

City of Montgomery  
Government Affairs Committee Minutes  
August 10, 2020

Present

Brian Riblet, City Manager  
Tracy Roblero, Asst. City Manager/Acting Comm. Dev. Dir.  
Connie Gaylor, Clerk of Council  
Matthew Vanderhorst, Community and Information Services Director  
Paul Wright, Fire Chief  
Kelly Kolar, Kolar Designs  
Nichole Roberts, Kolar Design-Teleconference

City Council Committee Members Present

Gerri Harbison, Chair  
Craig Margolis  
Lynda Roesch, Teleconference

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The Government Affairs Committee of Council convened its meeting for August 10, 2020 at 4:30 p.m. in person and by telephone conference via Zoom with Mrs. Harbison presiding. This remote access meeting was allowed by emergency legislation adopted last week by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone conference during the current pandemic and declared State of Emergency. As required by the statute, notice of the telephonic meeting was publicized more than 24 hours in advance to allow public access through the same conference call in service. The public was also given a backup number to call in the event there were technical difficulties. This Notice was posted on the City's website and a similar Notice was sent to The Cincinnati Enquirer.

Mrs. Harbison asked for a motion to move Guests and Residents to the end of the agenda. Mr. Margolis made a motion to move Guests and Residents to after Other Business. Ms. Roesch seconded. The Committee unanimously agreed.

Surplus Equipment-Fire Department

Chief Wright explained that the Fire Department has hoses that are of no use to the department due to the age or condition of the sections and is requesting that the Committee designate them as surplus. He stated that the Department would like to donate the hoses to the Cincinnati Zoo for use with their animal care, activities and/or environment.

Chief Wright also explained that the Department has a 2000 Chevy Pickup Truck that is of no use to the Department due to its age and condition. He explained that staff researched the value of the vehicle and found that it is approximately \$9000; however, the engine will not run without an expensive repair. The vehicle has a utility body which is of value. He stated that if approved staff would place the vehicle on GovDeals.com and sell in an "as is" condition.

Mr. Margolis made a motion to approve the hoses and the 2000 Chevy Pickup Truck as surplus to be disposed of as recommended by staff. Mr. Roesch seconded. The Committee unanimously agreed.

Commission Logo Recommendation

Kelly Kolar with Kolar Designs addressed the Committee regarding feedback provided by the various Boards and Commission regarding proposed logos for the respective Commissions. Ms. Kolar reminded the Committee that when the Distinctly Montgomery Brand was designed the intent was to build consistency with messaging and to promote proper use of all logos so that the brand messaging platform reflected the small town feel that City Council supported. Based on these

factors Ms. Kolar recommended that the preferred logo system style include the sunburst behind the logo for continuity. She explained that the proposed color strategy consists of the previously approved blue, red, and yellow, plus two new colors to represent nature-based and culture-based commissions. Finally, she recommended that the logos be simplified to read best on a starburst background. The sunburst corresponds with the approved primary logo.

Ms. Kolar discussed the feedback from the Landmarks, Parks and Recreation, and Environmental Advisory (EAC) Commissions. She spoke with the Committee about the Commissions comments and recommendations and provided updated logos for review and comparison.

After discussion, the Committee members provided their feedback of the recommendations.

Ms. Roesch stated that for the EAC she liked the larger leaf with the recycling emblem inside of it, although she was afraid it would look similar to the Beautification and Tree Commission. She stated that regarding the Landmarks Commission she preferred Option#4 without the red border. She added that she was fine with the Parks and Recreation logo having the winding path.

Mr. Margolis stated that he agreed with Option#1 with the sunburst for the Landmarks Commission. He likes the Parks and Recreation logo with the winding path and stated that he was glad the EAC decided on the starburst. He explained that while he doesn't agree that the recycling symbol has to be synonymous, he does like the recycling priority.

