

THE CITY OF STREETSBORO, OHIO
FINANCE COMMITTEE MEETING AGENDA

Monday, November 23, 2020

TIME: 7:00 p.m.
PLACE: Streetsboro City Council Chambers
CHAIR: Justin Ring 216-410-5267
VICE-CHAIR: Jon Hannan 330-931-5451

1. **Call to Order**
2. **Invocation and Pledge of Allegiance**
3. **Roll Call**
4. **Disposition of Minutes**
Special Finance Committee Meeting of September 14, 2020
Special Finance Committee Meeting of November 9, 2020
5. **Monthly Financial Report**
6. **Old Business**
 - a. Set Pay for Next Term of At-Large Council Members (Ruediger)
 - b. Discuss Audio to Text Software (Lampa)
 - c. Stage Rental for Streetsboro Family Days (Mytinger, Lampa)
 - d. Discuss Purchase of a Mobile Stage (Lampa)
 - e. Discuss 2021 Proposed Budget (Esarey)
 - Proposal for International Property Maintenance Code (Lampa, Cieszkowski)
7. **New Business**
 - a. T-6937 Reallocate Income Tax Revenue (Esarey)
 - b. Discuss Postage Meter Lease (Esarey)
 - c. T-6938 Renew Annual Lexipol Subscription for Police Department (Wain)
 - d. T-6939 Accept Donation from Jeff Allen for Beautification (Mytinger)
 - e. T-6940 Amend Ord. No. 2020-131 Service Garage Owner Contingency (Miller)
 - f. Motion to Recess into Executive Session to Consider Pending Litigation [roll call]
 - g. Motion to Reconvene from Executive Session
 - h. T-6936 Amend 2020 Annual Appropriations [#15] (Esarey)
8. **Citizens' Comments**
9. **Announcements**
A Regular Council Meeting will immediately follow this meeting.
10. **Adjournment**

City was actually a little above target, so the City could keep operating within the General Fund. She suggested waiting until the June advance to see where things stood before deciding whether to do the whole road program or a portion of it.

Mr. Ring asked if the revenue that was down in May was due mostly to the fact that income tax payments had been postponed from April 15 to July 15 this year. Ms. Esarey said that's correct but the City should monitor the withholding because the City was expecting a 2.5% increase, but it was actually down about 3.2%. She hoped when things opened it would go back up, but residential would be more when people started filing; there would be loss and delay and the City would need to balance it out. She was glad the reallocation of the income tax revenue kept money in the General Fund so the City could keep operating at close to normal levels.

Executive Session

Mr. Ring added an executive session to the agenda at the request of the Law Director. Mr. Hannan explained that as the host of the Zoom meeting, he had created break out rooms within Zoom and those participating in the Executive Session would be invited to join one break out session and the others would be invited to join the other break out session. When the Executive Session was done, he would invite everyone back into one meeting. The You Tube livestream would be stopped during the Executive Session and resume as Part 2 after the Executive Session.

MOTION: TO RECESS INTO EXECUTIVE SESSION TO CONSIDER PENDING LITIGATION AND ECONOMIC DEVELOPMENT.

Moved by Mr. Ruediger, seconded by Mrs. Field. Upon roll call, **motion carried unanimously and the meeting recessed at 7:08 p.m.**

MOTION: TO RECONVENE FROM EXECUTIVE SESSION.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Upon voice vote, **motion carried and the meeting reconvened at 7:38 p.m.**

Old Business

Set Pay for Next Term of At-Large Council Members

Mrs. Kremer said this had been carried forward from last month. Council was deciding what level to set the pay for the next term of Council Members. At the last meeting she had included the Charter language regarding Council Compensation in the packet, at this meeting she had included the Codified Ordinances §121.07 language regarding Council Compensation for Council's review. Mr. Ring noted the Code language set the Council compensation at the minimum rate of compensation necessary to earn contributing service credit in the Ohio Public Employees Retirement System ("OPERS"), but the Charter required Council to fix the compensation at a specific amount. Mr. Ring wondered if the Council compensation could be set to flow with the OPERS rate which changed each year. Mr. Beni said section (c) of §121.07 said the dollar amount of compensation required by subsection (a) of this section will be fixed by resolution of Council in years in which there is a regular Municipal election, so that meant there needed to be a resolution by Council at the beginning

of the election year to set a dollar amount that was the minimum under OPERS. Mr. Ring was concerned that Council would have to pass a resolution every two years prior to each election to set the pay at the minimum OPERS level at that time. Mr. Beni said that's how it would be under the current Ordinance unless Council changed the Ordinance in the future, but Council could not give a raise during a term; a pay rate change could only take effect for the next election. Mr. Beni tried to research other City's that may tie the pay to an outside thing, but he didn't find any, but that didn't mean you couldn't do it. Mr. Ruediger commented that the Mayor's salary was not a set dollar number, but was tied to something else. Mr. Beni was of the opinion the City could write something like that for Council.

Mr. Ring said he wasn't on Council for the pay. He preferred all seven Council Members make the same pay, whatever level it was. The OPERS credit wasn't a factor for him or most of the Council Members who were not in a public sector job. He felt the next At-large Council term should have the pay set at the same level the Ward Council Members were currently at, whether it was full OPERS credit or not. Mr. Beni reminded Council that legislation to set the At-large Council pay could not be passed until after January 1; it had to be in the year of the election according to §121.07 subsection (c), so this discussion should be postponed until then.

MOTION: TO TABLE THIS ITEM UNTIL THE NOVEMBER 23, 2020 FINANCE COMMITTEE MEETING.

Moved by Mr. Ruediger, seconded by Mr. Lampa. Discussion in November would give Council time to decide what to pass in January 2021 for the next Council term. Ms. Esarey said in November she could provide the OPERS minimum earnable salary for one year of service credit, but the minimum OPERS amount could always change again. Upon voice vote, **motion carried.**

New Business

T-6844 Income Tax Sharing w/Schools for 2019

Council had received an updated version of T-6844 removing the reference to Ord No. 2004-34. Ms. Esarey had talked with Mr. Beni and they decided, after the school lawsuit, to not reference that ordinance in today's ordinance. Ms. Esarey had worked with the Streetsboro School District's Treasurer, C.J. Scarpino, and they had reviewed the information from the Portage Development Board and agreed to \$76,507.55. Best Buy and Delta System were the two companies that were relevant for the 2019 payroll year. There would be a budget amendment tonight to cover this.

Mrs. Field wondered if there was anything signed by the parties agreeing to this figure so no one would change their mind down the road. Ms. Esarey said there were emails and a phone conversation but no signed agreement. This figure was determined based on how it was calculated last year. She knew that the School District's attorney and the School Superintendent were included in the emails and knew the amount so she didn't see any issues with it.

MOTION: TO MOVE T-6844a [the amended version presented tonight] TO TONIGHT'S REGULAR COUNCIL MEETING.

needed, by a Council approved budget amendment. This was a normal budgeting procedure that would not affect the City's bond rating or anything. Ms. Esarey thought every city's bond ratings would be excused during this pandemic. She thought being proactive regarding preserving the General Fund and the operations of the City was more important. Mr. Lampa thought the Streetsboro roads were important/essential to repair/preserve especially since businesses and the economy would be opening again soon and people would be using the roads again. Mayor Broska agreed and said a lot of effort and money had been spent on the roads the last few years because they were in such a deplorable state and he didn't want to delay anything this year and have them get bad again, which would cost even more in the long run. He said if we can, we will do the 2020 road program, maybe without the alternates. He said most of the roads in town were not terrible because of the work over the last few years, although there were a few that needed improved.

Mr. Ring wanted to do the road program; the main bid was about \$1.1 million and there was back up money in the General Fund to do the roads. He said 25% of the revenue went in to the backup in the General Fund so the City could operate for 3 months with \$0 tax revenue. He thought even if the City would lose 25% of revenue for the year the City could still operate at full capacity for the year with the carryover that was in place. He thought it might be a 20% or 25% decrease for a few months, not the whole year. The City had done well on the roads the last few year and had a good plan to do roads over the next few years, so as soon as the administration was comfortable, he thought they should proceed with the 2020 road program, but he did not want to do roads and jeopardize the jobs in the City.

Mr. Kocisko commented that right now oil was cheap so the bidders would not raise their bid prices to pave the roads. He predicted that by the end of the year it would be a 20% decrease. Mr. Ring and Ms. Esarey were both financially conservative but Mr. Ring didn't want to forego essential things because the City was scared of what my happen. Mr. Ruediger commented that usually the bids were better earlier in the year, so to re-bid later in the year might result in worse/higher prices, so he suggested just waiting the 60 days to see where things stand.

Mayor Broska commented that the OPWC project was estimated at \$960,000 but the low bid came in yesterday at \$722,000. He added if there was a savings on cheaper asphalt because of low oil prices the savings would go to the City. He suggested locking in the bid and not re-bidding.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Upon voice vote, **motion carried.**

Set Pay for Next Term of At-Large Council Members

Mr. Ruediger explained this was discussed a couple years ago because there had been no change to Council pay since 1994 (effective 1996 and 1998). The discussion a couple years ago was to bring Council pay up to the minimum to qualify for one full year of service credit with OPERS, which was \$7,920/year at the time. Right after that was approved in January 2019 for the Ward Council Member's next term, OPERS changed the minimum for a full year of service credit. It could change again by OPERS each year in the future. He suggested changing the Council pay to \$10,000 per year

so it would meet the OPERS minimum for at least the next few years. He realized it was not a good time to discuss raises of any sort right now, but there was a timeline to get the amounts set in place 90 days before the primary for the next term of office (early February of 2021 for the election in November 2021), with the new rate effective about January 2022 for the next term, so he wanted to start the salary discussions now and keep it separate from the election time to avoid the impression of Council voting on a raise for themselves because it would only be effective for the next term of office, not the current Council Members. This did not need immediate action tonight, but he wanted to bring it to Council attention for consideration.

Mr. Ring thought the Ward Council Members elected last year received the raises discussed a couple years ago for a full year of OPERS credit and the At-large Council Members would get the same raise at the beginning of their next term of office, but OPERS then raised the minimum amount for a full year of credit so the Ward Council Members do not earn enough to get full OPERS credit. Mr. Ring wondered why the pay was different for Ward and At-large Council Members just because the election/terms were offset. Mr. Ring suggested setting the pay rate for the minimum OPERS credit, not an actual dollar amount, and then the Council pay could go up each year with the OPERS increases. Mr. Ruediger said by law/Charter the compensation of each member of Council shall be fixed effective upon commencement of their next terms of office, and shall not thereafter be changed with respect to such terms. Mr. Ring felt Council could “fix” the Council compensation in relation to the OPERS minimum and not change that calculation of salary during the term of office and did not have to make it a “fixed” salary. Mr. Beni thought it did need to be a set figure, not a floating amount.

