



Pat Moeller

Mayor

Carla Fiehrer

Vice Mayor

Matthew Von Stein

Council Member

Kathleen Klink

Council Member

Rob Wile

Council Member

Robert Brown

Council Member

Timothy Naab

Council Member

Call to Order

Offering of Prayer – Council Member Kathleen Klink

Pledge of Allegiance

Special Presentations by City Council or the City Manager/ Proclamations/ Verbal Reports

1. Home and Garden Awards with Ann Combs
2. Auditor of State Award with Distinction to the Finance Department by Liaison Joe Braden
3. City of Hamilton Smoking Policy Presentation by Human Resources Director Tim Werdmann

Audience of Citizens

Individuals who wish to make comments regarding items scheduled on the Agenda may speak during this part of the agenda or may reserve the right to speak specifically when that item is up for a vote on Council floor. Individuals who wish to speak regarding items not specifically scheduled may do so at this time. All individuals who intend to address City Council are required to sign in at the table in the back of the room. Each speaker is allowed 5 minutes.

Consent Agenda

The Consent Agenda is intended to allow the City Council to spend its time and energy on the important items on a lengthy agenda. Staff recommends approval of the Consent Agenda. Anyone may request an item on this calendar to be "pulled" off the Consent Agenda and considered separately. Agenda items pulled from the Consent Agenda will be considered separately under Pulled Consent Items.

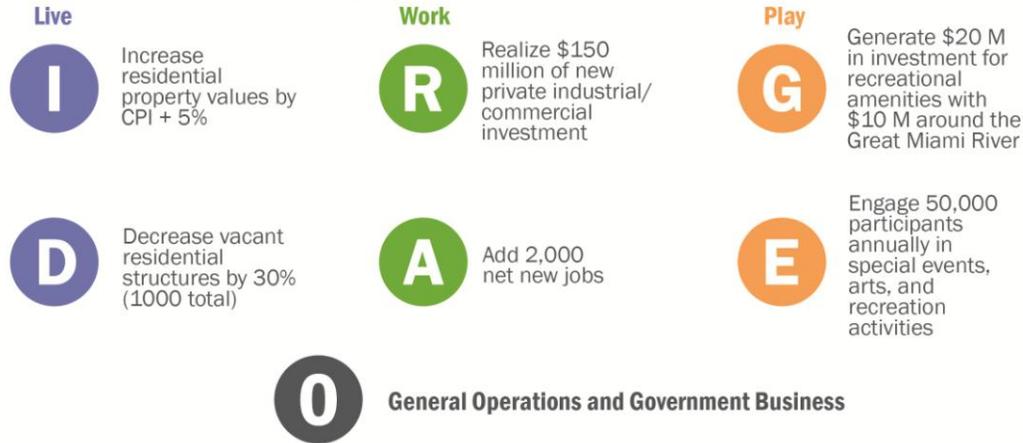
- Approval of Minutes
- All Staff Reports
- Receive and File
- Committee of the Whole Report (Includes all Caucus Reports)
- Informational Report – Regarding the August 2016 Financial Report
- Informational Report – Regarding the August 2016 Investment Report
- Informational Report – Regarding the 2016 Comprehensive Plan Update
- Informational Report – Regarding the Erie BP Inc Liquor Permit Objection Letter

Caucus Agenda September 28, 2016

1. [Recommendation Relative to a request to Rezone 759 Park Avenue, located in the City of Hamilton, First Ward North Side, from R-1 Single Family Residential District to R-2A Two Family Residence District \(Laming Properties, applicant/owner\).](#)
2. [Recommendation Relative to an application for change of Corporate Stock Ownership for Walgreen Co. dba Walgreens 07239, 562 Main St., Hamilton, OH 45013.](#)
3. [Recommendation Relative to the issuance of a new liquor permit for Nieto Enterprises Inc. dba Taqueria El Comal.](#)



These icons illustrate which strategic goals Council Actions align to



Council Actions Pertaining to Legislative Items:

Pending Legislation:

4. [An ordinance approving the vacation of a portion of the Main Street Alley Right of Way, located in the First Ward South Side of the City of Hamilton, Butler County, Ohio. \(City of Hamilton, Applicant\). \(Second Reading\).](#) **R O**
5. [An ordinance amending Section 181.36 of the Codified Ordinances of the City of Hamilton Ohio, relative to the Tuition Reimbursement Program. \(Second Reading\).](#) **O**
6. [An ordinance establishing new Section 181.37 of the Codified Ordinances of the City of Hamilton, Ohio, relative to the Relocation Assistance Program. \(Second Reading\).](#) **O**
7. [An ordinance authorizing and directing the purchase of property at 116 Hueston Street, \(George H. Marsh, Jr. and Tamea B. Marsh, Owners\). \(Second Reading\).](#) **O O**
8. [An ordinance waiving certain provisions of Chapter 181 of the City of Hamilton, Ohio's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with the Director of Human Resources. \(Second Reading\).](#) **O**

New Legislation:

9. [An ordinance amending and supplementing Schedule "A" of the City's Classification and Compensation Plan, as set forth in Emergency Ordinance No. EOR2016-1-4, adopted January 13, 2016, and as amended from time to time, relative to the new classification of Health Technician. \(Two Readings\).](#) **O**
10. [An ordinance making supplemental appropriations for current expenses and other expenditures of the City of Hamilton, Ohio, during Fiscal Year ending December 31, 2016. \(Two Readings\).](#) **O**





11. [An Emergency Ordinance waving certain provisions of Chapter 181 of the City of Hamilton, Ohio's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with the Director of Underground Utilities. \(Two Readings\).](#) 
12. [A resolution amending the City of Hamilton's Public Records Release Policy, adopted pursuant to Resolution No. R2014-6-70, adopted June 25, 2014, relative to appointing the City Clerk as City Council's Designee.](#) 
13. [A resolution accepting the donation of eleven parcels of real property located on Maple Avenue and Ludlow Street within the City of Hamilton, Ohio from the Community Improvement Corporation of Hamilton, Ohio \(Parcel Numbers P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049 - including 331 Maple Avenue east to MLK Boulevard on the north side of the block and 332 Ludlow Street east to MLK Boulevard on the south side of the block\).](#)  
14. [A resolution approving the execution of a Memorandum of Agreement between the International Union of Operating Engineers \(IUOE\), Local 20, and the City of Hamilton, Ohio, relative to the pay range change of the Gas Leak Surveyor and Regulator Technician classifications.](#) 
15. [A resolution authorizing and directing submission of an Ohio Water Development Authority \(OWDA\) Brownfield Loan Program application with the Ohio Development Services Agency for Environmental abatement activities at the former Champion Paper site and to accept a low-interest, fixed rate loan if it is awarded.](#)       
16. [A resolution objecting to the application for the transfer of C1, C2, and D6 liquor permits to Erie BP Inc at 20 North Erie Avenue, Hamilton, Ohio 45011, from OM SAI Enterprises LLC at 20 North Erie Avenue, Hamilton, Ohio 45011, and directing the City Clerk to request a hearing to determine whether such new liquor permit requests shall be denied.](#) 

Audience of the City Manager

Audience of City Council

Executive Session

Adjournment



City Council Meeting Informational Report

TO: The Honorable Mayor and Members of the City Council
FROM: Tom Vanderhorst, Finance Director
RE: August, 2016 MONTHLY FINANCIAL REPORT TO COUNCIL

Dear Mayor and Members of Council:

This report is provided for your information and requires no City Council action.

Related Strategic Goal(s)

- I** Increase residential property values by CPI + 5%
- D** Decrease vacant residential structures by 30% (1,000 total)
- A** Add 2,000 new jobs
- R** Realize \$150 million of new private industrial/commercial investment
- G** Generate \$20 M in investment for recreational amenities with \$10 M around the Great Miami River
- E** Engage 50,000 participants annually in special events, arts and recreation activities
- O** General operations / Government Business





HAMILTON OHIO

MONTHLY FINANCIAL REPORT
TO THE CITY COUNCIL

Prepared by the Department of Finance

AUGUST 31, 2016

INCOME STATEMENT GENERAL FUND
MONTH ENDING August 31, 2016
(Budgetary Basis)

Comparative Revenue

Description	Revenue This Month Current Year	Revenue Year To Date	Revenue Prior Year To Date	Revenue Estimated	% Est Received
General	\$3,324,914.74	\$20,397,509.93	\$18,965,638.86	\$28,492,460.00	71.59%
Public Works	596.75	3,287.00	1,827.75	4,150.00	79.20%
Police	20,149.19	166,255.42	140,530.12	236,100.00	70.42%
Fire	200,044.43	1,135,151.06	1,122,540.78	1,651,600.00	68.73%
Public Health	24,573.01	380,445.90	314,118.47	429,165.00	88.65%
Parks & Recreation	21,950.14	154,698.73	89,349.50	267,510.00	57.83%
Municipal Court	69,686.94	646,772.35	577,525.82	875,430.00	73.88%
Construction Services	61,485.50	396,603.96	345,447.33	493,300.00	80.40%
Planning	350.00	5,590.00	6,550.36	5,500.00	101.64%
Transfer In	0.00	622.00	614,449.41	1,500,622.00	0.04%
Reimbursement of Expense	900,208.13	7,660,010.95	7,955,815.70	11,930,950.00	64.20%
TOTAL REVENUES	\$4,623,958.83	\$30,946,947.30	\$30,133,794.10	\$45,886,787.00	67.44%

Comparative Expenditures

Description	Expenditures This Month Current Year	Expenditures & Encumbrances Year To Date	Expenditures & Encumbrances Prior Year To Date	Budget This Year	Budget Used %
City Council	\$5,600.98	\$50,106.21	\$57,189.14	\$87,506.00	57.26%
City Clerk	10,139.32	82,339.88	68,916.40	111,168.00	74.07%
Municipal Court	123,129.55	1,084,513.20	1,053,756.62	1,683,726.00	64.41%
City Manager	30,764.27	242,700.25	325,329.29	360,365.00	67.35%
Construction Services	44,256.79	385,100.83	387,289.04	582,807.00	66.08%
Planning	81,280.23	783,951.21	314,176.28	1,208,695.00	64.86%
Law	0.86	69.21	190,805.09	166.00	41.69%
Human Resources	32,934.37	224,495.39	\$0.00	385,255.00	58.27%
Civil Service	20,390.73	195,265.61	203,241.15	303,765.00	64.28%
Finance - Administration	87,671.67	831,763.89	873,323.89	1,191,657.00	69.80%
Finance - Purchasing	19,172.83	160,473.24	147,957.37	251,002.00	63.93%
Finance - Building Services	24,393.87	358,221.49	349,632.64	337,669.00	106.09%
Finance - Taxation	46,375.93	474,240.06	602,799.08	807,118.00	58.76%
Finance - Utility Cashiers	12,730.63	116,786.02	94,409.13	193,557.00	60.34%
PW - Administration	17,426.64	147,135.97	157,403.73	227,882.00	64.57%
PW - Engineering	44,759.04	350,515.01	275,676.60	493,730.00	70.99%
PW - Traffic Engineering	24,648.53	211,761.46	212,071.57	311,349.00	68.01%
PW - Signal	32,676.64	286,966.17	231,564.06	389,578.00	73.66%
Police	961,396.55	8,355,179.14	8,364,078.33	12,725,043.00	65.66%
Civilian Dispatch	70.34	10,633.00	9,550.00	9,550.00	111.34%
Bldg Maint - Criminal Justice	12,948.02	130,811.47	144,628.22	176,708.00	74.03%
Corrections	39,063.26	373,550.91	352,029.48	533,580.00	70.01%
Fire	686,630.13	6,328,020.40	5,983,709.00	9,450,754.00	66.96%
Fire Building Maintenance	10,975.87	142,123.10	139,488.08	191,688.00	74.14%
EMT/Paramedic Levy Expenditures	210,784.64	1,966,286.38	1,982,928.95	2,438,928.00	80.62%
Health - Administration	28,520.21	350,339.12	458,744.25	540,378.00	64.83%
Environmental Health	58,460.01	466,987.19	438,625.51	752,466.00	62.06%
Nursing	12,841.08	125,271.49	212,828.27	162,562.00	77.06%
Health - Bioterrorism	1,548.68	15,581.30	17,912.33	26,454.00	58.90%
Parks & Playground Maint	0.00	708.32	108,509.70	737.00	96.11%
Community Center	0.00	8,090.78	79,652.54	8,224.00	98.38%
M.J. Colligan Lodge	0.00	110.83	10,178.65	111.00	99.85%
Rivers Edge Park	0.00	5,942.99	0.00	5,942.00	100.02%
Special Approp - General	651,995.19	4,424,676.86	4,160,519.47	4,885,759.00	90.56%
Special Appropriations	334,340.89	1,824,425.77	873,835.93	2,142,143.00	85.17%
Income Tax Refunds	67,903.38	352,438.86	333,963.11	470,000.00	74.99%
Transfers Out	413,552.80	2,984,976.20	3,183,678.30	3,415,533.00	87.39%
CDBG Expense	19,574.72	81,775.55	62,634.17	85,000.00	96.21%
TOTAL EXPENDITURES	\$4,168,958.65	\$33,934,334.76	\$32,463,035.37	\$46,948,555.00	72.28%
FUND NET GAIN / LOSS	\$455,000.18	(\$2,987,387.46)	(\$2,329,241.27)	(\$1,061,768.00)	

**INCOME STATEMENT - GENERAL FUND
SUPPORTING SCHEDULE - GENERAL REVENUE
MONTH ENDING August 31, 2016
(BUDGETARY BASIS)**

	Revenue This Month Current Year	Revenue Year To Date	Revenue Prior Year To Date	% Increase/ Decrease Over Prior Year	Revenue Estimated	% Est. Received
TAXES						
Real Estate Taxes	\$ 722,602.00	\$ 1,845,847.74	\$ 1,841,654.03	0.23%	\$ 2,220,000.00	83.15%
Personal Property Taxes	-	-	47.13	-	-	-
Income Tax - General Fund	1,563,595.53	14,413,324.43	13,385,746.70	7.68%	20,000,000.00	72.07%
Income Tax - JEDD 1	31,224.01	306,782.80	276,973.45	10.76%	385,000.00	79.68%
Income Tax - JEDD 2	12,597.93	117,105.96	101,264.25	15.64%	140,000.00	83.65%
Motel Tax	-	72,230.39	59,780.41	20.83%	84,000.00	85.99%
2/3rd KWH Tax Revenue	176,088.99	1,042,442.02	1,061,462.52	-1.79%	1,650,000.00	63.18%
1/3rd KWH Tax Revenue	88,043.17	521,213.18	530,723.30	-1.79%	810,000.00	64.35%
SUB-TOTAL-TAXES	\$ 2,594,151.63	\$ 18,318,946.52	\$ 17,257,651.79	6.15%	\$ 25,289,000.00	72.44%
LICENSES & PERMITS:						
Cable TV Franchise Fees	\$ -	\$ 345,151.19	\$ 498,169.87	-30.72%	\$ 635,000.00	54.35%
Other Licenses, Permits	-	14,277.36	14,396.00	-0.82%	14,450.00	98.81%
SUB-TOTAL LICENSES & PERMITS	\$ -	\$ 359,428.55	\$ 512,565.87	-29.88%	\$ 649,450.00	55.34%
INTERGOVERNMENTAL						
ULGF - County	\$ 69,110.93	\$ 614,552.07	\$ 635,161.22	-3.24%	\$ 950,000.00	64.69%
ULGF - Direct	2,481.04	49,541.17	114,763.47	-56.83%	190,000.00	26.07%
Inheritance Taxes	-	17,144.43	7,832.50	-	-	-
Other Intergovernmental	60,927.30	221,001.95	226,456.44	-2.41%	406,000.00	54.43%
SUB-TOTAL INTERGOVERNMENTAL	\$ 132,519.27	\$ 902,239.62	\$ 984,213.63	-8.33%	\$ 1,546,000.00	58.36%
CHARGES FOR SERVICES	\$ 83,279.72	\$ 170,026.67	\$ 110,611.80	53.71%	\$ 403,850.00	42.10%
INVESTMENT INCOME	\$ 18,793.01	\$ 72,301.31	\$ 73,345.96	-1.42%	\$ 100,000.00	72.30%
MISCELLANEOUS	\$ 496,171.11	\$ 574,567.26	\$ 27,249.81	-2008.52%	\$ 504,160.00	113.97%
TOTAL	\$ 3,324,914.74	\$ 20,397,509.93	\$ 18,965,638.86	7.55%	\$ 28,492,460.00	71.59%

