

**CITY OF MASON
COUNCIL MEETING
NOVEMBER 12, 2018**

The meeting was called to order at 7:00 p.m. Rabbi Yosef Kalmanson opened the meeting in prayer. All those present recited the Pledge of Allegiance.

ATTENDANCE

The following members of Council were present: Diana K. Nelson, Barbara Berry-Spaeth, Ashley Chance, Kathy Grossmann, Michael Gilb, T. J. Honerlaw, and Victor Kidd.

APPROVAL OF MINUTES

A motion to approve the October 22, 2018 Council Meeting Minutes was made by Councilmember Chance, seconded by Councilmember Honerlaw. VOTE: 5 YEAS, 2 ABSTAIN (Spaeth, Gilb).

CITY MANAGER'S REPORT

The next regularly scheduled Council meeting falls on November 26, the Monday after Thanksgiving. Staff are working to have all outstanding business ready for Council action on November 12. A motion to eliminate the November 26 Council Meeting was made by Councilmember Chance, seconded by Councilmember Gilb. VOTE: ALL YEAS.

Sunday, November 11, the City hosted the American Legion in the Municipal Center Atrium for a Veteran's Memorial Service open to the community.

City offices will be closed on Thursday, November 22 and Friday, November 23 in observance of Thanksgiving. The Community Center will be open on Thanksgiving Day from 6:00 a.m. to 12:00 p.m. The Center will resume normal operating hours on Friday.

The Jewish Discovery Center is hosting a Chanukah Celebration/Menorah Lighting on Tuesday, December 4 at 5:30 p.m. at the Deerfield Towne Center.

The City will host the annual Tree Lighting Ceremony at 6:30 p.m. on Friday, December 7 at the Mason Downtown Plaza. Mason's Designated Outdoor Refreshment Area will make its debut to the community. A motion to allow the American Legion to provide adult beverages as part of the event was made by Councilmember Gilb, seconded by Councilmember Chance. VOTE: ALL YEAS.

The Community Center's Shop Local event will be held on Wednesday, December 5, from 12:00 p.m. to 7:00 p.m., featuring Mason area merchants and home sales representatives. This event is open to the public.

The City is partnering with Mason Schools for the Hope for the Holidays program again. City and School staff are adopting families in need during the holidays by donating new and

unwrapped toys, clothes, and gift cards. Donations will be accepted through Friday, December 14. Toys and clothing items may be left in the collection barrels at the Community Center, the Municipal Center in the main atrium, and the Police Department lobby.

The City will host Breakfast with Santa on Sunday, December 9 from 9:00 a.m. to 11:00 a.m. at the Golf Center Pavilion. The event will include a breakfast buffet, a chance to talk with Santa, crafts, and activities. Interested participants can register through the Community Center.

A motion to not request a public hearing for a D5A liquor permit for Stonehenge F & B LLC at 2511 Kings Center Drive was made by Vice Mayor Spaeth, seconded by Councilmember Honerlaw. VOTE: ALL YEAS.

The 2018 Christmas in Mason Calendars and event information can be found on ImagineMason.org. This will include holiday events, activities, and programs taking place throughout the City in the month of December.

COMMITTEE REPORTS

Councilmember Nelson reported on local government funding stating Governor-elect Mike DeWine spoke at a post-election conference sharing administration will be characterized as a culture of respect for local governments, good partners with local officials, and will actively seek input on issues. She said this is a huge step towards restoring local funding and thanked everyone in the community who has been actively communicating with their representatives.

Councilmember Gilb stated the ad hoc committee for Chapter 125 is delving into current law, Ohio Ethics Commission requirements, different properties the City owns, and how the City acquires property. This committee anticipates continuing to meet after the holiday season.

Councilmember Chance congratulated the City, Mason Deerfield Chamber of Commerce, and Mason's small businesses for Issue 4 passing. He reiterated how important small businesses are to the community and expressed excitement looking forward to what possible changes may occur with Downtown Mason.

