 - Police Disability and Pension	\$0.00	\$52,000.00	\$52,000.00	\$0.00	\$0.00	\$0.00	\$52,000.00	
2901 - MAYOR'S COURT COMPUTER FUND								
Security of Persons and Property								
Police Enforcement								
Contractual Services	\$0.00	\$2,835.00	\$2,835.00	\$0.00	\$2,835.00	\$0.00	\$0.00	100.000%
Supplies and Materials	\$0.00	\$1,400.00	\$1,400.00	\$0.00	\$500.00	\$0.00	\$900.00	35.714%
Capital Outlay	\$0.00	\$3,765.00	\$3,765.00	\$155.34	\$466.00	\$1,398.00	\$1,901.00	12.377%
Total Police Enforcement	\$0.00	\$8,000.00	\$8,000.00	\$155.34	\$3,801.00	\$1,398.00	\$2,801.00	
Total Security of Persons and Property	\$0.00	\$8,000.00	\$8,000.00	\$155.34	\$3,801.00	\$1,398.00	\$2,801.00	
Total 2901 - MAYOR'S COURT COMPUTER FUND	\$0.00	\$8,000.00	\$8,000.00	\$155.34	\$3,801.00	\$1,398.00	\$2,801.00	
2902 - POLICE LEVY FUND								
Security of Persons and Property								
Police Enforcement								
Personal Services	\$0.00	\$1,050,830.00	\$1,050,830.00	\$164,704.72	\$231,386.81	\$9,381.27	\$810,061.92	22.019%
Employee Fringe Benefits	\$0.00	\$232,794.00	\$232,794.00	\$32,621.58	\$33,699.10	\$0.00	\$199,094.90	14.476%
Contractual Services	\$0.00	\$15,500.00	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00	0.000%
Total Police Enforcement	\$0.00	\$1,299,124.00	\$1,299,124.00	\$197,326.30	\$265,085.91	\$9,381.27	\$1,024,656.82	
Total Security of Persons and Property	\$0.00	\$1,299,124.00	\$1,299,124.00	\$197,326.30	\$265,085.91	\$9,381.27	\$1,024,656.82	
Total 2902 - POLICE LEVY FUND	\$0.00	\$1,299,124.00	\$1,299,124.00	\$197,326.30	\$265,085.91	\$9,381.27	\$1,024,656.82	

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2903 - PSAP 911 FUND								
Security of Persons and Property								
Police Enforcement								
Contractual Services	\$0.00	\$438.39	\$438.39	\$0.00	\$0.00	\$0.00	\$438.39	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Police Enforcement	\$0.00	\$438.39	\$438.39	\$0.00	\$0.00	\$0.00	\$438.39	
Total Security of Persons and Property	\$0.00	\$438.39	\$438.39	\$0.00	\$0.00	\$0.00	\$438.39	
Total 2903 - PSAP 911 FUND	\$0.00	\$438.39	\$438.39	\$0.00	\$0.00	\$0.00	\$438.39	
2904 - EMPLOYEE SEVERANCE FUND								
Security of Persons and Property								
Police Enforcement								
Personal Services	\$0.00	\$251,500.00	\$251,500.00	\$0.00	\$0.00	\$0.00	\$251,500.00	0.000%
Employee Fringe Benefits	\$0.00	\$3,677.00	\$3,677.00	\$0.00	\$0.00	\$0.00	\$3,677.00	0.000%
Total Police Enforcement	\$0.00	\$255,177.00	\$255,177.00	\$0.00	\$0.00	\$0.00	\$255,177.00	
Total Security of Persons and Property	\$0.00	\$255,177.00	\$255,177.00	\$0.00	\$0.00	\$0.00	\$255,177.00	
Transportation								
Other Transportation								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Employee Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Financing Uses								
Contingencies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2904 - EMPLOYEE SEVERANCE FUND	\$0.00	\$255,177.00	\$255,177.00	\$0.00	\$0.00	\$0.00	\$255,177.00	
2905 - WE THRIVE GRANT FUND								
Community Environment								
Other Community Environment								
Other	\$0.00	\$3,121.00	\$3,121.00	\$0.00	\$0.00	\$0.00	\$3,121.00	0.000%
Total Other Community Environment	\$0.00	\$3,121.00	\$3,121.00	\$0.00	\$0.00	\$0.00	\$3,121.00	
Total Community Environment	\$0.00	\$3,121.00	\$3,121.00	\$0.00	\$0.00	\$0.00	\$3,121.00	
Total 2905 - WE THRIVE GRANT FUND	\$0.00	\$3,121.00	\$3,121.00	\$0.00	\$0.00	\$0.00	\$3,121.00	
2906 - NATURE WORKS GRANT								
Leisure Time Activities								
Other Leisure Time Activities								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Leisure Time Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Leisure Time Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

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	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total 2906 - NATURE WORKS GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2907 - Mercy Tax Increment Equivalent Fund								
General Government								
Other General Government								
Contractual Services	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other	\$0.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.000%
Total Other General Government	\$0.00	\$31,000.00	\$31,000.00	\$0.00	\$0.00	\$0.00	\$31,000.00	
Total General Government	\$0.00	\$31,000.00	\$31,000.00	\$0.00	\$0.00	\$0.00	\$31,000.00	
Capital Outlay								
Capital Outlay								
Capital Outlay	\$0.00	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$0.00	\$70,000.00	0.000%
Total Capital Outlay	\$0.00	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$0.00	\$70,000.00	
Total Capital Outlay	\$0.00	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$0.00	\$70,000.00	
Total 2907 - Mercy Tax Increment Equivalent Fund	\$0.00	\$101,000.00	\$101,000.00	\$0.00	\$0.00	\$0.00	\$101,000.00	
4901 - CAPITAL PROJECTS								
Capital Outlay								
Capital Outlay								
Capital Outlay	\$0.00	\$220,000.00	\$220,000.00	\$0.00	\$0.00	\$126,308.91	\$93,691.09	0.000%
Total Capital Outlay	\$0.00	\$220,000.00	\$220,000.00	\$0.00	\$0.00	\$126,308.91	\$93,691.09	
Total Capital Outlay	\$0.00	\$220,000.00	\$220,000.00	\$0.00	\$0.00	\$126,308.91	\$93,691.09	
Total 4901 - CAPITAL PROJECTS	\$0.00	\$220,000.00	\$220,000.00	\$0.00	\$0.00	\$126,308.91	\$93,691.09	
4902 - Capital Projects-PUBLIC FACILITIES								
Capital Outlay								
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4902 - Capital Projects-PUBLIC FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4903 - Capital Projects-VILLAGE LAND								
Capital Outlay								
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4903 - Capital Projects-VILLAGE LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

5901 - STORM WATER UTILITY

Report reflects selected information.

AMBERLEY VILLAGE, HAMILTON COUNTY
Appropriation Summary
 March 2020

4/20/2020 8:21:10 AM

UAN v2020.2

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Transportation								
Storm Sewers and Drains								
Personal Services	\$0.00	\$3,780.00	\$3,780.00	\$120.35	\$468.98	\$1.30	\$3,309.72	12.407%
Employee Fringe Benefits	\$0.00	\$580.00	\$580.00	\$61.44	\$72.41	\$0.00	\$507.59	12.484%
Contractual Services	\$20,111.00	\$35,000.00	\$55,111.00	\$0.00	\$19,531.51	\$579.49	\$35,000.00	35.440%
Supplies and Materials	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.000%
Capital Outlay	\$69,936.03	\$157,640.00	\$227,576.03	\$0.00	\$57,348.90	\$13,476.03	\$156,751.10	25.200%
Total Storm Sewers and Drains	\$90,047.03	\$200,000.00	\$290,047.03	\$181.79	\$77,421.80	\$14,056.82	\$198,568.41	
Total Transportation	\$90,047.03	\$200,000.00	\$290,047.03	\$181.79	\$77,421.80	\$14,056.82	\$198,568.41	
Total 5901 - STORM WATER UTILITY	\$90,047.03	\$200,000.00	\$290,047.03	\$181.79	\$77,421.80	\$14,056.82	\$198,568.41	
9901 - MAYOR'S COURT Agency								
Fiduciary Distributions								
Distributions to Other Governments								
Other	\$0.00	\$25,000.00	\$25,000.00	\$2,284.00	\$7,515.00	\$0.00	\$17,485.00	30.060%
Total Distributions to Other Governments	\$0.00	\$25,000.00	\$25,000.00	\$2,284.00	\$7,515.00	\$0.00	\$17,485.00	
Distributions to Other Funds (Primary Gov't)								
Other	\$0.00	\$90,000.00	\$90,000.00	\$6,932.00	\$21,710.00	\$0.00	\$68,290.00	24.122%
Total Distributions to Other Funds (Primary Gov't)	\$0.00	\$90,000.00	\$90,000.00	\$6,932.00	\$21,710.00	\$0.00	\$68,290.00	
Total Fiduciary Distributions	\$0.00	\$115,000.00	\$115,000.00	\$9,216.00	\$29,225.00	\$0.00	\$85,775.00	
Other Financing Uses								
Transfers - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 9901 - MAYOR'S COURT Agency	\$0.00	\$115,000.00	\$115,000.00	\$9,216.00	\$29,225.00	\$0.00	\$85,775.00	
9902 - EMPLOYEES HEALTH INSURANCE Agency								
Fiduciary Distributions								
Distributions on Behalf of Employees								
Other	\$0.00	\$60,000.00	\$60,000.00	\$4,888.92	\$14,666.76	\$0.00	\$45,333.24	24.445%
Total Distributions on Behalf of Employees	\$0.00	\$60,000.00	\$60,000.00	\$4,888.92	\$14,666.76	\$0.00	\$45,333.24	
Total Fiduciary Distributions	\$0.00	\$60,000.00	\$60,000.00	\$4,888.92	\$14,666.76	\$0.00	\$45,333.24	
Total 9902 - EMPLOYEES HEALTH INSURANCE Agency	\$0.00	\$60,000.00	\$60,000.00	\$4,888.92	\$14,666.76	\$0.00	\$45,333.24	
9903 - VALLEY BAND ESCROW								
Fiduciary Distributions								
Other Distributions								
Contractual Services	\$0.00	\$1,500.00	\$1,500.00	\$206.63	\$336.63	\$1,163.37	\$0.00	22.442%
Total Other Distributions	\$0.00	\$1,500.00	\$1,500.00	\$206.63	\$336.63	\$1,163.37	\$0.00	
Total Fiduciary Distributions	\$0.00	\$1,500.00	\$1,500.00	\$206.63	\$336.63	\$1,163.37	\$0.00	
Other Financing Uses								
Transfers - Out	\$0.00	\$19,545.96	\$19,545.96	\$0.00	\$0.00	\$0.00	\$19,545.96	0.000%
Total Other Financing Uses	\$0.00	\$19,545.96	\$19,545.96	\$0.00	\$0.00	\$0.00	\$19,545.96	

Report reflects selected information.

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AMBERLEY VILLAGE, HAMILTON COUNTY
Appropriation Summary
 March 2020

4/20/2020 8:21:10 AM
 UAN v2020.2

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total 9903 - VALLEY BAND ESCROW	\$0.00	\$21,045.96	\$21,045.96	\$206.63	\$336.63	\$1,163.37	\$19,545.96	
9904 - Kenwood SWJEDZ Agency								
Fiduciary Distributions								
Distributions to Other Governments								
Other	\$0.00	\$800,000.00	\$800,000.00	\$0.00	\$185,707.63	\$0.00	\$614,292.37	23.213%
Total Distributions to Other Governments	\$0.00	\$800,000.00	\$800,000.00	\$0.00	\$185,707.63	\$0.00	\$614,292.37	
Distributions to Other Funds (Primary Gov't)								
Contractual Services	\$0.00	\$120,000.00	\$120,000.00	\$68.55	\$25,351.41	\$521.55	\$94,127.04	21.126%
Total Distributions to Other Funds (Primary Gov't)	\$0.00	\$120,000.00	\$120,000.00	\$68.55	\$25,351.41	\$521.55	\$94,127.04	
Total Fiduciary Distributions	\$0.00	\$920,000.00	\$920,000.00	\$68.55	\$211,059.04	\$521.55	\$708,419.41	
Other Financing Uses								
Transfers - Out	\$0.00	\$130,000.00	\$130,000.00	\$0.00	\$15,893.42	\$0.00	\$114,106.58	12.226%
Total Other Financing Uses	\$0.00	\$130,000.00	\$130,000.00	\$0.00	\$15,893.42	\$0.00	\$114,106.58	
Total 9904 - Kenwood SWJEDZ Agency	\$0.00	\$1,050,000.00	\$1,050,000.00	\$68.55	\$226,952.46	\$521.55	\$822,525.99	
9905 - Kenwood SWJEDZ Escrow Agency								
Fiduciary Distributions								
Other Distributions								
Other	\$0.00	\$25,000.00	\$25,000.00	\$909.42	\$18,186.83	\$0.00	\$6,813.17	72.747%
Total Other Distributions	\$0.00	\$25,000.00	\$25,000.00	\$909.42	\$18,186.83	\$0.00	\$6,813.17	
Total Fiduciary Distributions	\$0.00	\$25,000.00	\$25,000.00	\$909.42	\$18,186.83	\$0.00	\$6,813.17	
Other Financing Uses								
Transfers - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 9905 - Kenwood SWJEDZ Escrow Agency	\$0.00	\$25,000.00	\$25,000.00	\$909.42	\$18,186.83	\$0.00	\$6,813.17	
9906 - Kenwood SWJEDZ Long-Term Maint. Agency								
Fiduciary Distributions								
Other Distributions								
Contractual Services	\$0.00	\$3,500.00	\$3,500.00	\$0.00	\$1,516.40	\$1,983.60	\$0.00	43.326%
Total Other Distributions	\$0.00	\$3,500.00	\$3,500.00	\$0.00	\$1,516.40	\$1,983.60	\$0.00	
Total Fiduciary Distributions	\$0.00	\$3,500.00	\$3,500.00	\$0.00	\$1,516.40	\$1,983.60	\$0.00	
Other Financing Uses								
Transfers - Out	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.000%
Total Other Financing Uses	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	
Total 9906 - Kenwood SWJEDZ Long-Term Maint. Agency	\$0.00	\$7,500.00	\$7,500.00	\$0.00	\$1,516.40	\$1,983.60	\$4,000.00	
Report Totals:	\$305,175.29	\$9,794,906.35	\$10,100,081.64	\$789,514.50	\$2,021,942.99	\$1,279,390.78	\$6,798,747.87	

Report reflects selected information.

INVESTMENT LISTING

March 31, 2020

			<u>INTERST</u>	<u>YEAR TO DATE</u>	<u>TOTAL</u>	<u>PURCHASE</u>	<u>MATURITY</u>
<u>TYPE</u>	<u>DESCRIPTION</u>	<u>CURRENT VALUE</u>	<u>RATE</u>	<u>INTEREST</u>	<u>INTEREST</u>	<u>DATE</u>	<u>DATE</u>
CD	SYNCHRONY BANK	\$ 250,000.00	2.40%	\$ -		4/6/2018	4/6/2020
AGENCY	FFCB5820	\$ 250,000.00	2.15%	\$ -		4/4/2018	5/8/2020
CD	STIFEL BANK & TRUST	\$ 250,000.00	2.70%	\$ 1,682.88		5/31/2018	5/29/2020
CD	PINNACLE BANK	\$ 250,000.00	2.75%	\$ 1,714.03		6/15/2018	6/15/2020
CD	STEARNS BANK	\$ 250,000.00	2.75%	\$ 1,714.03		7/6/2018	7/6/2020
CD	FNB OF ALBANY	\$ 250,000.00	2.70%	\$ 1,682.87		7/30/2018	7/30/2020
CD	MAPLE BANK	\$ 250,000.00	2.35%	\$ 1,464.72		5/15/2019	8/14/2020
CD	SOUTHERN STATES BANK	\$ 250,000.00	2.80%	\$ 1,745.20		6/27/2018	9/28/2020
CD	HORIZON BANK	\$ 250,000.00	2.60%	\$ 1,620.55		4/30/2018	10/30/2020
CD	LIVE OAK BANKING CO	\$ 250,000.00	2.75%	\$ 1,714.03		8/15/2018	11/16/2020
CD	FLAGSTAR BANK	\$ 250,000.00	2.00%	\$ 2,520.55		7/17/2019	1/19/2021
CD	GREAT NORTH BANK	\$ 250,000.00	2.80%	\$ 1,745.20		8/31/2018	2/26/2021
CD	EAGLEBANK	\$ 250,000.00	2.60%	\$ 1,620.54		3/15/2019	3/15/2021
CD	SYNOVUS BANK	\$ 250,000.00	2.40%	\$ -		4/17/2019	4/16/2021
CD	FIRST FEDERAL SAVINGS BANK	\$ 250,000.00	2.40%	\$ 1,495.89		4/29/2019	5/28/2021
CD	TIAA FSB HOLDINGS INC	\$ 250,000.00	2.75%	\$ 3,465.75		1/18/2019	7/19/2021
CD	UBS BANK	\$ 250,000.00	3.15%	\$ 1,963.36		10/30/2018	10/28/2021
CD	CROSS RIVER BANK	\$ 250,000.00	1.80%	\$ -		11/13/2019	11/15/2021
CD	MORGAN STANLEY PRIVATE BANK	\$ 250,000.00	3.25%	\$ -		11/29/2018	11/29/2021
CD	WELLS FARGO WEST	\$ 250,000.00	1.80%	\$ 739.72		1/29/2020	1/31/2022
CD	MORTON COMMUNITY BANK	\$ 250,000.00	2.70%	\$ 1,682.88		3/15/2019	3/21/2022
CD	ALLY BANK	\$ 250,000.00	2.25%	\$ -		6/27/2019	6/27/2022
CD	CIT BANK	\$ 250,000.00	1.95%	\$ 2,457.53		8/23/2019	8/23/2022
	GOLDMAN SACHS BANK	\$ 250,000.00	1.85%	\$ -		10/30/2019	10/31/2022
				\$ 31,029.73	ACTIVE		
				\$ 4,524.32	MATURED		
TOTAL		\$ 6,000,000.00		\$ 35,554.05			

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: May 8, 2020
RE: Proclaiming May 11-17, 2020 as National Law Enforcement Week

ITEM: Resolution 2020-14, Resolution Proclaiming the Week of May 11-17, 2020 as National Law Enforcement Memorial Week and May 15, 2020 as Peace Officers' Memorial Day

ACTION REQUESTED: By motion, adopt **Resolution 2020-14**, authorizing the recognition of National Law Enforcement Week in Amberley Village.