Mr. Hannan said when Ms. Laudato brought this up a couple of years ago, it was to associate the pay with something to take the politics out of it, so it was set to the OPERS minimum. But then OPERS changed their minimum after a few months of the new pay rate being set. Mr. Hannan said he and most of Council didn’t run for Council for the money, so he suggested setting the Council pay a little above the OPERS minimum and let OPERS catch up to that amount over the next few years so the pay wouldn’t have to be amended until maybe the next term.

Mr. Ring said if the pay could not be tied to the OPERS minimum and had to be set to a fixed amount, then all the Council Members should get the same amount, even if it wasn’t enough for a full year of OPERS credit. He thought legislation had already been approved for the incoming At-large Council Members (November 2021 election) to make the same as the current Ward Council Members (November 2019 election) and therefore nothing needed to change. The only reason the Ward Members were making more was because their term came up first. If the compensation could not be set to the OPERS minimum and adjust itself and all the Council Members would be making the same amount, the just let the legislation that was already created to adjust the pay for the At-large Council Member’s next term stand.

Mrs. Kremer clarified that the legislation passed in 2019 only mentioned the Mayor and the Members of City Council whose terms commence in December 2019. The current pay (\$3,600) for the At-large Council Members would not change unless the current Council took some action. Mr. Ring proposed that there be new legislation developed to set the Council salary to be the same for all the Council Members no matter what; just like it had always been in the past, until this 2019 legislation. He didn’t

want to have to set the salary every two years prior to each election. Mr. Ruediger had proposed setting the salary at about \$10,000/year for all Council Members and then it would meet the OPERS minimum for a while and not have to be changed soon. Mr. Ruediger said a text amendment to the Charter had also been considered to maybe set the Council pay, like the Mayor's salary, at 1% above the OPERS minimum or whatever figure Council decided to tie it to. But a Charter amendment may be a little more difficult. Mr. Ring suggested, since this Council needed to take action for the At-Large Council Members to get any increase, that their pay be set to be the same as the Ward Council members at the start of the new At-large term; that way all the Council Members would make the same amount, even if it was below the current minimum amount to earn a full year of OPERS credit.

Mrs. Field commented that years ago when this was discussed, she opposed it. She agreed all the Council Members should make the same amount, but she was against raising the salary at all beyond the amount it was currently set for the Ward Council Members. She thought getting credit for OPERS was a nice benefit, but Council salary was not a significant pay rate and that extra benefit did not really make a difference in the long run to anyone's retirement. She just wanted to set the At-large Council salary to match the Ward Council salary and move on from this topic. Mr. Ring and Mr. Hannan agreed.

Mr. Ring appreciated that Mr. Ruediger had brought this topic forward early to get it taken care of before the election year. Legislation would be needed to set the At-large Council salary the same as the Ward Council salary for the next term. As a new Councilman Mr. Lampa didn't really know what OPERS (Ohio Public Employees Retirement System) was, but understood he could invest his own money toward retirement. He agreed all the Council Members should get the same salary/benefits. Mr. Ring asked Mr. Beni to create legislation to set the At-large Council members salary the same as what the Ward Council Members got at their last election for review at the next meeting. Mr. Beni would research the issue about fixed salary vs. a floating salary.

T-6835 Amend 2020 Annual Appropriations [#5]

Ms. Esarey said there was some clean up in this amendment. The City had sold the Bond Anticipation Notes which created some premium which she included here. The City had originally expected to sell the notes in 2019 and make a payment in 2020, but the Notes were not sold until 2020, so she took care of cleaning up all those accounts. There were a few ins and outs. There were a few County Auditor fees that were higher than anticipated, so that was adjusted. She had increased the Capital Improvement Fund to cover installation of the traffic pre-emptive equipment as part of the City-wide signalization project that was not known when the budget was developed. The cost was \$8,452 which would have to go through Board of Control for approval.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Upon voice vote, **motion carried.**

Citizens' Comments

None received.

Service Credit and Contributing Months

Traditional Pension and Combined Plans

You earn contributing service credit when your contributions are remitted to OPERS by your employer and posted to your OPERS account. If contributions are not remitted during a pay period on your behalf, then no service credit is earned for that reporting period. Service credit is accrued based on the month in which your pay period ends.

Under the Traditional Pension and Combined plans, service credit is calculated on a monthly basis, January through December of each year, and is used to determine eligibility for retirement, disability and survivor benefits as well as any potential health care coverage.

You cannot receive more than one year of service credit for any calendar year, even if you are employed concurrently in more than one public job in an OPERS-covered position or one covered by another Ohio retirement system. Neither can you receive a full year of service credit if your length of employment or earnings per month indicates less than full-time service, as described below.

Full-time Service Credit for Calculating Pensions

You will receive full-time or a full year of service credit, toward your pension, for each year you contribute at least the full-time minimum of earnable salary during every reporting period that year – meaning the earnable salary for all pay periods ending in a calendar month equals at least the full-time minimum amount representing full-time service credit.

- Earnable salary of more than \$150 per month is considered full-time service credit through Dec. 31, 1984.
- Earnable salary of more than \$250 per month is considered full-time service credit Jan. 1, 1985 through Dec. 31, 2013.

- Earnable salary of more than \$600 per month is considered full-time service credit Jan. 1, 2014 through Dec. 31, 2016.
- Earnable salary of more than \$630 per month is considered full-time service credit Jan. 1, 2017 through Dec. 31, 2017.
- Earnable salary of more than \$660 per month is considered full-time service credit Jan. 1, 2018 through Dec. 31, 2019.

The minimum earnable salary will increase by 1.75 percent each year beginning Jan. 1, 2020, through Dec. 31, 2029.

- Earnable salary of more than \$673.08 per month is considered full-time service credit Jan. 1, 2020 through Dec. 31, 2020.
- Earnable salary of more than \$684.86 per month is considered full-time service credit Jan. 1, 2021 through Dec. 31, 2021.
- Earnable salary of more than \$696.84 per month is considered full-time service credit Jan. 1, 2022 through Dec. 31, 2022.
- Earnable salary of more than \$709.03 per month is considered full-time service credit Jan. 1, 2023 through Dec. 31, 2023.
- Earnable salary of more than \$721.44 per month is considered full-time service credit Jan. 1, 2024 through Dec. 31, 2024.
- Earnable salary of more than \$734.07 per month is considered full-time service credit Jan. 1, 2025 through Dec. 31, 2025.
- Earnable salary of more than \$746.91 per month is considered full-time service credit Jan. 1, 2026 through Dec. 31, 2026.
- Earnable salary of more than \$759.99 per month is considered full-time service credit Jan. 1, 2027 through Dec. 31, 2027.

Service Credit and Contributing Months

Traditional Pension and Combined Plans Continued

- Earnable salary of more than \$773.29 per month is considered full-time service credit Jan. 1, 2028 through Dec. 31, 2028.
- Earnable salary of more than \$786.82 per month is considered full-time service credit Jan. 1, 2029 through Dec. 31, 2029.

Part-time Service Credit for Calculating Pensions

If you work less than 12 months in a year or your earnable salary is less than the amounts listed above, you will receive part-time service credit toward your pension.

Service Credit and Health Care Eligibility

All service credit earned and purchased applies toward an increased pension benefit.

As of Jan. 1, 2014, to earn full service credit applicable to health care coverage in the Traditional Pension and Combined plans, you must earn a minimum of \$1,000 per month, and only the following service credit types will apply to health care eligibility:

- Contributing service (which includes plan change service credit)
- Eligible Ohio Retirement System service combined at retirement
- Interrupted military time (USERRA)
- Unreported public service
- Redeposit (refunded/restored) service

Member-Directed Plan

If you are participating in the Member-Directed Plan, you earn contributing months rather than service credit when your contributions are remitted by your employer and posted to your OPERS account. If contributions are not remitted during any reporting period on your behalf, then you will not receive contributing months for that period. Contributions are due from your employer the month following the month in which your pay period ended. It is important to note, contributions are not immediately available to your investment accounts at the point they are deducted from your paycheck.

Employer contributions to your account are vested based on your contributing months of service. One year of participation is defined as 12 contributing months of participation in the plan. The percentage you are vested in your employer contributions determines the amount you are entitled to receive either at refund or when you retire.

The chart below illustrates the years of participation required to vest in all or a portion of the employer contributions made on your behalf:

Attained Years of Participation	Percentage Vested in Employer Contributions
Less than 1 year	0%
1 Year	20%
2 Years	40%
3 Years	60%
4 Years	80%
5 Years	100%

(b) Contracts for personal services or professional services in the form of an Independent Contract Agreement designed to provide services for programs offered by the City for either the Parks and Recreation Department or the Senior Citizen Services Department that are paid out of Special Revenue Fund 205 or those that are below one thousand dollars (\$1,000) annually, not otherwise approved by Council, shall be required to be approved by the Board of Control where expenditure is within the unencumbered limits of a budget line item within the current calendar year appropriation of the requesting Department; provided, however, that the Council member appointed to the Board of Control is present during the meeting in which such contract or contracts are considered. (Ord. 2013-56. Passed 5-20-13.)

121.04 USE OF MULTI-PURPOSE ROOM.

The Clerk of the Parks and Recreation Department shall be responsible for scheduling for the use of multi-purpose room in City Hall after first submitting a monthly schedule the first week of each month to the Administration for approval, and with the understanding that City meetings shall take precedence over any other activity. (Ord. 1994-08. Passed 1-24-94.)

121.05 APPROVAL OF LINE ITEM TRANSFERS.

Council shall approve all line item transfers both within and between departments in the General Fund and all other funds established by the City, which shall include inter-fund transfers. (Ord. 1997-23. Passed 3-24-97.)

121.06 USE OF MUNICIPAL BUILDING.

The Senior Center Advisory Board, the Friends of the Theater and the Firefighters Association are permitted to utilize a portion of the Municipal Building for meeting purposes without charge. (Ord. 1998-79. Passed 6-22-98.)

121.07 COMPENSATION.

(a) Members of City Council elected or appointed to office shall be compensated at the minimum rate of compensation necessary to earn contributing service credit in the Ohio Public Employees Retirement System ("OPERS"), as determined pursuant to Section 145.016(B)(1)(b) of the Ohio Revised Code, and reported by OPERS, but subject to Section 4.15 of the City Charter.

(b) Subsection (a) of this section will be effective as of December 15, 2019 for those members of Council elected at the regular municipal election in 2019. Subsection (a) of this section will be effective as of December 15, December 16 and December 17, 2021, as indicated in Section 4.02 of the City Charter, for those members of Council elected at the regular municipal election in 2021. Members in office on the effective date of this section, or later appointed to a seat subject to election in 2019 or 2021, will be compensated pursuant to Ord. No. 1994-84 until the respective effective dates of subsection (a) hereof.

