

August 19, 2022

TO: City Council Member Chris Dobrozsi, Chair
Government Affairs Committee of City Council

FROM: Brian K. Riblet, City Manager

SUBJECT: Government Affairs Committee Meeting of Monday, August 22, 2022

As a reminder, the Government Affairs Committee is scheduled to meet on Monday, August 22 at 4:15 p.m. at City Hall. Items to be discussed include:

1. 2024 Calendar Theme Discussion—Please find attached correspondence from Amy Frederick, Community and Engagement Coordinator, providing a suggested theme for the 2024 City calendar. Staff will be present to discuss their recommendation to the Committee and to obtain the Committees feedback.
2. Surplus Equipment-Community and Information Services—Please find attached correspondence from Matthew Vanderhorst, Community and Information Services Director requesting the Committee to consider a list of computer equipment as surplus. If approved, the equipment will be listed on GovDeals.com for auction.
3. Surplus-City Hall Office Furniture—Please find attached correspondence from Connie Gaylor, Executive Assistant requesting that the Committee consider a list of furniture as surplus. If approved, the furniture will be listed on GovDeals.com for auction.
4. Other Business—The purpose of this agenda item is to provide an opportunity to discuss any issue or ask questions that may be on your mind.

Also, attached are the minutes from the March 14, 2022 meeting of the Government Affairs Committee for review and approval at Monday's meeting.

Should you have questions or concerns pertaining to these topics or have additional items to be discussed at Monday's meeting, please do not hesitate to contact me.

C: Mayor and City Council Members (4)
Connie Gaylor, Executive Assistant
Department Heads
File



GOVERNMENT AFFAIRS COMMITTEE OF CITY COUNCIL
10101 Montgomery Road • Montgomery, Ohio 45242
(513) 891-2424 • Fax (513) 891-2498

Agenda
August 22, 2022
City Hall
4:15 P.M.

1. Call to Order
2. Guests and Residents
3. New Business
 - a. 2024 Calendar Theme Discussion
 - b. Surplus Equipment-Community and Information Services
 - c. Surplus-City Hall Office Furniture
4. Old Business
5. Other Business
6. Approval of Minutes- March 14, 2022
7. Adjournment

August 19, 2022

TO: Brian K Riblet, City Manager
FROM: Amy Frederick, Communications and Engagement Coordinator. *AF*
SUBJECT: 2024 Calendar

Request

It is necessary for the Government Affairs Committee of Council to consider the theme for the 2024 City Calendar.

Background

For the 2024 Calendar, the employee team of Matthew Vanderhorst, Sarah Fink, Julie Nies, Eveyln Dumont, and Jessica Hunt would like to recommend City of Montgomery Kids Hot Spots. A view of places around Montgomery that children enjoy. The concept includes soliciting pictures from residents of their favorite areas along with a quote about why they enjoy it. This idea is similar to the 2023 Calendar. We asked residents why they love Montgomery, and they delivered a variety of pictures. Some people showcased families, while others showed us their favorite parks at different seasons. Our team feels that allowing residents to participate in the calendar creation is a creative way to engage our residents.

August 19, 2022

TO: Brian Riblet, City Manager
FROM: Matthew Vanderhorst, Community and Information Services Director
SUBJECT: Surplus Equipment



Request

The following listed computer equipment is of no use to the department due to equipment condition and obsolescence and should be designated as surplus by the Government Affairs Committee of City Council.

Manufacturer	Model	Quantity	Serial Number	Type
Cisco	CP9951	54	-	Phone
Cisco	CP3905	3	-	Phone
Dell	OptiPlex 790	1	4MQLLS1	PC

This equipment does have value as parts and will be placed on GovDeals.com for auction. Hard drives have been removed or erased of all data and formatted according to US DoD 5220.22-M standards.

If you have any further questions, please do not hesitate to contact me.

August 19, 2022

TO: Brian Riblet, City Manager
FROM: Connie Gaylor, Executive Assistant 
SUBJECT: Surplus Furniture

Request

As a result of the City Hall office reconfiguration and scheduled furniture replacement the following office furniture is requested to be declared surplus. If approved by the Committee, the furniture will be placed on Govdeals.com for auction.

- (3) Administration Office Suites containing desks, chairs, bookshelves, filing cabinets
- (20) office chairs throughout City Hall

If you have any further questions, please do not hesitate to contact me.

These Minutes are a draft of the proposed minutes from the Government Affairs Committee of City Council meeting. They do not represent the official record of proceedings until formally adopted by the Government Affairs Committee of City Council.

City of Montgomery
Government Affairs Committee Minutes
March 14, 2022

Present

Brian Riblet, City Manager
Matthew Vanderhorst, Community and Information Serv. Dir.
Shawn Cooper, Customer Service Rep

City Council Committee Members Present

Chris Dobrozsi, Chair
Ron Messer

City Council Committee Member Absent

Sasha Naiman

The Government Affairs Committee of Council convened its meeting for March 14, 2022, at 4:30 p.m. with Mr. Dobrozsi presiding.

New Business

Service to the Community Grant Recommendations

Mr. Vanderhorst explained this grant is awarded every year. This year there was only one applicant, The Montgomery Farmers' Market. The Farmer's Market was awarded the Service and Engagement Grant in 2020 in the amount of \$2,000 and again in 2021 in the amount of \$2,500.

For the 2022 grant cycle, the Montgomery Farmers' Market requested a \$2,500 grant to cover the costs of their engagement activities. The activities include musicians, the Kids Tasting Event, and the Kids Peas Game scavenger hunt.