PURPOSE: To generate public attention and show appreciation to employees of the Amberley Police Department.

In 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers' Memorial Day and the week in which that date falls as Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

The Amberley Village Police Department serves a vital function in the community. Services include emergency response, traffic enforcement, criminal enforcement, vehicle lockouts, offense investigation, community service programs and presentations to school and community organizations.

Numerous programs have been instituted which reflect a philosophy of placing the community needs first. These include:

- Community-Oriented Policing Philosophy
- Identity Theft Prevention
- Car Seat Installation Program
- Community Block Watch
- Crime Prevention Surveys

During Police Week, all Amberley Village Police Officers will wear a black band across their badges in memory of all the law enforcement officers who have given their lives in the line of duty. This symbolic gesture deeply affects all police officers because they know that every year, an average of 145 American police officers are killed in the line of duty in the United States, and an average of over 58,000 officers are assaulted in the performance of their duties. Since the first known line-of-duty death in 1791, more than 20,000 U.S. law enforcement officers have made the ultimate sacrifice. It is a quiet way to salute those who have made the ultimate sacrifice for the public they serve.

As public celebrations have been cancelled this year, it becomes even more pertinent to recognize and remember the officers who have made the ultimate sacrifice. This is of particular importance to Amberley Village, as Chief Wallace provides active leadership in the regional support organization, The Shield, which offers services and support to families of fallen officers. This cannot be done without the support of the entire Amberley Village Police-Fire

department, which makes this national observance even more of a very personal and poignant recognition week.

Residents are encouraged to show their support for law enforcement officers who have died in the line of duty and those currently serving, both sworn and civilian staff by participating in this year's Light Ohio Blue by:

- Placing a blue bulb on an exterior porch light;
- Wrapping blue Christmas lights around homes or businesses;
- Light up entire homes or businesses with blue flood lights;
- Place blue ribbons on mailboxes, nearby columns or posts;
- Wear Blue on May 15; and
- Tell friends, family and neighbors and post pictures to social media using #LightOhioBlue

Adoption of Resolution 2020-14 is recommended. If you have any questions, please let me know.

PASSED:
BY:

RESOLUTION NO. 2020-14

PROCLAIMING THE WEEK OF MAY 11-17, 2020
AS NATIONAL LAW ENFORCEMENT MEMORIAL WEEK AND MAY 15, 2020
AS PEACE OFFICERS' MEMORIAL DAY

WHEREAS, The Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police week; and

WHEREAS, the members of the Amberley Village Police Department play an essential role in safeguarding the rights and freedoms of the residents of the Amberley Village; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our Police Department recognize their duty to serve the people by safeguarding life and property and protecting them against violence and disorder,

WHEREAS, the men and women of the Amberley Village Police Department unceasingly provide a vital public service;

NOW THEREFORE, BE IT RESOLVED BY THE Council of Amberley Village, Ohio, seven (7) members elected thereto concurring:

SECTION 1: That the Council of the Village of Amberley, Ohio hereby designates and proclaims the week of May 11-17, 2020 as "National Law Enforcement Memorial Week" and May 15, 2020 as "Peace Officers Memorial Day."

SECTION 2: That we call upon all citizens of the Village of Amberley and upon all patriotic, civic and educational organizations to observe the week of May 11 – May 17, 2020, as Police Week with appropriate ceremonies and observances in which all may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

SECTION 3: We further call upon all citizens of the Village of Amberley to observe Friday, May 15, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

SECTION 4: That this Resolution shall take effect and be enforced from and after the earliest period allowed by law.

Passed this _____ day of _____, 2020.

Mayor Thomas C. Muething

Attest:

Tammy Reasoner, Clerk of Council

Resolution Vote:

Moved: _____ Second: _____

I, Clerk of Council of Amberley Village, Ohio, certify that on the _____ day of _____ 2020, the foregoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designated by Sec. 31.40(B), Code of Ordinances.

Tammy Reasoner, Clerk of Council

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: May 8, 2020
RE: Sale of Rock Salt

ITEM: Resolution 2020-15, Authorizing the Sale of 500 Tons of Rock Salt to the City of Mason

ACTION REQUESTED:

By motion, adopt **Resolution 2020-15** authorizing the Village Manager to sell excess rock salt.

PURPOSE: To avoid storage costs and logistical issues from an overabundance of salt and generate some revenue.

In September 2019, Village Council approved the purchase of 900 tons of road salt with the adoption of Resolution 2019-25 authorizing a contract with Cargill at a price of \$89.66 per ton. The purchase/delivery of rock salt needed to occur before July 31, 2020. The winter was mild so little salt was utilized.

Amberley Village purchases between 800-1,000 tons of rock salt on an annual basis to provide snow and ice control for an average of 12-14 snow events per year. The Village has utilized Hamilton County's Procurement Program to obtain bulk rock salt at a less expensive rate and also the City of Cincinnati's purchasing contract.

As the Village began analyzing the financial effect of the COVID-19 pandemic and considering planned expenses to cut, the Village began exploring places to store our excess rock salt which had not been purchased or delivered yet. The Village salt facility holds 1,200 tons and our salt storage was more than $\frac{3}{4}$ full. In talking with the City of Mason about capacity to store our excess salt, they indicated they were beginning to purchase salt for the next season. Their city manager suggested that instead of storing our salt at their facility, they would buy our salt with a few stipulations. First the expense of delivery would be borne by the Village and if the Village needed salt for the 2020-21 season, the Village would buy salt back from the City of Mason.

The City of Mason has agreed to purchase up to 500 tons of Amberley's salt for the price the Village paid, \$89.66 per ton. This will generate \$44,830 in revenue for the Village and avoid having to store and ship salt elsewhere. It also enables the Village to have a supply of salt next year if the Village would need any additional supply.

Under the arrangement, the Village will spend approximately \$700 for the shipping costs to Mason. Likewise, the Village will store the remaining 300-400 tons at our facility or, if necessary, find a place to secure it.

The offer to sell our salt to the City of Mason was presented to and recommended by the Streets, Public Utilities and Sewers Committee on April 30.

If you have any questions, please let me know.

PASSED:
BY:

RESOLUTION NO. 2020-15

RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO SELL 500 TONS
OF ROCK SALT TO THE CITY OF MASON

WHEREAS, the Village has reviewed available alternatives for the provision of highway salt for the 2020-2021 winter season;

WHEREAS, in the fall of 2019 the Village purchased 500 tons of rock salt at a price of \$89.66 per ton for a total cost of \$44,830.00. The salt is physically located in the Village vendor's salt storage facility. Staff has determined that the Village does not need the entire amount;

WHEREAS, the City of Mason has agreed to purchase the 500 tons of rock salt at the same price the Village paid of \$89.66 per ton for a total of \$44,830.00. The Village has agreed to pay the cost of transporting the rock salt from the Village vendor's storage facility to the City of Mason salt storage facility;

WHEREAS, if the Village determines that it has a need to purchase rock salt for the 2020-2021 season, the Village will purchase the rock salt from the City of Mason at \$89.66 per ton;

WHEREAS, staff and the Streets Committee have reviewed and recommend, selling 500 tons of rock salt to the City of Mason at \$89.66 per ton for a total of \$44,830.00, and to pay the cost of transporting the salt to the City of Mason;

NOW, THEREFORE BE IT RESOLVED BY THE Council of Amberley Village, State of Ohio, seven (7) members elected thereto concurring,

SECTION 1: That the Village Manager is hereby authorized and directed to execute all necessary documents in order to sell 500 tons of rock salt to the City of Mason at a price of \$89.66 per ton for a total of \$44,830.00 and to pay the cost of delivery of the salt from the Village vendor's salt storage facility to the City of Mason salt storage facility.

SECTION 2: This Resolution shall take effect and be in force from and after the earliest period provided by law. Passed this 11th day of May, 2020.

Passed this _____ day of _____, 2020.

Mayor Thomas C. Muething

Attest:

Tammy Reasoner, Clerk of Council

Resolution Vote:

Moved: _____ Second: _____

I, Clerk of Council of Amberley Village, Ohio, certify that on the ____ day of _____ 2020, the foregoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designated by Sec. 31.40(B), Code of Ordinances.

Tammy Reasoner, Clerk of Council

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: May 8, 2020
RE: National Public Works Week

ITEM: Resolution 2020-16, Proclaiming May 17-23, 2020 as National Public Works Week

ACTION REQUESTED: By motion, adopt **Resolution 2020-16** authorizing the recognition of National Public Works Week in Amberley Village.

PURPOSE: To promote public awareness and to show appreciation to the Amberley Village staff involved with Maintenance Department operations.

The American Public Works Association sets aside a week in May each year to celebrate those services provided by Maintenance Departments throughout the country. The theme for this year's event is "The Rhythm of Public Works."

Our Public Works Department is referred to as the Amberley Village Maintenance Department and is on call 24-hours a day, 7-days a week for both Maintenance Department and Fire Department related duties. The Department is responsible for a variety of tasks critical to the safety and quality of life enjoyed by Amberley Village residents.

Some of the services provided by the Maintenance Department include street and right-of-way repairs and maintenance, storm sewer pipe and catch basin restoration and repairs, snow and ice removal, brush chipping, leaf pick-up, tree removal, litter control, maintaining guard rails and traffic signs, buildings and Village-owned properties, and vehicle maintenance including fire department apparatus.

In addition, our employees respond to flooded streets, storm damage such as trees and tree limbs that have been blown down into the right-of-way, malfunctioning traffic signals and damaged street signs. They also remove trash and other debris from the Village streets to ensure a clean and safe community for residents and businesses. All seven employees are also fully certified firefighters for the Village. This makes the entire Maintenance Department trained as firefighters. While Amberley Village is one of two uniquely combined police/fire departments in the State of Ohio, our Maintenance Department's dual roles of maintenance and fire is the only entity in which I am aware.

The Department maintains over 56 lane miles of Village streets. The Village operates a Class IV Composting Site on the North Site Property and with brush chipping and leaf collection programs over the past year, the Village has gathered 5,655 cubic yards of leaves, 283 cubic yards of logs, and produced 1,742 cubic yards of chips from brush collected at the curb each year that are recycled as compost and mulch. The Department delivers the wood chips and leaf compost material to Village residents to be used in their landscaping and gardens (free of charge).

Development of the use of salt brine, beet juice, and other organic fluids has reduced the quantity of road salt and overtime utilized to control ice and snow. Cooperation with other municipalities and equipment sharing arrangements has increased productivity while reducing

rental costs and multi-jurisdictional purchasing has eliminated the costs of bidding alone and has increased economies of scale on products such as road salt and fuel. The progressive thinking behind these examples will continue to produce innovation and cost savings in years to come. The Village receives numerous compliments and is widely regarded as a top community for snow and ice removal.

The Department is led by Maintenance Supervisor Tony Chesney and Foreman Ryan Monahan, along with Maintenance Workers Rob Langdon, Josh Caudill, Mack Ogletree, Jim Swader and Bobby Williams. These 7 employees accomplish significant work for the Village and their service is greatly appreciated.

Adoption of Resolution 2020-16 is recommended. If you have any questions, please let me know.

PASSED:
BY:

RESOLUTION NO. 2020-16

PROCLAIMING MAY 17-23, 2020 AS NATIONAL PUBLIC WORKS WEEK

WHEREAS, the American Public Works Association designates one week in May each year to celebrate those services provided by maintenance departments throughout the United States and to promote public awareness and to show appreciation for the services provided by maintenance departments;

WHEREAS, the support of citizens is vital to the efficient operation of public works systems and programs;

WHEREAS, the Amberley Village maintenance department is on call twenty-four hours a day, seven days a week for both maintenance and fire department related duties which is critical to the safety and quality of life enjoyed by Amberley Village residents;

WHEREAS, the types of services provided by the maintenance department include street and right-of-way repairs and maintenance, storm sewer pipe and catch basin restoration and repairs, snow and ice removal, brush chipping, leaf pickup, tree removal, litter control, maintaining guardrails and traffic signs, buildings and village owned properties, and vehicle maintenance including fire department apparatus;

WHEREAS, Amberley Village maintenance department employees respond to flooded streets, storm damage such as trees and limbs which have blown down into the right-of-way, malfunctioning traffic signals and damaged street signs. They also remove trash and other debris from village streets. All seven employees are fully certified as firefighters for the Village.

WHEREAS, the health, safety and comfort of the citizens of Amberley Village greatly depend on these facilities and services;

WHEREAS, the quality and effectiveness of these facilities, as well as the planning, design and construction are vitally dependent upon the efforts and skill of the employees of the maintenance department;

WHEREAS, the efficiency of the qualified and dedicated personnel in the maintenance department is materially influenced by citizens' attitudes and understanding of the importance of the work they perform;

NOW, THEREFORE, BE IT RESOLVED BY THE Council of Amberley Village, State of Ohio, seven (7) members elected thereto concurring,

SECTION 1: The Council of Amberley Village, Ohio hereby designates and proclaims May 17 - 23, 2020, as National Public Works Week in Amberley Village, Ohio.

SECTION 2: That all citizens and civic organizations of Amberley Village are encouraged to recognize the contributions that the employees of the maintenance department make every day to contribute to their health, safety, comfort and welfare.

SECTION 3: That this Resolution shall take effect and be enforced, after the earliest period provided by law. Passed this ____ day of _____, 2020.

Mayor Thomas C. Muething

Attest:

Tammy Reasoner, Clerk of Council

Resolution Vote:

Moved: ____ Second: _____

I, Clerk of Council of Amberley Village, Ohio, certify that on the ____ day of _____ 2020, the foregoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designated by Sec. 31.40(B), Code of Ordinances.

Tammy Reasoner, Clerk of Council

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: May 8, 2020
RE: Repairing Damaged Municipal Building Tennis Courts

ITEM: Resolution 2020-18, Authorizing a Contract for the Crack Filling and Repair of the Tennis Courts at the Municipal Building

ACTION REQUESTED:

By motion, authorize **Resolution 2020-18**, authorizing the Village Manager to enter into a contract with Harry Ewers and Sons to recoat the Municipal Building Tennis Courts.

PURPOSE: To restore the tennis facilities for utilization by our residents.

The park located on the Municipal Building grounds offers several options for exercise, leisure, and recreation. The four tennis courts just south of the building offer a secure, pleasant, and often shady environment to play tennis. While the tennis courts are screened by the pine trees that provide the shade, the courts often do not get the sun needed to allow the courts to completely dry and the pine needles are a nuisance to tennis players. The removal of the trees has been discussed before as the courts become mildewed, dirty looking and slippery when damp.

In 2016, Council approved a contract with Harry Ewers and Sons for the recoating of the courts in the amount of \$17,500. The work repaired cracks and provided a much nicer surface for the tennis courts.

However, with the storms last month, the tennis courts suffered damage when two trees fell onto the fence/courts on the south side while another tree damaged the fence on the west end. Due to the significance of the damage, an insurance claim was filed for the tennis courts.

The Village was notified on May 5 the insurance claim was approved in the amount of approximately \$36,500 after our \$1,000 deductible is met. The insurance company will forward \$28,000 to the Village, withholding \$8,491 for depreciation and forwards it after the damages have been abated. The insurance proceeds included reimbursing the Village for tree removal from the tennis courts.

While the tennis court surface is not in the greatest condition, staff initially believed the best use of the funds would be to replace the entire fence around the tennis courts. Upon further review of the condition of the courts, the Village sought the advice of Harry Ewers and Sons for their assessment of our courts. While it has been 4 years since the courts were recoated, there are several cracks in the courts. Ideally, the courts should be resurfaced but is cost prohibitive at approximately \$65,000, well beyond the insurance payment and our ability to fund. The second alternative is to recoat the courts like the Village did in 2016. This expense will be between \$16,000 and \$18,000. This would extend the life of the tennis courts at least an additional 4 years.

The work to be performed will consist of pressure washing the surface, repairing cracks,

applying three coats of textured deco color and re-striping of the courts to meet the U.S. Tennis Association's regulations for double play. Recoating the courts will not only make the courts look more uniform in color, it will also make the playing surface safer on which to play.

A second fence replacement quote was sought from Eads Fence but has not been received. The quote from Mills Fence offers two options: a black, vinyl coated fence at a price of \$32,225 or a galvanized fence in the amount of \$25,420. In addition, staff sought an estimate for repair of the existing fence and that cost is estimated at \$2,000.

In addition, the issue of the pine trees that surround the tennis courts on 3 sides remains an issue. While mature and beautiful, the trees appear to have reached their useful life as 3 trees fell last month. Limbs continue to fall from the trees, and it may be time to replace the trees with something different.

The Public Buildings and Parks Committee met on May 7 and had a robust discussion about how best to utilize the insurance proceeds and address our tennis court facility. The consensus was to repair the fence at a cost of \$2,000; repair the cracks and recoat the tennis court surface at a cost not to exceed \$18,000. This would leave a balance of approximately \$17,600 for removal and replacement of the 12 trees and installation of a tennis court wind screen. The entire insurance proceeds could be used for mitigating our damages however, will not cover all our expenses. Staff will work with a tree contractor on removal of the trees to bring some of the cost in-house as the cost of removing trees will likely be between \$20,000 and \$30,000.

The Public Buildings and Parks Committee is recommending awarding a contract to Harry Ewers and Sons in an amount not to exceed \$18,000. Work on recoating the surface is not expected until late June. In the meantime, staff will have the fence repaired and work on a plan for tree removal and replacement.

Resolution 2020-18 is recommended for adoption.

If you have any questions, please let me know.

PASSED:
BY:

RESOLUTION NO. 2020-18

RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO EXECUTE ANY
DOCUMENTS FOR THE PURPOSE OF MAKING REPAIRS TO THE TENNIS
COURTS AT THE MUNICIPAL BUILDING

WHEREAS, during a recent storm on April 8 the fence surrounding the tennis courts at the Municipal Building was damaged as were the tennis courts;

WHEREAS, the Village has submitted a claim to American Zurich Insurance Company (“American Zurich”) for damage assessment;

WHEREAS, the quote from Harry Ewers and Sons to repair and recoat the tennis court surface is not to exceed \$18,000;

WHEREAS, American Zurich will issue a check for approximately \$28,000, reflecting our \$1,000 deductible, to mitigate the damages. After we provide confirmation that the work has been completed, American Zurich will forward an additional amount of \$8,491 to the Village;

WHEREAS, the Public Buildings and Parks Committee recommends passage of this resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE Council of Amberley Village, State of Ohio, members elected thereto concurring:

SECTION 1: The Village Council hereby authorizes the Village Manager to execute any and all documents for the purpose of repairing the tennis courts at the municipal building.

