

City of Montgomery  
Governmental Affairs Committee Minutes  
July 8, 2019

Present

Brian Riblet, City Manager  
Tracy Roblero, Assistant City Manager/Acting Comm. Dev. Dir.  
Matthew Vanderhorst, Community Information Services Director  
Faith Lynch, Community Engagement Coordinator  
Connie Gaylor, Clerk of Council

City Council Committee Members Present

Gerri Harbison, Chair  
Craig Margolis  
Lynda Roesch

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The Governmental Affairs Committee of Council convened in Council Chambers at 4:30 p.m. with Mrs. Harbison presiding.

**Surplus Property Disposal (CIS Department)**

Mr. Vanderhorst explained that with the addition to the Public Works Facility last year, the existing generator was replaced with a larger one that was required to fully power the facility. He explained that in our current partnership with Sycamore Community Schools there is a need for a generator at Montgomery Elementary and he would recommend the donation of this generator to Sycamore Community School, specifically Montgomery Elementary. He explained that Montgomery Elementary currently serves as a junction that connects the City Hall network to the Sycamore Community Schools data center, located at the Junior High. He stated that Montgomery Elementary does not have a backup generator so in the event of a power outage, City Hall and the Safety Center lose access to the phone system and Public Works loses access to the Internet. He explained that the generator would add an additional layer of redundancy to maintain access to critical network infrastructure. He stated that an added benefit would be the addition of emergency power to critical areas in the school to enhance life safety measures for the faculty and students.

Mr. Vanderhorst added that the School has budgeted money to have the generator installed before the start of the 2019-2020 school year if the Committee approves this request.

After discussion, Mr. Margolis moved to accept the recommendation of staff and approve the donation of the generator to Sycamore Community Schools to be installed at Montgomery Elementary school. Ms. Roesch seconded. The Committee unanimously agreed.

**Discussion of Final Brand Standards**

Ms. Lynch explained to the Committee that now that the Branding and Imaging process is complete that she is requesting that the Committee consider and approve the final brand standards as submitted by City staff, Razor Marketing Communications and Kolar Design. She further explained that the final brand standards should be considered a "living" document, which will be updated as the logo and brand kit of parts are tested out through the template studies that will occur in 2020. She explained that staff anticipates the need to update and add language to the existing guideline document as the opportunity for applying the system continues to evolve.

Mr. Margolis stated he agreed with the guidelines and moved to accept staff's recommendation of the brand standard. Ms. Roesch seconded. The Committee unanimously agreed.

**Review of Revised Cemetery Rules and Regulations**

Mr. Riblet explained that staff met with Law Director Terry Donnellon to discuss updates to the Cemetery rules and regulations. He explained that there were several issues addressed, some of which were the assignment of family graves from the original purchaser, the issue of residency standards, and a general review of language.

Ms. Gaylor explained that it is becoming more common for relatives of an original owner of a grave, many times a grandparent or great-grandparent, to request to be interred in a grave as a shared gravesite. She explained that often there have not been any indications that this was a permissible use by the original owner. She explained that Mr. Donnellon has suggested adding language to the purchase agreement and deed that would indicate such an approved use. She explained that this requirement would remove the liability on staff for allowing an unintended permitted use.

Ms. Gaylor explained that in reference to residency standards, the residency of an individual who was living in a nursing home at their time of death is often unclear. She explained their residency is determined by their permanent living status. She stated that if the individual still maintained ownership of a home outside of the nursing home, then their residency would follow that address, however if they no longer maintained a separate residence, the nursing home would be considered their permanent address. She stated that this would be the policy followed to determine pricing of graves and open and close fees.

After discussion, Mr. Margolis moved to accept the revised cemetery policy as written. Ms. Roesch seconded. The Committee unanimously agreed.

#### **Discussion of WeTHRIVE Activities**

Ms. Gaylor updated the Committee on the actions of the WeTHRIVE Steering Committee and the current process of a community health assessment being conducted by a survey online and in person, by the Hamilton County Public Health Department staff. She explained that this health assessment will provide an analysis of health equity relative to the City in areas of community context, educational attainment, economic stability and health and healthcare outcomes. Ms. Gaylor explained that this assessment would provide the WeTHRIVE team with much needed information when completing future action plans. Ms. Gaylor asked the Committee for their support in holding a public forum in which to invite boards and commission members, neighborhood leaders, City Council, and area businesses as well as any interested members of the public to hear the results as presented by the Hamilton County Public Health Department staff. Ms. Gaylor suggested three dates in which to hold an evening meeting at Terwilliger Lodge. She suggested 9/5, 9/11, or 9/12 as possible dates to consider.

After discussion of the WeTHRIVE team construction and moving forward with the assessment, Mr. Margolis moved to recommend the presentation for a date to be determined by staff and City Council. Ms. Roesch seconded. The Committee unanimously agreed.

#### **Other Business**

Mr. Riblet explained that staff has been investigating effective ways to increase revenue at Hopewell Cemetery to provide for long-term perpetual care and financial stability of the cemetery. He explained that staff met with KZF Design to develop a master plan that would provide a scope of services and conceptual plans for the development of columbarium(s), an analysis of return on investment, respite areas, and installation of historical signage in the cemetery. He explained to the Committee that staff would begin to earmark funding for this service and capital expenses in the 2020 budget as well as for outer years in the cemetery capital budget.

Mrs. Harbison reminded staff that City Council would be holding a City Council Retreat on September 9 to keep in mind when scheduling other meetings in September.

**Approval of Minutes**

Mr. Margolis moved to approve the May 13, 2019 Government Affairs Committee minutes. Ms. Roesch seconded. The Committee unanimously agreed.

**Adjournment**

Mr. Margolis moved for adjournment. Ms. Roesch seconded. The Governmental Affairs Committee of Council meeting was adjourned at 5:12 p.m.

  
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Chair