

November 11, 2022

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

FROM: Brian K. Riblet, City Manager **BKR**

SUBJECT: Government Affairs Committee Meeting of Monday, November 14, 2022

As a reminder, the Government Affairs Committee is scheduled to meet on Monday, November 14 at 4:30 p.m. at City Hall. Items to be discussed include:

1. Surplus Equipment Public Works—Please find attached correspondence from Gary Heitkamp, Public Works Director requesting that the Committee consider the attached list of equipment as surplus. If approved by the Committee the equipment will be listed on GovDeals.com for auction.
2. Proposed Cemetery Redemption Policy—Please find attached correspondence from Terry Donnellon, Law Director requesting that the Committee consider a change to the internal Hopewell Cemetery policy regarding the redemption of graves back to the City. Staff will be present to discuss with the Committee proposed changes to the policy and to obtain feedback from the Committee at the meeting.
3. Publication of Passed Legislation—Please find attached correspondence from Terry Donnellon, Law Director regarding the publication of legislative action. Staff will be present to discuss a proposed change in the process with the Committee at the meeting.
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 August 22 and October 17, 2022 meetings 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  
November 14, 2022  
City Hall  
4:30 P.M.**

1. Call to Order
2. Guests and Residents
3. New Business
  - a. Public Works Surplus
  - b. Proposed Cemetery Redemption Policy
  - c. Publication of Passed Legislation
4. Old Business
5. Other Business
6. Approval of Minutes–August 22, 2022 and October 17, 2022
7. Adjournment



November 8, 2022

TO: Brian Riblet, City Manager  
FROM: Gary Heitkamp, Public Works Director  
SUBJECT: Surplus Items


The public works department is requesting that the following items be declared as surplus by the Government Affairs Committee of City Council. If approved as surplus, the items will be sold through Gov-Deals.

<u>ITEMS</u>	<u>VALUE</u>
Meyer Snowplow Parts (Miscellaneous)	\$1,200
Traffic Signal Mast Arm Poles (10 total)	\$6,000
Exmark Mower	\$3,950
Cub Cadet Big Country	\$2,275

Should you have any questions please do not hesitate to contact me.

November 11, 2022

TO: Brian Riblet, City Manager

FROM: Terry Donnellon, Law Director   
Connie Gaylor, Executive Assistant

SUBJECT: Hopewell Cemetery Internal Policy Proposed Updates

### Request

It is requested that the Government Affairs Committee of Council consider proposed updates to the Hopewell Cemetery Internal Policy approved by the Committee on July 8, 2019 relating to the repurchase of grave spaces from owners or legal beneficiaries of grave spaces.

### Financial Impact

Staff recommends adjusting the grave repurchasing program to \$500.00 for the repurchase of any gravesite with an original purchase price less than \$500.00. The City will continue to repurchase any gravesite of \$500.00 or higher at the original purchase price. Currently a gravesite may be purchased for \$900.00 for residents and \$1,800.00 for non-residents.

### Background

Historically the City has offered a grave repurchase option to owners or beneficiaries of gravesites within Hopewell Cemetery at the original purchase price. This is still the current practice as sited under Control of Graves in the attached policy. With many of the graves being purchased decades ago, some of the graves were purchased for as low as \$25.00, making the option of selling the graves back to the City by survivors or beneficiaries an unviable option.

Staff has experienced increasing requests by these individuals (many of them out of state) to aid them in the sell of the gravesites which can be time consuming and cumbersome to the owners and staff. This often results in the owners choosing to leave the graves unused. The City currently has approximately 60 gravesites left available for purchase.

**Staff Recommendation**

Staff recommends that the Committee consider adjusting the grave repurchasing program to \$500.00 for the repurchase of any gravesite with an original purchase price less than \$500.00. The City will continue to repurchase any gravesite of \$500.00 or higher at the original purchase price in order to simplify the process for gravesite owners as well as increase the number of available gravesites within the cemetery. Staff also recommends raising the transfer fee from \$35.00 to \$50.00 per transfer to offset staff's time in preparing assignment and transfer documents as well as facilitating the process between all parties.