SECTION 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed this _____ day of _____, 2020.

Mayor Thomas C. Muething

Attest:

Tammy Reasoner, Clerk of Council

Resolution Vote:

Moved: _____ Second: _____

I, Clerk of Council of Amberley Village, Ohio, certify that on the _____ day of _____ 2020, the foregoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designated by Sec. 31.40(B), Code of Ordinances.

Tammy Reasoner, Clerk of Council

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: May 8, 2020
RE: Small Cell Facilities and Wireless Support

ITEM: Ordinance 2020-10, Adding Chapter 160 to Title IV of the Village of Amberley Codified Ordinances Regarding Small Cell Facilities and Wireless Support Structures

ACTION REQUESTED: By motion, adopt **Ordinance 2020-10**, adding Chapter 160 to Title IV of the Codified Ordinances relating to Small Cell Facilities and Wireless Support.

PURPOSE: Last year, the State of Ohio passed House Bill 478 which relates to the regulation of Small Cell Facilities in Ohio. After litigation stopped a previous iteration, this negotiated legislation returns more authority back to municipalities. Ohio Revised Code Chapter 4939 permits some regulation of small cell facilities and wireless support structures by municipalities.

Based on the State legislation, Village rules and procedures must remain compliant with the State. Village staff and the Village Solicitor have drafted Chapter 160, to be added to Title IV Land Use. The purpose of creating Chapter 160 is to develop guidelines to regulate the design and installation of small cell towers, micro wireless systems, and wireless support structures in the Village.

Chapter 160 includes updated definitions for micro wireless facilities, small cell facilities, and wireless support structures. It also includes application and administrative approval procedures along with the creation of Design Guidelines for Small Cell Facilities.

The Small Cell Design Guidelines provide direction on permitted types of small facilities, their design, location parameters, and the submittal/approval process. To remain compliant with the new State requirements, some of the more significant changes to the Village's regulations include:

- Set the allowable maximum height of small cell facilities to 40 feet.
- Allowing and recommend the co-location of small cell facilities onto existing utility poles within the right of way, provided they are designed in a stealth manner.
- Set the small cell facility spacing requirement at a minimum of 1,000 feet.
- New small cell facilities to be of a stealth design, black in color, and contained within an enclosure.
- New facilities to be set away from the property lines of a residential use a minimum of 100 feet.
- New wood poles may not be installed, and all utility connections are to be underground.

The guidelines are designed to be able to be flexible in application and can be modified as technology changes or based on individual merits of a case.

While the Village does not have application fees for site plan review, the State has set a maximum of \$250 per application.

Staff is currently working with Verizon on their deployment schedule of 5 small cell sites in anticipation of the planned modifications.

One question that arose was what were other communities doing on this matter. I requested a survey by the Center for Local Government and responses were sparse. Of the six communities that responded (Fairfield, Middletown, Monroe, North College Hill, Fairfax and Woodlawn), only Monroe indicated they have small cell regulations. Further, I found out that Madeira does not but Loveland, Blue Ash and Mason have regulations, which ours models.

One document attached is a power point from Elizabeth Fields with McBride Dale Clarion, who prepared a brief presentation on small cell facilities. While it is not totally up to date, it provides a good explanation and pictorial of small cell, also known as 5G.

Planning Commission reviewed the proposed Chapter 160 text at their regular meeting on May 4 and recommended Ordinance 2020-10 be adopted and Chapter 160 added to the Village Code of Ordinances as written.

Since the Village is without any regulations related to small cell, it is recommended that Council discuss Ordinance 2020-10, then waive the 3 readings and approve with emergency language. Without the emergency clause, the ordinance goes into effect in 45 days.

Ordinance 2020-10 is recommended for adoption. If you have any questions, please contact me.

PASSED:
BY:

ORDINANCE NO. 2020-10

**ORDINANCE ADDING CHAPTER 160 TO THE VILLAGE OF AMBERLEY
CODIFIED ORDINANCES REGARDING SMALL CELL FACILITIES AND
WIRELESS SUPPORT STRUCTURES AND DECLARING AN EMERGENCY**

WHEREAS, the addition of Chapter 160 to the Amberley Village Codified Ordinances will allow the continued regulation of small cell facilities and wireless support structures within the Village; and

WHEREAS, House Bill 478 and Ohio Revised Code Chapter 4939 permits the regulation of small cell facilities and wireless support structures by municipalities; and

WHEREAS, Council has determined that it is in the best interest of the Village to add Chapter 160 to its codified ordinances.

WHEREAS, the Planning Commission has reviewed and recommends the adoption of Chapter 160 and the Small Cell Design Guidelines.

NOW, THEREFORE, BE IT ORDAINED BY THE Council of the Village of Amberley, Ohio, seven (7) members elected thereto concurring:

SECTION 1: That Chapter 160 be added to the Amberley Codified Ordinances as more fully set forth in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2: That the Small Cell Design Guidelines as more fully set forth in Exhibit B, attached hereto be incorporated herein by reference.

SECTION 3: That all other provisions of the Codified Ordinances not specifically amended herein shall remain in full force and effect.

SECTION 4: That this Ordinance shall be an emergency measure necessary for the preservation of the public peace, health, safety and general welfare, and shall be effective immediately. The reason for the emergency is to ensure adequate measures are in place in order to deal with applications for small cell facilities and wireless support structures that are anticipated in the near future.

Passed this ____ day of _____, 2020.

Mayor Thomas C. Muething

Attest:

Tammy Reasoner, Clerk of Council

Ordinance Vote:

Moved: _____ Seconded: _____

Muething	_____
Wolf	_____
Bardach	_____
Conway	_____
Hattenbach	_____
Kamine	_____
Warren	_____

I, Clerk of Council of Amberley Village, Ohio, certify that on the ____ day of _____, 2020, the foregoing Ordinance was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Ordinance at all of the places of public notice as designed by Sec. 31.40(B), Code of Ordinances.

Tammy Reasoner, Clerk of Council

EXHIBIT A:
CHAPTER 160: SMALL CELL FACILITIES AND WIRELESS SUPPORT STRUCTURES

160.01 DEFINITIONS

Micro Wireless Facility - Means a small cell facility that is not more than twenty-four inches in length, fifteen inches in width, and twelve inches in height and that does not have an exterior antenna more than eleven inches in length suspended on cable strung between wireless support structures.

Small Cell Facility – Means a small cell facility that meets both of the following requirements:

- (1) Each antenna is located inside an enclosure of not more than six cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an enclosure of not more than six cubic feet in volume.
- (2) All other wireless equipment associated with the facility is cumulatively not more than twenty-eight cubic feet in volume. The calculation of equipment volume shall not include electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

Wireless Support Structure - Means a pole, such as a monopole, either guyed or self-supporting, street light pole, traffic signal pole, a fifteen-foot or taller sign pole, or utility pole capable of supporting small cell facilities. Wireless support structure excludes all of the following:

- (1) A utility pole or other facility owned or operated by a municipal electric utility.
- (2) A utility pole or other facility used to supply traction power to public transit systems, including railways, trams, streetcars, and trolleybuses.

160.02 APPLICABILITY

Applicants for small cell and micro wireless facilities, or renewals thereof, shall file an application as required by the Village Engineer along with an application fee. The Village Engineer shall determine if the application is in order in accordance with established administrative policy and shall make a final determination within 90 days after the date the permit is applied for as to whether or not such permit should be granted and, if so, under what terms and conditions. The Village Engineer is authorized to promulgate regulations as allowed per Ohio Revised Code 4939.0314 including, but not limited to: design, height, spacing, location, and co-location.

- (1) The Village Engineer shall promulgate detailed design guidelines with objective, technically feasible criteria applied in a non-discriminatory manner that reasonably match the aesthetic and character of the immediate area.
- (2) The Village Engineer shall have authority to update or supplement the design guidelines to address relevant changes in law, technology, or administrative procedures.
- (3) If any provisions of this chapter are in conflict with any other provisions of the Codified Ordinances of the Village of Amberley, the provisions of this Chapter 160 and the Small Cell Design Guidelines shall apply.

EXHIBIT B: AMBERLEY VILLAGE SMALL CELL DESIGN GUIDELINES

PURPOSE

The purpose of these guidelines is to establish general procedures and standards, consistent with all applicable federal and state laws, for the siting, construction, installation, co-location, modification, relocation, operation, and removal of small cell wireless technology as authorized by *Chapter 160* of the Codified Ordinance of the Village of Amberley (Village).

DEFINITIONS

Chapter 160 of the Codified Ordinance of the Village established definitions for the following terms. These definitions are contained herein for reference.

Micro Wireless Facility

Means a small cell facility that is not more than twenty-four inches in length, fifteen inches in width, and twelve inches in height and that does not have an exterior antenna more than eleven inches in length suspended on cable strung between wireless support structures.

Small Cell Facility

- (1) Each antenna is located inside an enclosure of not more than six cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an enclosure of not more than six cubic feet in volume.
- (2) All other wireless equipment associated with the facility is cumulatively not more than twenty-eight cubic feet in volume. The calculation of equipment volume shall not include electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

Wireless Support Structure

Means a pole, such as a monopole, either guyed or self-supporting, street light pole, traffic signal pole, a fifteen-foot or taller sign pole, or utility pole capable of supporting small cell facilities. Wireless support structure excludes all of the following:

- (1) A utility pole or other facility owned or operated by a municipal electric utility.
- (2) A utility pole or other facility used to supply traction power to public transit systems, including railways, trams, streetcars, and trolleybuses.

Location Requirements

In accordance with *ORC 4939.0314(D)*, the Village shall reserve the right to propose an alternate location to the proposed location of a new wireless support structure, provided the alternate location is within 100 feet or a distance equal to the width of the right-of-way in or on which the new wireless support structure is proposed, whichever is greater. The Village also finds that certain locations and collocation configurations are preferred. A preferred location and collocation configuration should be utilized whenever possible and should only be surpassed if in the determination of the Village Engineer or his/her designee

that there is clear and convincing evidence to support such a decision. Cost alone shall not be grounds for such a determination.

It is the Village's preference that small cell and micro wireless facilities be co-located on existing poles, structures, or wireless support structures that currently exist within a utility easement or within the Village's right-of-way. If there is not an existing pole, structure, or wireless support structure available for co-location, new wireless support structures may be permitted subject to the standards contained herein. All small cell wireless facilities, including co-locations and new wireless support structures, shall be setback a minimum of 100 feet from any property line of a residential use. The Village Engineer or his/her designee may reduce this setback in unique circumstances where a reduced setback would still protect existing residential uses.

Spacing

New wireless support structures shall be located a minimum of 1,000 feet apart from any other wireless support structure within the Village of Amberley.

Design

New small cell or micro wireless co-location applications and new wireless support structure applications shall adhere to the following design standards. The Village Engineer or his/her designee may alter these standards if the application still meets the intent of the section, while proposing an alternative approach that successfully disguises the equipment.

Co-locations

The following standards shall apply to all small cell or micro wireless co-location applications:

- Small cell co-location on existing poles and structures is highly encouraged.
- Co-locations shall not increase the overall height of the structure it is mounted on by more than five feet.
- If an existing pole is proposed to be used, the following apply:
 - The applicant shall provide a signed owner authorization of the subject pole.
 - The color of the antenna and related equipment shall be consistent with the color of the pole it is to be located on. All equipment related to the antenna shall be located within an enclosure that is mounted to the pole in order to disguise the equipment to the greatest extent feasible as approved by the Village Engineer.
 - All equipment and antennas shall be mounted at a height of at least 20 feet.
 - Should an existing pole be selected for a co-located wireless facility, the applicant shall submit a certified structural analysis of the existing pole to the Village Engineer for review. This report must indicate that the pole can structurally and feasibly support the proposed wireless facility.
 - All utility service lines shall be installed underground.

New Wireless Support Structures

The following standards shall apply to all new wireless support structures:

- The height of the wireless support structure and any co-located antennas shall not be more than 40 feet in height.
- All equipment and antennas shall be mounted at a height of at least 20 feet.
- The structure shall be capable of supporting at least two small cell facilities.
- The antenna and all associated equipment shall be concealed to the extent deemed necessary by the Village Engineer or his/her designee in response to the aesthetic context of the small cell facility.
- New wireless support structures shall adhere to the following design elements:
 - **Color/Material** – The material and color of the wireless support structure shall be consistent and complementary to the surrounding area. New wireless support structures shall be painted, anodized, or constructed out of materials that are colored grey or black. Galvanized material may not be used in the construction of the structure unless it can be painted or otherwise coated as required in this section. New wood poles are prohibited.
 - **Base** – New poles shall have a pedestal base on a reinforced concrete footing/foundation pier. The base shall not exceed six inches above grade.
 - **Siting** – Wireless support structures shall align with other poles to achieve a uniform inline appearance.
 - **Footprint** – Wireless support structures shall not exceed 24 inches in diameter with the exception of the foundation. All related equipment, including, but not limited to, electrical boxes, conduit, wiring, and mounting equipment shall be placed underground or be wholly contained within an enclosure so as not to be visible.
 - **Utility Lines** – Utility service lines must be installed underground.

LINE OF SIGHT

If a micro wireless facility, small cell facility, or associated equipment is located near an intersection of two traveling surfaces, it must conform to the sight triangle standards set forth in Section 154.13 of the Amberley Village Zoning Ordinance.

APPLICATION

Permit Required

Unless otherwise exempted, it shall be unlawful for any person to co-locate or remove a small cell facility or construct, maintain, modify, operate, replace, or remove wireless support structures in, along, across, upon, and/or under any property or right-of-way unless a permit has been issued in accordance with *Section 160* of the Codified Ordinances of the Village of Amberley and the standards contained within.

Application Procedure

Pre-Application Meeting

A pre-application meeting is required to discuss projects on a conceptual level with the Village including application types, location, design, process, and other similar factors.

Application Submittal

The applicant shall submit a completed application, fee, and associated materials (as described below in the **Application Submittal Requirements** section) to the Village Engineer or his/her designee for review in conformance with the standards contained herein. The Village Engineer or his/her designee shall either approve, approve with conditions, or deny the application. If the application is denied, the reasons for denial shall be provided in writing to the applicant.

The Village reserves the right to deny an application if any one of the following conditions exists:

- The application does not comply with a provision of these design guidelines, Chapter 160 of the Village's Codified Ordinances, or any other applicable ordinances of the Village;
- The applicant is not authorized to conduct business in the State of Ohio;
- The applicant is not current in its obligation to pay to the Village fees or taxes imposed by this Ordinance;
- The design or location is deemed unsafe or non-compliant in regards to transportation and engineering standards for construction within the right-of-way;
- The design is counter to the health, safety, and welfare of the Village;
- The design or location is in conflict with current or proposed accessibility standards;
- The design does not meet standards related to electrical, structural, safety or construction best practices; or
- The proposed design is in conflict with existing infrastructure, facilities, and/or utilities.

Timeline for approval

The Village shall complete its review of each application and provide a determination within 90 days for an application to co-locate, replace, or modify a small cell facility or 120 days for an application to construct, modify, or replace a wireless support structure associated with a small cell facility. The timeline will commence once the Village has determined a complete application has been submitted for review. Amendments to an application in process which are not part of a response to a notice of incompleteness or a correction notice shall be treated as a new application.

Revocation

The following are grounds for revocation of an approved permit:

- The intentional provision of misleading information by the applicant (the provision of information is considered "intentional" where the applicant was aware of the inaccuracies or could have discovered the inaccuracies with reasonable diligence);

- The failure to comply with any condition of approval, order, or other applicable law, rule, or regulation;
- The site, structure, or operation is otherwise not in compliance with any other provision(s) of applicable law; or
- The subject site or use is otherwise not in compliance due to incomplete work or projects, or is not in compliance due to unperformed work as part of an open permit.

Application Submittal Requirements

Application fee

The applicant must submit an application fee per small cell facility. The fee amount for each facility shall in no case exceed \$250. Fees for consolidated applications apply to each location and are cumulative.

Application Materials

The following items must be included in association with a small cell or micro wireless permit application:

- Completed application(s) associated with a small cell or micro wireless permit;
- Applicant contact information;
- Property owner approval, if applicable;
- Map showing location of the proposed facilities and all existing wireless facilities within 1,000 feet of the proposed facility;
- Description of the number and dimension of facilities and/or structures to be installed;
- Other required plans: dimensional site plan, elevation drawings, and structural calculations prepared, sealed, stamped, and signed by a Professional Engineer licensed and registered by the State of Ohio. Other plans may be requested by the Village as deemed necessary;
- Photo simulations of the proposed facility;
- For new wireless support structures, a distance analysis to confirm that the structure conforms to the spacing requirements contained within these guidelines;
- Utility plans including electrical service and fiber optic connections;
- Confirmation of compliance with state and federal environmental regulations;
- Confirmation that the operator is in compliance with federal licensing standards;
- Sworn affidavit prepared and signed by an RF engineer confirming that the facility conforms with applicable governmental regulations; and
- **Equipment Specifications** - For all equipment depicted on the plans, the applicant must provide the following information:
 - The manufacturer's name and model number;
 - Physical dimensions, including without limitation, height, width, depth and weight with mounts and other necessary hardware; and
 - The ambient noise level generated from the equipment, if any.

OTHER APPLICATION REGULATIONS

Regulations contained in *Chapter 160: Small Cell Facilities and Wireless Support Structures*, of the Codified Ordinance of the Village of Amberley, related to laws governing telecommunication permits shall also apply to micro wireless facilities, small cell facilities, and wireless support structures. Should there be a conflict in the language between this document and the regulations contained within *Chapter 160*, this document shall govern.