**INCOME STATEMENT - GENERAL FUND
SUPPORTING SCHEDULE - REIMBURSEMENT OF EXPENSE
MONTH ENDING August 31, 2016
(BUDGETARY BASIS)**

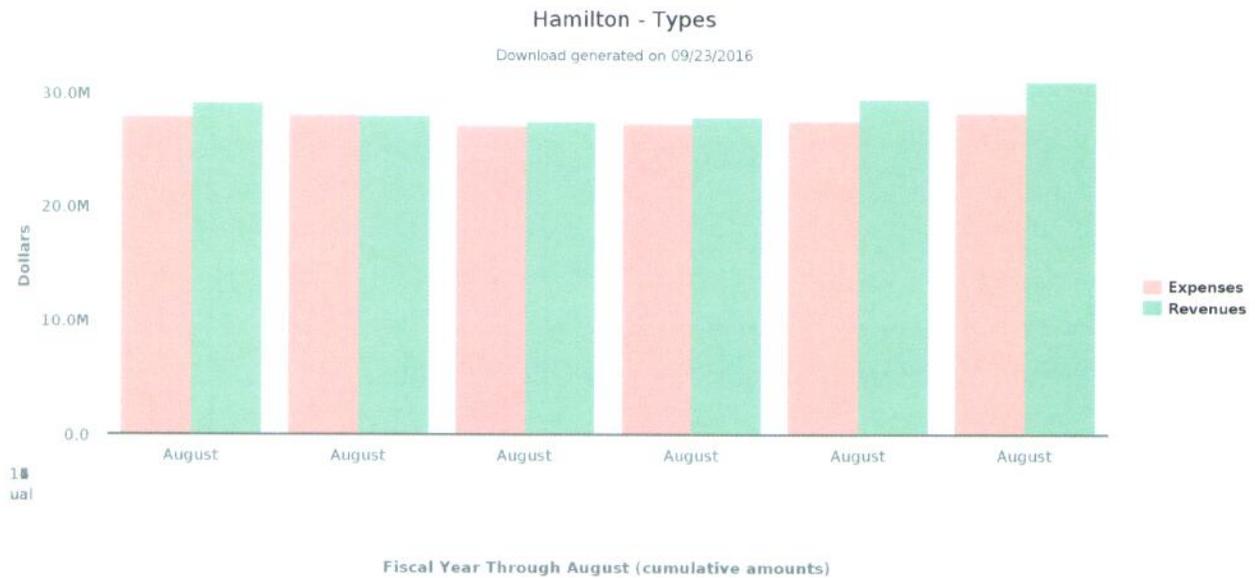
	Revenue This Month Current Year	Revenue Year To Date	Revenue Prior Year To Date	% Increase/ Decrease Over Prior Year	Revenue Estimated	% Est. Received
REIMBURSEMENT OF EXPENSE:						
FROM FUND:						
One Renaissance Center Fund 200	\$ 6,411.26	\$ 65,293.32	\$ 70,244.92	-7.05%	\$ 79,000.00	82.65%
FEMA Reimbursement Fund 205	-	-	-	-	-	-
Stormwater Fund 279	11,325.12	90,251.98	81,003.25	11.42%	130,800.00	69.00%
Refuse Fund 280	4,611.28	38,741.79	40,557.97	-4.48%	61,000.00	63.51%
Street Maintenance Fund 281	42,708.19	333,717.34	322,819.82	3.38%	482,150.00	69.21%
Gas Fund 501	139,927.74	880,731.89	677,421.94	30.01%	1,300,000.00	67.75%
Electric Fund 502	155,260.53	991,709.45	788,371.83	25.79%	1,455,000.00	68.16%
Water Fund 503	139,927.74	880,731.89	677,421.94	30.01%	1,300,000.00	67.75%
Wastewater Fund 504	119,607.69	737,096.07	600,516.66	22.74%	1,020,000.00	72.26%
Parking Fund 550	4,929.71	41,101.50	41,487.27	-0.93%	62,500.00	65.76%
Golf Fund 560	-	-	-	-	-	-
CDBG Reimbursement	8,832.20	48,088.20	143,636.67	-66.52%	110,000.00	43.72%
Public Safety & Health Inc Tax Fund 210	41,666.67	333,333.36	469,600.00	-29.02%	500,000.00	66.67%
SUB-TOTAL GENERAL	\$ 675,208.13	\$ 4,440,796.79	\$ 3,913,082.27	13.49%	\$ 6,500,450.00	68.32%
Law Enforcement Funds:						
Safety Helmet Grant Fund 232	-	-	-	-	-	-
DARE Grant Fund 239	\$ -	\$ -	\$ -	-	\$ -	-
Police Pension Fund 246	-	122,093.99	250,000.00	-51.16%	240,000.00	50.87%
Law Enforcement Block Grant 225	-	-	-	-	-	-
2002 Police Levy Fund 249	-	391,686.49	624,166.69	-37.25%	730,000.00	53.66%
Court Special Project Fund 207	-	-	70,500.00	-	70,500.00	0.00%
Public Safety & Health Inc Tax Fund 210	112,500.00	900,000.00	900,000.00	0.00%	1,350,000.00	66.67%
CDBG Reimbursement	-	-	-	-	-	-
SUB-TOTAL POLICE	\$ 112,500.00	\$ 1,413,780.48	\$ 1,844,666.69	-23.36%	\$ 2,390,500.00	59.14%
Fire Funds:						
Fire Pension Fund 250	\$ -	\$ 119,180.11	\$ 243,333.36	-51.02%	\$ 225,000.00	52.97%
Charter Fire Force Fund 252	-	398,369.94	653,500.00	-39.04%	745,000.00	53.47%
2002 Fire Levy Fund 253	-	387,883.63	640,833.38	-39.47%	720,000.00	53.87%
Public Safety & Health Inc Tax Fund 210	112,500.00	900,000.00	780,200.00	15.36%	1,350,000.00	66.67%
CDBG Reimbursement	-	-	-	-	-	-
SUB-TOTAL FIRE	\$ 112,500.00	\$ 1,805,433.68	\$ 2,317,866.74	-22.11%	\$ 3,040,000.00	59.39%
TOTAL	\$ 900,208.13	\$ 7,660,010.95	\$ 8,075,615.70	-5.15%	\$ 11,930,950.00	64.20%

General Fund
Statement of Activities
For the Eight Months January through August

Hamilton - Types
Funds Filter: General Fund
Download generated on 09/23/2016

Account Group	Account Type	August 2011 Actual	August 2012 Actual	August 2013 Actual	August 2014 Actual	August 2015 Actual	August 2016 Actual
Revenues		\$ 29,183,268	\$ 28,049,801	\$ 27,536,687	\$ 27,911,007	\$ 29,519,345	\$ 30,946,325
Revenues	Taxes	16,969,940	16,216,441	16,790,076	16,730,780	17,491,941	18,557,093
Revenues	Miscellaneous Revenue	119,248	209,617	17,316	147,719	151,722	795,286
Revenues	Licenses & Permits	816,999	932,495	896,821	919,411	930,318	850,740
Revenues	Intergovernmental Revenue	1,612,522	1,247,436	750,738	792,299	839,255	786,648
Revenues	Charges for Services	8,964,275	8,738,392	8,534,930	8,668,453	9,517,041	9,322,853
Revenues	Recreation Fees	106,369	103,500	88,972	147,629	67,586	33,844
Revenues	Enterprise Revenues	0	0	0	0	0	0
Revenues	Fines and Forfeits	586,416	596,209	453,967	502,753	521,481	599,861
Revenues	Other Financing Sources	7,498	5,711	3,667	1,964	0	0
Expenses		27,999,443	28,103,189	27,135,452	27,387,404	27,554,589	28,279,573
Expenses	Personnel Services & Benefits	23,535,322	23,168,340	21,858,385	21,464,890	20,512,175	20,599,761
Expenses	Other Expenditures	4,459,621	4,934,849	5,276,935	5,922,514	7,042,414	7,679,812
Expenses	Capital Improvements	4,500	0	132	0	0	0
Revenues Less Expenses		\$ 1,183,825	\$ -53,388	\$ 401,235	\$ 523,603	\$ 1,964,756	\$ 2,666,752

*Revenue and Expense totals exclude transfers in/out



General Fund
Wages Paid all General Fund Departments
For the Eight Months January through August

- The City experienced 17 pays through August for 2011 and 2016, and 18 pays through August for 2012 through 2015.
- Overtime and Special Pay was broken out as a separate line item in 2013. In 2012 and before, they were included in Salaries – Regular Employees.

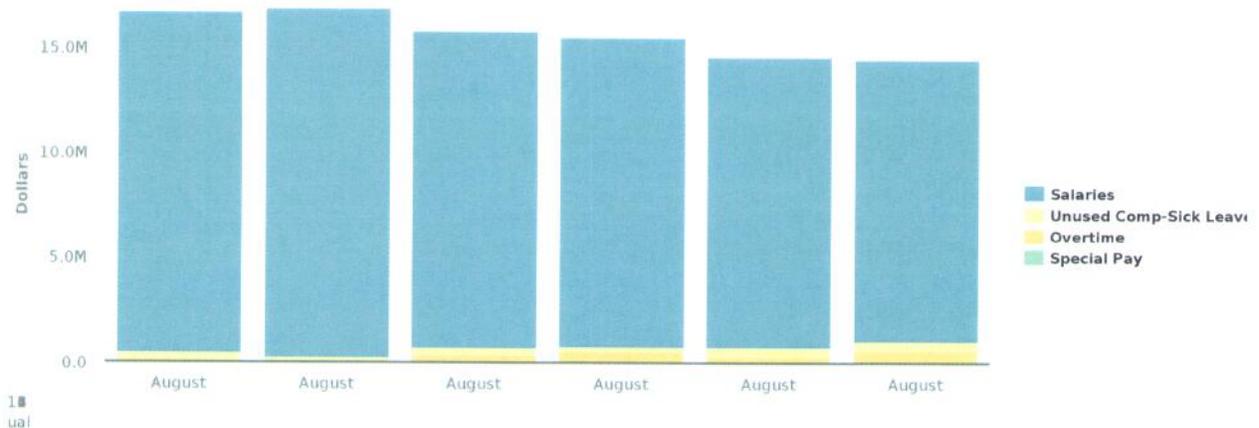
Hamilton - Personnel Services

Funds Filter: General Fund
Download generated on 09/23/2016

Account Group	August 2011 Actual	August 2012 Actual	August 2013 Actual	August 2014 Actual	August 2015 Actual	August 2016 Actual
Salaries	\$ 16,183,928	\$ 16,529,591	\$ 15,047,355	\$ 14,645,948	\$ 13,821,214	\$ 13,369,016
Unused Comp-Sick Leave	485,492	272,810	293,850	279,256	419,186	486,691
Overtime	0	0	383,851	522,911	333,697	527,239
Special Pay	0	0	38,872	19,312	22,689	95,068
Total	\$ 16,669,420	\$ 16,802,401	\$ 15,763,928	\$ 15,467,427	\$ 14,596,786	\$ 14,478,014

Hamilton - Personnel Services

Download generated on 09/23/2016



Fiscal Year Through August (cumulative amounts)

General Fund Income Tax Collections For the Eight Months January through August

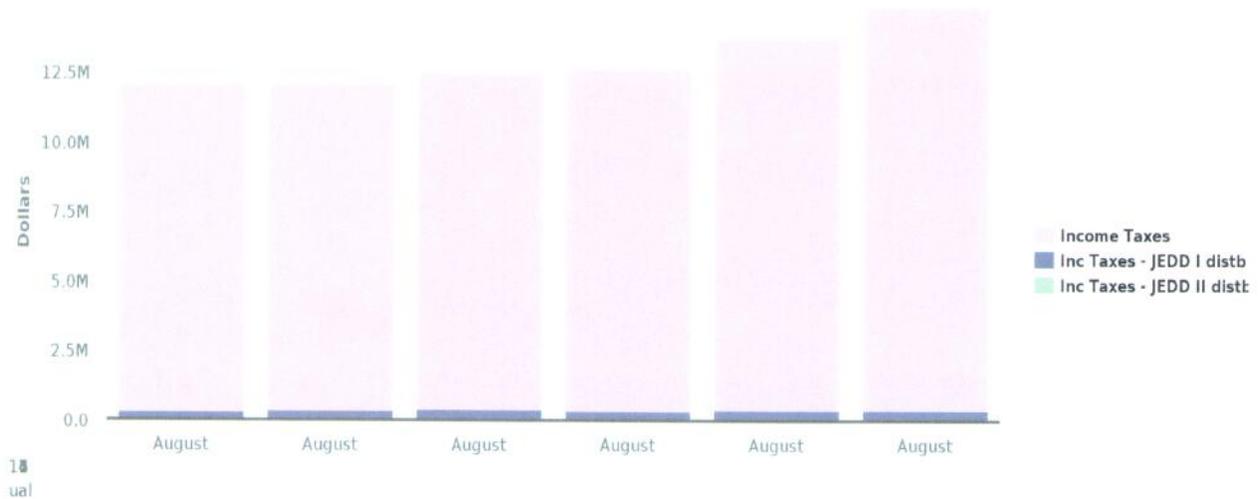
Hamilton - Income Taxes

Funds Filter: General Fund
Download generated on 09/23/2016

Account Group	August 2011 Actual	August 2012 Actual	August 2013 Actual	August 2014 Actual	August 2015 Actual	August 2016 Actual
Income Taxes	\$ 11,786,925	\$ 11,777,979	\$ 12,153,481	\$ 12,331,227	\$ 13,385,747	\$ 14,413,324
Inc Taxes - JEDD I distb	236,443	255,798	291,883	258,946	276,973	306,783
Inc Taxes - JEDD II distb	80,184	98,038	100,296	92,164	101,264	117,106
Total	\$ 12,103,552	\$ 12,131,815	\$ 12,545,660	\$ 12,682,337	\$ 13,763,984	\$ 14,837,213