(c) The dollar amount of compensation required by subsection (a) of this section will be fixed by resolution of Council in years in which there is a regular Municipal election, in accordance with the second paragraph of Section 4.15 of the City Charter, for the seats subject to election in that year. (Ord. 2018-90. Passed 7-9-18.)

SECTION 4.13 EFFECTIVE DATE OF RESOLUTIONS AND ORDINANCES.

Each resolution and ordinance providing for the appropriation of money, or for an annual tax levy, or for improvements petitioned for by the owners of a majority of the front footage of property to be benefitted and specially assessed therefor, and any emergency resolution or ordinance necessary for the immediate preservation of public peace, health, or safety, shall take effect, unless a later date be specified therein, upon its approval by the Mayor, or upon the expiration of the time within which it may be vetoed by the Mayor, or upon its passage after veto by the Mayor, as the case may be, but subject to referendum as provided by Section 20.01 of this Charter.

No other resolution or ordinance shall become effective until thirty (30) days after its approval by the Mayor, or upon the expiration of the time within which it may be vetoed by the Mayor, or upon its passage after veto by the Mayor, as the case may be.

SECTION 4.14 EMERGENCY ORDINANCES AND RESOLUTIONS.

Each emergency ordinance or resolution shall contain a statement in support of the necessity for the urgency in passage in clear and specific terms in its title and in its body. Its enactment shall require the affirmative vote of at least three-fourths (3/4) of Council.

Council shall not enact by emergency measure any of the following:

- A. Granting of any franchise;
 - B. Enactment, amendment, or repeal of any zoning or building ordinance or resolution; or
 - C. Changing of any ward boundaries or change in boundaries of the Municipality.
- (Amended 11-5-02.)

SECTION 4.15 COMPENSATION AND BONDS.

Council shall fix the compensation of the Mayor, members of Council, and each officer and employee, or member of any board or commission, of the Municipality, whether elected or appointed, except as specifically provided otherwise in this Charter.

Not less than ninety (90) days immediately preceding the date of the next primary election as provided for in Section 19.01 of this Charter, or in the case of the Mayor, the next primary election in a year in which the Mayor is elected, the compensation of the Mayor and each member of Council shall be fixed effective upon commencement of their next terms of office, and shall not thereafter be changed with respect to such terms.

The compensation of every other employee, and member of any board or commission, of the Municipality, as fixed by Council, may at any time be changed by resolution or ordinance at the discretion of Council.

Council may authorize the payment or reimbursement of expenses, incurred by any officer or employee, or member of any board or commission, of the Municipality, for traveling or other expenses incidental to the authorized furtherance of the interests of the Municipality.

The Mayor, Director of Finance, and such other officials or employees, or members of boards or commissions as Council may by resolution or ordinance require, shall give bond in such amount and with such surety as may be approved by Council. The premium on such bonds shall be paid by the Municipality.

(Amended 11-7-17.)

RECORD OF RESOLUTIONS

Dayton Legal Blank, Inc., Form No. 30045

Resolution No. 2019-10Passed January 28, 2019, 20

A RESOLUTION ESTABLISHING RATES OF COMPENSATION FOR THE MAYOR FOR THE MAYOR'S TERM OF OFFICE COMMENCING DECEMBER 15, 2019 AND FOR MEMBERS OF CITY COUNCIL FOR THE COUNCILMEMBERS' TERMS OF OFFICE COMMENCING DECEMBER 15, 2019, AND DECLARING AN EMERGENCY IN ORDER TO FIX SALARIES PRIOR TO CANDIDATE FILING DEADLINES.

BE IT RESOLVED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: Pursuant to Sections 3.02 and 4.15 of the City Charter and Section 121.07 of the Codified Ordinances, the following rates of compensation are established for the Mayor, during the Mayor's term of office commencing December 15, 2019, and for members of City Council, during their terms of office commencing December 15, 2019:

Office	Rate of Compensation
Mayor, term commencing December 15, 2019	\$97,308 annual
Member of City Council, term commencing December 15, 2019	\$7,920 annual

SECTION 2: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public except as authorized by Section 121.22(G)(4) of the Ohio Revised Code, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 3: This resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that the Council wishes to fix salaries of the Mayor and Councilmembers prior to candidate filing deadlines, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor.

PASSED:

Date

1/28/2019

Jon Hahnman, President of Council

ATTEST:

Caroline L. Kremer, Clerk of Council

APPROVED:

Date

01/30/19

Glenn M. Broska, Mayor

Prepared and approved as to legal content by:

Paul A. Janis, Law Director

Date Submitted to Mayor for Approval:

1-30-19

Returned:

1-30-19

Sponsored by: Law Director

**CITY OF STREETSBORO
MEMORANDUM**

DATE: November 16, 2020

TO: Finance Committee Chair, Justin Ring
City Council; Mayor Glenn M. Broska

FROM: John H. Cieszkowski, Jr., AICP *JHC*
Planning & Zoning Director

RECEIVED

NOV 16 2020

CLERK OF COUNCIL
STREETSBORO, OHIO

RE: Seeking an Amendment to the draft 2021 Planning Dept. Budget; Proposal for Professional Services with Northstar Planning + Design to Prepare Text Amendments to adopt the International Property Maintenance Code (IPMC) and supplement local Exterior Property Maintenance Regulations

Members of the Administration recently met with Councilman Lampa to discuss complaints/concerns regarding property maintenance of Market Square Plaza. During the discussion, it was determined that the City should take steps to update the existing Property Maintenance Regulations, including adoption of the IPMC. Councilman Lampa asked if the monies needed to hire a consultant to assist with this effort could be added to the 2021 budget. I explained that I had not included updating of the City's Property Maintenance Regulations in the proposed 2021 Planning Dept. budget presented to Mayor Broska for consideration and forwarded to City Council for approval. It is my understanding following coordination with Jenny that any changes to the Budget presented by the Mayor need to be initiated by City Council. As a result, Councilman Lampa asked me to provide a proposal from a consultant that Council could use to consider amending the draft proposed 2021 Planning Dept. budget to accommodate updating the City's Property Maintenance Regulations.

Find attached a Draft Professional Services Proposal dated 11/11/2020 with Northstar Planning for preparation of text amendments to the City's Existing Housing and Property Maintenance Code (TITLE FIVE- Part 13- Building Code- §§1344 through 1346, inclusive) to adopt the IPMC and update/supplement existing property maintenance regulations, with particular attention paid to exterior property maintenance regulations.

Adoption of the IPMC would serve to provide the City with additional interior and exterior property maintenance regulations intended to maintain and increase property values throughout the City. In addition to updated and clearer property maintenance standards, the IPMC would also bolster enforcement provisions (with input from the Law Dept.) and clarify procedural and administrative standards and responsibilities relative to the City's Property Maintenance Regulations. For reference, I have also attached the IPMC Table of Contents.

Furthermore and for reference, the City's Comprehensive Master Plan includes several references, Goals, Objectives and Strategies that would be implemented if Council were to approve funds to incorporate the IPMC and supplement the City's Property Maintenance Regulations. See below various applicable references noted in the Comprehensive Master Plan adopted by Council on 4/22/2019:

Hot Button Issues- (Pg. 7, Executive Summary)

Deterioration of existing housing stock – Because of the abundance of multi-family housing, concerns have been expressed over the possible deterioration of this housing (physical deterioration that results in lower property values and a transition to low-income housing). Solutions are needed to make sure these properties are maintained and possibly improved.

Housing Stock- Pg. 2.5

"15.7% of the housing stock in Streetsboro was built before 1960 (located primarily in the central and rural areas). These older units may soon require more monitoring and upkeep in order to maintain property values and community character."

Implementation- Housing, Pgs. 9.5, 9.6

IV. HOUSING

Goal: To provide a balance of housing types that will meet the needs of all members of the community while maintaining, improving and increasing the viability and value of existing and new housing.

Objective 2: Maintain existing affordable/obtainable housing stock comprised of both rental and owner-occupied units

Maintaining affordable/obtainable housing that already exists will help to provide for a variety of people in different life stages and with different incomes. Increasing investment into existing dwellings has several indirect benefits to the City and its residents including increased property tax revenues, improved aesthetics and enhanced community pride.

Strategy 2.1: Explore the feasibility of a rental registration program.

Strategy 2.2: Continue enforcement of the property maintenance code.

Strategy 2.3: Consider providing incentives that promote investment to increase the value of existing dwellings.

Objective 3: Ensure that existing multi-family housing does not begin to deteriorate

Communication and enforcement is important in avoiding deterioration while still maintaining the existing housing stock. According to the 2018 survey, new multi-family residential was the least desired residential use.

Strategy 3.1: Conduct stricter and more thorough code enforcement

Strategy 3.2: Plan for public parks and community spaces around existing multi-family housing

Strategy 3.3: Communicate openly and often with the landowner and management

I respectfully request that Council discuss this matter at the upcoming 11/23/20 Finance Committee meeting to consider increasing the current proposed 2021 Planning Dept. budget by \$12,000 to accommodate adoption of the IPMC and supplementing of the City's existing Property Maintenance Regulations. Provided that Council approves the proposed 2021 budget amendment, the funds necessary to pay the project costs would be appropriated in Line Item 101.42.5338 (Contractual Services).

Please contact me if you have any questions or need additional information. I appreciate Council's consideration of the proposed 2021 Planning Dept. budget amendment.

NORTHSTAR

planning + design

11 November 2020

John H. Cieszkowski, Jr., AICP
Planning and Zoning Director
City of Streetsboro
9184 SR 43
Streetsboro, Ohio 44241

RE: PROFESSIONAL SERVICES PROPOSAL DRAFT
PROPERTY MAINTENANCE CODE AMENDMENTS

Dear Mr. Cieszkowski:

This letter follows up on our discussion regarding your request for a draft proposal to assist the City with specified updates to TITLE FIVE - Housing and Property Maintenance Code of Part 13 Building Code of the City of Streetsboro. Northstar welcomes the opportunity to assist the City in this matter.

It is our understanding that this draft proposal is requested for purposes of general project description and budgeting only and may be subject to additional or more formal proposal procedures in the future. We assume no commitment on the part of the City or Northstar in the submittal or receipt of this draft proposal.