Councilmember Grossmann encouraged residents to come together and celebrate the holidays as a community and attend the Tree Lighting Ceremony on December 7. Various merchant "stocking stops" and businesses hosting the DORA launch are a few ways residents can explore the Downtown corridor. She said the evening will begin at 6:00 p.m. with Story Time at the Mason Public Library and the Mason Historical Society's Holiday Open House at the Alverta Green Museum. The annual Tree Lighting Ceremony will begin at 6:30 p.m. with iceless ice skating, train rides for kids, food, beverages, and entertainment.

RECOGNITION OF VISITORS – None.

RESOLUTION 2018-22 RECOGNIZING NOVEMBER 24, 2018 AS SMALL BUSINESS SATURDAY IN THE CITY OF MASON

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Chance, seconded by Vice Mayor Spaeth. VOTE: ALL YEAS.

Vice Mayor Spaeth apologized for arriving late to the reception prior to the Council Meeting. She is looking forward to the possibilities of Downtown and congratulated small businesses on Issue 4 passing.

Mayor Kidd, as a small business owner, understands the challenges small businesses face and shared appreciation to small business owners for making the community live and rich. He expressed respect towards small business owners for their investment in the City of Mason and stated the best is yet to come.

A motion to adopt Resolution 2018-22 was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

ORDINANCE 2018-128 AN ORDINANCE ACCEPTING THE PROPOSAL TO MAKE UPDATES TO THE CITY GEOGRAPHICAL INFORMATION SYSTEM (GIS) MAPPING DATA FROM STRAND ASSOCIATES, IN THE AMOUNT NOT TO EXCEED FEE OF \$75,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS

A motion to read by title only was made by Councilmember Gilb, seconded by Councilmember Honerlaw. VOTE: ALL YEAS.

Eric Hansen said the City's GIS system was initiated about 18 years ago and continues to grow as data is being added. Since the completion of the initial GIS mapping effort, additional updates and revisions have been completed using internal staff resources. There are still several areas within the City where a more thorough GIS update is necessary. As new developments, capital projects or infrastructure improvements occur, these updates are essential to be able to use the GIS system reliably and efficiently. Strand Associates has provided a high level of service on several engineering projects and stormwater improvement projects throughout the City and are familiar with the City's GIS system. The 2018 budget included \$75,000 for this work to be shared between stormwater, sanitary sewer, and engineering budgets.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-128 was made by Councilmember Nelson, seconded by Councilmember Grossmann. VOTE: ALL YEAS.

ORDINANCE 2018-129 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH 1ST CHOICE ROOFING FOR THE INSTALLATION OF NEW ROOFS FOR CITY LIFT STATIONS IN AN AMOUNT NOT TO EXCEED \$21,200

A motion to read by title only was made by Councilmember Chance, seconded by Councilmember Nelson. VOTE: ALL YEAS.

Jennifer Heft said the City currently has seven lift stations located throughout the community that pump waste water from areas of low elevation to a gravity sewer. Currently there are three lift stations located on SR 741, Western Row Road and Arbor Creek that are experiencing deteriorating and leaking roofs. These three lift station roofs are approximately 20 to 25 years old and are in need of replacement. Staff contacted multiple vendors to obtain quotes for the repairs and accepted the lowest quote from 1st Choice Roofing. This project will replace the existing shingle roofs with a standing seam metal roof that matches the existing gutters and siding of the stations. Metal roofs have a life span of over 40 years.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-129 as amended was made by Councilmember Honerlaw, seconded by Councilmember Chance. VOTE: ALL YEAS.