If additional information is required prior to the upcoming committee meeting, please do not hesitate to contact me.

Attachments: Hopewell Cemetery Internal Policy

## CITY OF MONTGOMERY HOPEWELL CEMETERY INTERNAL POLICY

The purpose of this document is to provide an internal written guideline for the management of Hopewell Cemetery in relation to the purchase of graves, schedule of fees, management of burials, definition of acceptable headstones or grave markers, sale of foundations, grave decorations, and the proper control of graves including survivorship, assignment and sale of already purchased graves. The guideline will serve as the official process and policy as approved by the City Manager and City Council.

### Purchase of Graves

1. A resident is not permitted to purchase a grave at the resident rate for a non-resident. Staff will be required to verify residency at the time of purchase. In the circumstance of a resident of a nursing home, if the deceased retains a permanent residence outside of the city, then they would not be considered a resident of Montgomery. If the deceased's permanent residence was the nursing home within the City of Montgomery, then they will be granted the resident rate.
2. At the time of purchase, the purchaser must indicate the desired use of the grave to be used as either an individual gravesite or a shared gravesite consistent with the Cemetery Burial Policy. If the owner fails to acknowledge permission for a shared gravesite, a statement of permission of shared used by heirs must be obtained in order to allow any future shared interments. If there is no recorded permission to allow a shared gravesite for sites purchased prior to January 1, 2000, it is presumed that the owner did not and will not permit a shared grave.
3. The purchaser must assign individual graves at the time of purchase.

### Schedule of Fees

1. The current fee schedule must be followed at all times. No discounts will be given, or fees waived unless authorized by the City Manager.
2. Fees are subject to review on a periodic yearly basis and shall be presented to the Government Affairs Committee of Council for any recommended changes or additions for approval.

### Burials

1. A Burial-Transmit Permit from the funeral home is required for all full burials.
2. A Cremation Certificate and Death Certificate are required for all cremations, prior to interment services. This can be provided by the funeral home or an individual.
3. Burial arrangements must be coordinated through the City of Montgomery 48 hours before requested interment unless there are contrasting religious

requirements. The City will attempt to, but is not required to, accommodate such shorter notices required for religious practices.

4. All fees for open and closing shall be paid at the time of service.
5. All necessary gravesite and assignment documentation shall be finalized and received by City of Montgomery staff before a service is scheduled.
6. Interments are conducted Monday through Friday from 8:30 to 3:00 p.m.; Saturday from 8:30 to noon.
7. There are no Sunday or holiday weekend burials, unless approved by the Public Works Director.
8. All interments of cremains must be placed in a sealed container constructed of solid materials not subject to deterioration or leakage. The City reserves the right to pre-approve any materials prior to burial.
9. All interments of full burials (caskets) must be placed in a concrete vault. The City reserves the right to pre-approve any materials before burial.
10. Only City of Montgomery employees are allowed to dig graves.
11. A shared gravesite consists of one full burial and one cremains or two cremains and is permitted if authorized by the owner of the gravesite as noted above.

#### Indigent Burials per Policy Number VII-27: Burial or Cremation at City's Expense

By state law, the City is responsible for the burial expense of an indigent resident when that resident's body is not claimed by any person for private interment or cremation at that person's own expense.

Generally, this will occur when:

- A resident is indigent and there is no known next-of-kin.
- A person is considered a resident when they reside within the City, typically in a nursing home/rehabilitation center within Montgomery and the person dies with no known means to pay for burial expenses including deposits at facilities, life insurance, or preplanned/prepaid arrangements that can be verified by the City
- A resident dies and no one claims the resident's body for their own burial responsibility
- A resident may have next-of-kin, but they simply do not have the funds or refuse to take the steps to claim responsibility for burial.

When the City receives a call from a hospital or healthcare institution alleging the City's responsibility for burial, the City shall contact:

Gilligan Funeral Home  
8225 Montgomery Road  
Cincinnati, Ohio 45242  
Harry Gilligan  
281-8311 or 891-8373

If Gilligan's is unable to assist the City, then call another funeral home.