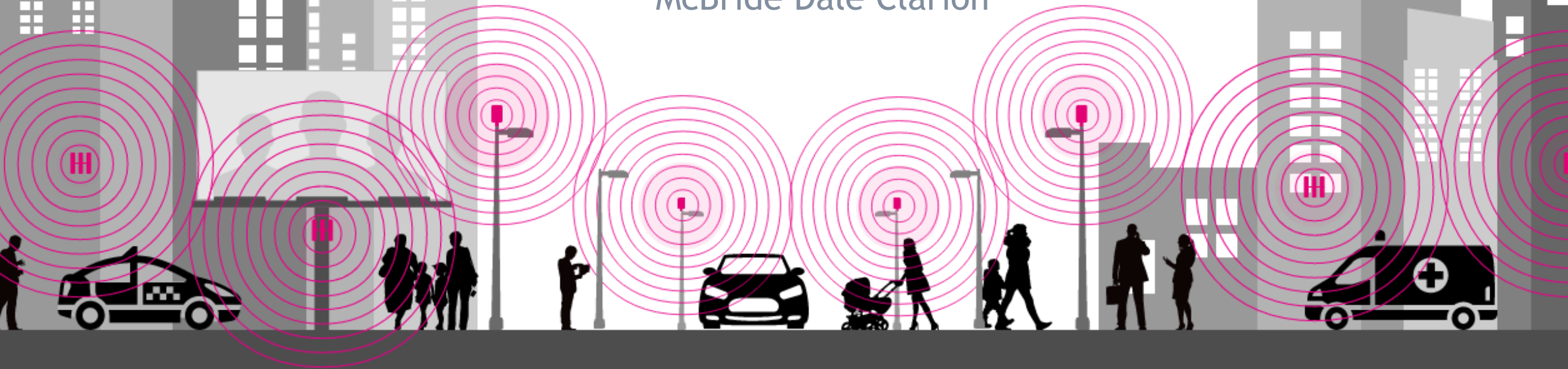
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Small What?

A look into Small Cell Facilities and
how communities can regulate them

Elizabeth Fields, AICP

McBride Dale Clarion



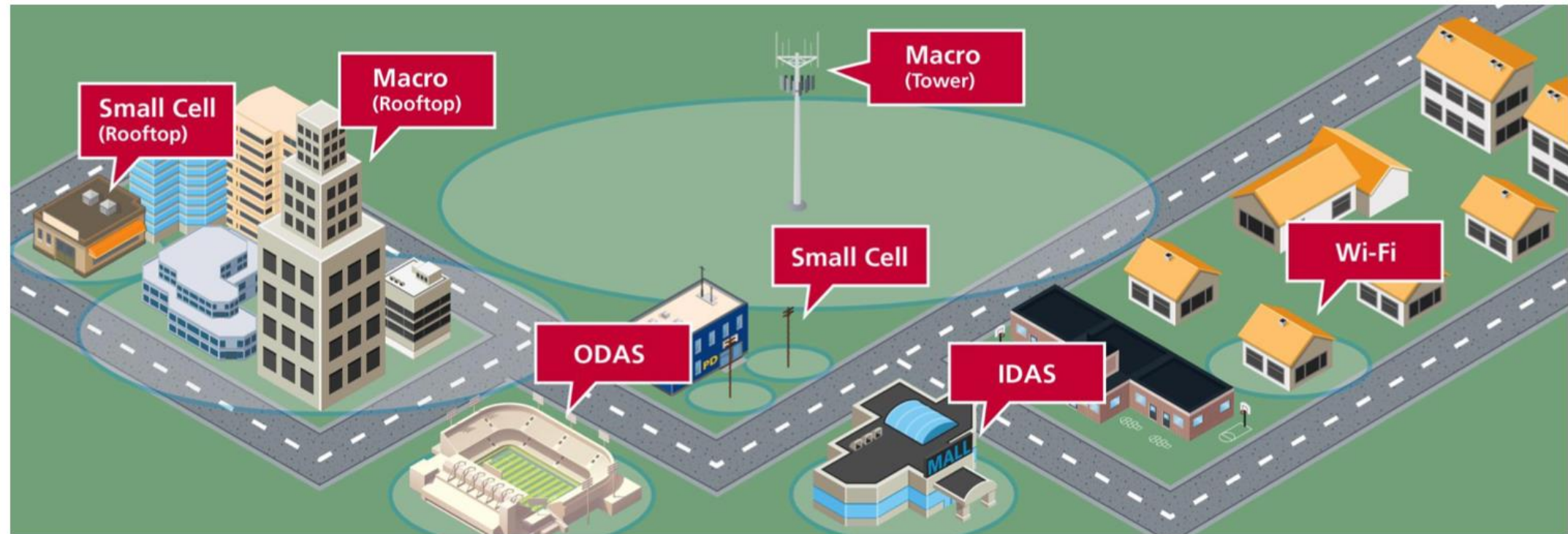
Agenda

1. What is a Small Cell?
2. FAQ
3. History Lesson
4. Regulatory Options
5. Lessons Learned

Mobile Networks Use Multiple Technologies

Heterogeneous Networks (HetNets)

Network deployments will consist of multiple layers—traditional macro cell towers provide a blanket of coverage, while underneath this umbrella, a combination of other technologies are deployed to increase network capacity, particularly in dense urban areas



- Macro sites will continue to provide wide area coverage for high mobility users and be the core of wireless networks

- Multiple solutions including DAS, Rooftops, Wi-Fi and Small Cell networks will complement the coverage provided by towers









FAQ

What does a small cell facility actually do?

It is designed to offload wireless users from large cell phone towers and funnel the data directly to a fiber optic network.

Instead of building additional macro cell towers, small cell facilities are strategically placed in areas where high demand is anticipated or exists to satisfy customer needs.

A macro tower has a finite area and capacity that can be served with its transmission capabilities. If a high demand area appears within the macro tower area, capacity is directed to accommodate users which actually reduces the effective range and capacity of the macro tower.

Small cell facilities are strategically located to ensure this is kept to a minimum.

FAQ

Why haven't we heard service complaints?

In many areas there are not current issues with connectivity and dropped calls.

Despite that, in areas of high concentration data speeds get slowed down.

Slow speeds aren't noticeable with light usage such as phone calls and email functions. Streaming services and heavy data usage will notice a significant improvement with the deployment of small cell facilities.

FAQ

Are small cells safe?

Small cell facilities are regulated by the FCC. The FCC sets limits for RF (Radio Frequency) emissions for small cells.

In general exposure from standing 9 feet from a small cell facility is similar to the RF exposure for a cell phone.

FAQ

Can small cells be placed underground?

Small cell equipment requires electrical power and generates heat. It must be cooled and if placed underground large air vents at ground level would be needed. Small cells are therefore installed above ground to avoid potential hazards from snow piling up and melting into the equipment vaults.

FAQ

What is the range of these systems?

It greatly depends on a number of factors, but generally small cell facilities have a range of 150-500 feet.

Macro facilities range between $\frac{1}{4}$ mile and one mile depending on topography and density.

FAQ

Can Townships Regulate Small Cells?

The ORC provides limited ability for townships to regulate small cell facilities

The township may only regulate them if ALL of the following apply:

- The tower is constructed after October 31, 1996
- It is to be owned or principally used by a public utility engaged in the provision of telecommunication services
- It is located in an area zoned for residential use
- It is taller than the allowable maximum height
- It is proposed to have attached to it radio frequency transmission or reception equipment

When the above criteria is met, the applicant must notify surrounding property owners and the Board of Trustees who can object to the tower. If no objection is made, the applicant can proceed with construction.

Small Cell History Lesson

- Communities across Ohio started receiving applications for Small Cell Facilities - many passed regulations
- Ohio Senate Bill 331 passed in December 2016
- 90 cities sued the state in 5 different lawsuits
- Law overturned in June 2017
- Cities worked with telecommunication carriers on new bill
- House Bill 478 passed on April 11, 2018 (effective July 31st)

Small Cell History Lesson

Senate Bill 331

- Bill titled “*Regulate dog sales and license pet store*” aka the Petland Bill passed on December 7, 2016
- Language was inserted into this bill stripping a municipality's ability to regulate small cells
- Only impacted cities and villages - it did not apply to counties or townships
- It prohibited:
 - Applying zoning regulations to small cells
 - Evaluating the business decisions of the applicant
 - Precluding placement of equipment in residential areas
 - Demanding the removal of existing wireless support systems as a condition of approval of new applications
 - Limiting the duration of the permit
 - Imposing separation of spacing requirements
 - Enacting any moratorium on the filing, consideration, or approval of applications
 - Entering into exclusive arrangements for the right to attach to a municipal corporation's poles or other structures

Small Cell History Lesson

- Communities across Ohio started receiving applications for Small Cell Facilities - many passed regulations
- Ohio Senate Bill 331 passed in December 2016
- 90 cities sued the state in 5 different lawsuits
- Law overturned in June 2017
- Cities worked with telecommunication carriers on new bill
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Small Cell History Lesson

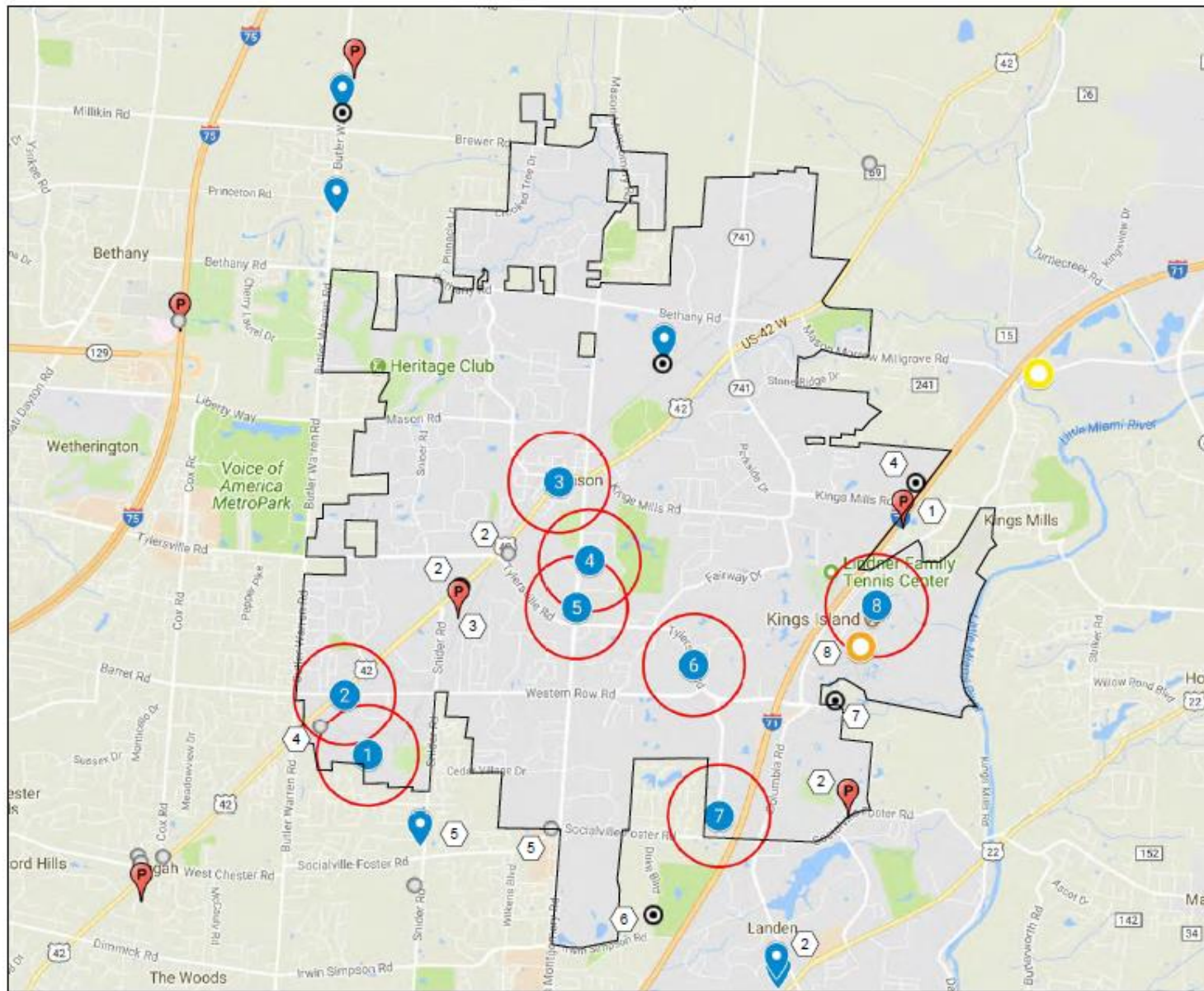
House Bill 478

- Allows for reasonable design guidelines
- 120 days to review applications
- Application fees up to \$250 and yearly rental fees up to \$200
- Maximum of 30 applications at any one time
- Maximum 40' height (can be reduced to 35' in certain areas)

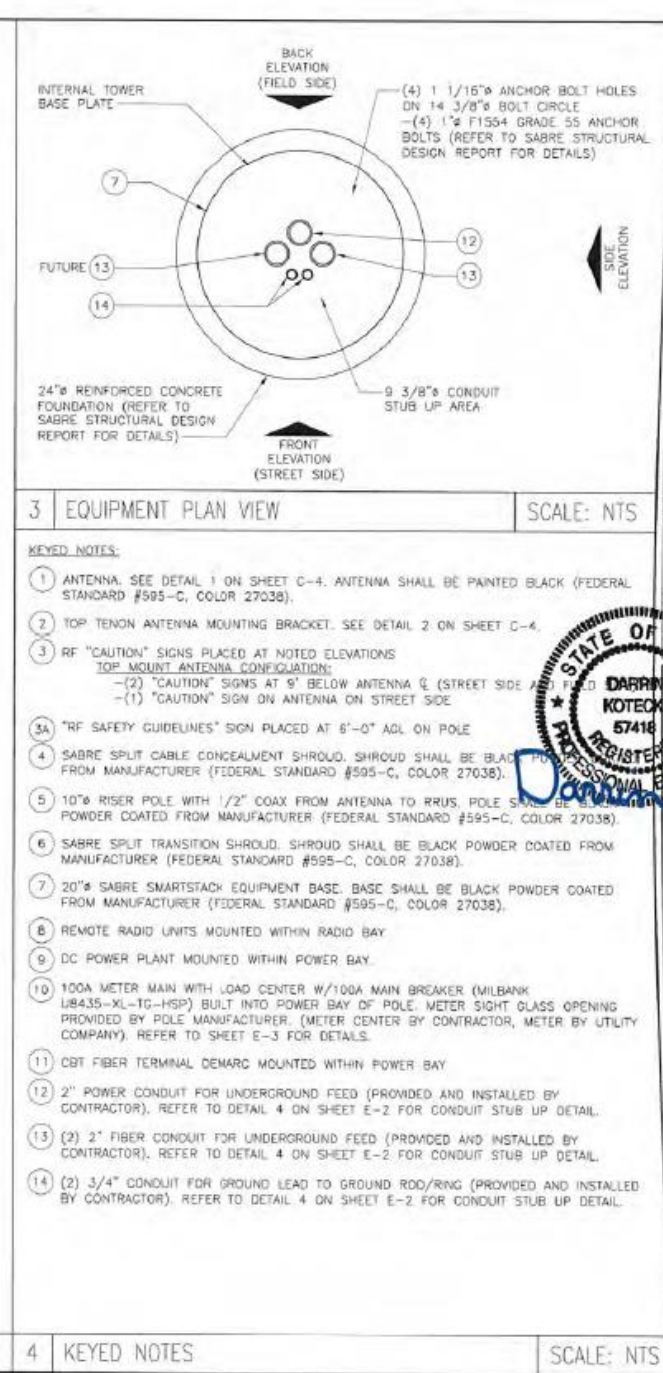
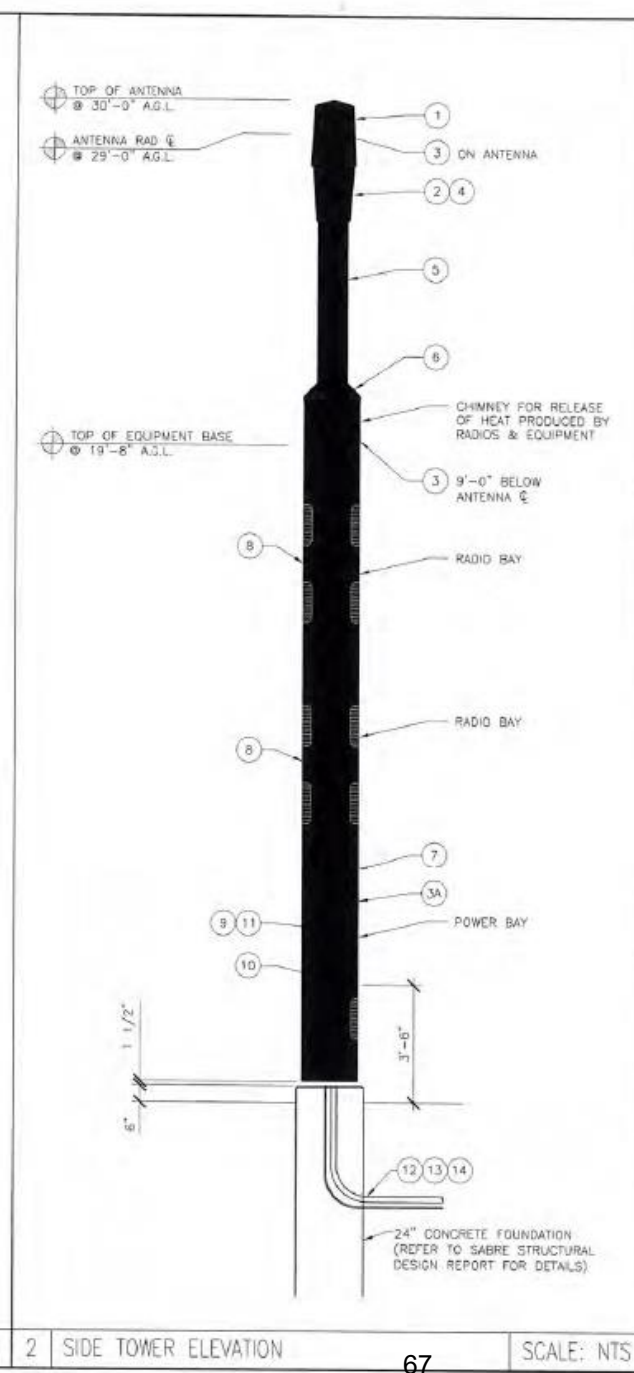
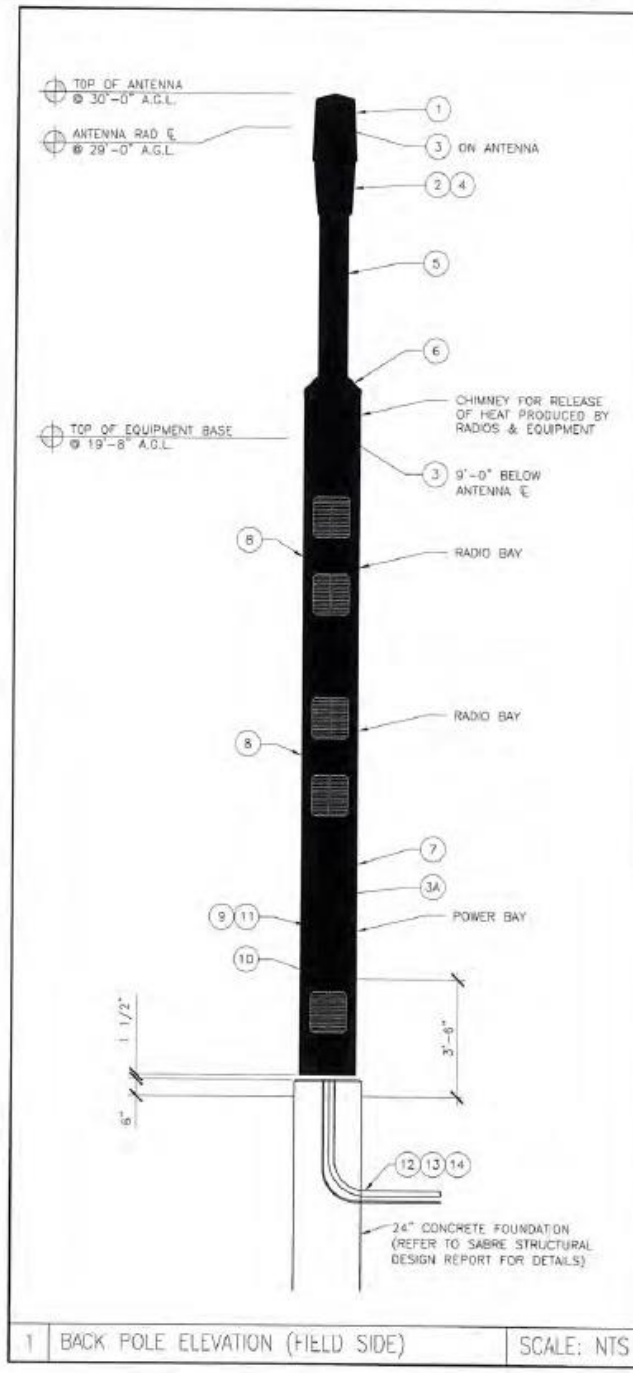
Regulatory Options

