

**CITY OF SPRINGBORO
320 W. CENTRAL AVENUE, SPRINGBORO, OH**

CITY COUNCIL WORK SESSION

THURSDAY, APRIL 4, 2019

6:00 PM

CITY COUNCIL

**John Agenbroad, Mayor
Dale Brunner, Deputy Mayor/Ward 2
Stephen Harding, At Large
Becky Iverson, At Large
Janie Ridd, Ward 1
Carol Moore, Ward 3
Jim Chmiel, Ward 4**

CITY STAFF

**Chris Pozzuto, City Manager
Greg Shackelford, Assistant City Manager
Alan Schaeffer, Law Director
Lori Martin, Clerk of Council**

ITEM 1. CALL TO ORDER. Mayor Agenbroad called the Springboro, Ohio City Council Work Session to order on Thursday, April 4, 2019 at 6:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.

ITEM 2. ATTENDANCE. Council: Ms. Moore was absent. **Staff:** Mr. Pozzuto, Mr. Shackelford and Ms. Martin were present. Mr. Schaeffer was absent. Attorney Gerald McDonald served as Acting Law Director in Mr. Schaeffer's absence. Police Chief Jeff Kruihoff was also present.

ITEM 3. LEGISLATIVE AGENDA. – Review legislative items slated for April 4.

No legislative items were submitted for review.

At this time, Mayor Agenbroad called for a motion to enter Executive Session under ORC121.22(G), following the Work Session discussion, to discuss the purchase of property; whereby, the City Law Director will be present and no votes will be taken.

Mr. Harding motioned. Ms. Ridd seconded the motion.

No discussion.

VOTE: Iverson, Yes; Agenbroad, Yes; Chmiel, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [6-0]

ITEM 4. CITY MANAGER. – Issues/Reports.

Residential Grant Program Presentation: Mr. Pozzuto commented that the city is working on a new residential grant program similar to the historic preservation grant offered to property owners in the historic district. The purpose of this new residential grant program is to expand this opportunity to other neighborhoods in Springboro.

At this time, Mr. Shackelford presented the following information regarding the city's new Residential Grant Program. During budget discussions for this year, staff proposed providing grants for property improvement projects and \$50,000 was set aside for 2019 for the grant program. Since that time, Mr. Shackelford and City Planner Dan Boron have been working out the details of the program and are close to having an agreement in place.

The concept is to try to create an opportunity for funding through the city's Community Improvement Corp funds in order to help residents make necessary property improvements. The target area for the pilot program will be the Royal Oaks Subdivision, which is roughly 400 units, and they would like to target owner occupied properties. In addition, they have been talking to an organization called County Corp, who have administered home ownership and rehab programs and have worked with Miamisburg to help them get their program off the ground. The city is modeling its program somewhat along the lines of the Miamisburg program, but it is a little bit different because there would be no federal dollars involved in the city's program. The program would not receive block grant money; it will be funded with city monies, which will be used to work with citizens.

The type of projects they are looking for include roof and gutter repairs and other projects in the range of \$5,000 to \$7,000, with a maximum grant of \$7,500. The city would split the cost with the property owner similar to the historic district grant program. The projects would mainly focus on the exterior of the home such as loose or crumbling steps, tree removal, driveway repairs, exterior painting and siding, porch railing repair, exterior accessibility modifications, essentially projects that would cost generally more than \$1,000-\$2,500. Project costs for the property owner will be reimbursed similar to the process used with the historic district grant program, in which the owner provides the city with the invoice and proof of payment. The city would work with County Corp to do much of the legwork on the application e.g. description of the project, etc. and they would help process that information and the proof of funding working directly with the citizens.

Staff in collaboration with County Corp will potentially host an open house in the Community Room to talk about the program and a County Corp representative would help process applications. They would be very pleased to have within five to ten projects this year especially trying to get the program off the ground. In addition, they are creating an informational flyer and planning to go door-to-door in an effort to identify some good candidates and actually drop off flyers to homeowners' doors. Mr. Shackelford concluded his comments and offered to answer any questions.

Mayor Agenbrood confirmed that the cost of the project would be a 50/50 split between the city and the property owner.

Mr. Shackelford replied yes.

Ms. Iverson asked if the city has ever offered a program like this before.

Mr. Shackelford answered that the only program similar to this would be the downtown historic district grant program.

Ms. Ridd asked if this program would be like the grant program downtown where the property owner would apply for the grant first and know whether they have been approved for the funding before they do the work.