Hamilton - Income Taxes

Download generated on 09/23/2016



Fiscal Year Through August (cumulative amounts)

Summary of Cash Basis Activity
For the One Month Period Ending August 31, 2016

	Balance August 01, 2016	Monthly Receipts	Monthly Disbursements	Non-Cash Items	Balance August 31, 2016	Purchase Orders Outstanding	Unencumbered Cash
GENERAL							
100 General	\$6,876,366.84	\$4,623,958.83	\$4,168,958.65	(\$64,778.69)	\$7,266,588.33	\$2,669,785.44	\$4,596,802.89
SPECIAL REVENUE							
200 One Renaissance Center Fd	1,744,898.06	179,955.04	71,846.01	5,387.98	1,858,395.07	152,479.20	\$1,705,915.87
2013 HOME FUND 2013	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
2014 HOME FUND 2014	19,424.00	13.28	13.28	0.00	19,424.00	89,424.00	(\$70,000.00)
2015 Home Fund 2015	31,310.27	456.26	456.26	0.00	31,310.27	46,969.85	(\$15,659.58)
205 Fed. Emg.Mgmt.Fund (FEMA)	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
206 Youthbuild Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
207 Hamilton Court Sec.Proj.	65,624.91	4,280.72	0.00	0.00	69,905.63	0.00	\$69,905.63
208 Hamilton Court Sp Proj Fd	129,472.81	2,230.60	0.00	0.00	131,703.41	9,625.00	\$122,078.41
210 Pub Safety/Health Inc Tax	518,216.61	252,192.97	277,619.01	0.00	492,790.57	0.00	\$492,790.57
211 Rounding Up Util Acct Trs	1,189.61	66.95	0.00	0.00	1,256.56	377.23	\$879.33
212 Hamilton Mun Ct Cap Imp	44,714.33	8,622.18	2,180.13	0.00	51,156.38	8,499.50	\$42,656.88
213 MIT Aggregatn/Verifctn Fd	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
215 Hamln Cap Imp Debt Serv	2,649,509.64	502,264.02	392,631.57	4,594.00	2,763,736.09	341,242.08	\$2,422,494.01
218 Brownfield Red Pilot Proj	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
219 Brownfields Job Trng Init	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
220 Weed & Seed Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
221 Dispute Resolutn Proc Fd	18,279.24	723.00	387.87	0.00	18,614.37	0.00	\$18,614.37
222 DOJ Forfeiture Prog Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
223 Brownfields Rev Loan Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
224 GREAT Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
225 Justice Assistance Grant	4,495.67	0.00	0.00	0.00	4,495.67	0.00	\$4,495.67
226 Weed & Seed Grnt Exp Site	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
227 Land Reutilization Fund	(8,603.50)	25,000.00	9,442.75	0.00	6,953.75	87,506.60	(\$80,552.85)
230 Targeted Oriented Policing	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
231 Law Enforcement Trust	89,804.50	1,264.49	675.00	0.00	90,393.99	0.00	\$90,393.99
232 Safety Helmet Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
233 Safety Seat Belt Grant	14.97	0.00	0.00	0.00	14.97	0.00	\$14.97
235 Public Safety Spec Proj	130,306.65	0.00	6,089.49	0.00	124,217.16	1,023.41	\$123,193.75
237 Police Hiring Supp Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
238 Probation Services Fund	132,867.96	18,592.29	19,034.58	0.00	132,425.67	360.71	\$132,064.96
239 Dare Program	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
240 Drug Law Enforcmt Trust	86,455.61	(3,600.00)	6,791.74	(6,145.90)	69,917.97	2,604.52	\$67,313.45
241 Dui Enfrmt & Eductn Trst	3,802.54	181.00	335.66	0.00	3,647.88	0.00	\$3,647.88
242 Indignt Drvrs Alchol Trt	166,516.13	905.11	0.00	0.00	167,421.24	10,000.00	\$157,421.24
244 Metro Housing Auth Pol Gr	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
245 Police K-9 Unit Fund	100.00	0.00	0.00	0.00	100.00	0.00	\$100.00
246 Police Pension Fund	731.43	0.00	0.00	0.00	731.43	0.00	\$731.43
247 CDBG Police Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
248 COPS MORE Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
249 Police Levy Fund	998.28	0.00	0.00	0.00	998.28	0.00	\$998.28
250 Firemen's Pension Fund	622.79	0.00	0.00	0.00	622.79	0.00	\$622.79
251 Emergency Med Serv Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
252 Charter Fire Force Fund	742.63	0.00	0.00	0.00	742.63	0.00	\$742.63
253 Fire EMS Levy Fund	998.28	0.00	0.00	0.00	998.28	0.00	\$998.28
254 Technology Initiative Fnd	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
255 Energy Effic Block Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
256 Local Energy Assur Ping	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
260 Immunizatin Actn Plan Gran	194,442.07	0.00	3,947.52	0.00	190,494.55	9,439.00	\$181,055.55
261 Kathryn Weiland Trust Inc	4,984.65	5.18	0.00	0.00	4,989.83	610.45	\$4,379.38
262 Clinical Services Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
270 Str & Pks Beautification	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
279 Stormwater Mgmt. Fund	2,071,324.31	181,785.07	254,202.83	547.07	1,999,453.62	463,256.65	\$1,536,196.97
280 Refuse Fund	1,605,708.45	336,031.21	440,043.60	9,565.52	1,511,261.58	1,201,000.12	\$310,261.46
281 Street Maintenance Fund	315,415.66	222,615.16	174,635.99	186.14	363,580.97	188,130.68	\$175,450.29
282 Transit System	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
283 Convntn & Vistrs Bur Fund	27,377.33	0.00	0.00	0.00	27,377.33	0.00	\$27,377.33
284 Miami Conservancy Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
800 CDBG - Revolving Loan Fd	41,079.02	2,249.35	0.00	0.00	43,328.37	0.00	\$43,328.37
801 HOME - Revolving Loan Fnd	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
802 Neighborhood Stabl.Prgm	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
803 HPRP Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
804 Neighborhood Stabl. Program 3	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
913 CDBG 2012 - 2013	76,482.64	0.00	0.00	0.00	76,482.64	0.00	\$76,482.64
914 CDBG FUND 2014	28,207.09	0.00	0.00	0.00	28,207.09	0.00	\$28,207.09
915 CDBG FUND 2015	45,741.10	8,950.00	8,950.00	0.00	45,741.10	36,949.20	\$8,791.90
916 CDBG Fund 2015-2016	39,907.76	43,188.97	49,388.97	0.00	33,707.76	103,798.72	(\$70,090.96)
Total Special Revenue	\$10,283,163.50	\$1,787,972.85	\$1,718,672.26	\$14,134.81	\$10,366,598.90	\$2,753,296.92	\$7,613,301.98
CAPITAL PROJECTS							
300 Capital Projects Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
301 Special Assessments	355,773.87	68,659.42	0.00	0.00	424,433.29	172,461.02	\$251,972.27
302 High Street Property	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
303 Lowes MITIE Talawanda Fund	19,707.90	0.00	0.00	0.00	19,707.90	0.00	\$19,707.90
304 Walmart MITIE Hamilton Fund	25,583.03	0.00	0.00	0.00	25,583.03	0.00	\$25,583.03
305 Hamilton Enterprise Park	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
306 Hamilton Streetscape Imp	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
307 Issue II Project Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
308 Matandy Steel MPITIE Fund	24,601.51	0.00	0.00	0.00	24,601.51	0.00	\$24,601.51
309 Robinson Schwenn MPITIE Fund	620.45	0.00	0.00	0.00	620.45	0.00	\$620.45
310 Clean Ohio Grants Program	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
311 Infrastructure Renewl Prgm	803,497.55	237,707.06	1,325,990.27	9,799.67	(274,985.99)	2,901,948.06	(\$3,176,934.05)
348 RIDs - MPITIE Citywide District	61,942.99	0.00	0.00	0.00	61,942.99	0.00	\$61,942.99
349 RIDs - MPITIE North District	3,488.69	0.00	0.00	0.00	3,488.69	0.00	\$3,488.69
350 RIDs - MPITIE South District	5,491.76	0.00	0.00	0.00	5,491.76	0.00	\$5,491.76
351 Quality Publishing MPITIE Fund	5,240.07	0.00	0.00	0.00	5,240.07	0.00	\$5,240.07
352 Shoppes @ Hamilton MPITIE Fund	19,674.44	0.00	0.00	0.00	19,674.44	0.00	\$19,674.44
353 Historic Developers (Mercantile)	3,877.54	0.00	0.00	0.00	3,877.54	0.00	\$3,877.54
354 Tippman Properties MPITIE Fund	365.35	0.00	0.00	0.00	365.35	0.00	\$365.35
355 Neturen Manufacturing TIF	16,767.75	0.00	0.00	0.00	16,767.75	0.00	\$16,767.75
Total Capital Projects	\$1,346,632.90	\$306,366.48	\$1,325,990.27	\$9,799.67	\$336,808.78	\$3,074,409.08	(\$2,737,600.30)

**Summary of Cash Basis Activity
For the One Month Period Ending August 31, 2016**

	Balance August 01, 2016	Monthly Receipts	Monthly Disbursements	Non-Cash Items	Balance August 31, 2016	Purchase Orders Outstanding	Unencumbered Cash
ENTERPRISE - GAS							
501 Gas Utility	3,258,571.80	1,064,299.93	1,460,386.89	8,869.46	2,871,354.30	630,021.05	\$2,241,333.25
510 Gas Sys Special Proj Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
512 Gas Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
515 Gas Cap Imprmt Fund	728,022.46	2,825.00	262,516.31	3,675.12	472,006.27	464,308.46	\$7,697.81
516 Gas Rate Stabilization Fd	2,518,267.34	853.18	0.00	0.00	2,519,120.52	0.00	\$2,519,120.52
517 Gas System Reserve Fund	1,033,000.00	0.00	0.00	0.00	1,033,000.00	0.00	\$1,033,000.00
518 Gas Bond Service Fund	0.00	31,619.55	0.00	(31,619.55)	0.00	0.00	\$0.00
Sub-Total - Gas	\$7,537,861.60	\$1,099,597.66	\$1,722,903.20	(\$19,074.97)	\$6,895,481.09	\$1,094,329.51	\$5,801,151.58
ENTERPRISE - ELECTRIC							
502 Electric Utility	10,345,760.86	7,200,164.23	9,571,993.83	(737,032.70)	7,236,898.56	1,289,756.80	\$5,947,141.76
520 Elec Sys Spec Proj Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
522 Electric Construction Fd	266,896.07	0.00	0.00	0.00	266,896.07	228,255.98	\$38,640.09
523 Boiler No. 9 Scrubber Prj	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
524 Hydroelectric Oprtns Fund	2,649,651.59	(54,821.17)	164,518.52	0.00	2,430,311.90	40,164.86	\$2,390,147.04
525 Electric Cap Imprvmt Fund	(1,273,864.47)	3,000,600.00	395,425.40	2,822.17	1,334,132.30	2,778,986.78	(\$1,444,854.48)
526 Elec Rate Stablztn Fund	4,020,399.51	1,362.10	0.00	0.00	4,021,761.61	0.00	\$4,021,761.61
527 Elec System Reserve Fund	38,039,489.10	12,007.45	183.67	0.00	38,051,312.88	0.00	\$38,051,312.88
528 92 Electric Bd Service Fd	0.00	180,685.29	0.00	(180,685.29)	0.00	0.00	\$0.00
529 Electric Debt Rductn Resv	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Sub-Total - Electric	\$54,048,332.66	\$10,339,997.90	\$10,132,121.42	(\$914,895.82)	\$53,341,313.32	\$4,337,164.42	\$49,004,148.90
ENTERPRISE - WATER							
503 Water Utility	2,987,112.93	1,118,969.91	1,346,092.47	(43,621.94)	2,716,368.43	1,164,819.05	\$1,551,549.38
530 Water Sys Spec. Proj Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
531 Water Construction Fund	128,782.65	0.00	0.00	0.00	128,782.65	23,553.36	\$105,229.29
535 Water Cap Imprmt Fund	5,017,951.64	270.00	68,838.12	0.00	4,949,383.52	3,645,092.58	\$1,304,290.94
536 Water Rate Stablztn Fund	1,585,577.41	537.19	0.00	0.00	1,586,114.60	0.00	\$1,586,114.60
537 Water System Reserve Fund	2,470,283.94	0.00	0.00	0.00	2,470,283.94	0.00	\$2,470,283.94
Sub-Total - Water	\$12,189,708.57	\$1,119,777.10	\$1,414,930.59	(\$43,621.94)	\$11,850,933.14	\$4,833,464.99	\$7,017,468.15
ENTERPRISE - WASTEWATER							
504 Wastewater Utility	1,482,301.00	1,080,632.50	835,046.45	31,507.11	1,759,394.16	590,291.82	\$1,169,102.34
540 Wastewater Sp Proj fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
541 Wastewater Constructn Fd	7,997,107.22	0.00	10,800.33	0.00	7,986,306.89	3,888,858.29	\$4,097,448.60
542 Wwater Debt Procds-Const.	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
543 Riverside Nature Area Con	24,830.96	25.80	0.00	0.00	24,856.76	0.00	\$24,856.76
545 Wastewater Cap Imprvmt Fd	5,002,562.76	7,609.00	91,214.49	(9,840.94)	4,909,116.33	1,312,258.67	\$3,596,857.66
546 Wastewtr Rate Stablztn Fd	2,037,804.52	690.40	0.00	0.00	2,038,494.92	0.00	\$2,038,494.92
547 Wastewater Sys Reserve Fd	3,230,000.00	0.00	0.00	0.00	3,230,000.00	0.00	\$3,230,000.00
548 Wastewater Bond Service	0.00	393,263.92	0.00	(393,263.92)	0.00	0.00	\$0.00
Sub-Total - Wastewater	\$19,774,606.46	\$1,482,221.62	\$937,061.27	(\$371,597.75)	\$19,948,169.06	\$5,791,408.78	\$14,156,760.28
ENTERPRISE - OTHER							
550 Parking Fund	174,847.20	31,806.82	18,188.77	132.71	188,597.96	11,426.34	\$177,171.62
551 Pkg Capital Imprvmt Fund	1,346,372.25	0.00	101,324.70	0.00	1,245,047.55	1,161,196.54	\$83,851.01
560 Golf Fund	296,712.12	161,153.75	110,721.12	(673.74)	346,471.01	186,316.43	\$160,154.58
561 Golf Rate Stblztn Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
570 Central Park Sports Arena	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Sub-Total - Other	\$1,817,931.57	\$192,960.57	\$230,234.59	(\$541.03)	\$1,780,116.52	\$1,358,939.31	\$421,177.21
Total - Enterprise	\$95,368,440.86	\$14,234,554.85	\$14,437,251.07	(\$1,349,731.51)	\$93,816,013.13	\$17,415,307.01	\$76,400,706.12
INTERNAL SERVICES							
610 Fleet Maintenance Fund	198,169.73	198,667.53	183,907.81	(2.40)	212,927.05	267,254.92	(\$54,327.87)
620 Central Services	7,857.20	508,581.67	509,792.44	(733.70)	5,912.73	823,199.60	(\$817,286.87)
640 Central Benefits Fund	1,611,800.63	0.00	0.00	0.00	1,611,800.63	0.00	\$1,611,800.63
650 Economic Budget Stabilization	493,978.00	0.00	0.00	0.00	493,978.00	0.00	\$493,978.00
Total - Internal Services	\$2,311,805.56	\$707,249.20	\$693,700.25	(\$736.10)	\$2,324,618.41	\$1,090,454.52	\$1,234,163.89
TRUST AND AGENCY							
700 Travel Advance Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
710 Employee Txs & Bnfts Fund	1,427,920.12	0.00	0.00	(7,105.25)	1,420,814.87	0.00	\$1,420,814.87
711 Building Stds Fee Assmt Fu	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
712 Misc Collectn For Others	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
715 Unclaimed Monies Fund	100,116.19	0.00	0.00	0.00	100,116.19	0.00	\$100,116.19
720 West Milton Tax Collectn	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
721 New Miami Tax Collectn Fu	31,407.14	0.00	0.00	(2,946.51)	28,460.63	0.00	\$28,460.63
722 Oxford Tax Collectn Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
723 Eaton Tax Collection Fund	110.71	0.00	0.00	(110.71)	0.00	0.00	\$0.00
724 Monroe Tax Collection Fun	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
726 Butler Cty Annex Tax Fund	25,868.33	0.00	0.00	8,616.77	34,485.10	0.00	\$34,485.10
727 Ham.Cen.Bus.Sp.Imprv Dst.	73,372.58	0.00	0.00	(73,372.58)	0.00	0.00	\$0.00
728 Joint Ecnmic Dvlp Dstrc I	21,436.19	0.00	0.00	(1,869.52)	19,566.67	0.00	\$19,566.67
729 Phillipsburg Tax Collectn	5,290.43	0.00	0.00	152.66	5,443.09	0.00	\$5,443.09
730 Benninghoffen Trust Fund	75,000.00	0.00	0.00	0.00	75,000.00	0.00	\$75,000.00
731 Joint Ecnmic Dvlp Dist II	51,762.20	0.00	0.00	7,219.07	58,981.27	0.00	\$58,981.27
732 Village of New Paris Tax Collect	12,791.58	0.00	0.00	(2,992.81)	9,798.77	0.00	\$9,798.77
740 Fire Damage Dep Escrow Fu	105,586.36	0.00	0.00	0.00	105,586.36	0.00	\$105,586.36
745 Police Prop.Rm Forfeiture	236,029.62	0.00	0.00	0.00	236,029.62	0.00	\$236,029.62
752 Municipal Court Cash	259,710.45	0.00	0.00	0.00	259,710.45	0.00	\$259,710.45
760 Treasury Investment Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
775 Sinking Fund	0.00	55,097.28	55,097.28	0.00	0.00	0.00	\$0.00
Total - Trust and Agency	\$2,426,401.90	\$55,097.28	\$55,097.28	(\$72,408.88)	\$2,353,993.02	\$0.00	\$2,353,993.02
TOTAL	\$118,612,811.56	\$21,715,199.49	\$22,399,669.78	(\$1,463,720.70)	\$116,464,620.57	\$27,003,252.97	\$89,461,367.60