The following steps shall be taken to verify the City's responsibility:

- (1) Confirm that the person was a resident of the City. Whoever contacts the City making the request for burial shall be asked for verification of residency of the deceased.
- (2) Verifiable identification of the deceased by the institution from which the body is claimed. Cremation forms require that the City verify the deceased's identity before cremation. This can be done by the City's authorized agent which is either the hospital or institution which contacts the City or the funeral director. Photo identification is the preferred method of identification.
- (3) Determine if there are any known next-of-kin. If so, contact should be made with the next-of-kin to determine whether or not they will accept responsibility for burial.
  - (A) If the next-of-kin accepts responsibility, the next-of-kin must contact the funeral home and complete the arrangements. A waiver and release to the responsible funeral home shall be prepared in the attached format.
  - (B) If the next-of-kin cannot accept or refuses to accept responsibility, then the next-of-kin shall complete the attached Burial Authorization form and return it to the City.
- (4) The next step shall be to determine the deceased's assets to offset burial costs. If the deceased was a resident of a nursing home and a Medicaid patient, determine what monies are in their house trust account. If the nursing home has evidence that the deceased had planned and prepaid their funeral with insurance, the City shall obtain a copy of the insurance contract in order to claim its costs for burial.
- (5) Once it is determined that it is the City's responsibility for burial, the body has been appropriately identified and efforts to find resources to pay for the cremation have been exhausted, the City shall contract with Gilligan Funeral Home or another funeral director to complete the cremation and return the cremains to the City. The City shall account for the cost of cremation and the allocated cost for the cemetery plot and marker. These costs may be recoverable.
- (6) Information needed for a death certificate and burial permit – Usually this information can be obtained from the nursing home
  - Date of Birth (A Certificate is preferred)
  - Name of Parents
  - Location of Birth
  - Social Security Number
  - Address
- (7) Burial of the Cremations is in Section 8, Row B, Grave 34 and 35, or an assigned cite.

- (8) The grave will be marked as required by law.

If the deceased has assets on account with the nursing home, the City shall make a claim to the nursing home for reimbursement of its costs. The City has a statutory priority for reimbursement of funeral expenses and most nursing homes will pay those monies as a matter of policy. The City is only permitted to collect up to the amount it has expended which would be the cost as outlined above. Any monies in excess of that amount shall be retained by the nursing home and paid according to their internal processes. If the nursing home will not release the funds, the City's Law Director shall make application to the Probate Court for reimbursement of the City's costs. Similarly, if the City discovers that the deceased had other assets such as a life insurance policy, a claim shall be made for those policy benefits on behalf of the City for monies expended for the funeral.

It is not the responsibility of the City in an indigent burial to provide a funeral as planned by the next-of-kin. It is only the City's responsibility to provide for cremation, interment and a plaque. If the next-of-kin want anything more or a special service, then it is their responsibility to claim the body and pay for those services.

All documentation with a copy of the Death Certificate shall be filed with the City's cemetery records.

#### Control of Gravesites

1. Any lot owner may grant permission, by written order of release and assignment of burial rights, for the burial of someone other than immediate family member in his/her lot.
2. Control of graves may be transferred to the heirs of the deceased, but for continuance of ownership, the heir that has the deed in his or her possession controls the use of the graves. At all-times the records maintained by the City are binding.
3. Upon the death of the recorded owner, the control of the unused or undersigned grave(s) shall go to the legally designated beneficiary(s). Proof that a person is the legally designated beneficiary will need to be provided to the City in a reasonably satisfactory form. If there is no beneficiary, it will follow the natural order of spouse, to children to parents.
4. The City may, at its discretion, repurchase grave space at the original purchase to the owner or person who is the legal beneficiary of the grave.

#### Decoration of Gravesites and Flowers

1. No planting of any vegetation (trees, flowers or shrubs) is permitted on graves.
2. Glass containers, fences, benches, flower pots, trellises, decorative stones, landscape timbers or other ornamentation or decoration are not permitted and shall be removed without notice.