Draft Proposed Services

Northstar proposes to provide the following services:

1. Review existing Streetsboro Title Five Housing and Maintenance Code.
2. Discuss with Planning Director and CBO the history and status of current text, positive and problematic clauses, other related issues and preferences for improvements. Give attention to specific local concerns for exterior maintenance standards, especially for commercial properties, which may not be addressed by IPMC.
3. Identify 8-10 Ohio municipalities which utilize IPMC. Review and summarize in a brief report the Housing and Maintenance code provisions of those communities. Give attention to local exterior maintenance provisions. Review with Planning Director and CBO.
4. Review Title Five Housing and Maintenance Code and current IPMC (International Property Maintenance Code) to identify any redundant or conflicting clauses. Make recommendations to City with regard to resolving these items. Review with Planning Director and CBO.
5. Draft amendments to Title Five Housing and Maintenance Code to adopt/incorporate IPMC and to delete or amend any redundant or conflicting existing clauses. Retain or add provisions as requested by City addressing specific local requirements for exterior maintenance standards which may not be addressed by IPMC.
6. Review draft with Planning and Zoning Director and CBO and amend as directed.
7. Provide brief report summarizing and explaining the proposed text amendments.
8. Upon request, participate in Zoom meeting discussion with City Council regarding the above.

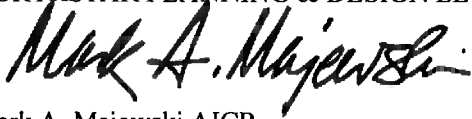
Draft Cost Proposal

Northstar estimates that cost for providing the services outlined in Proposed Services is \$12,000.

Thank you again for the opportunity to submit this proposal. Please do not hesitate to call with any questions.

Sincerely

NORTHSTAR PLANNING & DESIGN LLC

A handwritten signature in black ink, reading "Mark A. Majewski". The signature is written in a cursive, flowing style with a prominent initial "M".

Mark A. Majewski AICP

Get a **free 45-day online subscription** to ICC's *premiumACCESS*® 2018 I-Codes Complete Collection. Test drive many powerful, time-saving tools available to you from *premiumACCESS*. To activate your bonus, visit **www.iccsafe.org/codebonus**.

IPMC[®]

A Member of the International Code Family®

INTERNATIONAL PROPERTY MAINTENANCE CODE®



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Ordinance No. _____

Passed _____

AN ORDINANCE AMENDING SECTION 133.12 OF TITLE FIVE, PART ONE OF THE CODIFIED ORDINANCES, RELATING TO ALLOCATION OF TAX REVENUE PRODUCED BY THE CITY'S MUNICIPAL INCOME TAX, AND DECLARING AN EMERGENCY SO THAT SUCH TERMS WILL BEGIN IMMEDIATELY.

BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: Section 133.12 of the Codified Ordinances of the City of Streetsboro, which currently reads as follows:

133.12 ALLOCATION OF INCOME TAX REVENUE.

Effective May 1, 2020 and until changed by ordinance, all proceeds of the income tax levied under Chapters 181 and 182 of the Codified Ordinances shall be deposited in the following Funds according the allocation provided hereinafter:

- (a) 100 % to the General Fund.

be, and hereby is, REPEALED and AMENDED to read as follows (changes in **bold**):

133.12 ALLOCATION OF INCOME TAX REVENUE.

Effective **January 1, 2021** and until changed by ordinance, all proceeds of the income tax levied under Chapters 181 and 182 of the Codified Ordinances shall be deposited in the following Funds according the allocation provided hereinafter:

- (a) **82 % to the General Fund.**
(b) **18 % to the Capital Improvement Fund.**

SECTION 2: Effective January 1, 2021, Section 133.12 of the Codified Ordinances of the City of Streetsboro, Ohio, as it has heretofore existed, is hereby repealed and Section 133.12 as set forth herein shall become effective.

SECTION 3: Any portion of the Codified Taxation Ordinances of the City of Streetsboro, Ohio, which has not been specifically amended herein, shall remain in full force and effect.

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 5: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of public peace, health and safety of the City and for further reason that the immediate effectiveness of this Ordinance is necessary to provide funds in order to adequately carry out necessary municipal functions and to meet increasing costs and other financial obligations of the City; this Ordinance shall be in full force and effect from and immediately after its passage and approval by the Mayor.

PASSED:

Date _____

John Ruediger, President of Council

MEMO

Date: November 10, 2020
To: Mayor Glenn M. Broska and City Council
From: Jenny Esarey, Finance Director
Re: Postage Meter

RECEIVED
NOV 10 2020
CLERK OF COUNCIL
STREETSBO, OHIO

Hello Everyone,

Ordinance #2015-88 with Pitney Bowes for the city's postage meter expires 12/31/2020.

A quote from Pitney Bowes was obtained along with a competitive quote from Quadient.

Both quotes are for sixty (60) months and are broken out as follows:

- Pitney Bowes – Total \$11,514.72 (Government Rates)
 - 1st 12 Months - \$164.24 per month (\$1,970.88)
 - 48 Months - \$198.83 per month (\$9,543.84)
- Quadient – Total \$12,559.80
 - 60 Months - \$209.33 per month

We have been very happy with our postage meter with Pitney Bowes, and have great results with service and buying supplies. Our current contract was \$11,220 or \$187 per month per Ordinance #2015-88. This is processed out of Capital Improvement Fund (#401) Account #401-81-5745.

I am recommending that we enter into a sixty (60) month contract with Pitney Bowes. Please note that we will be upgraded to the top equipment offered as well with this new contract.

I am kindly requesting that we move the Pitney Bowes agreement to the December 14, 2020 Council Meeting for emergency passage in order to get this contract executed prior to year-end expiration.

Thank you!
Jenny ☺

RECORD OF ORDINANCES

BEAR GRAPHICS 800-325-9094 FORM NO. 30043

Ordinance No. 2015-88

Passed September 28, 2015

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH PITNEY BOWES GLOBAL FINANCIAL SERVICES FOR POSTAGE METER EQUIPMENT, AND DECLARING AN EMERGENCY TO EXPEDITE THE AGREEMENT.

WHEREAS, the City currently maintains and has maintained Pitney Bowes postage equipment for a number of years and recommends continuing the contractual relationship.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio:

SECTION 1: That the Mayor be, and hereby is, authorized to enter into the lease agreement with Pitney Bowes Global Financial Services for postage meter equipment for the City for a term of 60 months as set forth in Exhibit "A" attached hereto and incorporated herein, in an amount not to exceed Two Thousand Two Hundred Forty Four dollars (\$2,244.00) annually.

SECTION 2: That the Finance Director be, and hereby is, authorized to encumber and pay the funds necessary to meet this obligation, and by signing below certifies, in accordance with R.C. 5705.41(D), that such amount in fiscal year 2015 has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of the appropriate fund free from any previous encumbrances.

SECTION 3: That all formal actions of Council relating to the adoption of this ordinance, and all deliberations of Council and any of its committees leading to such action, were in meetings open to the public as required by R.C. 121.22.

SECTION 4: That this Ordinance is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for necessary postage meter equipment for the City. For this reason and other reasons manifest to this Council, this ordinance shall take effect and be in force immediately upon proper passage by Council and approval by the Mayor.

PASSED:

Date

Jeffrey M. Allen, President of Council

ATTEST:

Caroline L. Kremer, Clerk of Council

APPROVED:

Date

Glenn M. Broska, Mayor

Certified as to available funds (R.C. 5705.41(D)) by:

Jenny Esarey, Finance Director

Prepared and approved as to legal content by:

David M. Maistros, Law Director

Date Submitted to Mayor for Approval:

9-29-15

Returned:

9-29-15

Sponsored by: Finance Director

**PITNEY BOWES GLOBAL FINANCIAL SERVICES AGREEMENT
STATE & LOCAL FAIR MARKET VALUE LEASE**

Agreement Number									

Your Business Information

00863725883

Full Legal Name of Lessee	DBA Name of Lessee	Tax ID # (FEIN/TIN)
9184 STATE ROUTE 43	STREETSBORO	OH 44241-5322
Billing Address: Street	City	State Zip+4
		21757739863
Billing Contact Name	Billing Contact Phone #	Billing CAN #
9184 STATE ROUTE 43	STREETSBORO	OH 44241-5322
Installation Address (If different from billing address) : Street	City	State Zip+4
		00863725883
Installation Contact Name	Installation Contact Phone #	Installation CAN #

Fiscal Period (from - to)

Customer PO #

Delivery CAN #

Your Business Needs

Qty	Business Solution Description	
1	Mail Stream Solution - 1	<input checked="" type="checkbox"/> Service Level Agreement
1	DM400C Digital Meter System	Tier 1 - Provides repair and maintenance service for equipment (Standard SLA)
1	IntelliLink Interface / PSD for DM300C/ DM400C/DM450C w/P	
1	Basic Accounting (50 Accounts)	<input type="checkbox"/> Software Maintenance (additional terms apply) - Provides revision updates & technical assistance
1	10 lb Integrated Weighing	
1	95 LPM Feature	<input checked="" type="checkbox"/> Soft-Guard® Subscription - Provides postal and carrier updates
1	USB Hub	If you do not choose Soft-Guard protection with your lease, you will automatically receive updates at PB's current rates.
1	Integrated Weighing Platform	<input checked="" type="checkbox"/> IntelliLink® Subscription/ Meter Rental - Provides simplified billing and includes postage repeats
1	pbSmartPostage Free	() Value Based Services
1	Laser Printer	(x) Purchase Power® credit line
1	IntelliLink Subscription	

Permit Mail Payment Service - Allows you to consolidate permit postage with metered postage under one account. As a permit mail user, we need USPS forms 6001, 6002, and 6003, along with the Permit Enrollment form, to activate your Permit Mail Payment service.

YES PBGFS ValueMAX® Program

(x) No Enrollment (I will provide proof of insurance within the next 30 days as noted in paragraph 1.9)

Your Payment Plan

Number Of Months	Monthly Amount	Billed Quarterly At*
First 60	\$187	\$561

*Does not include any applicable taxes.

() Required advance check of \$() received
Tax Exempt# State Tax (if applicable)
☒ Tax Exempt Certificate Attached
() Tax Exempt Certificate Not Required

Your Signature Below

Non-Appropriations. You warrant that you have funds available to pay all payments until the end of your current fiscal period, and shall use your best efforts to obtain funds to pay all payments in each subsequent fiscal period through the end of your Lease Term. If your appropriation request to your legislative body, or funding authority ("Governing Body") for funds to pay the payments is denied, you may terminate this Lease on the last day of the fiscal period for which funds have been appropriated, upon (i) submission of documentation reasonably satisfactory to us evidencing the Governing Body's denial of an appropriation sufficient to continue this Lease for the next succeeding fiscal period, and (ii) satisfaction of all charges and obligations under this Lease incurred through the end of the fiscal period for which funds have been appropriated, including the return of the Equipment at your expense.