*Zero Balance Due to Funds Restricted for Future Bond Payments

**Summary of Cash Basis Activity
For the Eight Months Period Ending August 31, 2016**

	Balance Jan. 1, 2016	Monthly Receipts	Monthly Disbursements	Non-Cash Items	Balance August 31, 2016	Purchase Orders Outstanding	Unencumbered Cash
GENERAL							
100 General	\$7,561,294.13	\$30,946,947.30	\$31,264,549.32	\$22,896.22	\$7,266,588.33	\$2,669,785.44	\$4,596,802.89
SPECIAL REVENUE							
200 One Renaissance Center Fd	1,174,290.02	1,426,845.30	748,128.23	5,387.98	1,858,395.07	152,479.20	\$1,705,915.87
2013 HOME FUND 2013	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
2014 HOME FUND 2014	19,424.00	45,702.65	45,702.65	0.00	19,424.00	89,424.00	(\$70,000.00)
2015 Home Fund 2015	31,310.27	62,231.26	62,231.26	0.00	31,310.27	46,969.85	(\$15,659.58)
205 Fed. Emg Mgmt.Fund (FEMA)	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
206 Youthbuild Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
207 Hamilton Court Sec.Proj.	29,551.90	40,353.73	0.00	0.00	69,905.63	0.00	\$69,905.63
208 Hamilton Court Sp Proj Fd	125,055.06	20,148.35	13,500.00	0.00	131,703.41	9,625.00	\$122,078.41
210 Pub Safety/Health Inc Tax	358,239.35	2,324,730.88	2,190,179.66	0.00	492,790.57	0.00	\$492,790.57
211 Rounding Up Util Acct Trs	377.23	879.33	0.00	0.00	1,256.56	377.23	\$879.33
212 Hamilton Mun Ct Cap Imp	31,420.68	80,420.38	60,684.68	0.00	51,156.38	8,499.50	\$42,656.88
213 MIT Aggregatn/Verifctn Fd	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
215 Hamiltn Cap Imp Debt Serv	2,829,990.47	2,765,389.00	2,836,237.38	4,594.00	2,763,736.09	341,242.08	\$2,422,494.01
218 Brownfield Red Pilot Proj	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
219 Brownfields Job Trng Init	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
220 Weed & Seed Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
221 Dispute Resolutn Proc Fd	16,469.40	5,556.00	3,411.03	0.00	18,614.37	0.00	\$18,614.37
222 DOJ Forfeiture Prog Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
223 Brownfields Rev Loan Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
224 GREAT Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
225 Justice Assistance Grant	4,495.67	25,698.00	25,698.00	0.00	4,495.67	0.00	\$4,495.67
226 Weed & Seed Grnt Exp Site	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
227 Land Reutilization Fund	62,824.23	25,000.00	80,870.48	(0.00)	6,953.75	87,506.60	(\$80,552.85)
230 Targeted Oriented Policing	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
231 Law Enforcement Trust	89,185.41	17,675.79	16,467.21	0.00	90,393.99	0.00	\$90,393.99
232 Safety Helmet Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
233 Safety Seat Belt Grant	14.97	0.00	0.00	0.00	14.97	0.00	\$14.97
235 Public Safety Spec Proj	122,610.34	29,046.00	27,439.18	0.00	124,217.16	1,023.41	\$123,193.75
237 Police Hiring Supp Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
238 Probation Services Fund	155,545.92	139,172.38	162,292.63	0.00	132,425.67	360.71	\$132,064.96
239 Dare Program	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
240 Drug Law Enforcmt Trust	13,985.51	87,433.10	31,604.74	104.10	69,917.97	2,604.52	\$67,313.45
241 Dui Enfrmt & Educctn Trst	4,848.51	1,952.05	3,152.68	0.00	3,647.88	0.00	\$3,647.88
242 Indignt Drivr Alcohol Trt	152,356.69	15,064.55	0.00	0.00	167,421.24	10,000.00	\$157,421.24
244 Metro Housing Auth Pol Gr	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
245 Police K-9 Unit Fund	100.00	0.00	0.00	0.00	100.00	0.00	\$100.00
246 Police Pension Fund	13.79	122,811.63	122,093.99	0.00	731.43	0.00	\$731.43
247 CDBG Police Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
248 COPS MORE Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
249 Police Levy Fund	10,238.42	382,446.35	391,686.49	0.00	998.28	0.00	\$998.28
250 Firemen's Pension Fund	99.91	119,702.99	119,180.11	0.00	622.79	0.00	\$622.79
251 Emergency Med Serv Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
252 Charter Fire Force Fund	102.59	399,009.98	398,369.94	(0.00)	742.63	0.00	\$742.63
253 Fire EMS Levy Fund	6,435.56	382,446.35	387,883.63	0.00	998.28	0.00	\$998.28
254 Technology Initiative Fnd	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
255 Energy Effic Block Grant	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
256 Local Energy Assur Plng	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
260 Immunizatn Actn Plan Gran	201,756.77	32,471.36	43,733.58	0.00	190,494.55	9,439.00	\$181,055.55
261 Kathryn Weiland Trust Inc	3,927.85	1,451.53	389.55	0.00	4,989.83	610.45	\$4,379.38
262 Clinical Services Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
270 Str & Pks Beautification	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
279 Stormwater Mgmt. Fund	1,898,722.40	1,451,232.52	1,347,413.05	(3,088.25)	1,999,453.62	463,256.65	\$1,536,196.97
280 Refuse Fund	1,788,351.73	2,673,630.45	2,929,873.60	(20,847.00)	1,511,261.58	1,201,000.12	\$310,261.46
281 Street Maintenance Fund	236,148.03	1,779,450.76	1,652,438.19	420.37	363,580.97	188,130.68	\$175,450.29
282 Transit System	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
283 Convntn & Vistrs Bur Fund	27,152.92	72,230.41	72,006.00	0.00	27,377.33	0.00	\$27,377.33
284 Miami Conservancy Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
800 CDBG - Revolving Loan Fd	16,701.58	26,948.96	322.17	0.00	43,328.37	0.00	\$43,328.37
801 HOME - Revolving Loan Fnd	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
802 Neighborhood Stabl.Prgm	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
803 HPRP Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
804 Neighborhood Stabl. Program 3	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
913 CDBG 2012 - 2013	76,482.64	0.00	0.00	0.00	76,482.64	0.00	\$76,482.64
914 CDBG FUND 2014	28,207.09	0.00	0.00	0.00	28,207.09	0.00	\$28,207.09
915 CDBG FUND 915	45,741.10	56,196.41	56,196.41	0.00	45,741.10	36,949.20	\$8,791.90
916 CDBG Fund 2015-2016	43,746.76	436,166.64	446,205.64	(0.00)	33,707.76	103,798.72	(\$70,090.96)
Total Special Revenue	\$9,605,924.77	\$15,049,495.09	\$14,275,392.16	(\$13,428.80)	\$10,366,598.90	\$2,753,296.92	\$7,613,301.98
CAPITAL PROJECTS							
300 Capital Projects Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
301 Special Assessments	360,137.98	281,984.05	217,688.74	0.00	424,433.29	172,461.02	\$251,972.27
302 High Street Property	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
303 Lowes MITIE Talawanda Fund	2,117.09	51,692.17	34,101.36	0.00	19,707.90	0.00	\$19,707.90
304 Walmart MITIE Hamilton Fund	1,553.99	92,863.90	68,834.86	0.00	25,583.03	0.00	\$25,583.03
305 Hamilton Enterprise Park	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
306 Hamilton Streetscape Imp	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
307 Issue II Project Fund	0.00	271,446.89	271,446.89	0.00	0.00	0.00	\$0.00
308 Matandy Steel MPITIE Fund	18,478.93	24,879.13	18,756.55	0.00	24,601.51	0.00	\$24,601.51
309 Robinson Schwenn MPITIE Fund	881.48	2,252.19	2,513.22	0.00	620.45	0.00	\$620.45
310 Clean Ohio Grants Program	0.00	116,650.13	116,650.13	0.00	0.00	0.00	\$0.00
311 Infrastructure Renwl Prgm	951,883.75	2,753,982.78	3,990,652.19	9,799.67	(274,985.99)	2,901,948.06	(\$3,176,934.05)
348 RIDs - MPITIE Citywide District	881.97	205,694.49	144,633.47	0.00	61,942.99	0.00	\$61,942.99
349 RIDs - MPITIE North District	3,426.10	8,698.70	8,636.11	0.00	3,488.69	0.00	\$3,488.69
350 RIDs - MPITIE South District	801.74	18,190.62	13,500.60	0.00	5,491.76	0.00	\$5,491.76
351 Quality Publishing MPITIE Fund	5,306.07	5,299.20	5,365.20	0.00	5,240.07	0.00	\$5,240.07
352 Shoppes @ Hamilton MPITIE Fund	34.67	71,416.28	51,776.51	0.00	19,674.44	0.00	\$19,674.44
353 Historic Developers (Mercantile)	3,988.19	14,075.07	14,185.72	0.00	3,877.54	0.00	\$3,877.54
354 Tippman Properties MPITIE Fund	24.44	1,326.21	985.30	0.00	365.35	0.00	\$365.35
355 Neturen Manufacturing TIF	0.00	60,865.28	44,097.53	0.00	16,767.75	0.00	\$16,767.75
Total Capital Projects	\$1,349,516.40	\$3,981,317.09	\$5,003,824.38	\$9,799.67	\$336,808.78	\$3,074,409.08	(\$2,737,600.30)