3. Flowers and decorations will be removed from gravesites the first day of each month except those placed-on monuments or in monument vases. Flowers and other decorations placed on graves are periodically removed when they become unsightly or for grass mowing and other maintenance.
4. Arrangements designed for attachment to markers are permissible but shall be removed without notice when they detract from the general appearance of the Cemetery.
5. The City does not assume responsibility for flowers or other decoration on a grave site within the cemetery.
6. Flags are only permissible in flag holders with the exception of Memorial Day weekend and Veterans Day.

#### Maintenance of Cemetery

1. No grass will be permitted to be trimmed or cut by anyone other than a Public Works employee or a contracted employee of the City.
2. Maintenance to headstones or cemetery grounds should be sent to the Public Works Supervisor on a work order for tracking purposes.

#### Foundations and Markers

1. The cost of a foundation is required prior to the installation and should be submitted on a Foundation Work Order.
2. All grave markers must be commercially manufactured and engraved and be placed on a foundation (with the exception of flush markers adhered to backers).
3. Monuments and flush mounted markers will be permitted in standard granite, bronze or approved marble only. The City does not allow landscaping rocks as monuments.
4. Any inscriptions on a grave marker or monument shall be tasteful and not offensive. The City reserves the right to reject any such offensive or obscene monument, marker or inscriptions.
5. Foundations must be installed by the Public Works Department and are placed in line to conform with existing markers.
6. The City is not responsible for damage to monuments, markers, or stones in the cemetery caused by the ordinary care of the cemetery nor any other accident which may occur on cemetery property.

TO: Christopher Dobrozsi, Chair  
Government Affairs Committee

FROM: Terrence M. Donnellon

RE: Publication of Legislative Action

DATE: November 10, 2022

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Recently, Connie Gaylor was asked to attest to the publication of a Resolution passed by Council. Publication of our legislation occurs through the City's website, but the request caused us to look at our rules for publication and determine whether or not they need to be updated.

Section 7.03 of the Charter requires each Ordinance and Resolution that is passed to be published in a newspaper of general circulation within the City *or* by posting a copy of such legislative action in a conspicuous public place. Council is required to designate from time to time what that public place may be. For the past several years, our public place has been the City's website, although periodically a summary of legislation is posted in the Newsletter.

Obviously, publication in a newspaper of general circulation is an arcane standard. Newspaper circulation has been diminishing year in and year out as more people obtain their news from the internet. Additionally, the hard copy circulation of even the *Cincinnati Enquirer* has fallen off as the *Enquirer* encourages subscribers to use their website rather than receive a printed newspaper.

Many communities post copies of their legislation on a community bulletin board. You may often see these wooden cabinets posted around a community with copies of legislation stapled within the bulletin board. Again, this may not be an effective means of communication.

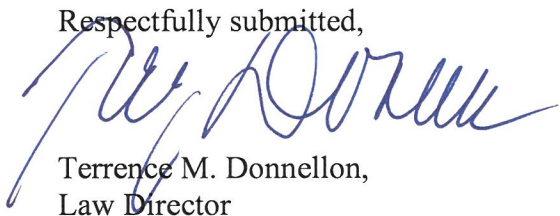
It is recommended that Council, consistent with Section 7.03 of the Charter, formally designate the City's website as a public place for publicizing legislative action. This is an easy and convenient forum and reaches everyone within the community. For those who may not have access to the internet, it is recommended that Council designate the bulletin board at the Safety Center as a secondary location for publication of legislative action. This bulletin board is available 24/7/52 and it is secured and publicly accessible.

We do not need to publish a complete copy of the legislation, but note what legislation has been passed, provide a short summary of the legislation, and note that a copy is available through the Clerk of Council's office. Attached is a proposed template which would be used by the Clerk. This template is drawn from the recent legislative action at the November 2 Council meeting. The description of each legislation is drawn from the Agenda Memo.