By signing below, you agree to be bound by all the terms and conditions of this Agreement, including those contained on page 2 and those located in the Pitney Bowes Terms (Version 2/13), which are available at www.pb.com/terms and are incorporated by reference. The lease will be binding on PBGFS only after PBGFS has completed its credit and documentation approval process and an authorized PBGFS employee signs below. The lease requires you either to provide proof of insurance or instead participate in the Pitney Bowes ValueMAX equipment protection program (see paragraph 1.9 page 2) for an additional fee.

Glenn M. Broska 09/29/15
Customer Signature Date

Glenn M. Broska, Mayor City of Streetsboro
Print Name Title Email Address

Sales Information

Jason Ambrosio * 473

Account Rep Name District Office PBGFS Acceptance
(C0154402 3) Page 1 of 2 See Pitney Bowes Terms for additional terms and conditions

PBGFS SLG FNV Lease Agreement (Version 2/13)
©2012 Pitney Bowes Inc. All rights reserved. Pitney Bowes Connect®, Soft-Guard®, IntelliLink®, Purchase Power® and ValueMAX® are registered trademarks owned by Pitney Bowes Inc.

LEASE TERMS AND CONDITIONS

This is a lease with Pitney Bowes Global Financial Services LLC (PBGFS), Pitney Bowes' leasing company. PBGFS provides leasing options to our customers. PBGFS does not warrant, service or otherwise support the equipment. Those services are provided by Pitney Bowes Inc. (PBI) as stated in the Pitney Bowes Terms. Due to federal regulations, only PBI can own an IntelliLink® Control Center or Meter. Therefore, those items are rented to you, rather than leased. Unlike the other equipment you may lease from us, you cannot purchase an IntelliLink Control Center or Meter at the end of the Agreement.

L1. DEFINITIONS

L1.1 All capitalized terms that are not defined in this document are defined in the "Definitions" section of the Pitney Bowes Terms.

L2. AGREEMENT

L2.1 You are leasing the Equipment listed on the Order. You will make each Quarterly Payment by the due date shown on our invoice.

L2.2 You may not cancel this Lease for any reason except as expressly set forth in Sections L10 and L11 below. All payment obligations are unconditional.

L2.3 Our remedies for your failure to pay on time or other defaults are set forth in the "Default and Remedies" section of the Pitney Bowes Terms.

L2.4 You authorize us to file a Uniform Commercial Code financing statement naming you as debtor/lessee with respect to the Equipment.

L3. PAYMENT TERMS AND OBLIGATIONS

L3.1 We will invoice you in arrears each quarter for all payments on the Order (each, a "Quarterly Payment"), except as provided in any SOW attached to this Agreement.

L3.2 Your Quarterly Payment may include a one-time origination fee, amounts carried over from a previous unexpired lease, and other costs.

L3.3 If you request, your IntelliLink Control Center/Meter Rental fees, Service Level Agreement fees, and Soft-Guard® payments ("PBI Payments") will be included with your Quarterly Payment and begin with the start of the Lease Term. Your Quarterly Payment will increase if your PBI Payments increase.

L4. EQUIPMENT OWNERSHIP

L4.1 We own the Equipment. PBI owns any IntelliLink Control Center or Meter. Except as stated in Section L6.1, you will not have the right to become the owner at the end of this Agreement.

L5. LEASE TERM

L5.1 The Lease term is the number of months stated on the Order ("Lease Term").

L6. END OF LEASE OPTIONS

L6.1 During the 90 days prior to the end of your Lease, you may, if not in default, select one of the following options:

- enter into a new lease with us;
- purchase the Equipment "as is, where is" for fair market value; or
- return the Equipment, IntelliLink Control Center and/or Meter in its original condition, reasonable wear and tear excepted. If you return the Equipment, IntelliLink Control Center and/or Meter, at our option you will either (i) properly pack them and insure them for their full replacement value (unless you are enrolled in the ValueMAX® program) and deliver them aboard a common carrier, freight prepaid, to a destination within the United States that we specify, or (ii) properly pack and return them in the return box and with the shipping label provided by us and, in either case, pay us our then applicable processing fee.

L6.2 If you do not select one of the options in Section L6.1, you shall be deemed to have agreed to enter into successive 12-month annual extensions of the term of this Agreement. You may opt to cease the automatic extensions by providing us with written notice within 120 days (but no less than 30 days or such shorter period as may be contemplated by law) prior to the expiration of the then-current term of this Agreement. Upon cancellation, you agree to either return all items pursuant to Section L6.1(c) or purchase the Equipment.

L7. WARRANTY AND LIMITATION OF LIABILITY

L7.1 WE (PBGFS) MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR FREEDOM FROM INTERFERENCE OR INFRINGEMENT.

L7.2 PBI provides you with (and we assign to you our rights in) the limited warranty in the Pitney Bowes Terms.

L7.3 WE ARE NOT LIABLE FOR ANY LOSS, DAMAGE (INCLUDING INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES), OR EXPENSE CAUSED DIRECTLY OR INDIRECTLY BY THE EQUIPMENT.

L8. EQUIPMENT OBLIGATIONS

L8.1 Condition and Repairs. You will keep the Equipment free from liens and encumbrances and in good repair, condition, and working order.

L8.2 Inspection. We may inspect the Equipment and any related maintenance records.

L8.3 Location. You may not move the Equipment from the location specified on the Order without our prior written consent.

L9. RISK OF LOSS AND VALUEMAX® PROGRAM

Because we own the equipment while you lease it from us, we need to make sure it is protected while it is in your possession. You can demonstrate to us that the equipment will be protected either by showing us that your insurance will cover the equipment or by enrolling in our fee-based ValueMAX program. The terms of that program are listed in Section L9.2.

L9.1 Risk of Loss.

- You bear the entire risk of loss to the Equipment from the date of shipment by PBI until the end of the Lease Term (including any extensions), regardless of cause, ordinary wear and tear excepted ("Loss").
- No Loss will relieve you of any of your obligations under this Lease. You must immediately notify us in writing of the occurrence of any Loss.
- You will keep the Equipment insured against Loss for its full replacement value under a comprehensive policy of insurance or other arrangement with an insurer of your choice, provided that it is reasonably satisfactory to us ("Insurance"). YOU MUST CALL US AT 1-800-732-7222 AND PROVIDE US WITH EVIDENCE OF INSURANCE.

L9.2 ValueMAX Program.

- If you do not provide evidence of insurance and have not enrolled in our own program (ValueMAX), we may include the Equipment in the ValueMAX program and charge you a fee, which we will include as an additional charge on your invoice.
- We will provide written notification reminding you of your insurance obligations described above in Section L9.1(c).
- If you do not respond with evidence of insurance within the time frame specified in the notification we may immediately include the Equipment in the ValueMAX program.
- If the Equipment is included in the ValueMAX program and any damage or destruction to the Equipment occurs (other than from your gross negligence or willful misconduct, which is not covered by ValueMAX), we will (unless you are in default) repair or replace the Equipment.
- If we are required to repair or replace the Equipment under the ValueMAX program and we fail to do so within 20 days of receiving your written notice of loss or damage, you may terminate this Lease.
- We are not liable to you if we terminate the ValueMAX program. By providing the ValueMAX program we are not offering or selling you insurance; accordingly, regulatory agencies have not reviewed this Lease, this program or its associated fees, nor are they overseeing our financial condition.

L10. NON-APPROPRIATION

L10.1 You warrant that you have funds available to pay all payments until the end of your current fiscal period, and shall use your best efforts to obtain funds to pay all payments in each subsequent fiscal period through the end of your Lease Term. If your appropriation request to your legislative body, or funding authority ("Governing Body") for funds to pay the payments is denied, you may terminate this Lease on the last day of the fiscal period for which funds have been appropriated, upon (i) submission of documentation reasonably satisfactory to us evidencing the Governing Body's denial of an appropriation sufficient to continue this Lease for the next succeeding fiscal period, and (ii) satisfaction of all charges and obligations under this Lease incurred through the end of the fiscal period for which funds have been appropriated, including the return of the Equipment at your expense.

L11. EARLY TERMINATION

L11.1 You further warrant that you intend to enter into this Lease for the entire Stated Term and you acknowledge that we have relied upon such represented intention when determining the applicable pricing plan. If you cancel or terminate this Lease prior to expiration of the Stated Term (other than for non-appropriations), you shall pay a termination charge equal to the net present value of the monthly payments remaining through the completion of the term, discounted to present value at a rate of 6% per year. The foregoing paragraph shall supercede Section G5.2(b) of the Pitney Bowes Terms.

L12. MISCELLANEOUS

L12.1 If more than one lessee is named in this Lease, liability is joint and several.

L12.2 YOU MAY NOT ASSIGN OR SUBLET THE EQUIPMENT OR THIS LEASE WITHOUT OUR PRIOR WRITTEN CONSENT, WHICH CONSENT WILL NOT BE UNREASONABLY WITHHELD.

L12.3 We may sell, assign, or transfer all or any part of this Lease or the Equipment. Any sale, assignment, or transfer will not affect your rights or obligations under this Agreement.

Sourcewell (formerly known as NJPA) State & Local FMV Lease

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

CITY OF STREETSBORO FINANCE DEPT

Sold-To: Address

9184 STATE ROUTE 43, STREETSBORO, OH, 44241-5322, US

Sold-To: Contact Name

Sold-To: Contact Phone #

Sold-To: Account #

Katie Harrison

3306264942

0011326114

Bill-To: Address

9184 STATE ROUTE 43, STREETSBORO, OH, 44241-5322, US

Bill-To: Contact Name

Bill-To: Contact Phone #

Bill-To: Account #

Bill-To: Email

Katie Harrison

3306264942

0011326114

kharrison@cityofstreetsboro.com

Ship-To: Address

9184 STATE ROUTE 43, STREETSBORO, OH, 44241-5322, US

Ship-To: Contact Name**Ship-To: Contact Phone #****Ship-To: Account #**

Katie Harrison

3306264942

0011326114

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROCAUTO	SendPro C Auto
1	1E40	4" White Label Printer
1	1FXA	Interface to InView Dashboard
1	7H00	C Series IMI Meter
1	993-4B	DM400C Return Kit - Upgrade to 9H00
1	APAC	Connect+ Accounting Weight Break Reports
1	APAX	Cost Acctg Accounts Level (100)
1	APB2	Cost Accounting Devices (10)
1	APKN	Account List Import/Export
1	C5C1	Sendpro C Auto 120
1	CAAB	Basic Cost Accounting
1	ME1A	Meter Equipment - C Series
1	PAB1	C Series Premium App Bundle
1	PTJ1	SendPro Online

1	PTJA	SendPro Basic 1 User
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK2	SendPro C Series Shipping Integration
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro C Auto)
1	ZH24	Manual Weight Entry
1	ZHD5	USPS Rates with Metered Letter
1	ZHD7	E Conf Services for Metered LTR. BDL

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
12	\$ 164.24	\$ 492.72
48	\$ 198.83	\$ 596.49

*Does not include any applicable sales, use, or property taxes which will be billed separately.