**Summary of Cash Basis Activity
For the Eight Months Period Ending August 31, 2016**

	Balance Jan. 1, 2016	Monthly Receipts	Monthly Disbursements	Non-Cash Items	Balance August 31, 2016	Purchase Orders Outstanding	Unencumbered Cash
ENTERPRISE - GAS							
501 Gas Utility	1,071,822.13	14,058,840.96	12,962,550.22	703,241.43	2,871,354.30	630,021.05	\$2,241,333.25
510 Gas Sys Special Proj Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
512 Gas Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
515 Gas Cap Imprmt Fund	1,376,216.91	18,159.00	926,120.74	3,751.10	472,006.27	464,308.46	\$7,697.81
516 Gas Rate Stabilization Fd	2,512,451.11	6,669.41	0.00	0.00	2,519,120.52	0.00	\$2,519,120.52
517 Gas System Reserve Fund	1,033,000.00	0.00	0.00	0.00	1,033,000.00	0.00	\$1,033,000.00
518 Gas Bond Service Fund	0.00	253,960.22	91,462.50	(162,497.72)	0.00	0.00	\$0.00
Sub-Total - Gas	\$5,993,490.15	\$14,337,629.59	\$13,980,133.46	\$544,494.81	\$6,895,481.09	\$1,094,329.51	\$5,801,151.58
ENTERPRISE - ELECTRIC							
502 Electric Utility	7,610,880.19	182,338,891.43	180,520,232.87	(2,192,640.19)	7,236,898.56	1,289,756.80	\$5,947,141.76
520 Elec Sys Spec Proj Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
522 Electric Construction Fd	685,234.78	0.00	418,338.71	0.00	266,896.07	228,255.98	\$38,640.09
523 Boiler No. 9 Scrubber Prj	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
524 Hydroelectric Oprtns Fund	2,278,132.19	1,454,788.97	1,302,609.26	0.00	2,430,311.90	40,164.86	\$2,390,147.04
525 Electric Cap Imprvmt Fund	1,356,766.53	3,774,240.00	3,803,625.15	6,750.92	1,334,132.30	2,778,986.78	(\$1,444,854.48)
526 Elec Rate Stablztn Fund	4,011,113.91	10,647.70	0.00	0.00	4,021,761.61	0.00	\$4,021,761.61
527 Elec System Reserve Fund	3,005,794.24	35,045,806.38	287.74	0.00	38,051,312.88	0.00	\$38,051,312.88
528 92 Electric Bd Service Fd	0.00	1,491,949.04	820,291.88	(671,657.16)	0.00	0.00	\$0.00
529 Electric Debt Rductn Resv	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Sub-Total - Electric	\$18,947,921.84	\$224,116,323.52	\$186,865,385.61	(\$2,857,546.43)	\$53,341,313.32	\$4,337,164.42	\$49,004,148.90
ENTERPRISE - WATER							
503 Water Utility	1,843,464.78	8,993,626.06	8,010,818.74	(109,903.67)	2,716,368.43	1,164,819.05	\$1,551,549.38
530 Water Sys Spec Proj Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
531 Water Construction Fund	319,489.85	0.00	190,707.20	0.00	128,782.65	23,553.36	\$105,229.29
535 Water Cap Imprmt Fund	5,323,289.48	5,260.00	379,155.96	0.00	4,949,383.52	3,645,092.58	\$1,304,290.94
536 Water Rate Stablztn Fund	1,581,915.33	4,199.27	0.00	0.00	1,586,114.60	0.00	\$1,586,114.60
537 Water System Reserve Fund	2,470,283.94	0.00	0.00	0.00	2,470,283.94	0.00	\$2,470,283.94
Sub-Total - Water	\$11,538,443.38	\$9,003,075.33	\$8,580,681.90	(\$109,903.67)	\$11,850,933.14	\$4,833,464.99	\$7,017,468.15
ENTERPRISE - WASTEWATER							
504 Wastewater Utility	1,258,909.99	8,190,521.13	7,690,058.66	21.70	1,759,394.16	590,291.82	\$1,169,102.34
540 Wastewater Sp Proj fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
541 Wastewater Constructn Fd	9,181,657.01	1,670,025.67	2,865,375.79	0.00	7,986,306.89	3,888,858.29	\$4,097,448.60
542 Wwater Debt Procds-Const.	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
543 Riverside Nature Area Con	24,757.05	99.71	0.00	0.00	24,856.76	0.00	\$24,856.76
545 Wastewater Cap Imprvmt Fd	6,267,710.23	115,517.00	1,474,110.90	0.00	4,909,116.33	1,312,258.67	\$3,596,857.66
546 Wastewtr Rate Stablztn Fd	2,033,097.98	5,396.94	0.00	0.00	2,038,494.92	0.00	\$2,038,494.92
547 Wastewater Sys Reserve Fd	3,230,000.00	0.00	0.00	0.00	3,230,000.00	0.00	\$3,230,000.00
548 Wastewater Bond Service	0.00	3,275,041.49	1,273,160.13	(2,001,881.36)	0.00	0.00	\$0.00
Sub-Total - Wastewater	\$21,996,132.26	\$13,256,601.94	\$13,302,705.48	(\$2,001,859.66)	\$19,948,169.06	\$5,791,408.78	\$14,156,760.28
ENTERPRISE - OTHER							
550 Parking Fund	158,151.36	234,752.12	204,388.23	82.71	188,597.96	11,426.34	\$177,171.62
551 Pkg Capital Imprvmt Fund	0.00	1,500,000.00	254,952.45	0.00	1,245,047.55	1,161,196.54	\$83,851.01
560 Golf Fund	323,253.57	818,573.21	800,434.28	5,078.51	346,471.01	186,316.43	\$160,154.58
561 Golf Rate Stblztn Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
570 Central Park Sports Arena	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
Sub-Total - Other	\$481,404.93	\$2,553,325.33	\$1,259,774.96	\$5,161.22	\$1,780,116.52	\$1,358,939.31	\$421,177.21
Total - Enterprise	\$58,957,392.56	\$263,266,955.71	\$223,988,681.41	(\$4,419,653.73)	\$93,816,013.13	17,415,307.01	\$76,400,706.12
INTERNAL SERVICES							
610 Fleet Maintenance Fund	374,552.97	1,633,121.95	1,794,771.46	23.59	212,927.05	267,254.92	(\$54,327.87)
620 Central Services	7,874.52	4,720,169.61	4,724,972.36	2,840.96	5,912.73	823,199.60	(\$817,286.87)
640 Central Benefits Fund	1,611,800.63	0.00	0.00	0.00	1,611,800.63	0.00	\$1,611,800.63
650 Economic Budget Stabilization	177,955.00	316,023.00	0.00	0.00	493,978.00	0.00	\$493,978.00
Total - Internal Services	\$2,172,183.12	\$6,669,314.56	\$6,519,743.82	\$2,864.55	\$2,324,618.41	\$1,090,454.52	\$1,234,163.89
TRUST AND AGENCY							
700 Travel Advance Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
710 Employee Txs & Bnfts Fund	897,554.93	0.00	0.00	523,259.94	1,420,814.87	0.00	\$1,420,814.87
711 Building Stds Fee Assmt Fu	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
712 Misc Collectn For Others	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
715 Unclaimed Monies Fund	100,610.42	0.00	494.23	0.00	100,116.19	0.00	\$100,116.19
720 West Milton Tax Collectn	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
721 New Miami Tax Collectn Fu	21,205.59	0.00	0.00	7,255.04	28,460.63	0.00	\$28,460.63
722 Oxford Tax Collectn Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
723 Eaton Tax Collection Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
724 Monroe Tax Collection Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
726 Butler Cty Annex Tax Fund	53,473.90	0.00	0.00	(18,988.80)	34,485.10	0.00	\$34,485.10
727 Ham.Cen.Bus.Sp.Imprv Dst.	358.69	0.00	0.00	(358.69)	0.00	0.00	\$0.00
728 Joint Econmic Dvlp Dstrc I	22,379.16	0.00	0.00	(2,812.49)	19,566.67	0.00	\$19,566.67
729 Phillipsburg Tax Colictn	4,189.01	0.00	0.00	1,254.08	5,443.09	0.00	\$5,443.09
730 Benninghoffen Trust Fund	75,000.00	0.00	0.00	0.00	75,000.00	0.00	\$75,000.00
731 Joint Econmic Dvlp Dist II	46,869.00	0.00	0.00	12,112.27	58,981.27	0.00	\$58,981.27
732 Village of New Paris Tax Collect	10,186.15	0.00	0.00	(387.38)	9,798.77	0.00	\$9,798.77
740 Fire Damage Dep Escrow Fu	88,786.36	0.00	0.00	16,800.00	105,586.36	0.00	\$105,586.36
745 Police Prop.Rm Forfeiture	419,582.62	0.00	0.00	(183,553.00)	236,029.62	0.00	\$236,029.62
752 Municipal Court Cash	259,710.45	0.00	0.00	0.00	259,710.45	0.00	\$259,710.45
760 Treasury Investment Fund	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
775 Sinking Fund	0.00	892,638.24	892,638.24	(0.00)	0.00	0.00	\$0.00
Total - Trust and Agency	\$1,999,906.28	\$892,638.24	\$893,132.47	\$354,580.97	\$2,353,993.02	\$0.00	\$2,353,993.02
TOTAL	\$81,646,217.26	\$320,806,667.99	\$281,945,323.56	(\$4,042,941.12)	\$116,464,620.57	\$27,003,252.97	\$89,461,367.60

*Zero Balance Due to Funds Restricted for Future Bond Payments

City of Hamilton

Monthly Investment Portfolio Report

AUGUST 2016



United American Capital Corporation
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This investment portfolio report has been issued by United American Capital Corporation (UACC). UACC does not hold the funds or securities identified in this report. You should receive a separate statement of your account assets directly from your custodian or safekeeping agent. UACC strongly urges you to compare this report with the account statement you receive from your custodian or safekeeping agent.

United American Capital Corporation – A Leader in Public Funds Investment Management

City of Hamilton
Portfolio Management
Investment Status Report - Investments
August 31, 2016

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	Days to Maturity	YTM	Market Value	Accrued Interest At Purchase	Current Principal	Book Value
Federal Agency - Coupon (NC)												
3130A4K27	16-0006	FHLB	1,000,000.00	0.720	03/06/2017	01/12/2016	186	0.860	1,000,931.00	Received	998,400.00	998,400.00
3134G62A0	16-0018	FHLMC	1,000,000.00	0.875	06/16/2017	01/15/2016	288	0.889	1,001,675.00	Received	999,800.00	999,800.00
3130A62S5	16-0023	FHLB	1,085,000.00	0.750	08/28/2017	01/20/2016	361	0.890	1,085,632.56	Received	1,082,580.45	1,082,580.45
313380EC7	16-0061	FHLB	400,000.00	0.750	09/08/2017	05/25/2016	372	0.912	400,047.60	641.67	399,172.00	399,813.67
3133EAA32	16-0005	FFCB	1,072,000.00	0.900	11/15/2017	01/11/2016	440	1.036	1,072,820.08	Received	1,069,341.44	1,069,341.44
3133EGKQ7	16-0086	FFCB	1,000,000.00	0.700	04/06/2018	07/13/2016	582	0.766	997,023.00	136.11	998,870.00	999,006.11
3134G3T26	16-0004	FHLMC	1,000,000.00	1.000	05/14/2018	01/11/2016	620	1.153	1,000,930.00	Received	996,470.00	996,470.00
3136G1CF4	16-0007	FNMA	2,000,000.00	1.000	07/30/2018	01/12/2016	697	1.166	2,002,606.00	Received	1,991,680.00	1,991,680.00
3130A8PK3	16-0081	FHLB	1,000,000.00	0.625	08/07/2018	07/08/2016	705	0.726	995,092.00		997,920.00	997,920.00
3130A45D0	16-0021	FHLB	1,000,000.00	1.250	02/20/2019	01/15/2016	902	1.266	1,004,343.00	Received	999,510.00	999,510.00
3137EADZ9	16-0045	FHLMC	1,000,000.00	1.125	04/15/2019	03/24/2016	956	1.164	1,003,920.00	93.75	998,830.00	998,923.75
3133EF4Y0	16-0056	FFCB	1,000,000.00	1.000	04/26/2019	04/26/2016	967	1.099	999,489.00		997,090.00	997,090.00
3137EADM8	16-0012	FHLMC	1,000,000.00	1.250	10/02/2019	01/14/2016	1,126	1.459	1,006,355.00	Received	992,460.00	992,460.00
313381C94	16-0032	FHLB	1,000,000.00	1.250	12/13/2019	01/25/2016	1,198	1.371	1,005,157.00	Received	995,447.00	995,447.00
3133EGJD8	16-0078	FFCB	500,000.00	1.140	06/29/2020	06/29/2016	1,397	1.200	498,428.50		498,838.00	498,838.00
3130A8QS5	16-0088	FHLB	1,000,000.00	1.125	07/14/2021	07/15/2016	1,777	1.269	990,480.00	31.25	993,050.00	993,081.25
Federal Agency - Coupon (NC) Totals			16,057,000.00				772	1.083	16,064,929.74	902.78	16,009,458.89	16,010,361.67
Commercial Paper - Discount												
89233GJE7	16-0040	TOY	500,000.00	0.760	09/14/2016	03/21/2016	13	0.773	498,131.67		498,131.67	498,131.67
46640PKB8	16-0050	JPM	450,000.00	0.840	10/11/2016	04/14/2016	40	0.855	448,110.00		448,110.00	448,110.00
89233GKB1	16-0051	TOY	950,000.00	0.760	10/11/2016	04/14/2016	40	0.773	946,390.00		946,390.00	946,390.00
46640PKM4	16-0052	JPM	250,000.00	0.840	10/21/2016	04/25/2016	50	0.855	248,955.83		248,955.83	248,955.83
89233GKM7	16-0055	TOY	250,000.00	0.780	10/21/2016	04/25/2016	50	0.794	249,030.42		249,030.42	249,030.42
06538BLR2	16-0063	BTOKYO	500,000.00	0.920	11/25/2016	05/31/2016	85	0.937	497,725.56		497,725.56	497,725.56
46640PM75	16-0065	JPM	500,000.00	0.840	12/07/2016	06/10/2016	97	0.855	497,900.00		497,900.00	497,900.00
4497W0NR5	16-0095	ING	1,250,000.00	1.050	01/25/2017	07/29/2016	146	1.070	1,243,437.50		1,243,437.50	1,243,437.50
Commercial Paper - Discount Totals			4,650,000.00				78	0.893	4,629,680.98	0.00	4,629,680.98	4,629,680.98
Federal Agency - Coupon (Callable)												
3136G0Y47	16-0022	FNMA	1,000,000.00	1.060	04/30/2018	01/15/2016	606	1.130	1,000,204.00	Received	998,410.00	998,410.00
3135G0XD0	16-0019	FNMA	250,000.00	1.000	05/21/2018	01/15/2016	627	1.195	249,407.25	Received	248,875.00	248,875.00
3130A7HV0	16-0094	FHLB	250,000.00	1.125	09/28/2018	07/27/2016	757	1.125	249,608.00	929.69	250,000.00	250,929.69
3136G2PX9	16-0046	FNMA	1,000,000.00	1.060	10/26/2018	03/31/2016	785	1.070	1,000,043.00	Received	999,750.00	999,750.00
3134G9MS3	16-0072	FHLMC	635,000.00	1.100	12/21/2018	06/16/2016	841	1.100	634,264.67	368.65	635,000.00	635,368.65
3136G15R6	16-0014	FNMA	500,000.00	1.000	12/27/2018	01/14/2016	847	1.350	498,515.00	Received	494,950.00	494,950.00
3136G2YF8	16-0038	FNMA	750,000.00	1.150	05/24/2019	02/26/2016	995	1.150	750,167.25	Received	750,000.00	750,000.00

City of Hamilton
Portfolio Management
Investment Status Report - Investments
August 31, 2016