It may be a good idea to codify the method of publication rather than a simple motion by Council in the Minutes. Council made motions years ago to designate the bulletin board at Kroger's as a source for publication, but one would not know that is the site without searching the Minutes rather than looking in the Code of Ordinances available on the internet.

It is believed that this method of publication meets our statutory and Charter requirements, and it will clear up any confusion while providing accessibility electronically and manually to anyone tracking Council action.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Terrence M. Donnellon", is written over the typed name and title.

Terrence M. Donnellon,  
Law Director

TMD/lld

Enclosures: Proposed Template

cc: Members of Government Affairs Committee  
Members of Council  
Brian Riblet, City Manager  
Tracy Henao, Assistant City Manager  
Connie Gaylor, Executive Assistant/Clerk of Council

## **Proposed Template for Publication of Legislative Action**

The following legislation was adopted by City Council at the November 2, 2022 Business Session:

### **An Ordinance Accepting Dedicated Streets Within The City**

This Ordinance formally accepts various streets within the City of Montgomery which have been dedicated for public use, but had never been properly accepted.

*This Ordinance is effective November 30, 2022.*

### **A Resolution Accepting the Transfer of Real Property from the Montgomery Community Improvement Corporation and Designating such property as a Municipal Park and Recreation Area**

This is the companion legislation to the recent Resolution passed by The Montgomery Community Improvement Corporation completing the transfer of the Montgomery Quarter Park from the MCIC to the City. This Resolution will designate the Park as parkland, and consistent with the grant from the ODNR it must be maintained as parkland for a minimum of 15 years.

*This Resolution shall be effective immediately.*

### **A Resolution Authorizing A Contract With Patented Acquisition Corporation D/B/A Think Patented For Design And Production Services**

This Resolution authorizes the City Manager to extend the current contract with Think Patented for the 2023 Fiscal Year for the design and printing of the Montgomery Bulletin and City Calendar. The estimated cost for 2023 is \$65,414.

*This Resolution shall be effective immediately.*

### **An Ordinance Terminating Assessments For The Reserve Of Montgomery And Declaring An Emergency**

This Ordinance terminates Assessment #38-613 for the Reserve of Montgomery that was established in 1994 and was paid off early by the City of Montgomery due to the refinancing of the bonds issued at a lower interest rate for the assessment. Any balance in the fund will be refunded to the property owners.

*This Ordinance is effective immediately.*

### **A Resolution Authorizing The City Manager To Execute A Capital Improvement Community Park, Recreation/Conservation Project Pass-Through Grant Agreement With The Ohio Department Of Natural Resources**

This Resolution authorizes a grant agreement with ODNR for grant funds associated with construction of a public park within the Montgomery Quarter project site.

*This Resolution is effective immediately.*

*A complete copy of these Ordinances and Resolutions is available through the Office of the Clerk of Council at 10101 Montgomery Road, Montgomery, Ohio 45242, or it can be found through the City's webpage at [www.montgomeryohio.gov/government](http://www.montgomeryohio.gov/government).*

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Connie Gaylor  
Executive Assistant / Clerk of Council

Posted \_\_\_\_\_, 2022.

*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  
August 22, 2022

Present

Brian Riblet, City Manager  
Tracy Henao, Asst. City Manager  
Matthew Vanderhorst, Community and Information Serv. Dir.  
Amy Frederick, Community and Engagement Coordinator  
Connie Gaylor, Clerk of Council

City Council Committee Members Present

Chris Dobrozsi, Chair  
Ron Messer  
Sasha Naiman

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The Government Affairs Committee of Council convened its meeting for August 22, 2022, at 4:15 p.m. with Mr. Dobrozsi presiding.

New Business

2024 Calendar Theme Discussion

Ms. Frederick began the discussion by presenting the artwork for the 2023 city calendar and reminding them of the theme, *I Love Montgomery*. She explained that the idea for the proposed theme for the 2024 calendar, *Kids Hot Spots*, came from random pictures that she has received from residents. She distributed copies of some of the pictures and explained that she could solicit for additional pictures in order to have a broader selection to provide the Sycamore students with for consideration in preparing their artwork for the next calendar.