- () Tax Exempt Certificate Attached
 () Tax Exempt Certificate Not Required
 (X) Purchase Power® transaction fees included
 () Purchase Power® transaction fees extra

Your Signature Below

Non-Appropriations. You warrant that you have funds available to make all payments until the end of your current fiscal period, and shall use your best efforts to obtain funds to make all payments in each subsequent fiscal period through the end of your lease term. If your appropriation request to your legislative body, or funding authority ("Governing Body") for funds to make the payments is denied, you may terminate this lease on the last day of the fiscal period for which funds have been appropriated, upon (i) submission of documentation reasonably satisfactory to us evidencing the Governing Body's denial of an appropriation sufficient to continue this lease for the next succeeding fiscal period, and (ii) satisfaction of all charges and obligations under this lease incurred through the end of the fiscal period for which funds have been appropriated, including the return of the equipment at your expense.

By signing below, you agree to be bound by all the terms and conditions of this Agreement, including the NJPA Contract Number 041917-PIT, effective date May 17, 2017 and the State and Local Fair Market Value Lease Terms (including the Pitney Bowes Terms) (Version 2/20) which is available at <http://www.pb.com/states/njpa> and is incorporated by reference (the "Agreement"). You acknowledge that, except for non-appropriation, you may not cancel this lease for any reason and that all payment obligations are unconditional. This lease will be binding on us after we have completed our credit and documentation approval process and have signed below. This lease requires you to either provide proof of insurance or participate in the ValueMAX® requirement protection program (see Section 6 of the State and Local Fair Market Value Lease Terms) for an additional fee. If software is included in the Order, additional terms apply which are available by clicking on the hyperlink for that software located at <http://www.pitneybowes.com/us/license-terms-of-use/software-and-subscription-terms-and-conditions.html>. Those additional terms are incorporated by reference.

Not Applicable

State/Entity's Contract#

Lessee Signature

Print Name

Title

Date

Email Address

Pitney Bowes Signature

Print Name

Title

Date

Sales Information

DALE RIEGLE	dale.riegle@pb.com
-------------	--------------------

Account Rep Name	Email Address	PBGFS Acceptance
------------------	---------------	------------------

Customer

Organization	City of Streetsboro		
DBA			
Address	555 Frost Rd		
City State Zip	Streetsboro	OH	44241
Phone	(330) 626-4942	Fax	

Purchase Order - Lease

NASPO/ValuePoint Contract #: ADSPO 16-169901

and / or

State Participating Addendum (PA) #:

#GPC016 RS902318 (OH)

Vendor

Company Name	Mail Finance, Inc.	FEDERAL ID#	94-2984524
Attention	Government Sales	DUNS#	150836872
Address	478 Wheelers Farms Rd		
City State Zip	Milford	CT	06461
Phone	(866) 448-0045	Fax	(203) 301-2600

Ship To

Organization	City of Streetsboro		
Attention	Kate Harrison		
Address	555 Frost Rd		
City State Zip	Streetsboro	OH	44241
Phone	(330) 626-4942	Email	kharrison@cityofstreetsboro.com

P.O. Number	P.O. Date	Requisitioner	Shipped Via	F.O.B. Point	Terms
			Ground	Destination	Quarterly Invoicing

QTY	Unit	Description	Unit Price	Total
60	Months	Lease Payment	\$209.33	\$12,559.80

Lease payment specified above for products listed below includes, as applicable, reduced price equipment maintenance to reflect first year free, meter rental, meter resets, postal rate changes, software license/support/subscription fees, delivery, installation, and operator training.

Products

QTY	Product ID	Description
1	IXWP5	IX Series 5 lb Weighing Platform
1	ICMFP-1	Desktop Solution - Power Conditioning Line Filter
1	DT-ECERT	e-Certify Configuration Fee
1	DT-ECERT2KAS	e-Certify Subscription - Level 3 (up to 2,000 e-Certs per year).
1	IX5AF	iX-5 Series Base w/ Autofeeder, Sealer, Catch Tray & Ink Cartridge

- 1) Order is governed under the terms and conditions of the NASPO/ValuePoint Master Price Agreement Contract Number ADSPO16-169901. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.

- 2) Payments will be sent to:
Mail Finance Inc.
Dept 3682
PO Box 123682
Dallas TX 75312-3682

- 3) Send all correspondence to:
Mail Finance Inc.
478 Wheelers Farms Rd
Milford CT 06461

 Authorized by

 Date

 Print Name

 Title

Exhibit A

**LEASE SCHEDULE No. (Neopost Lease # once booked) TO MASTER LEASING AGREEMENT
(the "Master Leasing Agreement")**

True Lease Transaction

UNDER STATE TERM SCHEDULE NUMBER GPC016 RS902318

1. **Terms and Provisions:** This Lease Schedule is entered into by and between the Lessor and the Lessee set forth below pursuant to the terms of the Master Leasing Agreement, dated 10/11/2017, between Neopost USA Inc., as Lessor, and the State of Ohio, by the Department of Administrative Services, for the Lessee. The terms of the MASTER LEASING AGREEMENT are hereby incorporated by reference and made a part hereof. The Lessee (check appropriate box) and billing address of Lessee (complete) are set forth below:

☐ **An Ohio State agency. The Lessee is the Ohio State agency set forth with the billing address below.**

☒ **A Political Subdivision in the State of Ohio. The name of the Political Subdivision is set forth below with the billing address.**

Name and Billing Address:

City of Streetsboro

555 Frost Rd

Streetsboro, OH 44241

2. **Commencement Date** of this Lease Schedule shall be: a) the Acceptance Date as identified on the Acceptance Certificate (Exhibit B) hereto if such date is the first day of a month; or b) the first day of the month following the Acceptance Date if such date is not the first day of a month. The Lease Payment due dates shall include the Commencement Date and shall be on the first day of each month thereafter.
3. **Description of the Property:** The Property subject to this Lease Schedule is set forth below and has been acquired pursuant to the State Term Schedule GPC016 RS902318 currently in existence between Neopost USA Inc and the State of Ohio, dated 10/11/17.

Item No.	Quantity	Style	Description
1			
2			
3 etc.			See Attached PO for Part Numbers

Property Location:

555 Frost Rd, Streetsboro, OH 44241

4. **Term:** 60 months.
5. **Periodic Lease Payment Amount:** 627.99
6. **Lease Payment Frequency:** quarterly [monthly, quarterly, annually]
7. **Expiration:** Lessor shall not be obligated to maintain the stated Payment Amount if the Certificate of Acceptance covering the Property has not been executed by Lessee and received by Lessor at: _____; by 5:00 p.m., _____.
8. **Taxes.** Lessee shall keep the Property free of all levies, liens and encumbrances, except for the interest of Lessor under the Master Leasing Agreement, and shall pay when due all, to the extent applicable by law, taxes, fees, withholdings, levies, imposts, duties, assessments and charges of any kind and nature arising out of or related to the Master Leasing Agreement all in accordance with Section 11 of the Master Leasing Agreement. Upon receipt by Lessor of any such property tax bill (whether from Lessee or directly from the taxing authority), Lessor will pay such tax and will invoice Lessee for the expense. Upon receipt of such invoice, Lessee will promptly reimburse Lessor for such expense.
9. **Assignment:** As provided in Section 24 of the Master Financing Agreement, Lessee is hereby notified that Lessor has assigned all of its right, title and interest in the Lease Schedule, the Property thereunder and the Lease Payments thereunder and all other rights in and amounts provided for under the Master Financing Agreement applicable to the Lease Schedule to the Assignee (collectively the "Assigned Interest"). Lessee is hereby directed to pay any and all Lease Payments and other amounts due with respect to which Assignee renders an invoice, at the address set out immediately below or as otherwise directed in said invoice:

Assignee:

MailFinance Inc.

478 Wheelers Farms Road

Milford, CT 06461

10. In signing this, Lessee warrants that the representations, covenants and warranties of the Lessee set forth in the Master Leasing Agreement, which are applicable to this Lease Schedule are true and correct on the date hereof. Lessee agrees that it will pay all amounts due under the Lease Schedule as directed in the invoice and subject to Section 9.2 of the Master Leasing Agreement.
11. This Schedule is subject to Review and Approval by MailFinance Inc.

ASSIGNMENT ACCEPTED BY MailFinance Inc.:

By: _____

For use only with State Agency Lease Schedules

This Schedule is subject to review and approval by the State of Ohio's Department of Administrative Services ("DAS") for state agencies under DAS superintending authority in accordance with Sections 125.021 and 125.041 of the Code. DAS review and approval is also to ensure that state agencies' purchases which are under DAS authority are made with a "Release and Permit" in accordance with Section 125.06 of the Code.

REVIEWED AND APPROVED BY THE OHIO DEPARTMENT OF ADMINISTRATIVE SERVICES:

By: _____

Title:

Lessor: Neopost USA Inc.
By
Printed Name:
Title:
Date:

Lessee: City of Streetsboro
By:
Printed Name:
Title:
Date:

Exhibit F
INSURANCE REQUIREMENTS

RE: Property Schedule No. *(Neopost lease number once booked)* between City of Streetsboro (Lessee) and Neopost USA Inc. (Lessor), entered into pursuant to Master Leasing Agreement, dated 10/11/2017, between the State of Ohio, by the Department of Administrative Services and Neopost USA Inc (Lessor)

 X Per Section 18 of the Master Leasing Agreement, Lessor agrees that Lessee will self-fund replacement of the equipment in the event of a loss/damage to the equipment.

 Per Section 18 of the Master Leasing Agreement, Lessor WILL require Lessee to maintain insurance on the Property subject to Property Schedule No. *(Neopost lease number once booked)* in the amounts shown below. A Certificate of Insurance from your insurer is required.

The Certificate should state that in the event the insurance coverage is reduced or cancelled, then 30 days prior to the effect of such event, the insurer will inform Neopost USA Inc. and its assigns of such reduction or cancellation in writing.

Lessor: Neopost USA Inc.
By:
Printed Name:
Title:
Date:

Lessee: City of Streetsboro
By:
Printed Name:
Title:
Date:

ADDENDUM TO AGREEMENTS

This Addendum to Agreements is by and between Quadient Leasing USA, Inc. ("Quadient Leasing"), Quadient, Inc. ("Quadient") and City of Streetsboro ("Customer") with reference to the following:

A. Quadient Leasing and Customer are entering into a Product Lease Agreement (the "Lease"), pursuant to which Quadient Leasing will lease products to Customer.