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	Days to Maturity	YTM	Market Value	Accrued Interest At Purchase	Current Principal	Book Value
Federal Agency - Coupon (Callable)												
3130A7HR9	16-0043	FHLB	1,000,000.00	1.300	06/28/2019	03/28/2016	1,030	1.300	1,000,156.00		1,000,000.00	1,000,000.00
3135G0K93	16-0067	FNMA	1,000,000.00	1.250	06/28/2019	06/28/2016	1,030	1.250	999,821.00		1,000,000.00	1,000,000.00
3135G0M26	16-0085	FNMA	1,000,000.00	1.000	07/26/2019	07/26/2016	1,058	1.020	992,786.00		999,400.00	999,400.00
3135G0N58	16-0096	FNMA	275,000.00	1.200	08/16/2019	08/16/2016	1,079	1.200	274,398.85		275,000.00	275,000.00
3133EGAW5	16-0062	FFCB	500,000.00	1.250	08/19/2019	05/25/2016	1,082	1.337	497,102.00	Received	498,635.00	498,635.00
3136G3CD5	16-0039	FNMA	950,000.00	1.350	08/26/2019	02/29/2016	1,089	1.350	950,289.75	Received	950,000.00	950,000.00
3136G35K7	16-0102	FNMA	1,000,000.00	1.125	08/28/2019	08/31/2016	1,091	1.160	998,054.00		999,000.00	999,000.00
3135G0J95	16-0058	FNMA	400,000.00	1.350	10/28/2019	04/29/2016	1,152	1.412	400,006.00	15.00	399,160.00	399,175.00
313381HA6	16-0036	FHLB	500,000.00	1.400	12/13/2019	02/18/2016	1,198	1.448	500,010.00	Received	499,100.00	499,100.00
3134G8XR5	16-0049	FHLMC	1,000,000.00	1.300	01/27/2020	04/27/2016	1,243	1.300	1,000,288.00		1,000,000.00	1,000,000.00
3136G3M85	16-0091	FNMA	500,000.00	1.200	01/27/2020	07/27/2016	1,243	1.200	498,126.50		500,000.00	500,000.00
3136G32E4	16-0100	FNMA	1,000,000.00	1.200	02/25/2020	08/25/2016	1,272	1.200	997,387.00		1,000,000.00	1,000,000.00
3134G8TY5	16-0044	FHLMC	500,000.00	1.420	03/30/2020	03/30/2016	1,306	1.424	500,505.00		499,925.00	499,925.00
3134G9E60	16-0080	FHLMC	500,000.00	1.180	03/30/2020	06/30/2016	1,306	1.180	496,619.00		500,000.00	500,000.00
3134G9DP9	16-0059	FHLMC	775,000.00	1.375	04/27/2020	04/29/2016	1,334	1.381	775,747.10	59.20	774,808.58	774,867.78
3136G3TY1	16-0074	FNMA	500,000.00	1.250	06/30/2020	06/30/2016	1,398	1.295	496,638.50		499,125.00	499,125.00
3135G0N66	16-0099	FNMA	1,000,000.00	1.400	08/24/2020	08/24/2016	1,453	1.406	998,145.00		999,750.00	999,750.00
3136G35C5	16-0101	FNMA	1,000,000.00	1.400	08/28/2020	08/30/2016	1,457	1.400	998,120.00		1,000,000.00	1,000,000.00
3134G9QB6	16-0060	FHLMC	500,000.00	1.500	11/25/2020	05/25/2016	1,546	1.500	500,726.50		500,000.00	500,000.00
3134G9X77	16-0092	FHLMC	800,000.00	1.470	01/27/2021	07/27/2016	1,609	1.470	798,074.40		800,000.00	800,000.00
Federal Agency - Coupon (Callable) Totals			19,085,000.00				1,139	1.266	19,055,209.77	1,372.54	19,070,888.58	19,072,261.12
Federal Agency - Discount												
313385AF3	16-0017	FHLB	1,000,000.00	0.750	01/06/2017	01/14/2016	127	0.767	998,589.00		992,541.66	992,541.66
Federal Agency - Discount Totals			1,000,000.00				127	0.767	998,589.00	0.00	992,541.66	992,541.66
Treasury Securities - Coupon												
912828UE8	16-0029	USTN	1,000,000.00	0.750	12/31/2017	01/22/2016	486	0.868	1,000,078.00	Received	997,734.37	997,734.37
912828UZ1	16-0025	USTN	1,000,000.00	0.625	04/30/2018	01/20/2016	606	0.969	997,461.00	Received	992,265.63	992,265.63
912828R93	16-0083	USTN	1,000,000.00	0.625	06/30/2018	07/12/2016	667	0.645	997,109.00	203.80	999,609.38	999,813.18
912828L81	16-0030	USTN	1,000,000.00	0.875	10/15/2018	01/25/2016	774	1.065	1,001,094.00	Received	994,921.87	994,921.87
912828P53	16-0053	USTN	1,000,000.00	0.750	02/15/2019	04/25/2016	897	0.955	997,266.00	Received	994,335.94	994,335.94
912828SX9	16-0033	USTN	1,050,000.00	1.125	05/31/2019	01/28/2016	1,002	1.197	1,056,973.05	Received	1,047,539.06	1,047,539.06
912828S43	16-0089	USTN	500,000.00	0.750	07/15/2019	07/18/2016	1,047	0.859	497,812.50	30.57	498,398.44	498,429.01
912828TH3	16-0008	USTN	1,000,000.00	0.875	07/31/2019	01/12/2016	1,063	1.368	999,102.00	Received	982,968.75	982,968.75
912828TR1	16-0031	USTN	1,000,000.00	1.000	09/30/2019	01/25/2016	1,124	1.288	1,001,992.00	Received	989,687.50	989,687.50
912828UB4	16-0057	USTN	1,000,000.00	1.000	11/30/2019	04/26/2016	1,185	1.140	1,000,938.00	Received	995,078.13	995,078.13

**City of Hamilton
Portfolio Management
Investment Status Report - Investments
August 31, 2016**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	Days to Maturity	YTM	Market Value	Accrued Interest At Purchase	Current Principal	Book Value
Treasury Securities - Coupon												
912828VA5	16-0041	USTN	1,000,000.00	1.125	04/30/2020	03/22/2016	1,337	1.270	1,003,047.00	Received	994,218.75	994,218.75
Treasury Securities - Coupon Totals			10,550,000.00				920	1.066	10,552,872.55	234.37	10,486,757.82	10,486,992.19
Investment Totals			51,342,000.00				864	1.125	51,301,282.04	2,509.69	51,189,327.93	51,191,837.62

**City of Hamilton
Purchases Report
Sorted by Purchase Date - Fund
August 1, 2016 - August 31, 2016**

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
3135G0N58	16-0096	OP	FAC	FNMA	275,000.00	08/16/2016	02/16 - 08/16	275,000.00		1.200	08/16/2019	1.200	275,000.00
3135G0N66	16-0099	OP	FAC	FNMA	1,000,000.00	08/24/2016	02/24 - 08/24	999,750.00		1.400	08/24/2020	1.406	999,750.00
3136G32E4	16-0100	OP	FAC	FNMA	1,000,000.00	08/25/2016	02/25 - 08/25	1,000,000.00		1.200	02/25/2020	1.200	1,000,000.00
3136G35C5	16-0101	OP	FAC	FNMA	1,000,000.00	08/30/2016	02/28 - 08/28	1,000,000.00		1.400	08/28/2020	1.400	1,000,000.00
3136G35K7	16-0102	OP	FAC	FNMA	1,000,000.00	08/31/2016	02/28 - 08/28	999,000.00		1.125	08/28/2019	1.160	999,000.00
Total Purchases					4,275,000.00			4,273,750.00	0.00				4,273,750.00

**City of Hamilton
Sales/Call Report
Sorted by Redemption Date - Fund
August 1, 2016 - August 31, 2016**

CUSIP	Investment #	Fund	Issuer Sec. Type	Purchase Date	Redem. Date Matur. Date	Par Value	Rate at Redem.	Book Value at Redem.	Redemption Principal	Redemption Interest	Total Amount	Net Income
3130A67K7	16-0037	OP	FHLB FAC	02/19/2016	08/10/2016 08/10/2018	200,000.00	1.270	200,063.50	200,000.00	1,270.00	201,270.00 Call	1,206.50
3136G2YW1	16-0047	OP	FNMA FAC	03/31/2016	08/24/2016 05/24/2019	1,000,000.00	1.150	1,000,181.94	1,000,000.00	5,750.00	1,005,750.00 Call	5,568.06
3136G2XY8	16-0066	OP	FNMA FAC	06/10/2016	08/24/2016 05/24/2019	1,000,000.00	1.200	1,000,533.33	1,000,000.00	3,000.00	1,003,000.00 Call	2,466.67
3134G8N62	16-0042	OP	FHLMC FAC	03/22/2016	08/26/2016 11/26/2019	1,000,000.00	1.470	999,900.00	1,000,000.00	3,675.00	1,003,675.00 Call	3,775.00
3136G2YY7	16-0048	OP	FNMA FAC	03/31/2016	08/26/2016 08/26/2019	1,000,000.00	1.250	1,001,205.28	1,000,000.00	6,250.00	1,006,250.00 Call	5,044.72
Total Sales						4,200,000.00		4,201,884.05	4,200,000.00	19,945.00	4,219,945.00	18,060.95

**City of Hamilton
Interest History
Sorted by Fund
August 1, 2016 - August 31, 2016**

CUSIP	Investment #	Fund	Security Type	Par Value	Redemption Date	Interest				
						Rate	Date Due	Amount Due	Date Received	Amount Received
Federal Farm Credit Bank										
3133EGAW5	16-0062	OP	Federal Agency - Coupon (Callable)	500,000.00	08/19/2019	1.250	08/19/2016	1,562.50	08/19/2016	1,562.50
							08/19/2016	-104.17	08/19/2016	-104.17
			Subtotal	500,000.00		1.250		1,458.33		1,458.33
			Federal Farm Credit Bank Total	500,000.00				1,458.33		1,458.33
Federal Home Loan Bank										
3130A45D0	16-0021	OP	Federal Agency - Coupon (NC)	1,000,000.00	02/20/2019	1.250	08/20/2016	6,250.00	08/20/2016	6,250.00
			Subtotal	1,000,000.00		1.250		6,250.00		6,250.00
3130A62S5	16-0023		Federal Agency - Coupon (NC)	1,085,000.00	08/28/2017	0.750	08/28/2016	4,068.75	08/28/2016	4,068.75
			Subtotal	1,085,000.00		0.750		4,068.75		4,068.75
3130A8PK3	16-0081		Federal Agency - Coupon (NC)	1,000,000.00	08/07/2018	0.625	08/07/2016	503.47	08/07/2016	503.47
			Subtotal	1,000,000.00		0.625		503.47		503.47
3130A67K7	16-0037		Federal Agency - Coupon (Callable)	0.00	08/10/2018	1.270	08/10/2016	1,270.00	08/10/2016	1,270.00
							08/10/2016	-63.50	08/10/2016	-63.50
			Subtotal	0.00		1.270		1,206.50		1,206.50
			Federal Home Loan Bank Total	3,085,000.00				12,028.72		12,028.72
Federal Home Loan Mortgage Crp										
3134G8N62	16-0042	OP	Federal Agency - Coupon (Callable)	0.00	11/26/2019	1.470	08/26/2016	3,675.00	08/26/2016	3,675.00
			Subtotal	0.00		1.470		3,675.00		3,675.00
			Federal Home Loan Mortgage Crp Total	0.00				3,675.00		3,675.00
Federal National Mortgage Assn										
3136G2YF8	16-0038	OP	Federal Agency - Coupon (Callable)	750,000.00	05/24/2019	1.150	08/24/2016	4,312.50	08/24/2016	4,312.50
							08/24/2016	-47.92	08/24/2016	-47.92
			Subtotal	750,000.00		1.150		4,264.58		4,264.58
3136G3CD5	16-0039		Federal Agency - Coupon (Callable)	950,000.00	08/26/2019	1.350	08/26/2016	6,412.50	08/26/2016	6,412.50
							08/26/2016	-106.88	08/26/2016	-106.88
			Subtotal	950,000.00		1.350		6,305.62		6,305.62
3136G2YW1	16-0047		Federal Agency - Coupon (Callable)	0.00	05/24/2019	1.150	08/24/2016	5,750.00	08/24/2016	5,750.00
							08/24/2016	-1,181.94	08/24/2016	-1,181.94

City of Hamilton
Interest History
Sorted by Fund
August 1, 2016 - August 31, 2016

CUSIP	Investment #	Fund	Security Type	Par Value	Redemption Date	Interest		Amount Due	Date Received	
						Rate	Date Due			
Subtotal				0.00		1.150		4,568.06		4,568.06
3136G2YY7	16-0048	OP	Federal Agency - Coupon (Callable)	0.00	08/26/2019	1.250	08/26/2016	6,250.00	08/26/2016	6,250.00
							08/26/2016	-1,215.28	08/26/2016	-1,215.28
Subtotal				0.00		1.250		5,034.72		5,034.72
3136G2XY8	16-0066		Federal Agency - Coupon (Callable)	0.00	05/24/2019	1.200	08/24/2016	3,000.00	08/24/2016	3,000.00
							08/24/2016	-533.33	08/24/2016	-533.33
Subtotal				0.00		1.200		2,466.67		2,466.67
Federal National Mortgage Assn Total				1,700,000.00				22,639.65		22,639.65
U.S. Treasury Note										
912828P53	16-0053	OP	Treasury Securities - Coupon	1,000,000.00	02/15/2019	0.750	08/15/2016	3,750.00	08/15/2016	3,750.00
							08/15/2016	-1,442.31	08/15/2016	-1,442.31
Subtotal				1,000,000.00		0.750		2,307.69		2,307.69
U.S. Treasury Note Total				1,000,000.00				2,307.69		2,307.69
Total				6,285,000.00				42,109.39		42,109.39

City of Hamilton
Period Realized Gains and Losses
Sorted By Maturity/Sale/Call Date
Sales/Calls/Maturities: August 1, 2016 - August 31, 2016

<u>Investment #</u>	<u>Inv. Type</u>	<u>Purchase Date</u>	<u>Par Value</u>	<u>Sale Date</u>	<u>Days Active</u>		<u>Maturity/Sale</u>	<u>Realized</u>	<u>Total</u>	<u>Period</u>	<u>Period</u>
<u>Issuer</u>			<u>Current Rate</u>	<u>Maturity Date</u>	<u>Term</u>	<u>Book Value</u>	<u>Proceeds</u>	<u>Gain/Loss</u>	<u>Earnings</u>	<u>Net Earnings</u>	<u>Yield 365</u>
16-0037 Federal Home Loan Bank	FAC	02/19/2016	200,000.00 1.270	08/10/2016 08/10/2018	9 903	200,063.50	200,063.50	0.00	63.50	63.50	1.287
16-0047 Federal National Mortgage Assn	FAC	03/31/2016	1,000,000.00 1.150	08/24/2016 05/24/2019	23 1,149	1,000,181.94	1,001,181.94	1,000.00	734.72	1,734.72	2.752
16-0066 Federal National Mortgage Assn	FAC	06/10/2016	1,000,000.00 1.200	08/24/2016 05/24/2019	23 1,078	1,000,533.33	1,000,533.33	0.00	766.67	766.67	1.216
16-0042 Federal Home Loan Mortgage Crp	FAC	03/22/2016	1,000,000.00 1.470	08/26/2016 11/26/2019	25 1,344	999,900.00	1,000,000.00	100.00	1,020.83	1,120.83	1.637
16-0048 Federal National Mortgage Assn	FAC	03/31/2016	1,000,000.00 1.250	08/26/2016 08/26/2019	25 1,243	1,001,205.28	1,001,215.28	10.00	868.06	878.06	1.280
Total Realized Gains/Losses						4,201,884.05	4,202,994.05	1,110.00	3,453.78	4,563.78	1.701