Mr. Shackelford replied yes.

Mr. Shackelford also commented that looking at the city's demographics and area they really struggled to find assistance with the program. They reached out to the county, but they do not really have a program for the Springboro area because it does not meet the low to moderate income standard that they typically work with and is required to obtain federal funding through HUD. The application for the city's program will not take into consideration income and will provide a little more flexibility with respect to what they are looking for in terms of projects. Again, County Corp will be helping the city with this program and will be charging a one-time flat fee of 10%, which seems very reasonable based on the volume of projects they are anticipating. Hopefully, within the next month, the agreement will be finalized and they will be ready to launch the program.

Mayor Agenbroad asked if the same amount of funding has been allocated for the downtown grant program as last year. Mayor Agenbroad commented that the program went over very, very well last year. The city received a lot of accolades regarding the program and the improvements look great.

Mr. Pozzuto replied yes and commented that the city received a 5:1 return on the dollars spent on that grant program versus what was invested downtown by the property owners.

Ms. Ridd commented that a number of property owners that applied for the historic district grant, but did not receive the grant, made the improvements anyway; thus, the grant program was a catalyst for property owners to make improvements even though some of them did not receive the grant.

Mr. Chmiel asked how long the application process would take once they hold the open house.

Mr. Shackelford answered that it might take a week to two weeks. Mr. Shackelford commented that, in talking with County Corp, they should breeze through it quickly. This program is different from other programs they work with; they are not looking at credit and other factors when reviewing the applications. They will be looking for projects that qualify for the program i.e. this project might fit the program or this project might not fit the program. County Corp will help the city work through the specific projects that qualify, estimate costs, get quotes, etc. Again, there will be a pre-approval in place, before the property owner proceeds with the work.

Mr. Chmiel asked if the property owners were responsible for finding the contractors or would County Corp refer a contractor.

Mr. Shackelford answered that County Corp can assist with referrals, but he and Mr. Boron are compiling a list of community-based contractors for County Corp to consider as well as for the citizens to consider.

Mayor Agenbroad thanked Mr. Shackelford for the presentation and information regarding the new Residential Neighborhood Grant Program.

At this time, Mr. Pozzuto proceeded to show views via a PowerPoint presentation of the construction sites for the Performing Arts Center and Kacie Jane Park taken by the city's drone from approx. 150-200 feet above the sites. (The pictures are filed with the minutes for the record.) Mr. Pozzuto commented that two city employees have been certified through the FAA to fly the drone enabling them to take pictures of the city's various projects.

Mr. Pozzuto commented on the views as follows: The steel structure of the Performing Arts Center has been constructed and they are working on the steel beams for the walls. Mr. Pozzuto also commented that due to the weather, work on Kacie Janie Park has been slightly delayed. They are trying to catch up, but there were 16 rain days in March preventing them from working. The contractor will have a better idea in April where they stand with respect to the schedule. They will be starting to work on the splash pad portion of the project in the next week or two.

Mr. Brunner asked if the structure they are working on is the pump station.

Mr. Pozzuto replied yes, that structure is the pump station, restroom, changing facility and picnic shelter. There is also an area to accommodate approx. 80 parking spaces.

Ms. Iverson asked if there will be a buffer or green space between the back of Greenleaf Village because that area looks more exposed now.

Mr. Pozzuto answered that they do not have any trees planned for that area right now. Mr. Pozzuto commented that even though it looks close to the back of Greenleaf Village, it is at least 200-300 feet away. Most of the park features are situated in the middle of the property providing a significant distance between the residences. When they designed the site, they also had to avoid a gas easement

that runs along that property. Mr. Pozzuto commented that the city would react if it became an issue and the city received complaints. Mr. Pozzuto commented that the property has worked perfectly for this use and the city was glad to receive the generous donation from the Hausfelds to help fund the park. Mr. Pozzuto further commented that two play areas would be constructed at the park next year. As a reminder, the park is being developed in two phases. Phase one is the parking lot, the pump house and the splash pad. Phase two, which will be developed next year, consists of the two play areas and a walking trail around the perimeter of the park.

Ms. Ridd asked if the site would remain dirt when phase one is finished and people begin using it.

Mr. Pozzuto replied no, the green areas will be seeded or sodded when the construction work is complete. Mr. Pozzuto explained that much of the area will be concrete to accommodate the splash pad.