- Location
- Spacing requirements
- Height
- Setbacks
- Design
 - Materials
 - Width
 - Colors
 - Equipment
 - Stealthiness





PROPOSED MASON SMALL CELL SITE INVENTORY SCHEDULE			
REFERENCE	SITE NAME/NUMBER	LAT/LON	STRUCTURE TYPE
1	CB-75 MASON_Z_5_SC	39.33052/-84.33922	PROPOSED SMALL CELL
2	CB-76 MASON_Z_6_SC	39.33705/-84.34244	PROPOSED SMALL CELL
3	CB-81 MASON_Y_5_SC1	39.35985/-84.31264	PROPOSED SMALL CELL
4	CB-82 MASON_Y_6_SC	39.35212/-84.30957	PROPOSED SMALL CELL
5	CB-83 MASON_Y_7_SC	39.34640/-84.31021	PROPOSED SMALL CELL
6	CB-84 WHIPPLE_X_1_SC	39.34027/-84.29391	PROPOSED SMALL CELL
7	CB-95 KINGS_ISLAND_Z_1_SC1	39.32397/-84.29042	PROPOSED SMALL CELL
8	CB-344 KINGS_ISLAND_Y_6_SC	39.34662/-84.26853	PROPOSED SMALL CELL
1	EX. CB-072 MASON MACRO CELL	39.37280/-84.29809	EXISTING 300' LATTICE TOWER
2	EX. CB-388 MASON MACRO CELL	39.34873/-84.32618	EXISTING 186' MONOPOLE
3	EX. CB-388 WESTERN ROW MACRO CELL	39.34873/-84.32618	EXISTING 186' MONOPOLE
4	EX. CB-505 WATER PARK MACRO CELL	39.35989/-84.26290	EXISTING 145' MONOPOLE
5	EX. CB-512 S. MASON MONTGOMERY MACRO CELL	39.31348/-84.29940	EXISTING 150' MONOPOLE
7	EX. CB-151 KING'S ISLAND MACRO CELL	39.33659/-84.27409	EXISTING 285' LATTICE TOWER
2	EX. T-MOBILE MACRO CELL	39.35222/-84.31968	EXISTING 184' MONOPOLE
4	EX. MACRO CELL TOWER	39.33385/-84.34500	EXISTING 190' MONOPOLE
5	EX. MACRO CELL TOWER	39.32264/-84.31369	EXISTING 155' MONOPOLE
2	EX. T-MOBILE MACRO CELL	39.30638/-84.28244	EXISTING 150' MONOPOLE
5	EX. WARREN COUNTY TOWER	39.32055/-84.33194	EXISTING 240' LATTICE TOWER
8	EX. AT&T MOBILITY MACRO CELL	39.34223/-84.27075	EXISTING 105' MONOPOLE
1	EX. VERIZON WIRELESS MACRO CELL	39.35694/-84.26488	EXISTING 199' MONOPOLE
2	EX. VERIZON WIRELESS MACRO CELL	39.32583/-84.27250	EXISTING 285' LATTICE TOWER
3	EX. VERIZON WIRELESS MACRO CELL	39.34873/-84.32618	EXISTING 186' MONOPOLE



Cincinnati Bell
211 E. FOURTH ST.
P.O. BOX 2301
CINCINNATI, OH 45201

verizon wireless

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STATE OF OHIO
DARRIN KOTECHE
57418
REGISTERED PROFESSIONAL ENGINEER
07/06/17

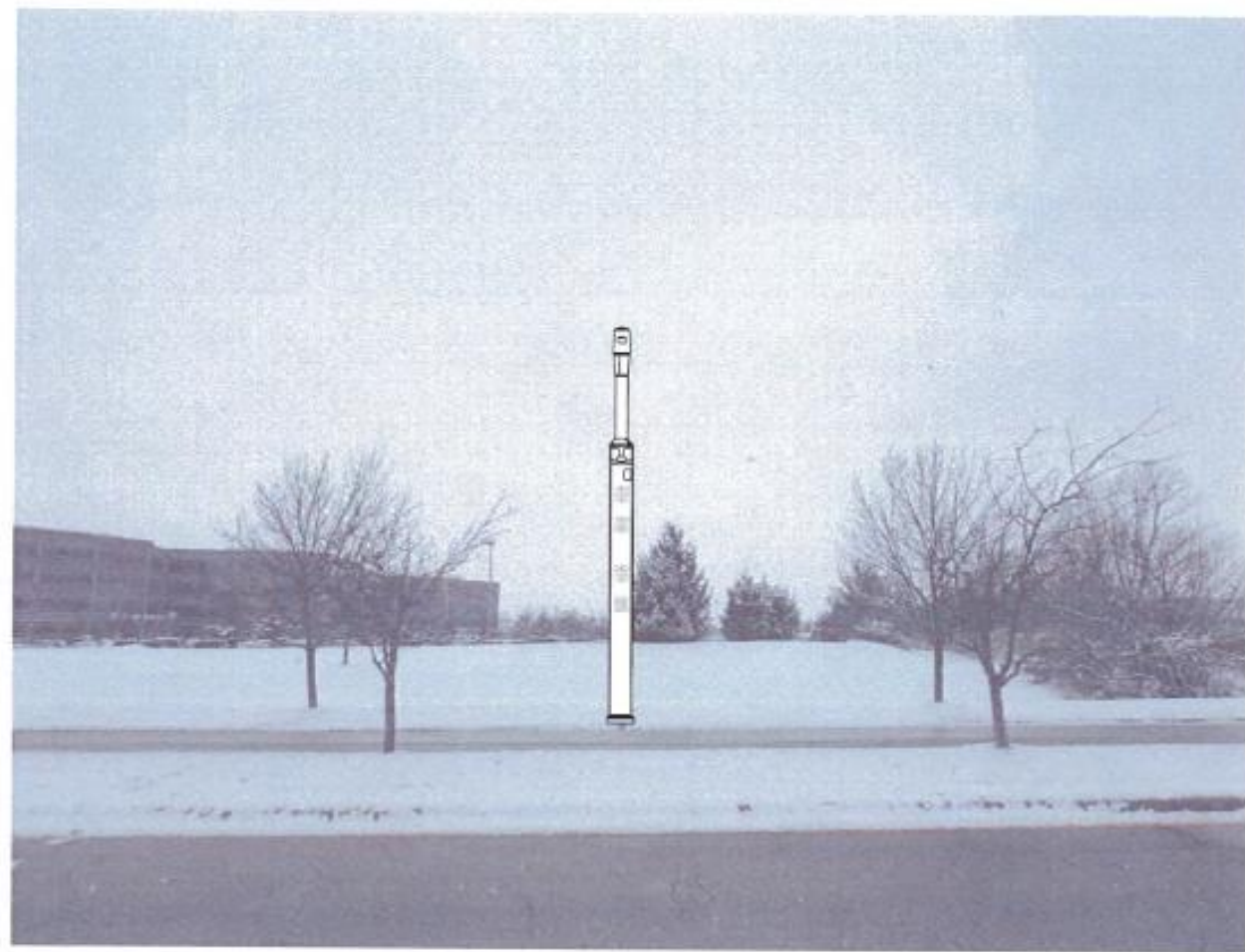
WHIPPLE_X-1-SC
CB-84
4000 LUXOTTICA PLACE
MASON, OH 45040
POLE ELEVATIONS & DETAILS

ISSUED FOR:	
REVIEW	02/08/17
PERMIT	07/09/17
CONSTRUCTION	07/06/17
RECORD	-

PROJECT MANAGER	PERSON
TTP	SEK

JOB NO.
2015738.56

C-3



Lessons Learned

- Spacing requirements should only require small cells to be a certain distance apart - not small cell distance from macro towers
- It is very difficult - but possible - for all the small cell equipment to be located within a 24" structure - generally they need some box or piece of equipment on the outside or a pole
- Different jurisdictions are going to have different design preferences

Thank you!

Elizabeth Fields, AICP
McBride Dale Clarion
5721 Dragon Way Ste 300
Cincinnati, OH 45227
513-561-6232

**VILLAGE MANAGER'S REPORT
MAY 11, 2020 COUNCIL MEETING**

Dear Mayor and Council Members:

Developments

Zoning

The BZA met on Monday, May 4 regarding three variance requests: one for a fence replacement, one for fence construction, and one for the construction of a two-car garage with doors facing north toward Section Road with a 4' encroachment into the front yard. All three variances were approved by the Board of Zoning Appeals. The Planning Commission also considered the adoption of regulations for small cell facilities, and made recommendations to Council. The next meeting is tentatively scheduled for June 1, and the filing deadline is May 11.

We have had eight (8) zoning approvals in the Village since our last meeting. This includes a porch cover, porch roof replacement, patio replacement, deck construction, shed construction, split rail fencing, garage replacement, and new pipeline work under Section Road by Duke Energy.

Property Maintenance

Three follow-ups were made: one for ongoing issues, one for crumbling stucco, and one for pool fencing. Violation letters have been issued to three residents for trash/debris, peeling paint, and an unregistered vehicle.

Additionally, we are aware of several property maintenance issues. Violation letters have gone to six property owners for reasons of peeling paint, high grass and small limbs in the yard, and trailers parked in violation of the zoning code.

Maintenance Department Activities

Streets and Right of Way

The entire Maintenance Department spent the month of April on 12 hour shifts as Firefighters under the direction of the Police/Fire Chief as a result of the Village Emergency Order. The purpose was to increase fire protection of the Village, which resulted in the suspension of some of the daily maintenance functions.

On the night of April 8th, a strong storm hit the Village. Several streets in the south end were unpassable due to utility poles, wires, transformers and trees blocking the roadways. In the week following, our crews along with assistance from The City of Mason, Beavercreek, Symmes Township and the Village of Mariemont, as well as Amberley Police personnel, helped with storm clean up. Crews spent time chipping brush, loading logs and brush from the edge of the

streets, and cutting up trees following live wire removal by Duke Energy.. Some streets were closed for 1-2 days until power poles and wire could be replaced. All green waste collected from this effort is listed later in the report.

Other right of way details performed by the Maintenance Department include:

- Removal of contractor, real estate, and garage sale signs from Ronald Reagan Highway entrances and right of ways along Galbraith, Section and Ridge Roads.
- Replacement of Police/Fire station sign on Ridge Road.
- Accepted delivery of 150 tons of rock salt and pushed into bin.

Facilities Maintenance and Repairs

The Municipal Building and the Maintenance Garages were closed to the public during the month of April. During this time, all cleaning was done by part-time staff, usually during the second 12-hour shift of 24-hour Fire Department staffing by the Maintenance Department. This cleaning and sanitizing the buildings was completed multiple times daily, despite public closure, to maximize safety for employees.

Other Facilities, Maintenance, and repairs:

- Picked up and delivered two loads each of horse manure, wood chips, and leaf compost to the Amberley Green Community Garden.
- Met with Cintas and another vendor about cleaning and sanitizing Municipal and Maintenance buildings.
- Met with tree contractors about the condition of the Liberty Tree.
- Met with A-One Tree Service regarding removal of storm-damaged trees in the ROW trees.
- Cleaned gutters on back garage twice during the month of April.
- Removed graffiti that had been spray-painted on back restroom building at Amberley Green.
- Met with contractor regarding removal of fill dirt from the North Site property.
- Replaced dumpster gate at the Amberley Green former clubhouse.
- All Administrative offices were thoroughly cleaned, including walls, cabinets, chairs, desks, and ductwork vents.

Brush Collection

Crews picked up 440 yards of wood chips, 510 yards of logs and other wood debris using 184-man hours during the month of April. Man hours do not include overtime or time contributed by other communities during storm clean-up. Six dead animals, including one deer, were also collected during the month.

Composting Site

The Village operates and maintains a Class IV composting site north of Ronald Reagan Highway at the North Site. The North Site is key to the Department's brush and leaf collection service. The Maintenance Department Supervisor performs weekly inspections of the site, maintains daily records for the annual reports to the Hamilton County Health Department and the Ohio Environmental Protection Agency.

Wood chip deliveries to residents are typically higher in the spring months as residents mulch their yards with wood chips collected throughout the Village. With restricted Maintenance

Crews, delivery of mulch totaled 37 truckloads or 204 cubic yards to residents.

Equipment Maintenance

- Replaced chipping knives on Vermeer chipper.
- Sharpened chain saws and serviced both chippers.
- Washed Trucks 420 and 514 for funeral procession for founding member of PWOSO in Mt. Healthy.
- Welded new hooks on tailgate of Truck 420.
- Repaired coolant line to engine on Truck 514.
- The carburetor on the generator in Engine 4 was repaired by Bud Herbert Motors.

Police and Fire

Maintenance numbers for April are included in the Police and Fire tallies for the month.

Police Activity

During the month of April, the Police Department received 600 calls for service. There were 9 citations issued for Mayor's Court last month, including three for Municipal Court and none for Juvenile Court. Vehicle accidents totaled 3 (2 claims were reported for personal injury) during the month. Minor misdemeanor citations resulted in three drug offenses and one open container.

K-9 activity included one assist to another department, zero drug sniffs, and one other to include training.

Fire Activity

During the month of April, there were 70 reports taken by the Fire Department. Of the 70 reports, the department responded to hazardous conditions, power lines down, service calls, fire training, lifting assistance, smoke investigation, smoke detector, fire alarms, and fire drills.

Village Manager's Office

Meetings

I have remotely attended the bi-weekly COVID-19 Weekly Update meetings for local government leaders hosted by Hamilton County Commission Chair Denise Driehaus, Interim Hamilton County Health Commissioner Greg Kesterman, County Administrator Jeff Aluotto and Hamilton County Director of Emergency Management & Homeland Security Agency Nick Crossley.

I met online with the Reading Road Corridor group.

I attended the CLGBP Executive Team Renewal Meeting with JHP regarding renewal of medical insurance for the next plan year.

Staff met remotely for a staff meeting covering the following materials: items from April 13 council meeting; upcoming agenda items for the May and June council meeting; Civic Clerk; Storm clean up slideshow; Special edition Print newsletter; Payday news; May E News, Finance/Budget cuts; and Census self-reporting.

I attended an online webinar regarding budgeting during a crisis.

Wes Brown, Chief Wallace and I met remotely with Duke Energy regarding their plans for the Central Corridor Pipeline.

Kathy Harcourt and I attended the CLGBP meeting regarding the medical insurance renewal for 2020-21 plan year.

I participated in the OML's Mayors Association of Ohio conference call with Lt. Governor Jon Husted.

Staff celebrated Patty Meiers' retirement with an online staff meeting, including some short videos of Patty's service, followed by a surprise drive-by parade in front of her home.

I attended the online meeting of the Finance Committee, which met to review March financials and discuss the budget outlook for 2020.

I met via Zoom with the Police-Fire Committee regarding Police Memorial Week and department updates.

I attended the online meeting of the Streets, Public Utilities & Sewers Committee, where we discussed Public Works Week and the sale of excess rock salt.

I attended a series of online webinars regarding the application process for FEMA public assistance.

I attended the online meeting of the Planning Commission/Board of Zoning Appeals, which heard three residential variance cases and considered legislation regarding small cell towers for referral to Council.

I attended a webinar for FEMA funding of COVID-19 expenses.

I attended the May 4 ZBA and Planning Commission meeting.

I attended a Skype meeting regarding the Amberley Green former clubhouse with the Masons.

I met with the Public Buildings & Park Committee to discuss repairs to the damaged Village tennis courts.

Residential Recycling

Amberley Village recently received its 2019 diversion rate results for the Resident Recycling Incentive (RRI) Program. Amberley Village diverted 1,244.45 tons and received a 61.08% diversion rate for 2019, and will receive a direct deposit check in the amount of \$14,188, or \$32.967 per ton recycled, placing the Village in the highest category of return.

Please note that the RRI program underwent several changes in 2019. The RRI is now once per

year, and communities can now claim organics diverted through yard trimmings or food waste composting, and financial documentation is required for all uses of RRI funds.

Communication to Residents

A special edition print newsletter was distributed to residents to ensure those not receiving digital communications had access to information regarding the Village response to COVID-19, as well as important updates regarding brush pickup, tax deadline, online meetings, storm damage and proposed property maintenance changes, along with a date for the public hearing. In addition, residents were encouraged to sign up for the digital newsletter. The print publication, which was received in resident homes on Monday, April 20, resulted in an increase of 154 new signups for the digital newsletter, bringing the total database to 926 compared to approximately 750 total entries in January.