GREENUP PROCEEDS FUND

**City of Hamilton-Greenup Proc
Portfolio Management
Investment Status Report - Investments
August 31, 2016**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	Days to Maturity	YTM	Market Value	Accrued Interest At Purchase	Current Principal	Book Value
Federal Agency - Coupon (NC)												
3133EGKQ7	16-0087	FFCB	1,000,000.00	0.700	04/06/2018	07/13/2016	582	0.766	997,023.00	136.11	998,870.00	999,006.11
3130A8U50	16-0093	FHLB	1,000,000.00	0.830	07/25/2018	07/25/2016	692	0.860	997,536.00		999,400.00	999,400.00
3130A8PK3	16-0082	FHLB	1,000,000.00	0.625	08/07/2018	07/08/2016	705	0.726	995,092.00		997,920.00	997,920.00
3133EGJD8	16-0079	FFCB	1,000,000.00	1.140	06/29/2020	06/29/2016	1,397	1.200	996,857.00		997,676.00	997,676.00
Federal Agency - Coupon (NC) Totals			4,000,000.00				844	0.888	3,986,508.00	136.11	3,993,866.00	3,994,002.11
Commercial Paper - Discount												
46640PMC4	16-0069	JPM	500,000.00	0.840	12/12/2016	06/16/2016	102	0.855	497,911.67		497,911.67	497,911.67
06538BMD2	16-0073	BTOKYO	1,000,000.00	0.910	12/13/2016	06/16/2016	103	0.927	995,450.00		995,450.00	995,450.00
Commercial Paper - Discount Totals			1,500,000.00				103	0.903	1,493,361.67	0.00	1,493,361.67	1,493,361.67
Federal Agency - Coupon (Callable)												
3134G9UY1	16-0071	FHLMC	1,000,000.00	1.000	06/29/2018	06/29/2016	666	1.000	997,932.00		1,000,000.00	1,000,000.00
3134G9XB8	16-0076	FHLMC	1,000,000.00	1.000	12/28/2018	06/28/2016	848	1.030	997,580.00		999,250.00	999,250.00
3130A87G2	16-0077	FHLB	500,000.00	1.200	05/24/2019	06/24/2016	995	1.200	499,800.50	500.00	500,000.00	500,500.00
3135G0K93	16-0068	FNMA	1,000,000.00	1.250	06/28/2019	06/28/2016	1,030	1.250	999,821.00		1,000,000.00	1,000,000.00
3135G0N58	16-0097	FNMA	1,025,000.00	1.200	08/16/2019	08/16/2016	1,079	1.200	1,022,759.35		1,025,000.00	1,025,000.00
Federal Agency - Coupon (Callable) Totals			4,525,000.00				917	1.129	4,517,892.85	500.00	4,524,250.00	4,524,750.00
Federal Agency - Discount												
313385GH3	16-0075	FHLB	2,000,000.00	0.630	06/01/2017	06/21/2016	273	0.642	1,991,810.00		1,987,925.00	1,987,925.00
Federal Agency - Discount Totals			2,000,000.00				273	0.642	1,991,810.00	0.00	1,987,925.00	1,987,925.00
Treasury Securities - Coupon												
912828R93	16-0084	USTN	1,000,000.00	0.625	06/30/2018	07/12/2016	667	0.645	997,109.00	203.80	999,609.38	999,813.18
912828S43	16-0090	USTN	1,000,000.00	0.750	07/15/2019	07/18/2016	1,047	0.859	995,625.00	61.14	996,796.87	996,858.01
912828B5	16-0098	USTN	1,000,000.00	0.750	08/15/2019	08/15/2016	1,078	0.874	995,430.00		996,328.13	996,328.13
Treasury Securities - Coupon Totals			3,000,000.00				930	0.792	2,988,164.00	264.94	2,992,734.38	2,992,999.32
Investment Totals			15,025,000.00				734	0.911	14,977,736.52	901.05	14,992,137.05	14,993,038.10

**City of Hamilton-Greenup Proc
Purchases Report
Sorted by Purchase Date - Fund
August 1, 2016 - August 31, 2016**

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
9128282B5	16-0098	GP	TRC	USTN	1,000,000.00	08/15/2016	02/15 - 08/15	996,328.13		0.750	08/15/2019	0.874	996,328.13
3135G0N58	16-0097	GP	FAC	FNMA	1,025,000.00	08/16/2016	02/16 - 08/16	1,025,000.00		1.200	08/16/2019	1.200	1,025,000.00
Total Purchases					2,025,000.00			2,021,328.13	0.00				2,021,328.13

**City of Hamilton-Greenup Proc
Sales/Call Report
Sorted by Redemption Date - Fund
August 1, 2016 - August 31, 2016**

CUSIP	Investment #	Fund	Issuer Sec. Type	Purchase Date	Redem. Date Matur. Date	Par Value	Rate at Redem.	Book Value at Redem.	Redemption Principal	Redemption Interest	Total Amount	Net Income
3134G9GB7	16-0070	GP	FHLMC FAC	06/16/2016	08/02/2016 11/02/2018	1,000,000.00	1.200	1,001,466.67	1,000,000.00	3,000.00	1,003,000.00 Call	1,533.33
Total Sales						1,000,000.00		1,001,466.67	1,000,000.00	3,000.00	1,003,000.00	1,533.33

**City of Hamilton-Greenup Proc
Interest History
Sorted by Fund
August 1, 2016 - August 31, 2016**

CUSIP	Investment #	Fund	Security Type	Par Value	Redemption Date	Interest				
						Rate	Date Due	Amount Due	Date Received	Amount Received
Federal Home Loan Bank										
3130A8PK3	16-0082	GP	Federal Agency - Coupon (NC)	1,000,000.00	08/07/2018	0.625	08/07/2016	503.47	08/07/2016	503.47
			Subtotal	1,000,000.00		0.625		503.47		503.47
			Federal Home Loan Bank Total	1,000,000.00				503.47		503.47
Federal Home Loan Mortgage Crp										
3134G9GB7	16-0070	GP	Federal Agency - Coupon (Callable)	0.00	11/02/2018	1.200	08/02/2016	3,000.00	08/02/2016	3,000.00
							08/02/2016	-1,466.67	08/02/2016	-1,466.67
			Subtotal	0.00		1.200		1,533.33		1,533.33
			Federal Home Loan Mortgage Crp Total	0.00				1,533.33		1,533.33
			Total	1,000,000.00				2,036.80		2,036.80



City Council Meeting Informational Report

TO: The Honorable Mayor and Members of the City Council

FROM: John Creech, Senior Planner

RE: 2016 Comprehensive Plan Update

Dear Mayor and Members of Council:

The City of Hamilton recently issued a Request for Proposals (RFP) to qualified land use planning consultants to update the City of Hamilton Comprehensive Plan. The current Comprehensive Plan was last updated in 2008. A new comprehensive plan will address future land use and redevelopment opportunities in the core area of downtown and along major highway corridors that traverse the City. The comprehensive plan update will also incorporate applicable elements of the ongoing Strategic Plan for the city. The comprehensive land use plan update is extremely important given the heightened interest in land development, building and redevelopment occurring in the city.

In addition, the new City of Hamilton comprehensive plan will also adhere to the Ohio Kentucky Indiana Regional Council of Governments (OKI) Elements of an Effective Local Comprehensive Plan 2016 Update. Local transportation projects that are consistent with local comprehensive plans are rank higher on competitive transportation grants. This will ensure that the City of Hamilton is eligible for the maximum amount of scoring points on future competitive transportation projects that may be funded by OKI.

The City received five (5) proposals as follows:

Reveille/Mannik Smith Group – Bowling Green, OH
Compass Point/MSP – Blue Ash, OH
BPS/Gannett Fleming – Columbus, OH
planningNext/McBride Dale Clarion – Columbus, OH
MKSK/Development Strategies – Columbus, OH

The City intends to negotiate a contract for professional land use planning services with Compass Point Planning and their partner sub-consultant MSP, who were the 2nd lowest bidder and selected consultant based on review. It is anticipated that the consultant contract amount will be in the \$125,000-\$150,000 range after incorporating area specific plans for portions of Route 4 Boulevard and Grand Avenue/Five Points area.



Compass Point Planning & MSP, working with city staff, propose to hold a number of public input meetings to gather information and local trends for the plan. These include six (6) separate Steering Committee meetings, six to eight (6-8) local Stakeholder Interviews, six (6) informal gatherings or special event participation, and separate Planning Commission and City Council presentations. The comprehensive plan is expected to be completed within 14 months after commencement.

This report is provided for your information and requires no City Council action.

Related Strategic Goal(s)

- I** *Increase residential property values by CPI + 5%*
- D** *Decrease vacant residential structures by 30% (1,000 total)*
- A** *Add 2,000 new jobs*
- R** *Realize \$150 million of new private industrial/commercial investment*
- G** *Generate \$20 M in investment for recreational amenities with \$10 M around the Great Miami River*
- E** *Engage 50,000 participants annually in special events, arts and recreation activities*
- O** *General operations / Government Business*





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Department of Law

City of Hamilton, Ohio
One Renaissance Center
345 High Street, Hamilton, Ohio 45011
Telephone 513 785-7180
Fax 513 785-7187

September 21, 2016

Honorable Mayor Patrick Moeller and Members of City Council, City of Hamilton, Ohio

RE: Objection to Transfer of C1, C2 and D6 Liquor Permits from OM SAI Enterprises LLC to Erie BP Inc.

City Administration was asked to comment upon the transfer of C1, C2 and D6 liquor permits from OM SAI Enterprises LLC to Erie BP Inc., 20 North Erie Avenue, Hamilton, Ohio 45011. I received feedback from the Division of Health of the Community Development Department indicating that the City should object to this transfer. The Division of Health's information on this establishment revealed that the establishment has failed to conform to the health department requirements of the City of Hamilton, Ohio.

Based upon these factors and the detailed information provided to me by the Division of Health, it is my opinion and you are hereby advised that the objection to the transfer of the C1, C2 and D6 liquor permits from OM SAI Enterprises LLC to Erie BP Inc., 20 North Erie Avenue, Hamilton, Ohio 45011 for the reasons set forth in the resolution to be considered by Council at the September 28, 2016 meeting is based upon substantial legal grounds within the meaning and intent of Ohio Revised Code Section 4303.292(A)(2)(a).

Very truly yours,

MILLIKIN & FITTON LAW FIRM
A Legal Professional Association

Heather Sanderson Lewis
Law Director, City of Hamilton, Ohio

City Council Meeting Caucus Report

TO: The Honorable Mayor and Members of the City Council

<input checked="" type="checkbox"/> 1 st Reading Date: 10/12/2016
<input checked="" type="checkbox"/> 2 nd Reading Date: 10/26/2016
<input checked="" type="checkbox"/> Public Hearing Date: 10/12/2016

RE: Request to Rezone 759 Park Avenue, located in the City of Hamilton, First Ward North Side, from R-1 Single Family Residential District to R-2A Two Family Residence District (Laming Properties, Applicant/Owner).

Dear Mayor and Members of Council:

BACKGROUND INFORMATION

Laming Properties has submitted an application for the rezoning of 759 Park Avenue (City Lot No. 6531). The property is currently zoned R-1 Single Family Residence District. The applicants are proposing a zoning change from R-1 Single Family Residence District to R-2A Two Family Residence District. The property is currently being used as a duplex (see attached photographs). According to Butler County Auditor records the house was built in 1925. According to the Applicants, the reason for the rezoning request is to make the existing two-family dwelling a permitted use. Currently, the two-family dwelling is a grandfathered land use in the R-1 zoning district and allowed to continue as long as it remains and does not cease for more than six (6) months, per Section 1109.33 of the Hamilton Zoning ordinance. A two-family dwelling is not permitted in the R-1 Single Family Residence District but is a permitted use in R-2A Two Family Residence District

PLAN/PROPOSAL ANALYSIS

The property located at 759 Park Avenue is currently zoned R-1 Single Family Residence District. The area surrounding 759 Park Avenue is currently a mix of R-1 Single Family zoning and R-3 One to Four Family Residence. The existing property has a total of approximately 50 feet of frontage along Park Avenue. There is one (1) parcel associated with this request. Section 1109.42 of the Hamilton Zoning Ordinance states that "Should such structure be destroyed by any means to an extent of more than fifty (50) percent of its replacement cost at time of destruction, it shall not be reconstructed except in conformity with the provisions of this Ordinance." There is an existing two family dwelling on the property.

RECOMMENDATION

The requested zoning change from R-1 to R-2A would not change the current use of the property. The requested zoning change would be a continuation of the residential land uses and zoning in the immediate area. This zoning change would permit the continuation and possible replacement of the existing home on this property.



The Planning Commission held a public hearing and reviewed the proposed rezoning regarding the property located at 759 Park Avenue on September 6, 2016 and recommended approval to City Council.

It is the recommendation of this office that Council receives this report, concurs in the recommendation of the Planning Commission, and directs the preparation of the necessary legislation to rezone 759 Park Avenue, located in the City of Hamilton, First Ward North Side, from R-1 Single Family Residential District to R-2A Two Family Residence District (Laming Properties, Applicant/Owner).

Sincerely,

Caucus Report Prepared By:

Joshua A. Smith
City Manager

Meredith Murphy
Associate Planner

Attachments to this report include:

1. Public Hearing Notification Map
2. Zoning Map

Choose Strategic Goal(s)

- R** Realize \$150 million of new private industrial/commercial investment
- A** Add 2,000 new jobs
- I** Increase residential property values by CPI + 5%
- D** Decrease vacant residential structures by 30% (1,000 total)
- G** Generate \$20 M in investment for recreational amenities with \$10 M around the Great Miami River
- E** Engage 50,000 participants annually in special events, arts and recreation activities
- O** General Operations/ Government Business



759 PARK AVE.
PUBLIC HEARING MAP



City of Hamilton, Ohio

 759 Park Avenue

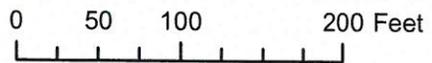
0 35 70 140 Feet



759 PARK AVE.
PUBLIC HEARING MAP



 759 Park Avenue



City Council Meeting Caucus Report

TO: The Honorable Mayor and Members of the City Council
RE: Application for Change of Corporate Stock Ownership for
Walgreen Co. dba Walgreens 07239, 562 Main St., Hamilton, OH 45013

Dear Mayor and Members of Council:

Notification has been received from the Ohio Department of Liquor Control relative to a request for a Change of Corporate Stock Ownership regarding C1-C2 liquor permit for Walgreen Co. dba Walgreens 07239, 562 Main St., Hamilton, Ohio 45013.

The holder of this type of permit is the owner or operator of a retail food establishment to sell beer, wine and prepared and bottled cocktails, cordials, and other mixed beverages in original packages and not for consumption on the premises where sold. Under such permit, this also allows sales between the hours of ten a.m. and midnight on Sunday.

The appropriate city departments have investigated this request and have no objections to this request. I recommend that Council direct the City Clerk to notify the Ohio Department of Liquor Control that the City has no objection to this request.

It is the recommendation of this office that Council receives this report and concurs in the recommendation.

Sincerely,

Caucus Report Prepared By:

Joshua A. Smith
 City Manager

Amy K. Bach
 City Manager's Office

Choose Strategic Goal(s)	
<input type="checkbox"/>	R Realize \$150 million of new private industrial/commercial investment
<input type="checkbox"/>	A Add 2,000 new jobs
<input type="checkbox"/>	I Increase residential property values by CPI + 5%
<input type="checkbox"/>	D Decrease vacant residential structures by 30% (1,000 total)
<input type="checkbox"/>	G Generate \$20 M in investment for recreational amenities with \$10 M around the Great Miami River
<input type="checkbox"/>	E Engage 50,000 participants annually in special events, arts and recreation activities
<input checked="" type="checkbox"/>	O General Operations/ Government Business



City Council Meeting Caucus Report

TO: The Honorable Mayor and Members of the City Council

RE: Issuance of a New Liquor Permit for Nieto Enterprises Inc. dba Taqueria El Comal

Dear Mayor and Members of Council:

Notification has been received from the Ohio Division of Liquor Control relative to a request for a new D5 liquor permit for Nieto Enterprises Inc. dba Taqueria El Comal, 747 High St., Hamilton, OH 45011.