Mr. Pozzuto stated that service department employee Logan McCormick is one of the two employees certified to fly the drone and he takes pictures monthly to document perspectives and the progress of these projects.

Ms. Iverson asked if the water for the splash pad would be heated in any way.

Mr. Pozzuto replied no. The splash pad will have city water running through it i.e. it will use the city's water/sewer system. Mr. Pozzuto commented that recirculating systems are available, but they cost approx. \$15,000-\$25,000 per year to maintain.

Mr. Harding asked when the season for the splash pad would typically begin i.e. would it be the same as the pool season.

Mr. Pozzuto explained that once the splash park is operating, the annual season will probably be Memorial Day to Labor Day.

Ms. Iverson asked if the park would remain open when the splash pad season ended.

Mr. Pozzuto replied yes. Mr. Pozzuto explained that the water to the splash pad would be turned off when the season ends, but the remainder of the park such as the play areas and restrooms will remain open on the same schedule as other city parks. Mr. Pozzuto also commented that he will continue to provide updates as these projects move further along.

Mayor Agenbroad asked how often the city's uses the drone.

Mr. Pozzuto explained that it depends on what is going on in the city at the time. The drone is being used monthly to document these and other projects; however, there are times when the police department will use the drone as often as once a week. Mr. Pozzuto added that the drone is preprogrammed to know the flight paths around all of the airports and will not fly in certain areas. They tried to fly the drone to get perspectives of the median project and were unable to due to the flight path from the Dayton Wright Brothers Airport. It also has to be above a certain temperature to fly the drone; thus, there are several variables involved when flying the drone.

There was no further discussion regarding the views of the Performing Arts Center and Kacie Jane Park.

At this time, Mr. McDonald commented that he has been so impressed since moving to Springboro. Mr. McDonald explained that he recently attended the Springboro Chamber Community Expo and could not believe how big that event is and all of the information that was available. He has also attended the Christmas in Springboro Festival and Concerts in the Park, and he absolutely loves being in Springboro.

Mayor Agenbroad thanked Mr. McDonald for his positive comments. Mayor Agenbroad added that according to Chamber Director Carol Hughes, the expo reached about 10,000 this year, which is the highest attendance yet.

ITEM 5. CLERK OF COUNCIL. – Issues/Reports.

Calendar Updates: Easter Egg Drop, Saturday, April 13, 11:00 AM, Clearcreek Park. Good Friday will be observed on Friday, April 19; whereby, the City Offices will be closed. The city's annual Arbor Day Ceremony will be held on Friday, April 26 at 9:30 AM at Dennis Elementary School, 1695 S. Main Street. Five new trees will be planted on the grounds of the school.

ITEM 6. CITY COUNCIL. – Issues/Reports.

Deputy Mayor Brunner – No reports.

Ms. Ridd – Ms. Ridd will present an Architectural Review Board report at tonight's Regular Meeting under Reports.

Ms. Iverson – No reports.

Mr. Harding – No reports.

Mr. Chmiel – No reports.

Mayor Agenbroad – Mayor Agenbroad commented that this morning's chamber breakfast went well and Heatherwoode Clubhouse staff did a great job.

At approximately 6:30 PM, City Council entered Executive Session to discuss the purchase of property.

As a reminder to the public, no votes are taken during Executive Session.

With no objections, City Council exited Executive Session at approximately 6:50 PM; whereby, no votes were taken.

ITEM 7. ADJOURNMENT. With no further discussion, Mayor Agenbroad adjourned the Thursday, April 4, 2019 City Council Work Session immediately thereafter.

CITY OF SPRINGBORO
320 W. CENTRAL AVENUE, SPRINGBORO, OH

CITY COUNCIL REGULAR MEETING

THURSDAY, APRIL 4, 2019

7:00 PM

CITY COUNCIL

John Agenbroad, Mayor
Stephen Harding, Deputy Mayor/At Large
Becky Iverson, At Large
Janie Ridd, Ward 1
Dale Brunner, Ward 2
Carol Moore, Ward 3
Jim Chmiel, Ward 4

CITY STAFF

Chris Pozzuto, City Manager
Greg Shackelford, Assistant City Manager
Alan Schaeffer, Law Director
Lori Martin, Clerk of Council

ITEM 1. CALL TO ORDER. Mayor Agenbroad called the Springboro, Ohio City Council Regular Meeting of Thursday, April 4, 2019 to order at 7:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.