The May E-News was distributed on Tuesday, May 5, and included a follow-up video from the Village Manager announcing phase in plans for restoring Village services. Additional topics covered in the newsletter included: May Council meeting online; public feedback requested regarding property maintenance changes; Light Ohio Blue May 8 – 15; chalk art recognizing first responders; grass clippings and yard waste; National Public Works Week; tennis courts update; Coronavirus infographic about getting Ohio back to work; Patty Meiers retirement; Jenny West replacement; 2020 Census update; bagging trash vs. recycling; and community garden openings.

An additional announcement was distributed on Friday, May 8 with regard to brush pickup services, which resume May 11. Residents will no longer have an assigned day of the week for pickup as in the past, but can count on brush pickup one day per week.

2020 Census Update

April 1, 2020, marked Census Day. Our response rate remains very good, with an 80.4% self-reporting rate vs. 62% in Ohio and compared to 53.7% for the United States as of May 5.

Residents who do not complete the census will be visited by an enumerator to ascertain the information. Residents are encouraged to complete the census as it takes less than 10 minutes to complete. And Federal law protects personal information shared during the Census.

Census data is used to distribute Congressional seats to states, make decisions about what community services to provide, and distribute \$675 billion in federal funds to local, state and tribal governments each year. For each person in Greater Cincinnati not counted in the 2020 Census, the area loses \$1,814 per year in Federal funding.

Duke's Central Corridor Pipeline (CCP)

Duke Energy is proceeding with plan preparation and easement acquisition for their Central Corridor Pipeline project as they recently met with Village staff. Their target is to begin construction in the first quarter of 2021. In addition, they will begin an invasive cultural resources (archaeology) survey and threatened/endangered species surveys that will need to be conducted in the coming weeks/months at various locations along the CCP project route.

Brush Pickup

Brush pickup will resume the week of May 11 with one significant change: the Maintenance

Department will no longer follow a specified chipping day schedule by street.

Brush will be picked up once per week but the day of week will be determined by the Maintenance Department, to allow flexibility in scheduling all necessary work.

Schedule Adjustments

As announced in the May 5 E News, the Maintenance Department is finalizing their 12 hour shifts and returning to their Monday through Friday 8 hour work day beginning May 11. Administrative staff will begin a slow transition back to the office beginning May 11 and transitioning to a full in-place work environment before the Municipal Building re-opens on June 1.

The Scottish Rite of the Masons Proposal

As announced in February, the Scottish Rite of the Masons had interest in renovating the former clubhouse at Amberley Green. This week, the Scottish Rite of the Masons announced their plans are on hold.

2020 Budget Outlook

The Finance Committee met last month and spent considerable time reviewing the 2020 Budget. A copy of the document in which they were provided has been included in your packet.

Miscellaneous

Social media and website posts included: cover photo updates to remind residents of absentee ballot due dates; cover photo updates with Census 2020 and link to Census website; reminder posts regarding both Census and ballot due dates with graphic image of census return rates in the Village; public meeting notices; Community Garden reminders (now full); Light Ohio Blue cover page updates and posts; and brush pickup reintroduction.

I have communicated with residents regarding Rumpke, electric aggregation, storm damage, water main breaks, property maintenance, 5G service, generators, storm water, dead trees and general items.

If you would like additional information or have questions, feel free to contact me.

Scot F. Lahrmer
Village Manager

**To: Ed Hattenbach, Finance Committee Chair
 Mayor Tom Muething, Finance Committee Member
 Peg Conway, Finance Committee Member**

From: Scot F. Lahrmer, Village Manager

Date: April 28, 2020

Re: Budget Outlook for 2020

With the COVID-19 state of emergency, the focus has been to ensure a safe and healthy workforce and communicate with our residents what all this means for their service delivery and our preparedness. While the focus has been residents' health and safety, the next step is to assess the financial implications but with the uncertainty surrounding the economic effects of COVID-19 pandemic, it becomes more difficult to ascertain how the Village will be impacted.

In performing an analysis of our financial outlook for the balance of the year, this assessment has been centered around the following:

1. Staying focused on the Village's purpose
2. Managing our cash flow
3. Organizational transitioning
4. Revising 2020 Budget numbers
5. Being nimble and adaptive in today's ever-changing world

The purpose of this memo is to set the stage for a discussion about the Village's finances in the face of the current pandemic. As the Finance Committee meets monthly and stays abreast of Village financial trends, it behooves us to engage in dialogue about our scenario. In this memo, I have merely summarized our financial situation, made some short-term revenue forecasts, identified some potential areas for cutbacks all with the intent of having discourse. This memo will serve merely as the backdrop for our upcoming meeting.

We know the COVID-19 shutdowns are going to primarily affect our earnings tax collections whether it is businesses in the Village that have reduced or shuttered operations or residents who are affected by the stay at home order. And it is impossible to accurately estimate our potential losses but as our tax revenue will decline, expenses will continue and could possibly surge as public safety is our top priority. Demand for our services will continue despite the state of the economy.

The Village entered 2020 with an unencumbered General Fund balance of \$5.7 million and Council approved a 2020 Budget of \$5,620,000 anticipating new revenue of \$5,621,752. Obviously, this was one of our stronger financial positions going into 2020. Unlike most communities, having reserve funds of this magnitude is not typical however, with the dynamics of Amberley's finances, it further validates the Finance Committee's consensus for a higher than normal reserve.

Revenues

On the revenue side of our finances, it is unknown the extent of the financial toll the Village will experience. To our advantage, the earnings tax represents about 53% of our General Fund anticipated revenue. Some communities are more heavily reliant on the earnings tax, upwards of 70-75%. Our property tax and rollback comprise 18% of our General Fund revenue. The remaining revenue is scattered among other small sources like rent, JEDZ and interest. Staff's estimate of how General Fund revenue may be impacted for 2020 can be found on the attached document labeled 2020 Revenue Projection Range. This spreadsheet provides a historical perspective on revenues plus projections, both high and low, for how 2020 revenues might be affected.

With the due date of earnings tax collections moved from April 15 to July 15, it will be a few months before the impact is fully realized. March 2020 earnings tax collections were strong with a 19% increase over 2019 and that translated into the first quarter of 2020 earnings tax reflecting a 16% increase over 2019.

However, the Village did not begin to feel the financial effects of COVID-19 until April. The month of April is when typically, 25-30% of our earnings tax is collected. For the week of April 13-17, 2020 the Village collected \$125,654 in earnings tax. For comparison purposes, for just 2 days, April 15 and 16, 2019, the Village collected \$495,000. Our one-week collection during normal prime tax season this

year represented 25% of what the Village received for two days last year. Keep in mind, this was not unexpected as the due date had been moved to July 15.

Our lowest year of earnings tax collections was in 2009 when the Village collected \$2 million; the next lowest year was in 2011 when \$2,225,000 was collected. I do not believe our collections will roll back to 2009's level but using the 2011 collection as a worst-case scenario, this provides a glimpse into how our revenues could be most negatively impacted. However, the most likely consequence of the current pandemic is an earnings tax loss of approximately \$500,000 less than the \$3 million anticipated revenue.

The Hamilton County Auditor has advised communities should expect a 10% reduction from last year's second half property tax collection. For the Village, that translates into property tax/rollback collections for the year equaling \$1,118,580 compared to \$1,171,830, about \$53,250 less than anticipated.

Other sources of General Fund revenue will be affected like interest, court fines and JEDZ funds.

On the positive side, the Village did receive a Bureau of Workers' Compensation rebate in the amount of \$41,450 which is unbudgeted additional revenue. In 2020, there are two anticipated revenue sources related to sale of property and lease extension which totaled \$405,000 or 7% of the revenue estimate. The cell tower lease extension has been approved by Council however, the land sale is still pending due diligence and a snag has developed. In addition, the Village is working on selling some surplus salt in the amount of \$45,000.

Overall, General Fund revenues could see a decrease between \$551,860 and \$978,000 from our estimated revenues of \$5.6 million.

Expenditures

For Village expenses, 57% of our General Fund Budget consists of personal services (salary plus benefits). That translates into \$3.2 million in personnel costs leaving \$2.4 million for contracts, utilities, supplies, materials and capital. To cover the remainder of police personnel and benefits cost, the Village depends on the Police Levy Fund which was budgeted at \$1.3 million for 2020. Following the formula recommended by the Hamilton County Auditor, the Village should expect a 10% reduction from last year's second half property tax collection for the Police

Levy Fund which translates to a reduction of \$59,000. This shortfall will need to be picked up by the General Fund.

Upon entering the COVID-19 situation, spending was ratcheted down as the Village braced for decreased revenues. Curbing expenses early and communicating the financial uncertainty that accompanies a pandemic was critical. Immediately all department heads identified planned 2020 expenditures for consideration of being reduced or suspended. Items being considered for non-performance included items that would not affect the safety of our residents or employees but depending on the duration of the financial impact, everyone recognized it could become more drastic as the situation unfolds. Department heads eagerly began prioritizing projects and purchases while scaling back expenses.

Within the General Fund, the Village has identified between \$149,000 and \$230,750 worth of supplies, materials and capital that could be deferred or cut from the 2020 General Fund Budget. The planned expenses are needed in order to move the Village forward however, they are not crucial and can be delayed without significantly affecting services. If it is necessary to make these cuts, most of these items will reappear in the 2021 Budget but since these are unprecedented times, cuts and sacrifices will have to be made. The attached spreadsheet, 2020 Expenditure Range of Savings, identifies various items where cuts are being contemplated and the range of deferment or savings.

Transfers

Transfers in 2020 from the General Fund were appropriated as follows:

\$200,000 to Capital Fund

\$100,000 to Streets Fund

\$40,000 to Employee Severance Fund

The \$200,000 General Fund transfer for capital has already occurred as it was necessary to make purchases earlier in the year. The Capital Fund currently has a \$100,000 balance.

The street resurfacing program, while deriving funds from both the General Fund and non-General Funds, is an area where a reduced program would delay an

expense in the short term. Our Street Fund balance hovers around \$635,000 since we experienced a deduct change order to last year's street program. The deduct can possibly replace our General Fund transfer for 2020 if a street program proceeds.

The budgeted \$40,000 General Fund transfer to the Employee Severance Fund would add to the current balance of \$215,000. Due to retirements that are imminent, this transfer should proceed but this is an area to consider as well.

The range of cuts for transfers is between \$100,000 and \$140,000. By combining the transfer savings with the expenditure savings, the Village could defer or save between \$249,000 and \$330,750 of \$442,500 budgeted.

Personnel

Our staff is critical to our operations, certainly our most important resource and at the center of our organization's destiny. Without a doubt, the outstanding men and women of our Police, Fire and Maintenance Departments remain 100% committed to providing the best possible service to our residents. Their professionalism, combined with the strong support of our residents they serve, has allowed us to provide an outstanding level of service.

However, if necessary, staff reductions can occur whether it is through furloughs or reduction in hours. Considering the competitive nature of staffing prior to the emergency and recognizing the high caliber and dedication of our staff, my recommendation is not to reduce staffing immediately for the Village. Depending on the duration of the economic fallout of this emergency, it may be necessary to move in that direction so staff will work on a plan in case it is necessary.

The Village has realized some personnel cost savings as our part time building custodian was off work for 3 weeks and with our Maintenance Staff on a fire rotation, overtime cost for fire runs has been reduced. In addition, overall overtime has been significantly reduced for police. And having other communities assist in the storm cleanup greatly decreased the costs the Village would have incurred.

Investments/Cash Flow

The Village's investment strategy is a ladder portfolio whereas investments are staggered with different maturity dates. Each of our investments generate ongoing interest and are spread out over 1 to 3 years. One of the advantages of this strategy, beyond constant revenue, is it allows the Village to control its cash flow because we are not locked in for an extended period. When economic downturns occur, control of cash becomes more critical.

In the event revenues take a steep decline, the Village has access to our investments that typically mature every month or so. If the Village needed to access cash as a result of limited income, the Village would simply not renew an investment and have \$250,000 available for our operations.

As of the end of March, the Village had 24 investments (\$250,000 each) that total \$6 million. Our investment strategy will enable the Village to control and manage the flow of its cash.

Unencumbered Balance

The Village has been diligent in maintaining and growing our unencumbered General Fund balance, currently at \$4.7 million. In 2012, the last year when deficit spending was curtailed, the Village unencumbered General Fund balance dipped below \$2 million. Since then, the balance has grown and except for 2018, has been consistent. There have been many years of planning and saving for this "reserve".

This term "unencumbered General Fund balance" or "reserve" is not a savings account, an amount of surplus cash, or an extra source of funds. It represents a fund accounting principle that measures the difference between our General Fund current assets (cash, short-term investments, receivables, etc.) against our current liabilities or budgeted commitments. Simply put, it is the difference between what we have and what we expect to spend. These funds have not been appropriated for use and are intentionally not committed for allocation. Our unencumbered General Fund balance grows when the Village does not appropriate money for expenditures.

Use of the unencumbered General Fund balance during this time is a viable consideration. We have seen the value of our unencumbered General Fund

balance multiple times over the years, most recently when deciding to subsidize the Storm Water Fund and when the police levy millage rate was decreased for an upcoming police levy. It is appropriate to have a similar conversation because the cornerstone of our financial flexibility is our unencumbered General Fund balance. The Village is experiencing unforeseen issues and our fund balance is an option.

Conclusion

Our organization will be challenged by the current financial woes, but our Village will come through this pandemic as I believe our financial methods will bode well for the current situation. Marshaling our strategies, resources and actions will help Amberley Village emerge stronger from this crisis as this is an opportunity to learn from what we have done.

If you have any questions, please let me know.

2020 Revenue Projection Range									
REVENUE									
Fund Classification: General Fund									
Description	2016	2017	2018	2019	2020	Revenue Range 2020 - Low	Revenue Range 2020 - High	Footnote	Range Difference
Property and Other Local Taxes									
Real Estate Tax									
1000-110-0000 - General Property Tax - Real Estate	\$954,420.01	\$953,552.43	\$1,054,168.52	\$1,020,719.91	\$1,014,715.00	\$969,320	\$969,320	1	\$0
Real Estate Tax Total	\$954,420.01	\$953,552.43	\$1,054,168.52	\$1,020,719.91	\$1,014,715.00				
Personal Property Tax									
1000-120-0000 - Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Personal Property Tax Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
Municipal Income Tax									
1000-130-0000 - Municipal Income Tax	\$3,569,790.05	\$2,737,955.62	\$2,503,499.11	\$2,906,112.08	\$3,000,000.00	2,225,000	2,500,000	2	275,000.00
Municipal Income Tax Total	\$3,569,790.05	\$2,737,955.62	\$2,503,499.11	\$2,906,112.08	\$3,000,000.00				
State Shared Taxes									
Local Government									
1000-211-0000 - Local Government Distribution	\$58,224.38	\$58,886.87	\$60,758.61	\$64,575.04	\$64,118.41	50,000	51,300	3	1,300.00
Local Government Total	\$58,224.38	\$58,886.87	\$60,758.61	\$64,575.04	\$64,118.41				
Inheritance Tax									
1000-221-0000 - Inheritance Tax	\$22,152.80	\$0.00	\$0.00	\$0.00					
Inheritance Tax Total	\$22,152.80	\$0.00	\$0.00	\$0.00					
Property Tax Allocation									
1000-231-0000 - Property Tax Allocation	\$147,211.74	\$147,214.87	\$158,537.44	\$156,827.70	\$157,115.00	149,260	149,260	4	0.00
Property Tax Allocation Total	\$147,211.74	\$147,214.87	\$158,537.44	\$156,827.70	\$157,115.00				
Other - State Shared Taxes and Permits									
1000-224-0000 - Liquor and Beer Permit Fees	\$2,230.90	\$784.00	\$2,652.30	\$1,642.90	\$1,500.00	1,000	1,500		500.00
1000-290-0000 - Other - State Shared Taxes and Permits	\$6,916.13	\$2,509.01	\$0.00	\$7,131.00	\$15,000.00	7,500	8,870	5	1,370.00
1000-290-0011 - Other - State Shared Taxes and Permits{JEDZ}	\$109,804.69	\$119,812.58	\$126,802.24	\$121,189.04	\$120,000.00	80,000	96,000	6	16,000.00
Other - State Shared Taxes and Permits Total	\$118,951.72	\$123,105.59	\$129,454.54	\$129,962.94	\$357,733.41				
Intergovernmental									
1000-411-0000 - Federal - Restricted	\$0.00	\$4,040.00	\$1,390.50	\$462.50	\$0.00				
1000-422-0000 - State - Restricted	\$0.00	\$5,259.60	\$10,675.00	\$0.00	\$0.00				
1000-422-0015 - State - Restricted (HTF Commander)				\$44,390.69	\$11,000.00	11,000	11,000		0.00
1000-422-0021 - State - Restricted{OAC 109:2-18-04 TRAINING}	\$1,360.00	\$3,520.00	\$0.00	\$0.00	\$0.00				
1000-422-0022 - State - Restricted{FIRE TRAINING}	\$10,800.00	\$0.00	\$2,900.00	\$2,900.00	\$0.00				
1000-422-0041 - State - Restricted{K-9}	\$3,937.00	\$0.00	\$0.00	\$0.00	\$0.00				
1000-440-0000 - Grants or Aid (Non-Federal and Non-State)	\$0.00	\$0.00	\$30,000.00	\$20,000.00	\$43,200.00	43,200	43,200		0.00
1000-490-0000 - Other - Intergovernmental	\$16,844.09	\$16,933.19	\$10,646.49	\$13,294.53	\$13,000.00	14,190	14,190		0.00
1000-490-0015 - Other - Intergovernmental{HTF COMMANDER}	\$0.00	\$20,230.43	\$110,958.36	\$83,721.64	\$113,000.00	113,000	113,000		0.00
1000-490-0017 - Other - Intergovernmental{HC REA DISTRIBUTION}	\$0.00	\$0.00	\$9,901.36	\$0.00	\$0.00				
Intergovernmental Total	\$32,941.09	\$49,983.22	\$176,471.71	\$164,769.36	\$180,200.00				
Special Assessments									
1000-390-0000 - Other - Special Assessments	\$858.75	\$0.00	\$0.00	\$0.00	\$0.00				
1000-390-0071 - Other - Special Assessments{Property Maintenance}	\$230.00	\$0.00	\$287.50	\$1,404.93	\$0.00				
Special Assessments Total	\$1,088.75	\$0.00	\$287.50	\$1,404.93	\$0.00				