Mr. Vanderhorst explained that this year the pictures selected for the 2023 calendar would be on display during Holiday in the Village at Universalist Church for viewing and purchase from the students who created them.

Mr. Dobrozsi asked what the process would look like to obtain photos for the Kids Hot Spot theme.

Ms. Frederick replied that she would use social media, the website and also Rec1 to send out emails to over 6,000 emails.

Mrs. Naiman stated that she thought that was a great approach and encouraged choosing photos that showed diversity in the community.

Mr. Messer moved to approve the theme of Kids Hot Spots in Montgomery. Mrs. Naiman seconded. The Committee unanimously agreed.

Surplus Equipment-Community and Information Services Department

Mr. Vanderhorst explained that the submitted list of equipment is comprised of desk phones that were replaced as a result of a new contract with Cincinnati Bell and one outdated computer. He stated that, if approved, the equipment would be listed on Govdeals.com for auction.

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August 22, 2022  
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Mrs. Naiman moved to approve the list of equipment as surplus and to be auctioned through Govdeals.com. Mr. Messer seconded. The Committee unanimously agreed.

### Surplus-City Hall Office Furniture

Ms. Gaylor explained that as a result of the City Hall reconfiguration and replacement of furniture throughout City Hall, there is a need to declare three office suites and approximately 20 chairs as surplus. She stated that, if approved, this furniture would be auctioned on Govdeals.com.

Mr. Messer made a motion to declare the furniture as surplus and to place on Govdeals.com for auction. Mrs. Naiman seconded. The Committee unanimously agreed.

### Other Business

Mr. Riblet stated that MCLA preparations were continuing to move forward for the 2023 program. Ms. Frederick stated there were 30 confirmed registrations but that she was still accepting applications in the event someone cancelled.

Mr. Riblet stated that staff is also discussing a potential topic for a future Community Leadership Forum. He explained that as discussed in the past, the decision to hold a forum would be determined based on need and a relevant topic. He stated that the Mental Health Team has discussed having a Mental Health Forum as the topic and bringing different community partners, treatment centers and organizations in to present and participate. He stated that he would come back to the Committee with a formal recommendation in late fall.

### Minutes

Mr. Messer moved to approve the March 14, 2022, Government Affairs Committee minutes. Mrs. Naiman seconded. The Committee unanimously agreed.

### Adjournment

Mrs. Naiman moved for adjournment. Mr. Messer seconded. The Committee unanimously agreed. The Governmental Affairs Committee of Council meeting was adjourned at 4:45 p.m.

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Chair

*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  
October 17, 2022

Present

Brian Riblet, City Manager  
Tracy Henao, Asst. City Manager  
Matthew Vanderhorst, Community and Information Serv. Dir.  
Julie Machon, Recreation Director  
Connie Gaylor, Clerk of Council

City Council Committee Members Present

Chris Dobrozsi, Chair  
Ron Messer  
Sasha Naiman

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The Government Affairs Committee of Council convened its meeting for October 17, 2022, at 3:30 p.m. with Mr. Dobrozsi presiding.

New Business

2022 Holiday Card Selection

Ms. Machon presented several suggestions for consideration as the 2022 Holiday Card. After review and discussion, Mr. Messer moved to use a photo of Neuilly-Plaisance Plaza with the decorated Christmas Tree for this year's holiday card. Mrs. Naiman seconded. The Committee unanimously agreed.

2023 Community Leadership Forum Discussion

Mr. Riblet explained the history and original intent behind the Community Leadership Forum as a program initiated by City Council years ago to provide a forum for those who served in leadership roles with the City as boards and commission members, neighborhood leaders and MCLA graduates to be provided with updates on City processes, finances, development and partnerships with Sycamore Schools and local corporate representatives. Mr. Riblet stated that in past discussions with the Committee, it was determined that the previous format of the forum had become stale and was no longer as effective as originally designed. He stated that it was determined to only hold a forum if there was a specific topic or relevant issue that would be valuable to the community. Mr. Riblet added that the pandemic also prevented a forum to be held for the last two years but he feels that it would be acceptable to hold a forum at this time. Mr. Riblet explained that he felt there was potential to hold a Mental Health Fair. He explained that this would be different from the typical format but that it would fall in line with the current mental health initiative the City is focusing on. He asked the Committee to consider the topic of mental health as the basis of the forum, opening it up to the public, and also to consider holding it at a later date than the normal February event.