ORDINANCE 2018-130 ESTABLISHING THE SALARY ADMINISTRATION PLAN PROVIDING FOR CONSIDERATION OF INCREASES IN COMPENSATION ON AN ANNUAL BASIS, AND GRANTING A COST-OF-LIVING INCREASE

A motion to read by title only was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

Jennifer Heft discussed Ordinance 2018-130, Ordinance 2018-131, Ordinance 2018-132, and Ordinance 2018-133 together. In 2004, the Employee Relations Committee established a guide for evaluating and recommending compensation for non-union employees. The Committee reviews compensation and hiring ranges during the budget process and recommend inflationary adjustments to take effect January of each calendar year. Ordinance 2018-130 provides a 1.5% inflationary Cost Of Living Adjustment (COLA) to non-union City employee's in good standing effective the first full pay period following January 1, 2019. The COLA increase is used to adjust hiring ranges and help to keep wages competitive, adjust the retainer and fees for legal services provided by Wood & Lamping, and for inflationary increases to fees and charges for services implemented throughout the City. Ordinance 2018-130 also identifies a merit component consisting of a gross dollar amount equal to 2.5% of payroll available for distribution to those employees that demonstrate exceptional effort. The actual dollar amount available to individual employees depends on performance evaluations and eligibility is based on employees who are in good standing with the City. A special merit incentive established several years ago rewards employees who fulfill the City's overall mission of collaboration, coordination, cost savings, and cooperation and participate and perform in the City's wellness program to reduce Health Care costs. She said Ordinance 2018-130 also establishes the City's Wellness Program. She said this year, Ordinance 2018-130 contains language allowing the City Manager to annually designate

employees who serve as part of the Executive Leadership Team, to develop a vacation buyback and allocation program for members of the Team, and to develop an Executive Leadership Benefits package that may be allocated to members of the Leadership Team. Providing an opportunity for additional benefits will offset some of the discrepancy in wages and provide an attractive amenity to the leadership team. She stated individual pay rates for Court employees are set by the Municipal Court. However, since the City is responsible for providing the payroll for Municipal Court, Council authorization of pay rates is necessary for City staff to make the necessary payroll payments. As part of Ordinance 2018-133, Court is proposing a 4% increase to the maximum salary for each position. The ordinance also establishes maximum amounts to be paid from the General Fund. She reviewed Ordinance 2018-130 authorizing the COLA, merit, special incentive, and other benefits and establishing the Executive Leadership Program. Ordinance 2018-131 adjusts hiring ranges to reflect the COLA increase amount, adjusts hiring ranges beyond the COLA increases as recommended, and to exceed hiring range amounts for recruiting and filling department head and senior management positions. Ordinance 2018-132 adjusts compensation for Wood & Lamping LLP and Ordinance 2018-133 adjusts Municipal Court compensation.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Spaeth, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-130 was made by Councilmember Nelson, seconded by Councilmember Honerlaw. VOTE: ALL YEAS.

ORDINANCE 2018-131 REPEALING ORDINANCE 2016-137 OF THE CITY OF MASON, OHIO, AND ESTABLISHING HIRING COMPENSATION RANGES FOR CITY OF MASON EMPLOYMENT POSITIONS

A motion to read by title only was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Spaeth, seconded by Councilmember Nelson. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-131 was made by Councilmember Chance, seconded by Councilmember Nelson. VOTE: ALL YEAS.

ORDINANCE 2018-132 MODIFYING THE CONTRACT FOR LEGAL SERVICES WITH WOOD & LAMPING LLP TO PROVIDE FOR UPDATED COMPENSATION

A motion to read by title only was made by Councilmember Nelson, seconded by Councilmember Honerlaw. VOTE: ALL YEAS.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-132 was made by Councilmember Nelson, seconded by Vice Mayor Spaeth. VOTE: ALL YEAS.