2020 Revenue Projection Range									
REVENUE									
Fund Classification: General Fund									
Description	2016	2017	2018	2019	2020	Revenue Range 2020 - Low	Revenue Range 2020 - High	Footnote	Range Difference
Charges for Services									
1000-512-0000 - Contracts for Police Protection	\$6,799.48	\$8,797.48	\$9,636.47	\$10,948.30	\$8,500.00	\$6,000	\$8,500		\$2,500
1000-514-0000 - Garbage and Trash	\$190,095.44	\$212,915.79	\$254,920.68	\$238,049.15	\$226,000.00	226,000	226,000		0.00
1000-519-0000 - Other - General Government Contracts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
1000-523-0000 - Recreation Entry Fees	\$795.00	\$3,697.00	\$815.00	\$3,060.00	\$1,800.00				
1000-529-0000 - Other - Cultural and Recreational Programs	\$2,975.00	\$1,475.00	\$1,650.00	\$1,850.00	\$1,800.00				
1000-541-0000 - Consumer Rent	\$120,729.21	\$90,459.12	\$90,459.12	\$91,073.44	\$220,000.00	210,000	220,000		10,000.00
1000-541-0025 - Consumer Rent{Mercy Land Lease}	\$0.00	\$3,125.00	\$9,375.00	\$15,625.00	\$12,500.00	12,500	12,500		0.00
1000-541-0035 - Consumer Rent{COMMUNITY ROOM}	\$0.00	\$0.00	\$300.00	\$725.00	\$0.00				
1000-590-0000 - Other - Charges for Services	\$5,024.01	\$2,519.90	\$1,496.35	\$1,737.21	\$3,000.00				
Charges for Services Total	\$326,418.14	\$322,989.29	\$368,652.62	\$363,068.10	\$473,600.00				
Fines, Licenses and Permits									
1000-612-0000 - Court Fines	\$69,395.44	\$85,967.00	\$68,235.00	\$69,698.90	\$70,000.00	40,000	50,000	7	10,000.00
1000-612-0051 - Court Fines{MAYOR'S COURT CREDIT CARD FEES}	\$372.00	\$726.00	\$648.00	\$753.00	\$700.00	200	400	7	200.00
1000-619-0000 - Other - Fines and Forfeitures	\$35.10	\$245.00	\$0.00	\$0.00					
1000-625-0000 - Cable Franchise Fees	\$56,681.44	\$56,424.40	\$60,296.68	\$58,941.63	\$59,000.00	55,000	59,000		4,000.00
1000-629-0000 - Other - Licenses and Permits	\$54,875.20	\$53,373.00	\$55,006.00	\$54,560.00	\$55,000.00	50,000	55,000		5,000.00
1000-629-0027 - Other - Licenses and Permits{CELLULAR UNITS-ALARM!	\$0.00	\$0.00	\$1,808.00	\$2,997.00	\$4,000.00	3,000	4,000		1,000.00
1000-690-0000 - Other - Fines, Licenses and Permits	\$0.00	\$0.00	\$10.00	\$0.00	\$0.00				
Fines, Licenses and Permits Total	\$181,359.18	\$196,735.40	\$186,003.68	\$186,950.53	\$188,700.00				
Earnings on Investments									
1000-701-0000 - Interest	\$45,892.06	\$55,662.74	\$95,577.45	\$130,814.00	\$120,000.00	100,000	109,200	8	9,200.00
Earnings on Investments Total	\$45,892.06	\$55,662.74	\$95,577.45	\$130,814.00	\$120,000.00				
Miscellaneous									
1000-820-0000 - Contributions and Donations	\$500.00	\$250.00	\$10,650.00	\$150.00	\$0.00				
1000-820-0023 - Contributions and Donations{HC DIVE TEAM}	\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00				
1000-820-0030 - Contributions and Donations{ICE CREAM SOCIAL}	\$0.00	\$0.00	\$7,950.00	\$7,200.00	\$8,000.00				
1000-820-0031 - Contributions and Donations{75th ANNIVERSARY}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
1000-820-0041 - Contributions and Donations{K-9}	\$5,600.00	\$600.00	\$3,513.00	\$318.00	\$0.00				
1000-892-0000 - Other - Miscellaneous Non-Operating	\$10,106.25	\$73,104.32	\$71,222.33	\$66,298.58	\$3,000.00	46,850	46,850	9	0.00
Miscellaneous Total	\$16,206.25	\$148,954.32	\$93,335.33	\$73,966.58	\$11,000.00				
Total Revenue	\$5,474,656.17	\$4,795,040.35	\$4,826,746.51	\$5,199,171.17	\$5,345,948.41	4,413,020	4,749,090		336,070.00
Sale of Fixed Assets									
1000-961-0000 - Sale of Fixed Assets	\$18,206.56	\$3,990.86	\$2,696.10	\$3,500.00	\$275,804.00	185,800	275,800		90,000.00
Sale of Fixed Assets Total	\$18,206.56	\$3,990.86	\$2,696.10	\$3,500.00					
Transfers - In									
1000-931-0000 - Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00					
Transfers - In Total	\$0.00	\$0.00	\$0.00	\$0.00					
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00					
Special Items									
1000-981-0000 - Special Items	\$0.00	\$4,900.00	\$0.00	\$0.00		45,000	45,000	10	0.00
Special Items Total	\$0.00	\$4,900.00	\$0.00	\$0.00					
Extraordinary Items									

2020 Revenue Projection Range									
REVENUE									
Fund Classification: General Fund									
Description	2016	2017	2018	2019	2020	Revenue Range 2020 - Low	Revenue Range 2020 - High	Footnote	Range Difference
1000-982-0000 - Extraordinary Items	\$0.00	\$5,613.37	\$0.00	\$0.00					
Extraordinary Items Total	\$0.00	\$5,613.37	\$0.00	\$0.00					
TOTAL				\$4,829,443	\$5,621,752	\$4,643,820	\$5,069,890		\$426,070

<u>EXPLANANTION OF ADJUSTMENTS:</u>	1	1st half + 90% 2nd half	5	Jan-Mar + 9 x April
	2	lowest receipts in last 5 years	6	80% of anticipated
	3	80% of anticipated	7	Q1 + half remaining year
	4	1st half + 90% 2nd half	8	10% Reduction
			9	BWC Rebate
			10	Salt sale

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>LOW REDUCTION</u>	<u>HIGH REDUCTION</u>	<u>BUDGETED</u>
TRANSPORTATION				
1000-690-348-0000	TRAINING	\$2,500	\$4,000	\$7,000
1000-690-399-0000	STREET SWEEPING			8,000
1000-690-431-0000	TAR	8,000	8,000	8,000
	TREE REMOVAL			40,000
1000-690-520-0000	PAINT BRIDGE DECK	10,000	10,000	10,000
ADMINISTRATION				
1000-710-340-0000	GENERAL ENGINEERING	6,000	8,000	15,000
	DIGITIZE RECORDS	3,000	3,000	3,000
1000-710-348-0000	TRAINING	3,000	5,000	9,000
COUNCIL				
1000-715-320-0000	WEBSITE	2,500	4,800	10,000
1000-715-391-0000	PODCASTS	2,500	2,500	5,000
	VILLAGE VIDEOS	2,500	2,500	5,000
1000-715-399-0000	PROMOTIONAL MATERIALS	2,500	7,500	7,500
MAYOR'S COURT				
1000-720-399-0000	MAYOR'S COURT PERSONNEL	6,000	8,000	27,550
LANDS & BLDGS/AG				
1000-730-340-0001	AG PROF & TECHNICAL SVCS	20,000	25,000	35,000
1000-730-395-001	AG TREE REMOVAL	2,000	5,000	15,000
1000-730-400-0000	BIKE FAIR PROPS	5,000	5,000	5,000
1000-730-431-0000	PROMOTIONAL MATERIALS	7,500	12,000	12,000
1000-730-520-0000	TRASH CANS-PARK/AG	15,000	15,000	15,000
TRANSFERS OUT				
1000-910-910-0000	TRANSFER TO SEVERANCE	0	40,000	40,000
1000-910-910-0000	TRANSFER TO ROADS FUND	100,000	100,000	100,000
POLICE CAPITAL				
	Camera System	5,000	5,000	5,000
	LPR	5,000	19,450	19,450
	Vehicle Noptics	18,000	18,000	18,000
POLICE				
1000-110-420	K-9 Training	2,000	2,000	2,000
1000-110-399	Lab Fees	2,000	2,000	2,000
1000-110-348	PD Training - Leadership	7,000	7,000	7,000
FIRE CAPITAL				
1000-120-348	FDIC	7,500	7,500	7,500
1000-120-520	Nozzles	4,500	4,500	4,500
TOTAL:		\$249,000	\$330,750	\$442,500

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: May 8, 2020
RE: Amberley Green Development District Zoning Text

ITEM: Resolution 2020-17, Referring the draft Amberley Green Development District Zoning Text to the Planning Commission

ACTION REQUESTED: By motion, approve **Resolution 2020-17** referring the draft Amberley Green Development District zoning text to the Planning Commission.

PURPOSE: Seeking Planning Commission's review and recommendation.

Village Council has met in public work sessions to draft zoning text, referred to as the Amberley Green Development District (AGD), for the 133 acre property located at the southwest corner of Ridge and Galbraith Roads.

Village staff initially met with Bryan Snyder, Development Services Administrator of the Hamilton County Department of Planning and Development, to outline the objectives of new zoning text. After a draft was secured, staff along with Mr. Snyder worked extensively with Village Council, to further define new regulations. All of this discussion took place in Village Council work sessions.

The purpose of the new zoning regulations (attached) is to create and add Code Sections 154.84 through 154.84.8, a specific zoning district for the Amberley Green property followed by a map amendment.

Since Amberley Green is zoned for single family residential (Residence A) and that is solely not what the Village would like to see on the property, zoning text is being created that would enable a variety of uses on the property. However, since the Village owns the property the zoning becomes secondary but is still necessary for any development.

With a strong preference to maximize open space and walking trails with any development, Council set out to create a zoning code for Amberley Green for the simple purpose of protecting the health, safety and welfare of our residents. The benefits of establishing zoning on Amberley Green include:

- Protects existing property values by preventing incompatible uses
- Preserves recreational area and allows for more open spaces
- Enforces restrictions like height limitations, space requirements, building size and other development standards
- Keeps buildings from being built too close to each other
- Provides systematic lot arrangement
- Enhances the beauty of our community by requiring landscaping, buffers and parking lot improvements
- Protects residential properties from commercial development
- Facilitates attractive growth with community involvement

While the Village is safeguarded by ownership of the property and the Village has a strong preference for open space and walking trails, it was necessary to identify the principal uses that would be permitted on the property. Any use would require Village approval due to our ownership of the property and due to zoning. The principal permitted uses allowed for this site include:

Active and passive recreational uses including pools, splash parks, sports fields and courts, outdoor amphitheaters, public parks, and walking trails, dog parks, and woodland preservation areas.

- Single-family dwellings.
- Community gardens/Agriculture.
- Banquet/Event Center.
- Government/Public buildings and facilities.
- Other institutional uses including religious institutions, daycare centers, hospitals, schools, universities, and other educational related research facilities, and non-profit event centers, summer camps, and day camps.
- Nursing homes, assisted living facilities and continuing care retirement facilities
- Offices, including professional business offices, medical/dental offices, accounting services, banking/financial institutions, legal services, professional consulting/counseling services, real estate and securities brokering, hotels, and tax preparation services.
- Restaurants (without drive-throughs)
- Retail uses and/or facilities within a mixed-used building and not to exceed 20% of the total building square footage, including, but not limited to restaurants, baked goods, cheeses, fruits and vegetables, meats, ice cream, beer, wine, liquor, confectioneries, flowers and plants, pharmacies, cosmetics, photographic equipment and supplies, pets and pet supplies, clothing, jewelry, sporting goods, bicycles, toys, music and musical instruments, luggage, books, glassware, medical and surgical equipment, office furniture equipment and supplies, appliances, business machines.

The balance of the code spells out set backs, site development regulations, landscaping, signage and architectural regulations as well as procedures for approval. Additionally, this zoning district would be tailored to the proximity of Ridge Road and Galbraith Road, therefore would not apply to other sites in the Village.

According to the Village Charter and Ordinances, changes to the Zoning Code must first be considered by the Planning Commission following a public hearing.

With the adoption of this resolution, Village Council is referring to the Planning Commission for its consideration and recommendation the proposed changes to the Village Zoning Code by creating Section 154.84, Amberley Green Development District (AGD) Regulations.

The Planning Commission shall hold a public hearing to consider the draft regulations and shall provide notice of the hearing. Following the hearing, the Planning Commission shall make suggestions and recommendations to the Council regarding the proposed changes.

Once the Planning Commission has reviewed and made a recommendation on Amberley Green

Development District zoning text, it will come forth to Council, which will hold a public hearing this summer, depending on when the recommendation is made by the Planning Commission.

After the Council holds the initial public hearing and deliberates, adoption of the ordinance is in order.

Resolution 2020-17 is recommended. If you have any questions, please contact me.

PASSED:
BY:

RESOLUTION NO. 2020-17

RESOLUTION REFERRING CHANGES TO ZONING CODE REGULATIONS TO
THE PLANNING COMMISSION

WHEREAS, according to the Village Charter and ordinances, changes to the Zoning Code must first be considered by the Planning Commission following a public hearing;

WHEREAS, Village Council has met in work sessions to discuss the Amberley Green Development District (AGD);

WHEREAS, a representative of Hamilton County Planning has assisted Council through the process of considering and drafting the zoning changes;

WHEREAS, the proposed changes to the Zoning Code are attached and incorporated in the proposed Ordinance;

NOW THEREFORE BE IT RESOLVED BY THE Council of Amberley Village, State of Ohio, seven members elected thereto concurring,

SECTION 1: Village Council hereby refers to the Planning Commission for its consideration and recommendation, the draft Ordinance attached hereto and incorporated herein, which proposes changes to the Village Zoning Code applying to a new § 154.84 Amberley Green District (AGD) Regulations.

SECTION 2: The Planning Commission shall hold a public hearing to consider the draft Ordinance and shall provide notice of the hearing published in the same manner as provided for resolutions and ordinances by the Village Charter, and on the Village website.

SECTION 3: Following said hearing, the Planning Commission shall make suggestions and recommendations to Council concerning changes to the Zoning Code concerning the proposed changes.

SECTION 4: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed this ____ day of _____, 2020.

Mayor Thomas C. Muething

Attest:

Tammy Reasoner, Clerk of Council

Resolution Vote:

Moved: _____ Second: _____

I, Clerk of Council of Amberley Village, Ohio, certify that on the ____ day of _____ 2020, the foregoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designated by Sec. 31.40(B), Code of Ordinances.

Tammy Reasoner, Clerk of Council

AMBERLEY GREEN DISTRICT (AGD) REGULATIONS

154.84 PURPOSE.

In addition to the purposes listed in Section 154.05 (B), the purpose of the Amberley Green District is to encourage preservation of green space and walking trails for residents while allowing limited opportunity for new development. The area included in the district is characterized by steep slopes and unbuildable area to the west and flatter, more buildable areas to the east. The desire of the village for these potential development areas is to also include green areas beyond the unbuildable portions of the property and walking trail connections to ensure preservation of the unique and beautiful qualities of the property.

The Amberley Green District is applied to properties that have an AGD district designation. Properties in the Village that are eligible to request AGD district designation, in accordance with the regulations and procedures below, include all properties bounded by East Galbraith Road and the Village Corporate limit on the north, Ridge Road to the east, the Village Corporation Limit to the west, and the northern property lines of northernmost residential properties on Burning Tree Lane, Fernwood Drive, Willowbrook Lane, and Twigwood Lane to the south.

154.84.1 USE REGULATIONS.

- (A) *Principal Uses.* A building or lot or other land area in this district shall be used only for the following purposes.
1. Active and passive recreational uses including pools, splash parks, sports fields and courts, outdoor amphitheaters, public parks and walking trails, dog parks, and woodland preservation areas.
 2. Single-family dwellings.
 3. Community gardens/Agriculture
 4. Banquet/Event Center
 5. Government/Public buildings and facilities.
 6. Other institutional uses including religious institutions, day care centers, hospitals, schools, universities and other educational related research facilities, and non-profit event centers, summer camps, and day camps.
 7. Nursing homes, assisted living facilities, and continuing care retirement facilities.
 8. Offices, including professional business offices, medical/dental offices, accounting services, banking/financial institutions, legal services, professional consulting/counseling services, real estate and securities brokering, hotels, and tax preparation services.
 9. Restaurants (without drive throughs)
 10. Retail uses and/or facilities within a mixed-used building and not to exceed 20% of the total building square footage, including, but not

limited to restaurants, baked goods, cheeses, fruits and vegetables, meats, ice cream, beer, wine, liquor, confectioneries, flowers and plants, pharmacies, cosmetics, photographic equipment and supplies, pets and pet supplies, clothing, jewelry, sporting goods, bicycles, toys, music and musical instruments, luggage, books, glassware, medical and surgical equipment, office furniture equipment and supplies, appliances, business machines.

11. Other similar uses determined to be compatible with the uses listed above and approved as part of the AGD district approval per the procedures outlined in this chapter.

(B) *Accessory Uses.*

1. Home Occupation provided any such use shall comply with the requirements of Section 154.25(B)(1).
2. Accessory buildings and uses customarily incidental to a permitted use located on the same lot as the single-family use and subordinate in size to the single-family home and as further regulated by Section 154.12.

(C) *Temporary Uses.* Temporary uses, including but not limited to farm markets, festivals, food trucks, tree sales, community gatherings, and community commerce, may be permitted provided that such temporary use shall either be approved as part of the Concept or Final Development Plan for the principal use or shall be approved by the Zoning Board of Appeals in accordance with Section 154.66(A)(4).

154.84.2 HEIGHT REGULATIONS.

No building shall exceed two and one-half stories or 35 feet in height, whichever is the lesser height.

154.84.3 REQUIRED MINIMUM LOT AREA, WIDTH, AND SETBACK REGULATIONS.

All uses shall be setback a minimum of 50 feet from the boundaries of the Amberley Green area as described in Section 154.84 and shall also comply with the following minimum requirements.