Mr. Vanderhorst explained the 2022 application is the third in a row for the Montgomery Farmers' Market. However, the grant guidelines stipulate that a recipient can receive a grant more than two years in a row if there are no other applications.

Mr. Messer asked if there were other organizations that would apply that did not.

Mr. Vanderhorst answered that he was not aware of any.

Mr. Riblet explained in past years, staff has tried to recruit groups to apply. He explained that there have been other organizations in the past, such as boy scout groups, the Schools, and Operation Give Back, but sometimes there are not many who apply.

Mr. Vanderhorst further explained that while the Montgomery Farmer's Market has received the grant several times, they were not awarded in the years when there were other applicants.

Mr. Vanderhorst stated the Community and Information Services Department recommends funding for the 2022 grant request. The Montgomery Farmers' Market has demonstrated a long-term commitment to the Montgomery community's betterment, continued its services through the pandemic, and provided much-needed resources during difficult times. This grant requests will help the Market continue to provide outstanding community services through 2022.

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Mr. Messer moved to approve the grant. Mr. Dobrozsi seconded. The Committee unanimously agreed.

Discussion of Street Sign Brand Implementation

Mr. Riblet explained in 2018, City Council authorized an agreement with Rasor Marketing and Kolar Design to lead the city through a re-branding campaign. Their efforts included significant feedback from City Council, City staff, MCLA Graduates, Community Leadership Forum, and a public input session held at Montgomery Inn. This campaign included all items related to our city brand, including our logo, tagline, lamp post, images for boards and commission, and other miscellaneous items.

Mr. Riblet stated the re-branding campaign was a thorough and tedious process that took until early 2020 to complete. Many of the digital/electronic modifications to our new brand identity have been incorporated. A master list of other items that required budget considerations were compiled and incorporated into the City budgets.

Mr. Riblet explained this years' budget includes funds to replace all the street name signs and the few illuminated street name signs in the city.

Mr. Riblet shared mockups of the assorted options to choose from for the city street signs and requested feedback from the Committee.

Mr. Dobrozsi asked if all the other street signs would remain the same and if all the signs were on the painted pole with the wood frame or just stop signs.

Mr. Riblet stated only the stop signs were in the wood frame. He explained the regulatory signs were on four-by-four posts, framed out and painted gray. Mr. Riblet said there are discussions moving forward, especially in the Montgomery Quarter and Montgomery corridor, to phase out the old signs and replace them with a powder-coated black signpost for speed limit signs, direction signs, etc., to be consistent and also have a more modern look.

Mr. Messer asked what the budget impact would be.

Mr. Riblet answered there is \$50,000 budgeted for the street signs. This does not include the seven larger illuminated signs. Mr. Riblet stated, overall, the budget is somewhere around \$80,000. He explained that next year's budget will include replacing many of the larger buildings and park signs. Currently, City Hall does not have a sign, and the Safety Center is using a temporary sign that is not good. The park signs will also be updated to match the new brand and color.

After discussion, the Committee unanimously agreed that their recommendation is the sign with just the sunburst with a lamp pole and a white outline. (top right image) All agreed it would be nice to have "City of Montgomery" in the logo, but it would not be readable, and the white line around the logo helps it stand out.

Mr. Dobrozsi asked if we would sell the old signs.

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Mr. Riblet answered that in the past, the City used to make signs as a fundraiser and could look into this and would keep that in mind.

Board and Commission Training

Mr. Riblet explained a year ago modifications were made to the Board and Commissions training. The first change is that all board and commission members would receive a brief orientation by the council liaison and the commission chair upon appointment. The second change was regarding professional attire at meetings.

He explained in the past, pre-covid, an orientation meeting would have been held in the evening with Terry Donnellon, council, and staff. He added that a lot of work went into the preparation, and the turnout was very few people - on average, 7-8 would show. Mr. Riblet explained a couple of years ago, it was decided that the Commission Chair would take a few minutes at the already scheduled meeting to highlight specific items, which would be a good refresher for current members as well.

Mr. Riblet asked if the Committee would be agreeable with chairs adding this to the meeting agenda to go over or would it be preferred to have a separate meeting as in years past.

Mr. Messer commented he feels the Council Liaison could do it with it being an agenda item. He mentioned during commission meetings, members seem to want to hear from staff and council liaisons, so this would be a good avenue.

Mr. Dobrozsi asked if all new board and commission members were given the orientation packet.

Mr. Riblet answered yes, but the training is to make sure the most important topics are covered.

Mr. Dobrozsi asked if the liaison could be given specific items to highlight to make sure they cover what needs to be covered. Mr. Riblet replied that they could and stated that staff could reserve the right to hold a special meeting should something polarizing or essential come up.

Mr. Riblet stated staff would get the Council Liaisons bullet points to cover and target the commission meetings in May or June.

Other Business

Mr. Messer gave a quick recap of his recent training with the OML (Ohio Municipal League). He said the training was very informative and he is glad he went.

Mr. Messer asked if there was a list of the new businesses and recent closings within Montgomery.

Mr. Riblet commented we do have this information and will get it from Ms. Henao, Assistant City Manager, and distribute.

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Minutes

Mr. Messer moved to approve the February 7, 2022, Government Affairs Committee minutes. Mr. Dobrozsi seconded. The Committee unanimously agreed.

Adjournment

Mr. Messer moved for adjournment. Mr. Dobrozsi seconded. The Committee unanimously agreed. The Governmental Affairs Committee of Council meeting was adjourned at 5:30 p.m.

Chair