ORDINANCE 2018-133 AMENDING ORDINANCE NO. 2017-159 ESTABLISHING THE POSITIONS AND RATES OF COMPENSATION FOR EMPLOYEES OF THE MASON MUNICIPAL COURT

A motion to read by title only was made by Councilmember Honerlaw, seconded by Councilmember Nelson. VOTE: ALL YEAS.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Nelson, seconded by Councilmember Grossmann. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-133 was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

ORDINANCE 2018-134 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT OR CONTRACTS WITH A MUSIC ENTERTAINMENT AGENCY OR AGENCIES IN A TOTAL AMOUNT NOT TO EXCEED \$150,000 FOR ENTERTAINMENT ARTISTS FOR THE 2019 RED, RHYTHM & BOOM CONCERT

A motion to read by title only was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

Eric Hansen discussed Ordinance 2018-134 and Ordinance 2018-135 together. Staff has initiated the search process for musical entertainment acts for 2019 Red, Rhythm, and Boom. Ordinance 2018-134 authorizes a contract with entertainment agencies in an amount not to exceed \$150,000. This ordinance does not specify the vendor since artists belong to different management groups that the City will pay individually once the artists are identified and confirmed. It is rare to have two acts perform as part of two separate agencies since the headline artist often requires approval of the opening act. However, it is common for artists under the same agency to have different management groups that the City will need to pay separately. This year, in addition to seeking out options consistent with the success of recent years, staff will be broadening the scope of potential entertainment and evaluating availability of options such as female artists, country artists, and throwback artists. Ordinance 2018-135 authorizes a contract with Frequency City Sound in an amount not to exceed \$125,000 for stage, sound, video (LED screens), lighting, and production needs for 2019 Red, Rhythm and Boom. Staff has found success in contracting with one vendor to assist with the coordination of the various production needs and is once again recommending Frequency City Sound to deliver the level of equipment and service required for the artist's specific rider requirements.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Spaeth, seconded by Councilmember Nelson. VOTE: ALL YEAS.

Councilmember Gilb and Eric discussed \$150,000 allowing a small scale of leverage when searching for entertainment.

A motion to adopt Ordinance 2018-134 was made by Councilmember Chance, seconded by Councilmember Nelson. VOTE: ALL YEAS.

ORDINANCE 2018-135 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH FREQUENCY CITY SOUND IN AN AMOUNT NOT TO EXCEED \$125,000 TO PROVIDE THE STAGE, SOUND, LIGHTS AND VIDEO SCREENS FOR THE 2019 RED, RHYTHM & BOOM CONCERT

A motion to read by title only was made by Councilmember Gilb, seconded by Councilmember Grossmann. VOTE: ALL YEAS.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Honerlaw, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to adopt Ordinance 2018-135 was made by Councilmember Nelson, seconded by Vice Mayor Spaeth. VOTE: ALL YEAS.

OLD AND NEW BUSINESS

Councilmember Gilb requested a work session prior to the next Council Meeting for any questions about the 2019 Budget. Eric Hansen will ensure Council receives a draft of the budget for review prior to the next Council Meeting and is given an opportunity to provide feedback on the budget. Councilmember Grossmann and Eric discussed next steps if the budget does not pass. Councilmember Nelson advised Council and residents are always welcome to attend any Finance Committee meeting to learn more about the budget and budget process. A work session for 6:00 p.m. on December 10 was announced.

A motion to appoint Councilmember Honerlaw to the Arts & Entertainment Committee was made by Councilmember Nelson, seconded by Councilmember Gilb. VOTE: ALL YEAS.

Mayor Kidd encouraged Councilmember's bring their children to the December 10 Council Meeting and welcome Santa to visit Mason.

RECOGNITION OF VISITORS – None.

EXECUTIVE SESSION: LAND ACQUISITION

A motion to adjourn into Executive Session for the purpose of land acquisition was made by Councilmember Chance, seconded by Councilmember Nelson. VOTE: ALL YEAS. TIME: 7:52 p.m.

A motion to reconvene into Regular Session was made by Councilmember Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS. TIME: 8:08 p.m.

ADJOURN

A motion to adjourn was made by Councilmember Chance, seconded by Councilmember Gilb. VOTE: ALL YEAS. TIME: 8:08 p.m.