ITEM 2. PLEDGE OF ALLEGIANCE. Mayor Agenbroad led the Pledge of Allegiance.

Invocation by Pastor Terry Carlisle of Springboro United Church of Christ.

Mayor Agenbroad introduced Pastor Carlisle by presenting a brief bio, and invited Pastor Carlisle to share a prayer.

(Council observed the prayer before proceeding with the Regular Order of Business.)

ITEM 3. ROLL CALL. Agenbroad, Present; Brunner, Present; Chmiel, Present; Harding, Present; Iverson, Present; Moore, Present; Ridd, Present. Staff: Mr. Pozzuto, Mr. Shackelford and Ms. Martin were present. Mr. Schaeffer was absent. Attorney Gerald McDonald served as Acting Law Director in Mr. Schaeffer's absence. Police Chief Jeff Kruithoff was also present.

Mayor Agenbroad thanked Mr. McDonald for serving as Acting Law Director in Mr. Schaeffer's absence.

ITEM 4. APPROVAL OF MINUTES: No Minutes were submitted for approval.

ITEM 5. PRESENTATIONS: No Presentations.

ITEM 6. LEGISLATION: No Legislation was submitted for action.

City Council held a Work Session at 6:00 PM tonight for approximately 30 minutes to discuss various city matters. During the Work Session, Council entered Executive Session for

approximately 20 minutes to discuss the purchase of property; whereby, the City Law Director was present and no votes were taken.

- ITEM 7. REPORTS: Mayor's Report** – The Easter Egg Drop will be held on Saturday, April 13 at 11:00 AM at Clearcreek Park. This event is free and open to the public. Good Friday will be observed on Friday, April 19; whereby, the City Offices will be closed. The next City Council Work Session will be held on Thursday, April 18 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers. The Finance Committee will meet on Thursday, April 18 at 5:30 PM in Council Chambers.

City Manager's Report – No reports.

Committee Reports –

Ms. Ridd – Architectural Review Board – Ms. Ridd announced that the Architectural Review Board is accepting nominations for the city's annual Preservation Awards. The first award is the Jonathan Wright Award, which honors those who have restored, rehabilitated, or otherwise preserved an important building, site or artifacts. The second award is the Mayor's Award, which honors those providing leadership and service in support of historic preservation in the community. Nomination forms and information can be found on the city's website or by contacting City Planner Dan Boron at 748-6183. Nominations are due Monday, April 8 by 4:30 PM.

Ms. Iverson – No reports.

Mr. Harding – No reports.

Ms. Moore – No reports.

Mr. Chmiel – No reports.

Deputy Mayor Brunner – No reports.

- ITEM 8. OTHER BUSINESS.** Mayor Agenbroad asked Mr. Pozzuto to comment on the city's upcoming Historic Preservation Grant Program.

Mr. Pozzuto explained that the city offers grants to property owners in the historic district and this will be the third year of that grant program. Mr. Pozzuto encouraged anyone interested in applying for this grant program to contact City Planner Dan Boron, who can provide information concerning the deadline and application process for that program.

- ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS.** No Final Council or Manager Comments.

- ITEM 10. GUEST COMMENTS.** No Guest comments.

- ITEM 11. EXECUTIVE SESSION.** No Executive Session.

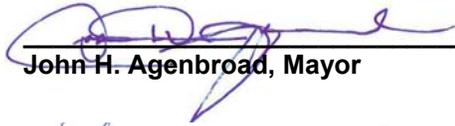
- ITEM 12. ADJOURNMENT.** Mayor Agenbroad thanked the MVCC for tonight's telecast and scheduled rebroadcasts of this Springboro City Council Meeting.

Mayor Agenbroad called for a motion to adjourn the Thursday, April 4, 2019 Springboro City Council Regular Meeting at approximately 7:10 PM.

Mr. Harding motioned. Ms. Iverson seconded the motion.

The CITY of SPRINGBORO Ohio CITY COUNCIL MINUTES · APRIL 4, 2019

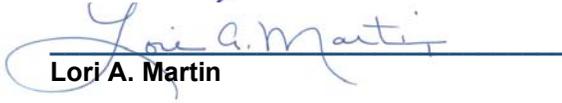
VOTE: Agenbroad, Yes; Chmiel, Yes; Moore, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [7-0]



John H. Agenbroad, Mayor

John H. Agenbroad

Presiding Officer



Lori A. Martin