Mrs. Harbison stated that regarding the Landmark Commission logo, she did not like the addition of the red ring. She supported using Option#5 for the Parks and Recreation logo and agreed with using the EAC logo with the sunburst and larger leaf with the smaller recycling symbol on it.

Mrs. Harbison asked Ms. Kolar if that gave her enough direction to move forward.

Ms. Kolar stated that it did and now they will be able to complete all artwork for this portion of the design work.

The Committee thanked Ms. Kolar and Ms. Roberts for their presentation.

### 2021 and 2022 Calendar Themes and Cover

Mr. Vanderhorst explained to the Committee that it is necessary for the Government Affairs Committee of Council to consider the theme for the 2022 City Calendar and the cover for the 2021 Calendar. He explained that for the 2021 Calendar, the theme chosen was Montgomery: A Tree City USA. He stated as is customary, the City frequently alternates between highlighting the City landmarks and the City parks in the yearly calendar, with a couple of exceptions. In 2021, staff will highlight significant trees found in our City parks in their full seasonal beauty. The first two-page spread will feature photos of featured tree leaves with a brief description. The employee team of Evelyn Dumont, Sharon Savitt, Sarah Fink, DeAnna Gross, Julie Nies, and Faith Lynch have pulled together content and managed this project. Mr. Vanderhorst added that due to the stay at home order at the end of the 2019-2020 school year, several students were not able to complete the artwork. Ms. Elise Williams and Ms. Courtney Farrell each designed the August and the June Artwork and cover options. After reviewing the pictures provided in the packet with the Committee, Mr. Vanderhorst asked for feedback from the Committee.

Mrs. Harbison stated that she didn't care of any of the options for the 2021 Calendar.

Ms. Roesch asked if we were committed to using the artwork provided by the students and teachers.

Mr. Vanderhorst explained that these were all the pieces that we have to consider. He explained that consideration should be given to the relationship with the School and their involvement in the past years of developing the calendar.

Mr. Margolis asked if there was artwork that could be used from past years.

The discussion centered around the lack of focus on trees in the pictures considering the topic was to be an illustration of the city as a Tree City.

Mr. Vanderhorst explained that each month would have an insert that would feature a highlight of the leaf and tree information specific to that month's tree.

Mrs. Harbison asked if the pictures could be reordered to reflect the time of season.

Ms. Roesch stated out of all the pictures the final option, which features a slice of each piece, is the one she preferred. Ms. Roesch asked if we get photos.

Mr. Vanderhorst replied that normally we don't, that it is usually artwork. He explained that a future calendar is set to be all photos. He stated that we could choose a photo to put on the cover.

Mr. Riblet asked if we could find photos of trees to use for this year's calendar.

Mr. Vanderhorst replied that in order to do that we would have to start early in the year to get photos of every season.

Mr. Riblet stated that the drawings were not indicative of the theme.

Ms. Roesch asked what the deadline was for the calendar.

Mr. Vanderhorst replied that it was soon. He explained that we usually send everything to the printer in September for review so they can print in October and have ready in November to go out with the bulletin. Mr. Vanderhorst stated that getting more artwork was not an option.

Mr. Riblet asked if we had enough tree photos to replace the drawings.

Mr. Vanderhorst replied he wasn't sure that he would have to go back to the Calendar Team to ask them to look for them. Mr. Vanderhorst added that he is worried about the message this would send to the School if we didn't use the artwork.

Mrs. Harbison asked if there weren't enough student entries.

Mr. Vanderhorst explained that with the Covid situation students didn't turn in enough drawings and the ones they did weren't up to the expectations of the teachers. He added that the teachers



submitted their own drawings to round out the year.

Mr. Riblet suggested contacting Wendi Van Buren with the Ohio Department of Natural Resources, Division of Forestry to obtain photos.

Ms. Roesch suggested working with City Arborist Terry Willenbrink to obtain pictures and identify trees for the calendar. She stated that the calendar could then be used as a submission for the annual Tree City designation application.