□

B. Concurrently herewith, Quadient and Customer are entering into an Online Services and Software Agreement (the "OSS Agreement") pursuant to which Quadient will make certain other services available to Customer.

C. Any defined term used herein shall have the same meaning as in the Lease, or the OSS Agreement.

In consideration of the mutual covenants contained herein, and in the Lease, and the OSS Agreement, the parties agree to amend the OSS Agreement as follows:

1. Section 2, titled "License Grant and Additional Terms" is hereby amended to add the following to the end of this section: "Your use of the Services is limited to the number of Electronic Certified Mail pieces (each an "eCert") indicated on the Order Form ("Annual Volume Limit"). In the event You exceed the Annual Volume in any year, You agree to pay an overage charge for each eCert used over the Annual Volume Limit as outlined below (the "Overage Charge"). The Overage Charge will be determined as a product of the number of eCerts You process in excess of the Annual Volume Limit multiplied by the Overage Charge associated with tier for the excess as set forth below:"

Annual Volume Band (# of eCerts) *	Overage Charge
1-500	\$ 0.38
501-1,000	\$ 0.36
1,001-2,000	\$ 0.35
2,001-4,000	\$ 0.26
4,001-8,000	\$ 0.25
8,001-12,000	\$ 0.24
12,001-16,000	\$ 0.22
16,001-32,000	\$ 0.21
32,001-64,000	\$ 0.20
64,001-96,000	\$ 0.19
96,001-128,000	\$ 0.17
128,001-256,000	\$ 0.16
256,001-384,000	\$ 0.14
384,001 and above	\$ 0.12

* Volume bands renew annually

11/10/2020

The Lease, OSS Agreement, and this Addendum contain the complete understanding and agreement between the parties hereto, and supersede all representations, understandings or agreements prior to the execution thereof. Any changes or additions to the foregoing agreements will be valid only if they are in writing and signed by the appropriate parties.

In the event of any conflict between the terms of the Lease, OSS Agreement, and this Addendum, the terms of this Addendum shall control.

The parties have caused this Addendum to Agreements to be executed by their duly authorized representatives on the date set forth below.

Customer:

By: _____

Printed Name: _____

Title: _____

Date: _____

Quadient Leasing USA, Inc.

By: _____

Printed Name: _____

Title: _____

Date: _____

Quadient, Inc.

By: _____

Printed Name: _____

Title: _____

Date: _____



STREETSBORO POLICE DEPARTMENT

2080 State Route 303
Streetsboro OH 44241-1707
www.streetsboropolice.org

Patricia J. Wain
Chief of Police
Phone: 330.626.4976
Fax: 330.626.5239
info@streetsboropolice.com

RECEIVED

NOV 04 2020

November 4, 2020

TO: City Council Members

FROM: Chief Patricia Wain

DATE: November 4, 2020

REFERENCE: Lexipol Policy Management

CLERK OF COUNCIL
STREETSBORO, OHIO

I would request the following item be placed on the November 23, 2020 Finance Committee for discussion and the November 23, 2020 Full Council meeting under emergency legislation.

- | | |
|--------------|--------------------------------|
| 1. Amount: | \$9261.00 |
| Vendor(s): | Lexipol |
| Account: | 101.11.5591, Special Fees/Dues |
| Description: | Lexipol Annual Support |

Our department currently uses the Lexipol policy management system and the daily training briefs which is a way to train our officers on policy. By using their system, we get policy updates from them based on legislation, case law and best practices. They also provide legal support in the case of law suits related to department policy. The use of Lexipol is also seen favorably by the Ohio Plan, our current insurance carrier as a risk management tool. This is an expected expenditure and was accounted for in this year's budget in our Special Fees and Dues line.

Thank You

Patricia J. Wain
Chief of Police



Invoice

Date	11/1/2020
Invoice #	INV7596
Terms	Net 30
Due Date	12/1/2020
PO #	

NOTICE: WE HAVE A NEW MAILING ADDRESS.
Please change the address and remit payment to: 2611 Internet Blvd. Suite 100, Frisco, TX 75034

Bill To

Streetsboro Police Department
2080 SR# 303
Streetsboro Ohio 44241
United States

End User

Streetsboro Police Department
2080 SR# 303
Streetsboro OH 44241
United States

Contract Term

12/1/2020 to 11/30/2021

Annual Law Enforcement Policy Manual & Daily Training Bulletins

9,261.00

Your price above includes a 10% discount.

Invoice Total	9,261.00
Amount Due	\$9,261.00

Contact Information:
Phone: 844-312-9500
Email: receivables@lexipol.com

ACH Payments to:
Lexipol LLC
Routing# 031207607
Acct# 8026454197
PNC Bank, N.A.
2 Tower Center Blvd
East Brunswick, NJ 08816
Payment Notice to
receivables@lexipol.com

Please Make Checks Payable to:
Lexipol LLC
2611 Internet Blvd, Suite 100
Frisco, Tx 75034

Ordinance No. _____

Passed _____, _____

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITHOUT COMPETITIVE BIDDING WITH LEXIPOL, LLC FOR THE PURCHASE OF A WEB-BASED LAW ENFORCEMENT POLICY MANUAL SUBSCRIPTION SERVICE FOR THE POLICE DEPARTMENT, AND DECLARING AN EMERGENCY IN ORDER TO MAINTAIN CONTINUITY OF SERVICES.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: The Mayor is hereby authorized to enter into a contract without competitive bidding with Lexipol, LLC for the purchase of a web-based law enforcement policy manual subscription service, for a period of one year, for use by the Police Department.

SECTION 2: The Director of Finance is hereby authorized and directed to make payment for the same from the General Fund, Account No. 101-11-5591.

SECTION 3: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 4: This ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that the Council wishes to maintain continuity of policy manual subscription services for the Police Department, and provided it receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor.

PASSED: _____

Date _____

John Ruediger, President of Council

ATTEST: _____

Caroline L. Kremer, Clerk of Council

APPROVED: _____

Date _____

Glenn M. Broska, Mayor

Prepared and approved as to legal content by: _____

Franklin Beni, Law Director

Date Submitted to Mayor for Approval: _____ Returned: _____

Sponsored by: Safety Director

RECORD OF RESOLUTIONS

BARRETT BROTHERS - DAYTON, OHIO

Form 6301

Resolution No. _____ Passed _____, _____

A RESOLUTION ACCEPTING A DONATION OF FOUR HUNDRED DOLLARS (\$400.00) FROM JEFFREY ALLEN AND ALLEN ALLOYS & IRON LLC FOR USE IN BEAUTIFICATION OF THE CITY OF STREETSBORO; AND DECLARING AN EMERGENCY TO EXPEDITE THE RECEIPT OF THE DONATION.

WHEREAS, Jeffrey Allen and Allen Alloys & Iron LLC, have graciously offered to donate four hundred dollars (\$400.00) to the City of Streetsboro to be used for the purpose of city beautification,

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Streetsboro, Portage County, Ohio:

SECTION 1. That City Council hereby accepts the donation of four hundred dollars (\$400.00) from Jeffrey Allen and Allen Alloys & Iron LLC to be used by the City of Streetsboro for the purpose of city beautification and further offers sincere thanks and appreciation to Jeffrey Allen and Allen Alloys & Iron LLC on behalf of Mayor Glenn Broska, City Council and the residents of the City of Streetsboro for this donation.

SECTION 2. The Director of Finance is directed to deposit the donation into the City Beautification Fund line item 703-81-4183.

SECTION 3. That all formal actions of Council relating to the adoption of this Resolution, and all deliberations of Council and any of its committees leading to such action, were in meetings open to the public as required by R.C. 121.22.

SECTION 4. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that it is necessary to authorize receipt of the donation at the earliest possible opportunity. For this reason and other reasons manifest to this Council this resolution shall take effect and be in force immediately upon proper passage by Council and approval by the Mayor.

PASSED:

Date _____

John Ruediger, President of Council

ATTEST:

Caroline L. Kremer, Clerk of Council

APPROVED:

Date _____

Glenn M. Broska, Mayor

Prepared and approved as to legal content by: _____

Franklin Beni, Law Director

Date Submitted to Mayor for Approval: _____ Returned: _____

Sponsored by: Parks and Recreation Department

Ordinance No. _____

Passed _____

AN ORDINANCE AMENDING SECTION 2 OF ORDINANCE 2020-131 AUTHORIZING PAYMENT ON CONTRACTS FOR OWNER FURNISHED ITEMS RELATIVE TO THE CONSTRUCTION OF THE NEW TRUCK STORAGE BUILDING, AND DECLARING AN EMERGENCY TO IMMEDIATELY MEET THE NECESSARY EXPENSES OF THE CITY.

WHEREAS, by way of Ordinance 2020-131, adopted September 28, 2020, this Council authorized the Finance Director to pay Classical Construction LLC, any and all utility companies and/or their designated payees for certain owner furnished items arising out of the construction of the new truck storage garage; and

WHEREAS, the Service Director has determined that certain work for owner furnished items can be performed by city employees and it is necessary to purchase supplies from various entities out of the funds authorized under Ordinance No: 2020-131 in order to complete the work, and the Ordinance needs to be amended to authorize purchase of the necessary supplies; and

WHEREAS, this Council has determined that Ordinance No: 2020-131 needs to be amended to allow the city to purchase supplies necessary to complete work on the new truck storage garage; and

WHEREAS, Ordinance 2020-131 is amended to read in full as follows (new text underlined, deleted text in strikethrough):

That the Finance Director is authorized to make payments, under this ordinance to Classical Construction LLC., any and all utility companies and/or their designated payees, and any other suppliers, retailers, wholesalers or other entities from the Capital Improvement Fund account No. 401-51-5725.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, three-fourths (3/4) or more of the members elected or appointed thereto concurring:

SECTION 1: Section 2 of Ordinance No: 2020-131 is amended as follows:

That Finance Director is hereby, authorized to make payments, under this ordinance, to Classical Construction LLC., any and all utility companies and/or their designated payees, and any other suppliers, retailers, wholesalers or other entities from the Capital Improvement Fund account No: 401-51-5725.

SECTION 2: That all formal actions of Council relating to the adoption of this ordinance, and all deliberations of Council and any of its committees leading to such action, were in meetings open to the public as required by R.C. 121.22.

SECTION 3: This ordinance is adopted pursuant to the City of Streetsboro's home rule provisions under Article XVIII, Section 3 of the Ohio Constitution and is expressly intended to supersede any provisions of the Ohio Revised Code in conflict with its provisions.

SECTION 4: That this ordinance is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, safety, convenience and welfare of the residents of this City for the reason that it is necessary that this ordinance become effective immediately in order to meet the necessary expenses of the City. For this reason and other reasons manifest to this Council, this ordinance shall take effect and be in force immediately upon proper passage by Council and approval by the Mayor.