Mr. Dobrozsi stated that he agreed that we should not hold a forum just to have one. He asked if there is a feedback format to this or is it more output.

Mr. Riblet replied that while the format or agenda has not been formally vetted, he anticipated the format would be for short presentations and a panel discussion from mental health practitioners, local treatment centers/organizations and the Schools. He added that having these organizations

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placed at tables around the room so that attendees could get more information would be a large component of it that would provide the feel of a Mental Health Fair rather than just a speaker format.

Ms. Henao added that this was timely for this year but that in 2024 the forum could be conducted as more of a discussion with feedback from attendees to present a new Comprehensive Community Plan.

Mrs. Naiman stated that the mental health fair could be a good idea although it is definitely more output and not “leadership” per se. She stated that she still gets questions regarding leaf collection, traffic, pickleball and the MQ development. She stated she had no preference between a Forum or a Fair as they both would be valuable events.

Mr. Messer stated that he felt the Fair may not draw as many attendees. He explained that some of the topics like traffic could be addressed in the monthly bulletin and may be seen by more people. He stated that he was in favor of conducting a Forum or similar event again.

Mr. Riblet suggested that we view the event as a Community Forum and not necessarily a leadership forum and open it up to other communities who may be interested. He stated that there would be a limit to attendees however due to the final venue selection.

The Committee approved staff to continue to develop a format and plan for a Mental Health Fair.

Mr. Riblet stated that staff would begin work on it and provide an update at a future meeting.

### **Surplus Equipment Public Works**

Mr. Riblet explained that the Committee is asked to consider declaring a 2006 GMC 2500 Truck as surplus to be used as trade-in on a replacement truck. Mr. Riblet explained that this vehicle was outside of the Enterprise Fleet Management contract due to the timing of ordering the new truck being done prior to the contract with Enterprise being approved by City Council. He explained that with the exception of the large vehicles such as dump trucks and emergency fire apparatus, all regular vehicles would now be ordered through Enterprise.

Mrs. Naiman made a motion to declare the 2006 GMC 2500 Truck as surplus to be used as a trade in on a new replacement truck. Mr. Messer seconded. The Committee unanimously agreed.

### **Law Director Review Process**

Ms. Gaylor distributed a proposed timeline for the Law Director Review process to the Committee. Mr. Dobrozsi explained the process to the Committee and after discussion provided direction to adjust the timeline. He stated that he would send out evaluation forms to staff that were participating as well as to City Council in the upcoming weeks.

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### Other Business

Mr. Riblet provided a brief update on the MQ Development regarding restaurants, the hotel and apartment construction. He explained that Bru Burger was targeting opening before Thanksgiving but with the delay in materials it could be early December. He explained that they are cautious about opening during the holidays based on staffing so they may wait until after the holidays to open. He stated that The Livery is targeting February of 2023, Genke Ramen (which is changing their name to Kazoo) is targeting opening the end of January 2023 and that there has been a Letter Of Interest (LOI) executed for a fourth restaurant that he hopes to be able to share soon.

Mr. Riblet explained that the hotel construction will begin in March of 2023 with an anticipated opening in July of 2024. He added that the apartments are expected to be completed in May or June of 2023 but that the pre-leasing will begin in January of 2023. He stated that the construction of both garages in Sequence three would be wrapped up in November.

### Adjournment

Mr. Messer moved for adjournment. Mrs. Naiman seconded. The Committee unanimously agreed. The Governmental Affairs Committee of Council meeting was adjourned at 4:36 p.m.

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Chair