Mr. Vanderhorst stated he would go back to the Calendar Team to see if they could come up with alternative pictures for the 2021 Calendar.

Mr. Vanderhorst then discussed the suggested 2022 and 2023 Calendar Theme ideas with the Committee. They are as follows:

#### 2022 Calendar

1. Life in Montgomery
  - a. Historic photos reimaged as artwork to demonstrate what life was like in Montgomery at some historical time in the City's past
2. Montgomery parks
  - a. Highlight a different park each month. Some parks will be featured multiple months
3. "The faces of our commissions"
  - a. Student art would feature commission projects.
4. Faces of the community
  - a. Focus on residents doing something in Montgomery, such as volunteer work, at an event, on a commission.
5. Why do you love Montgomery?
  - a. Residents submit information on why they love Montgomery or Montgomery events.
  - b. Photos representing the resident feedback would be selected by staff and provided to the art teacher.
  - c. Include resident responses in quotes for each month.
6. Small businesses of Montgomery (survivors of the pandemic)
7. Kid hot spots - from kid perspective
8. Award-winning residential properties

#### 2023 Calendar Ideas

1. All about Montgomery Quarter
  - a. What would be the student art? Art assigned in Sept. 2021 and due May 2022.
2. Scenes of Montgomery using Photography.

- a. Photos would only be shot during fall, winter, and spring seasons.

Ms. Roesch stated that she wouldn't focus on a resident or business but rather a more object-based approach. She stated she liked the *Life in Montgomery* theme.

Mr. Margolis stated he liked the *Life in Montgomery* as well as highlighting the Commissions.

Mrs. Harbison stated she also liked the Life in Montgomery Theme as well as *Why do you love Montgomery* theme.

Mr. Vanderhorst stated that based on their feedback staff would look to do *Life in Montgomery* in 2022 and the *Scenes of Montgomery using Photography* in 2023. He stated that the theme would be determined at a later date, but he would relay it to the team.

#### Montgomery Bulletin and Calendar RFP

Mr. Vanderhorst explained that the contract with Think Patented for the production of the monthly bulletin and City calendar was for one year and was set to expire soon. He explained that a Request for Proposal (RFP) was published in July 2020 for design and print services. He stated that four responses were received. He explained that Think Patented was contracted during the past year and staff has worked well with the vendor. Their proposal was the lowest of the four received. The average cost to produce the Bulletin during Think Patented's previous contract was in line with their 2019 quote of \$55,812. Mr. Vanderhorst stated that estimated costs for the bulletin and calendar for 2021 were \$60,105 and therefore it would be necessary to consider a Resolution authorizing the City Manager to enter into a contract with them.

The Committee discussed the bids submitted. Mr. Margolis made a motion to approve staffs' recommendation to move forward with a Resolution to be brought to the August 19, 2020 Work Session. Ms. Roesch seconded. The Committee unanimously agreed.

#### Surplus Equipment-CIS Department

Mr. Vanderhorst explained that the provided list of computer equipment is of no use to the department due to condition and age and requests the Committee to declare it as surplus. He stated that if approved it would be placed on GoveDeals.com for auction.

Mr. Margolis moved to declare the list of computer equipment as surplus and to auction via GovDeals.Com. Ms. Roesch seconded. The Committee unanimously agreed.

#### Other Business

Mrs. Harbison asked if there was any other business to discuss. There was none.

#### Guests and Residents


Mrs. Harbison asked if there were any guests or residents on the line that wished to speak. There was no response.

Minutes

Vice Mayor Margolis moved to accept the June 8, 2020 Government Affairs Committee minutes. Ms. Roesch seconded. The Committee unanimously agreed.

Adjournment

Vice Mayor Margolis moved for adjournment. Ms. Roesch seconded. The Committee unanimously agreed. The Governmental Affairs Committee of Council meeting was adjourned at 5:29 p.m.

  
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Chair