- (A) *Lot area.* The minimum lot area for single-family detached uses shall be 8,000 square feet, and the minimum lot area for all other uses shall be 21,780 square feet.
- (B) *Ground area.* There is no maximum ground area coverage for single-family detached uses. For all other uses, the total ground area to be occupied by structures shall not exceed 50% of the lot area.
- (C) *Single-family detached residence lot width and setbacks.* Single family detached lots shall have a minimum width of 50 feet. All single-family structures shall comply with the following minimum yard requirements:

1. Front yard: 25 feet
 2. Side yard: 5 feet
 3. Rear yard: 35 feet
- (D) *Other permitted uses lot width and setbacks.* All other lots shall have a minimum lot width of 100 feet and shall comply with the following minimum yard requirements:
1. Front yard: 50 feet
 2. Side Yard: 20 feet
 3. Rear Yard: 20 feet

154.84.4 SITE DEVELOPMENT REGULATIONS.

- (A) *Off street parking.* Facilities for parking residents, employees, visitors, and business vehicles must be provided on the premises in accordance with the following uses and calculations unless modified as part of the Concept or Final Development Plan approval following submission of evidence indicating that the sufficient parking will be provided through shared parking agreements, a mix of uses with expected hours of high demand that do not overlap, or other such evidence as may be submitted to support a reduction of the spaces required in this Section. Such facilities other than those related to single-family residences, shall be setback a minimum of 50 feet from the boundaries of the Amberley Green area as described in Section 154.84 and 20 feet from all other public streets, private access easements, and interior lot lines. Parking spaces for the handicapped shall be provided in accordance with the provisions of the Ohio Basic Building Code.
1. Detached single-family residential: Two spaces for each dwelling unit
 2. Government/Public buildings and facilities: One space per 250 sq. ft. of floor area.
 3. Religious Institutions: One space per eight seats or bench seating in the main assembly area.
 4. Daycare centers: One space per employee + one space for each facility vehicle stored on the lot + one parking space for each six children.
 5. Hospitals: One space per bed.
 6. Schools, K-6: One space for each three seats in any auditorium, or one space for each classroom, whichever is greater.
 7. School, Junior High/Middle School: One space for each three seats in any auditorium, or one space for each classroom, whichever is greater.
 8. School, Senior High: One space per employee + twelve visitor spaces, plus one space per six students.
 9. School, University, Vocational/Professional, or Educational Research Facility: One space per employee + one space per two registered student capacity.

10. Amphitheater and event center: One space for each three seats or one space per 50 square feet of net floor area where fixed seating is not available.
11. Summer camp and day camp: One space per employee + one space per each camp vehicle + one space per five users at maximum capacity.
12. Swimming pools and splash parks: One space for each 50 square feet of pool or wet park surface area + one space per employee.
13. Athletic/Play field: Ten spaces per acre.
14. Tennis/Basketball/Racquet clubs and similar recreation facilities: Eight spaces for each indoor tennis/basketball court, five spaces for each outdoor tennis/basketball court, five spaces for all other indoor and outdoor courts.
15. Parks and playgrounds: Four spaces per acre.
16. Nursing homes, assisted living facilities, and continuing care retirement facilities: One space per six residents + one space per employee.
17. Offices, excluding Medical: Three spaces for the first 1,000 sq. ft. or fraction thereof, + one space per 400 sq. ft. of floor area in excess of 1,000 sq. ft.
18. Offices, Medical: Six spaces + one space per 200 sq. ft. of floor space in excess of 1000 sq. ft.
19. Retail: One space per 200 sq. ft. of floor area.
20. Restaurant: One space per 100 sq. ft. of floor area.

(B) *Pedestrian Facilities.*

1. Sidewalks shall be a minimum of four feet wide and are required along both sides of all streets.
2. A connection shall be established from abutting streets with sidewalks to the entrance of primary structures through the use of sidewalks and special demarcation.
3. Pedestrian areas in parking lots or across interior drives shall be demarcated with special paving, color or height change, and/or striping for increased safety.

(C) *Lighting.*

1. All outdoor lighting for non-residential uses shall be designed, located, and mounted at heights no greater than 18 feet from grade, must have cutoff fixtures, and shall not shine directly onto adjacent residences.
2. All outdoor lighting for non-residential uses shall be designed and located to permit maximum light levels of 0.0 foot-candles at any residential property or lease line and 1.0 foot-candles at all other property or lease lines.

(D) *Dumpster and trash handling areas.* The following requirements shall apply to all dumpsters, trash handling areas, and related serviced entrances.

1. Dumpsters, trash handling areas and related screening, shall be located in compliance with the same minimum setbacks as a main building.

2. Any such structure shall be screened on three sides by a fence or wall from the view from public streets and any abutting properties.
 3. Any fence or wall required under this Section shall have a height no greater than seven feet and no less than five feet. Any wall shall be constructed in a durable fashion of brick, stone, or other masonry materials with no greater than 25% of the wall surface left open. Any fence shall be constructed in a durable fashion of wood posts and/or planks with minimum diameter or width of three inches and with no greater than 25% of the fence surface left open between posts and/or planks.
- (E) *Outdoor Storage.* Outdoor sales, display and storage shall be prohibited unless it is specifically permitted as part of an approved Concept or Final Development Plan or it is part of a temporary use permitted by Section 154.84.1.

154.84.5 LANDSCAPING REGULATIONS.

- (A) *Streetscape Buffer.* A Streetscape Buffer shall be installed along the property line of all non-single-family residential uses abutting all public street right-of-way and private access drives consisting of a minimum of 10 feet in depth and including a minimum of four understory or canopy trees and three shrubs per 100 linear feet of frontage.
- (B) *Boundary Buffer.* A Boundary Buffer shall be installed between any residential use and any non-residential use, including mixed use buildings consisting of a minimum of 10 feet in width and including a minimum of four canopy or evergreen trees and three shrubs per 100 linear feet of boundary length.
- (C) *Interior parking lot landscaping.* Interior parking lot landscaping shall be required for all new and expanded parking areas greater than 10 spaces in accordance with the following standards.
1. The total landscape area required in parking lot areas is 22 sq. ft. per parking space.
 2. Landscape areas shall consist of parking islands or peninsulas and all required landscape materials shall be planted within these island or peninsula areas. Best Management Practices (BMP's), such as rain gardens or bio swales are permitted.
 3. The minimum number of canopy trees is one canopy tree for each 10 parking spaces. Any fractional number of trees should be calculated to the next highest whole number.
 4. To determine the total number of required shrubs, multiply the total number of required canopy trees by three. One canopy tree may

substitute for 3 shrubs. Trees and shrubs do not have to be equally spaced and may be grouped.

(D) *General Landscaping Standards.* All required Streetscape, Boundary Buffer, and Interior parking lot landscaping shall comply with the following standards.

1. Canopy trees shall be deciduous trees with a minimum of 12 feet in overall height or a minimum caliper of 2 ½ inches when installed, and have an expected height of at least 35 feet at maturity.
2. Understory trees (flowering/ornamental trees) shall be a minimum of 5 feet in height in clump form or a minimum caliper of 1 ½ inches when installed.
3. Evergreen trees shall be a minimum of 5 feet in height when installed.
4. Shrubs shall be at least 18 inches in height or 24 inches in spread when installed.
5. Existing mature trees and shrubs that are preserved may be used to fulfill landscape requirements on a one to one basis except that any mature trees with a caliper greater than 6 inches may substitute for two required trees.

154.84.6 ARCHITECTURAL REGULATIONS.

The purpose of this section is to require architectural features for all nonresidential uses which increase visual interest, reduce undifferentiated masses and relate to the pedestrian scale, in accordance with the following standards.

- (A) Facades shall have a defined base or foundation, a middle or modulated wall, and a top formed by a pitched roof or articulated cornice, in each instance appropriate to the building style.
- (B) Buildings with continuous facades that are 90 feet or greater in width shall be designed with offsets (projecting or recessed) not less than two feet deep, and over intervals between offsets of not greater than 60 feet.
- (C) Building facades may be constructed from stone, masonry, cement fiber board, wood siding, split-face, textured concrete, heavy gauge vinyl, glass or other materials which provide the same desired quality.
 1. Concrete masonry units (CMU or block) shall be textured or split-face and otherwise not smooth.
 2. Office uses may use architectural metal panels, glass (up to 75% of the façade area) and ornamental metal.
 3. Stucco, EIFS, or other similar material shall be used for trim or architectural features only.

- (D) Buildings constructed of metal shall be prohibited, except as provided in Section 154.84.6(C)(2).
- (E) Roofs may be pitched, use stepped parapet walls, three dimensional cornices, dimensioned or integrally-textured materials, or be sloped with overhangs and brackets. Parapets shall not exceed more than one-third (1/3) the height of the supporting wall.
- (F) Entryway features are required at the primary entrance to the structure and shall include elements such as: covered entries, integral planters, awnings, raised corniced parapets over the door, arches, or architectural details such as tile work and moldings that are integrated into the building structure and design.
- (G) The architectural style, materials, color and design on the front elevation shall be applied to all elevations of the structure adjacent to any public street, primary internal drive or residential use.

154.84.7 SIGNAGE REGULATIONS.

No sign may be posted on public property or within the public right-of-way along public roads, except village corporation signs, highway directional or regulatory signs and traffic safety signs erected and maintained by public agencies. All signs shall be placed in such manner that they will not obstruct the vision of drivers with regard to oncoming or intersecting traffic on any public or private roads or driveways. Only the following types of signs are permitted.

- (A) *Building Signs.* Any business or other permitted nonresidential use shall be permitted one-half (0.5) square foot of Building Sign surface area for each foot of building frontage that fronts a public right-of-way or the façade that contains the main entrance to the building and such building signage shall be located on the façade from which the measurement is taken. Building signage of a commercial or advertising nature shall not be permitted for residential uses.
- (B) *Freestanding Signs.* Businesses and/or centers containing multiple businesses shall be permitted a maximum of one monument sign for the business or center for the joint use of all tenants for which the facility is designed, including any outlots, subject to the following criteria.
 - 1. Signs shall be allowed only for parcels with at least one hundred fifty (150) feet of frontage adjoining a public street.
 - 2. All freestanding signs shall be monument style ground mounted signs.
 - 3. Freestanding signs shall not exceed 8 feet in height.

4. The sign shall be setback a minimum of 5 feet from all public rights-of way and private access easements and a minimum of 20 feet from a lot line of any residentially zoned or used property.
5. Signs shall have a message area of not more than 50 square feet for nonresidential uses or 32 square feet for attached residential developments.
6. Electronic message centers/Electronic signs and internally illuminated signs shall be prohibited.

(C) *Other Permitted Signs.*

1. Church or public building bulletin boards not exceeding 10 square feet in area.
2. Temporary signs on over 40 inches from the ground and not exceeding 6 square feet in area, the purpose of which is to communicate information about the lease or sale of a building or lot, which signs shall be removed as soon as the property is leased or sold.
3. Small announcements or professional signs not over one square foot in area.
4. Highway or directional and traffic safety signs erected and maintained by public agencies.
5. Outdoor election signs, provided that they may not be erected prior to four weeks before the day of the election and that the owner of the property on which the sign is located must cause the sign to be removed within 72 hours after the election; a sign permitted under this section shall not exceed 12 square feet in area and the aggregate of all signs placed on any parcel of real property in one ownership shall not exceed 60 square feet, nor shall they be posted such that the bottom edge of each sign is more than 40 inches from the ground. All such signs shall be placed in such manner that they will not obstruct the vision of drivers with regard to oncoming or intersecting traffic on any public or private roads or driveways.
6. Temporary signs associated with an approved temporary use not exceeding 10 square feet in area.

154.84.8 AMBERLEY GREEN DISTRICT (AGD) DESIGNATION PROCESS.

Establishment of an Amberley Green District (AGD) designation and all subsequent development and redevelopment within an established AG district shall be conducted in accordance with the following processes.

- (A) *Concept Plan Submission.* The submission of a Concept Plan is required as the initial process for establishment of the AGD district. The applicant is encouraged to engage in informal consultations with the Village Building Commissioner prior to preparing the Concept Plan, it being understood that no statement or representation by the Building Commissioner shall be binding upon the Village. The applicant shall prepare a Concept Plan and

shall submit the number of copies of this Concept Plan as specified by the Building Commissioner along with the completed application to the Planning Commission for consideration. This Concept Plan submission shall contain the following:

1. A written text setting forth in detail the criteria and conditions which the developer will follow in determining final elevations, locations of improvements, maximum slope, size, density, character and management of the development for the purposes of a Final Development Plan.
2. An existing conditions map showing existing topography, including the location of natural features such as creeks, ponds, significant stands of trees and other nature features of note requiring special consideration, as well as man-made features including easements, roads, sewer lines, adjacent property lines and all existing structures located on the property.
3. A preliminary development plan map of the property showing land use, general topography and physical features and the following information:
 - a. Property boundaries;
 - b. Proposed street plan indicating all surrounding streets and access points as well any private streets or walking trails;
 - c. Proposed pedestrian circulation system including sidewalks and hike/bike trails;
 - d. General location and size of different land use areas;
 - e. Density levels or maximum building size proposed for each area;
 - f. General location of schools, parks or other community facility sites, if any
 - g. Setback and height requirements for each area;
 - h. Proposed drainage plan;
 - i. General utility layout;
 - j. Parking layout for non-residential uses;
 - k. Preliminary geotechnical data indicating soil types for any area containing slopes in excess of 20%;
 - l. Any other information specifically requested by the Village to adequately review the proposed AGD district.
4. A written description of the management of any open spaces or common areas describing the form of organization to be followed in the establishment of a property owners' association in the event that the care and maintenance of such common areas is to be the responsibility of the property owners. This description shall also include any proposed covenants and restrictions designed to govern open spaces or other common areas.
5. Time schedule of projected development if construction is to extend beyond a two (2) year time period.

- (B) *Village Planning Commission Review and Recommendation.* The Village Planning Commission shall study the application and Concept Plan and shall hold a public hearing within thirty-five (35) days of the time of application. Following this public hearing, the Commission shall make a report to the Village Council recommending approval, approval with modification, or disapproval and the reasons therefore. The Commission may explicitly impose special conditions relating to any pertinent development characteristics as needed in making a recommendation. The Commission shall also have categorical ability to recommend varying or relaxing the standards of this chapter and the Zoning Ordinance as part of the recommendation provided that any such request is found to meet the intent of the AGD district.
- (C) *Conditions of Approval.* Upon receipt of the recommendation of the Village Planning Commission, the Village Council shall study and review the proposed Concept Plan and shall approve, modify, or disapprove the application on the basis of (1) all application requirements have been satisfied, and (2) finding that the following specific conditions are met:
1. That each individual section of development, as well as the total development, can exist as an independent unit capable of creating an environment of sustained desirability and stability or that adequate assurance will be provided that such objective will be attained;
 2. That the uses proposed will not be detrimental to present and potential surrounding uses, but will have a beneficial effect which could not be achieved under other zoning districts in these regulations;
 3. That the internal streets and thoroughfares proposed are suitable and adequate to carry anticipated traffic and that a traffic study has been completed to ensure adequate capacity for traffic in the vicinity of the development if requested by the Building Commissioner, Planning Commission, or Village Council;
 4. That any part of a development not used for structures, parking and loading areas or streets shall be landscaped or otherwise improved;
 5. The development will not impose an undue burden on public services and facilities such as fire and police protection.
 6. That the density of each individual phase of the development, as well as the density of the entire project shall not exceed the maximum allowable density as permitted in the AGD district.
- (D) *Village Council Action.* Council shall have thirty-five (35) days from the date of the report and recommendation of the Planning Commission to hold a public hearing for consideration of the Concept Plan. Action by the Village Council shall be as follows:
1. If from the facts presented, the Council is unable to make the necessary findings specified in Section 154.84.8(C), Conditions of Approval, the application shall be denied or returned to the applicant for clarification. In taking action, the Council may deny the Concept Plan or may approve said plan subject to specified amendments.

Council shall also have categorical ability to vary or relax the standards of this chapter and the Zoning Ordinance as part of the approval provided that any such request is found to meet the intent of the AGD district. If the application is approved by Council, the approval of the Concept Plan shall be limited to the general acceptability of the land uses proposed, density levels and their interrelationship, and shall not be construed to endorse precise location of uses, configuration of parcels, or engineering feasibility which are to be determined in subsequent preparation of detailed site development plans. Approval of the Concept Plan shall constitute the creation of a separate "AGD" Zoning District. The new zoning designation shall replace any existing zoning classification.

2. At the time of adopting any Ordinance establishing an "AGD" District, the Council shall make appropriate arrangements with the applicant, which will ensure the accomplishment of the public improvements and reservation of common open space of the public improvements shown on the approved Concept Plan.

(E) *Final Development Plan Approval Process.* Once the Concept Plan has been approved by the Council, a Final Development Plan for each section of the overall development must be reviewed and approved by the Building Commissioner prior to the issuance of any Zoning Certificate. The Final Development Plan shall be in accordance with the original Concept Plan; shall be prepared for the applicant by a professionally competent engineer, architect and/or landscape architect; and shall include the following:

1. Site plan indicating lot lines, building outlines, off-street parking and loading spaces, pedestrian walkways and vehicular circulation.
2. Preliminary building plans, including floor plans and exterior elevations.
3. Landscaping and buffering plans.
4. Evidence that the development will not impose an undue burden on public services and facilities such as fire and police protection.
5. Specific engineering plans, including site grading, street improvements, drainage and utility improvements and extensions as necessary.

Approval of each Final Development Plan for each unit of an AGD district shall be valid for one (1) year. No Zoning Certificate or Building Permit shall be issued for any structure within the AGD district until the final Subdivision Plat has been recorded with the County Recorder, if applicable.

(F) *Amendments to Approved Concept and Final Development Plans.* An approved Concept Plan or Final Development Plan within the AGD district may be amended by the following the procedures:

1. Minor Adjustments. Minor adjustments to an approved Concept Plan or Final Development Plan which become necessary because of field conditions, detailed engineering data, topography, or critical design criteria may be authorized by the Building Commissioner. These minor adjustments may be permitted, provided that they do not increase density, do not including any variances to the Zoning Code, decrease

the number of parking spaces, or allow buildings closer to abutting residential property lines.

2. Major Adjustments. Changes to an approved Concept Plan or Final Development Plan determined to be major adjustments not authorized above and not including any modification of written conditions of approval contained in a Village Council Ordinance shall require review and approval by the Village Planning Commission.

(G) *Appeals.*

1. Any party aggrieved by the administrative decision of the Building Official concerning a Final Development Plan or Minor Adjustment to a Final Development Plan may appeal within 30 days of the date of the decision to the Village Planning Commission.
2. Any other appeal of the legislative action of Village Council concerning a Concept Plan or the administrative action of the Planning Commission concerning a Major Adjustment may be appealed following the procedures for such appeal as outlined in the Ohio Revised Code.