PASSED:

Date _____

John Ruediger, President of Council _____

MEMO

RECEIVED

NOV 16 2020

CLERK OF COUNCIL
STREETSBORO, OHIO

Date: November 16, 2020
To: Mayor Broska and City Council
From: Jenny Esarey, Finance Director
Re: Amend Permanent Appropriations (Amendment #15) – 2020 Permanent Budget

Hello Everyone,

The fifteenth (15th) Amendment to the 2020 Permanent Appropriations, is being presented to adjust the following items:

Exhibit A

Estimated Resources

General Fund

- Statutory – 101-81
 - + \$200,000 – Acct #101-81-4114 – Municipal Income Tax
 - Increase based on actual receipts through 10/16/2020
 - Increase will be used to offset Transfer to Capital Fund #401
 - + \$1,441 – Acct #101-81-4169 – Misc. Receipts
 - Reimbursement Check Received for Repairs that were paid for that ended up being covered by Warranty

Other Funds

- Capital Fund #401
 - + \$200,000 – Acct #401-91-4191 – Transfer In
 - Monies transferred to Capital Fund #401 from General Fund #101
 - Monies needed for Estimated Remaining 2020 Capital Fund #401 Expenditures, along with monies necessary to accommodate the 01/01/2021 Beginning Fund Balance for Capital Fund (#401) - (Beginning Fund Balance needed to accommodate 2021 Budgetary Expenditures for the Capital Fund #401)
 - - \$200,000 – Acct #401-81-4114 – Municipal Income Tax
 - Reduction since Transferring Monies from General Fund #101, this is reducing the Estimated Receipts from Municipal Income Tax since no Income Tax Monies are being allocated to the Capital Fund #401 per Ordinance #2020-69

Appropriations

General Fund

- Fire – 101-12
 - + \$3,000 – Acct #101-12-5613 – Vehicle Parts & Supplies
 - - \$3,000 – Acct #101-12-5232 – Pension
 - Monies needed for estimated remaining 2020 Vehicle Part & Supplies Expenditures
 - + \$8,000 – Acct #101-12-5745 – Equipment
 - - \$3,500 – Acct #101-12-5241 – Schooling
 - - \$4,500 – Acct #101-12-5341 – Contractual Services
 - Monies needed for estimated remaining 2020 Equipment Expenditures
- Building – 101-41
 - + \$600 – Acct #101-41-5611 – Materials and Supplies
 - - \$600 – Acct #101-41-5344 – Plan Review Services
 - Monies needed for estimated remaining 2020 Materials and Supplies Expenditures

MEMO

Appropriations (continued)

General Fund (continued)

- Statutory – 101-81
 - + \$1,441 – Acct #101-81-5613 – Vehicle Parts & Supplies
 - Reimbursement check received for repairs that ended up being covered by warranty
 - Repairs were originally paid to TSI Western Star from Acct #101-81-5613
 - + \$5,000 – Acct #101-81-5620 – Water Use
 - - \$5,000 – Acct #101-81-5626 – Gasoline & Fuel
 - Monies needed for estimated remaining 2020 Water and Sewer Expenditures
- Transfer/Advance – 101-91
 - + \$200,000 – Acct #101-91-5911 – Transfer Out
 - Transfer to Capital Fund #401
 - Monies needed for estimated remaining 2020 Capital Fund (#401) expenditures, along with monies necessary to accommodate the Beginning Fund Balance for the Capital Fund (#401) for 1/1/2021.

The Net Effect to the 2020 Permanent Budget is \$0.00 for Exhibit A.

Thank you!
Jenny

RECORD OF ORDINANCES

BARRETT BROTHERS - DAYTON, OHIO

Form 6220S

Ordinance No. _____

Passed _____

AN ORDINANCE AMENDING ORDINANCE NO. 2019-168, THE 2020 ANNUAL APPROPRIATION ORDINANCE. [#15]

WHEREAS, it is necessary to amend certain 2020 appropriations provided for in the 2020 Annual Appropriations Ordinance in order to adequately administer the City's resources in accordance with financial requirements now known; and

WHEREAS, the 2020 appropriations were previously amended by Ordinance No. 2020-152 passed November 9, 2020, Ordinance No. 2020-137 passed October 26, 2020, Ordinance No. 2020-118 passed September 28, 2020, Ordinance No. 2020-106 passed September 14, 2020, Ordinance No. 2020-100 passed August 24, 2020, Ordinance No. 2020-91 passed July 13, 2020, Ordinance No. 2020-84 passed June 22, 2020, Ordinance No. 2020-79 passed June 8, 2020, Ordinance No. 2020-73 passed May 18, 2020, Ordinance No. 2020-65 passed April 27, 2020, Ordinance No. 2020-49 passed March 23, 2020, Ordinance No. 2020-36 passed March 9, 2020, Ordinance No. 2020-25 passed February 24, 2020, and Ordinance No. 2020-10 passed January 27, 2020; and

WHEREAS, pursuant to Section 4.13 of the City Charter, this Ordinance will take effect immediately upon approval by the Mayor,

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Streetsboro, Portage County, Ohio, that:

SECTION 1: The 2020 Annual Appropriations Ordinance is hereby amended as set forth in Exhibit "A" hereto, which is attached and incorporated as if fully rewritten herein.

SECTION 2: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, to the extent applicable, including Chapter 107 of the Codified Ordinances.

SECTION 3: This Ordinance shall take effect immediately upon the signature of the Mayor pursuant to Section 4.13 of the City Charter.

PASSED:

Date _____

John Ruediger, President of Council

ATTEST:

Caroline L. Kremer, Clerk of Council

APPROVED:

Date _____

Glenn M. Broska, Mayor

Prepared and approved as to legal content by: _____

Franklin Beni, Law Director

Date Submitted to Mayor for Approval: _____

Returned: _____

Sponsored by: Finance Dept.



Exhibit A

Finance Committee November 23, 2020
Council Meeting November 23, 2020

INCREASE IN ESTIMATED RESOURCES:

Line Item	Project #	Department	Description	Amount	Comment(s):
101-81-4114		Statutory	Municipal Income Tax	\$ 200,000.00	Based on Actual Receipts through 10/16/2020 - Monies used to transfer necessary monies to the Capital Fund #401
101-81-4169		Statutory	Misc. Receipts	\$ 1,441.00	Reimbursement Check for Repairs that Ended up Being Covered by Warranty
			Total Statutory	\$ 201,441.00	
			Total General Fund	\$ 201,441.00	
401-91-4191		Transfer/Advance	Transfer In	\$ 200,000.00	Transfer to Capital Fund #401 from General Fund #101 - Monies needed for Estimated Remaining 2020 Capital Fund #401 Expenditures, along with monies necessary to accommodate the Beginning Fund Balance for Capital Fund (#401) - (Beginning Fund Balance needed to accommodate 2021 Budgetary Expenditures for the Capital Fund #401)
			Total Capital Fund	\$ 200,000.00	
			Total Increase in Estimated Resources	\$ 401,441.00	

DECREASE IN ESTIMATED RESOURCES:

Line Item	Project #	Department	Description	Amount	Comment(s):
401-81-4114		Statutory	Municipal Income Tax	\$ 200,000.00	Since Transferring Monies from General Fund #101, Reducing the Estimated Receipts from Municipal Income Tax since no Income Tax Monies are being allocated to the Capital Fund #401 per Ordinance #2020-69
			Total Capital Fund	\$ 200,000.00	
			Total Decrease in Estimated Resources	\$ 200,000.00	

INCREASE APPROPRIATIONS:

Line Item	Project #	Department	Description	Amount	Comment(s):
101-12-5613		Fire	Vehicle Parts & Supplies	\$ 3,000.00	Monies needed for est. remaining 2020 Vehicle Parts & Supplies Exp.
101-12-5745		Fire	Equipment	\$ 8,000.00	Monies needed for est. remaining 2020 Equipment Exp.
			Total Fire	\$ 11,000.00	
101-41-5611		Building	Materials and Supplies	\$ 600.00	Monies needed for estimated remaining 2020 Materials and Supplies Expenditures
			Total Building	\$ 600.00	
101-81-5613		Statutory	Vehicle Parts & Supplies	\$ 1,441.00	Reimbursement Check Received for Repairs that Ended up Being Covered by Warranty (Repairs Paid out of 101-81-5613)
101-81-5620		Statutory	Water Use	\$ 5,000.00	Monies needed for estimated remaining 2020 Water & Sewer Bills for the City of Streetsboro
			Total Statutory	\$ 6,441.00	

Exhibit A

Finance Committee November 23, 2020
Council Meeting November 23, 2020

INCREASE APPROPRIATIONS: (Continued)

Line Item	Project #	Department	Description	Amount	Comment(s):
101-91-5911		Transfers/Advance	Transfer Out	\$ 200,000.00	Transfer to Capital Fund #401 - Monies needed for Estimated Remaining 2020 Capital Fund #401 Expenditures, along with monies necessary to accommodate the Beginning Fund Balance for Capital Fund (#401) - (Beginning Fund Balance needed to accommodate 2021 Budgetary Expenditures for the Capital Fund #401)
			Total Transfer/Advance	\$ 200,000.00	
			Total General Fund	\$ 218,041.00	

DECREASE APPROPRIATIONS:

Line Item	Project #	Department	Description	Amount	Comment(s):
101-12-5232		Fire	Pension	\$ 3,000.00	Monies needed for Vehicle Parts & Supplies and Equipment Exp.
101-12-5241		Fire	Schooling	\$ 3,500.00	Monies needed for Vehicle Parts & Supplies and Equipment Exp.
101-12-5341		Fire	Contractual Services	\$ 4,500.00	Monies needed for Vehicle Parts & Supplies and Equipment Exp.
			Total Fire	\$ 11,000.00	
101-41-5344		Building	Plan Review Services	\$ 600.00	Monies needed for estimated remaining 2020 Materials and Supplies Expenditures
			Total Service	\$ 600.00	
101-81-5626		Statutory	Gasoline & Fuel	\$ 5,000.00	Monies needed for estimated remaining 2020 Water & Sewer Bills for the City of Streetsboro
			Total Statutory	\$ 5,000.00	
			Total General Fund	\$ 16,600.00	
			Total Decrease to Appropriations	\$ 16,600.00	
Total Increases in Estimated Resources				\$ 401,441.00	
Total Decrease in Estimated Resources				\$ 200,000.00	
Plus Decreases in Appropriations				\$ 16,600.00	
Less Increases in Appropriations				\$ 218,041.00	
Net Change to 2020 Permanent Appropriations Budget				\$ -	