The holder of this type of permit, D5, is the owner or operator of a retail food establishment that operates as a restaurant or night club, to sell beer and any intoxicating liquor at retail, only by the individual drink in glass and from the container for consumption on the premises where sold.

The appropriate city departments have investigated this request and found no valid reason to object to this request. I recommend that Council direct the City Clerk to notify the Ohio Division of Liquor Control that the City has no objection to this new permit.

It is the recommendation of this office that Council receives this report and concurs in the recommendation.

Sincerely,

Caucus Report Prepared By:

Joshua A. Smith
 City Manager

Amy K. Bach
 City Manager's Office

Choose Strategic Goal(s)

- R** Realize \$150 million of new private industrial/commercial investment
- A** Add 2,000 new jobs
- I** Increase residential property values by CPI + 5%
- D** Decrease vacant residential structures by 30% (1,000 total)
- G** Generate \$20 M in investment for recreational amenities with \$10 M around the Great Miami River
- E** Engage 50,000 participants annually in special events, arts and recreation activities
- O** General Operations/ Government Business



City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: John Creech, Senior Planner

Agenda Item: Ordinance to Vacate a Portion of the Main Street Alley, located in the First Ward South Side, City of Hamilton, Butler County, Ohio (City of Hamilton, Applicant).

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> A Add new jobs <input checked="" type="checkbox"/> R Realize new investments <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Ordinance</i></p>	<input checked="" type="checkbox"/> 1 st Reading Date: 9-14-2016 <input checked="" type="checkbox"/> 2 nd Reading Date: 9-28-2016 <input type="checkbox"/> Public Hearing Date:	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other): Resolution of Intent to Vacate: 8-24-2016 Planning Commission: 11-2-2015</p>	
<p>Contract</p>	<input type="checkbox"/> Contract Required	<input checked="" type="checkbox"/> Additional Document(s) Attached
<p>Fiscal Impact</p>	Budgeted: No General Fund: \$200.00 Other Funds: \$ 0.00	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>

Policy Issue

Does City Council wish to Vacate a Portion of the Main Street Alley, located in the First Ward South Side, City of Hamilton, Butler County, Ohio?

Policy Alternatives

Council may choose to not Vacate a Portion of the Main Street Alley, located in the First Ward South Side, City of Hamilton, Butler County, Ohio.

Staff Recommendation

It is the recommendation of this office that Council receives this report, concurs in the Recommendation of the Planning Commission, and adopts the necessary legislation to Vacate a Portion of the Main Street Alley, located in the First Ward South Side, City of Hamilton, Butler County, Ohio.

Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton
- Codified Ordinance No. 167.07 Vacation of City Streets, Alleys or other Public Property



Fiscal Impact Summary

The City's current fiscal impact includes any staff time allotted to the application to Vacate a Portion of the Main Street Alley, located in the First Ward South Side, City of Hamilton, Butler County, Ohio estimated at approximately \$200.00.

Introduction

The City of Hamilton has submitted a request to vacate a portion of the Main Street Alley that runs between Main Street to the north and Ross Avenue to the south. The Petition for vacation is attached as Exhibit A. The portion of the Main Street Alley proposed for vacation will be used for the furtherance of economic development efforts on Main Street and Rossville business district properties. The vacated portion of the Main Street Alley will be incorporated into a joint improvement project between the City of Hamilton, CORE Fund and Community First Solutions/Partners in Prime as shown on Exhibit B. The abutting property owners, CORE Fund and Community First Solutions, are aware and in support of the proposed partial alley vacation.

The proposed alley vacation has been reviewed and approved by the City of Hamilton Interdepartmental Review (IDR) Committee (Exhibit C). There are a number of existing utilities in the area therefore the City of Hamilton is requesting that a sixteen and one-half (16.5') feet wide utility easement be provided maintained over the entire portion of the vacated alley.

Public Hearing notices of the Planning Commission meeting were mailed to all adjacent property owners within 200 feet of the right-of-way subject to vacation. The Planning Commission held a public hearing, reviewed and approved the proposed partial alley vacation subject to conditions. City Council approved a Resolution of Intent to Vacate a portion of the Main Street alley right-of-way on August 24, 2016.

Recommendation

The Planning Commission held a public hearing on the request to vacate a portion of the Main Street Alley right-of-way on November 2, 2015. The Planning Commission approved the proposed partial alley vacation, subject to conditions, and recommend that City Council adopt a Resolution of Intent to vacate a portion of the Main Street Alley, located in the First Ward South Side, with the following recommendations:

1. That the City Council waive its right to a hearing before the Board of Revisions and Assessments because the petition for vacation has been submitted by the City of Hamilton; and,
2. That City Council waive the requirement for an Appraisal of the property to be vacated because the petition for vacation has been submitted by the City of Hamilton; and,
3. The City Council waive the customary two-thirds payment of the appraised value of the vacated property because the petition for vacation has been submitted by the City of Hamilton; and,
4. The City of Hamilton is requesting that a sixteen and one-half (16.5') feet wide utility easement be provided and maintained over the entire portion of the vacated alley.

It is the recommendation of this office that Council receives this report, concurs in the recommendation of the Planning Commission, and adopts an Ordinance to Vacate a portion of the Main Street Alley right-of-way, located in the First Ward South Side, subject to the above four (4) conditions.

Attached Information

- Exhibit A - Petition to Vacate a Portion of the Main Street Alley
- Exhibit B - Main Street Corridor Revitalization Concept
- Exhibit C - Main Street Alley IDR Approval

Copies Provided to:

Rich Engle, Public Works Director





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Department of Public Works

Office of the Director

City of Hamilton, Ohio
Hamilton Municipal Building
345 High Street, Suite 520
Hamilton, Ohio 45011
Telephone 513 785-7280
FAX 513 785-7269
www.hamilton-city.org

October 5, 2015

Honorable Mayor Moeller and Members of City Council
City of Hamilton

RE: Vacation of a portion of Main Street Alley

Dear Honorable Mayor Patrick Moeller and Members of the City Council:

The Public Works Department respectfully requests vacation of a portion of Main Street Alley between South C Street and South D Street as shown on attached aerial map.

In furtherance of economic development efforts on Main Street and in Rossville as a whole, it is desirable to vacate a portion of the existing Main Street alley to allow for lot combination and redevelopment opportunities.

Any such vacation will be subject to the continuance of any existing utility easements that exist in the right of way. The attached map illustrates the limits of the requested vacation of the Main Street alley.

If additional information is needed, please contact me at 785-7273. Thank you.

Respectfully submitted,

Richard A. Engle, P.E.
Director of Public Works/City Engineer



City of Hamilton, Ohio
City of Hamilton, Ohio

The information contained in this map is a public resource for general information and is provided for use only as a graphical representation. The City of Hamilton makes no warranty to the content, accuracy, or completeness of the information contained herein and assumes no liability for any errors. Any reliance on this information is the exclusive risk of the user.



Date: 10/8/2015
 1 inch = 94 feet





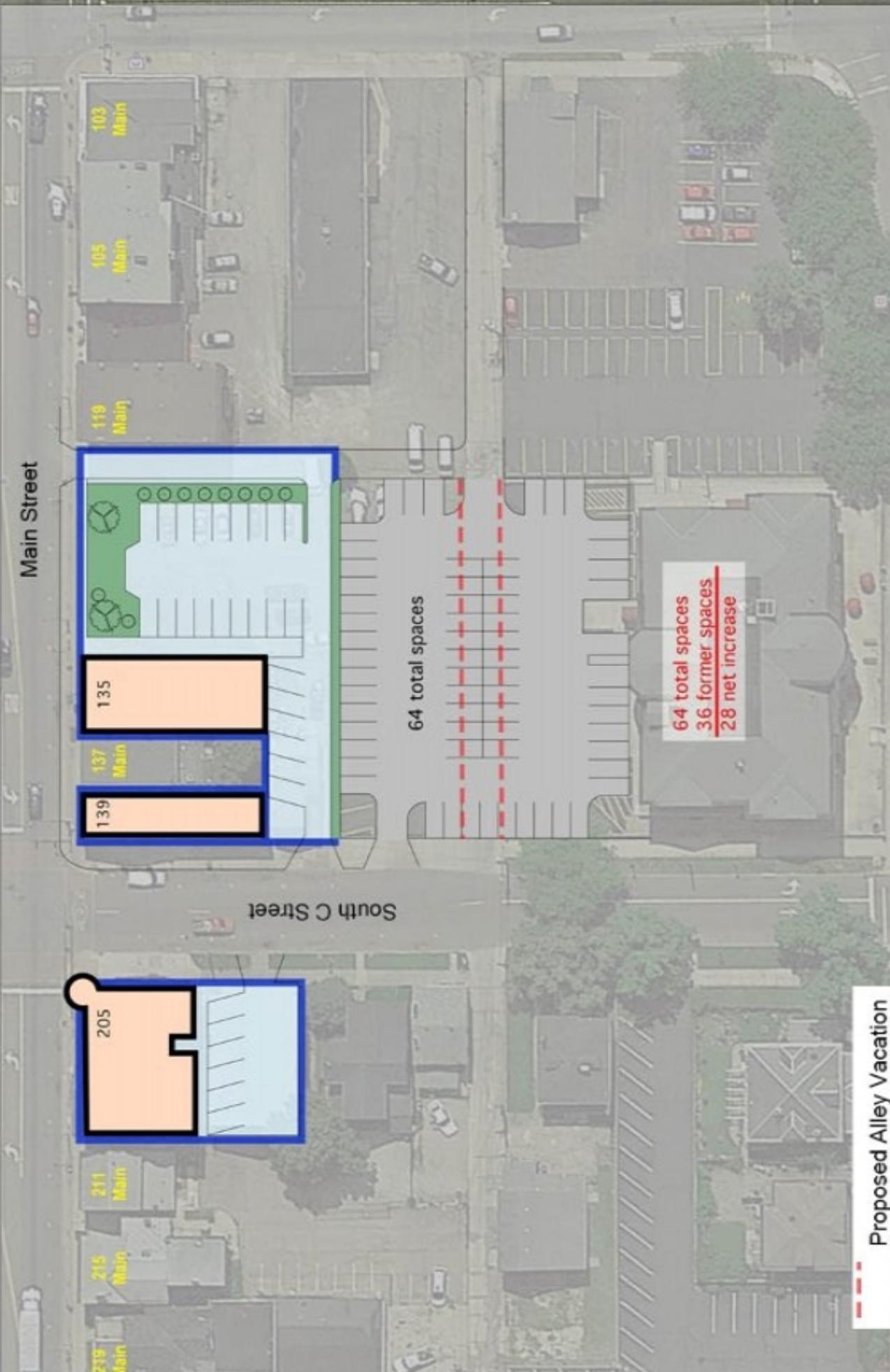


City of Hamilton, Ohio
City of Hamilton, Ohio

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Date: 10/8/2015
 1 inch = 94 feet



Main Street

South C Street

64 total spaces

64 total spaces
 36 former spaces
 28 net increase

Proposed Alley Vacation

Main Street Corridor Revitalization

Hamilton, Ohio
 Sept 2015



HAMILTON, OHIO
CORE
 An Enterprise for Prosperity in
 Hamilton's City Center

COMMUNITY DEVELOPMENT DEPARTMENT
CONSTRUCTION SERVICES DIVISION
CERTIFICATE OF PLAN APPROVAL

Date Plans Submitted: **10/15/2015**

Date Plans Reviewed: **11/24/2015**

Project Address: **140 ROSS AVE**

Ph: **(513) 785-7000**

Project / Owner Name: **VACATE ALLEY**

Applicant: **CITY OF HAMILTON**

FX:

Project Description: **ALLEY TO REAR**

Application #: **A153489**

Plan Review #: **A153490**

Review # **1**

The construction documents for this permit have been reviewed for code compliance and **have been approved**. This approval is subject to the following conditions:

Department	Date to	No Object	Object	Date from	Remarks
Zoning / Planning John Creech 785-7355	10/15/2015	JMC		11/4/2015	REVIEWED AND APPROVED BY PLANNING COMMISSION ON 11/2/2015 SUBJECT TO CONDITIONS: 1. That the City Council waive its right to a hearing before the Board of Revisions and Assessments because the petition for vacation has been submitted by the City of Hamilton; and, 2. That City Council waive the requirement for an Appraisal of the property to be vacated because the petition for vacation has been submitted by the City of Hamilton; and, 3. The City Council waive the customary two-thirds payment of the appraised value of the vacated property because the petition for vacation has been submitted by the City of Hamilton; and, 4. The City of Hamilton is requesting that a sixteen and one-half (16.5') feet wide utility easement be provided and maintained over the entire portion of the vacated alley.
Fire Ken Runyan 785-7506	10/15/2015	KLR		10/23/2015	
Electric Craig Marcum 785-7240	10/15/2015	CDM		10/22/2015	NOTES: WE WILL NEED A SIGNED EASEMENT BY THE AUTHORIZING PARTY FOR ELECTRCIAL LINES RUNNING THROUGH THE VACATIONS AREA. A FULL DESCRIPTION OF THAT EASEMENT AND PARAMETERS WILL BE DRAWN UP BY THE LAW DEPT.10/22/2015 CDM
Utilites Gas/Wtr/Se Joy Rodenburgh 785-7283	10/15/2015	JFR		10/16/2015	NO OBJECTIONS
Public Works Rich Engle 785-7273	10/15/2015	PRY/KB		10/19/2015	NO OBJECT/ ALL PARTIES AFFECTED BY THIS ALLEY VACATION NEED TO BE CONTACTED. FOR EXAMPLE, THE CHURCH AT THE OTHER END OF THE ALLEY, CLARKS ETC. THEY WILL BE AFFECTED AND WE SHOULD GET THEIR INPUT/MAKE THEM AWARE.
Envir. Services Darla Bokeno 785-7211	10/15/2015	DSB		10/16/2015	

Department	Date to	No Object	Object	Date from	Remarks
------------	---------	-----------	--------	-----------	---------

Ken Rivera, Building Official

By: _____

If you have any questions concerning any of the attached information you may contact **John Creech**.

Telephone # **513.785.7355**

Email **john.creech@hamilton-oh.gov**

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE VACATION OF A PORTION OF THE MAIN STREET ALLEY RIGHT OF WAY, LOCATED IN THE FIRST WARD SOUTH SIDE OF THE CITY OF HAMILTON, BUTLER COUNTY, OHIO. (City of Hamilton, Applicant)

WHEREAS, pursuant to Resolution No. R2016-8-32, adopted on August 24, 2016 by the Council of the City of Hamilton, Ohio, the City declared its Intent to Vacate a portion of the Main Street Alley Right of Way, subject to conditions, based on a request submitted by the City of Hamilton; and

WHEREAS, the City of Hamilton has requested to vacate a portion of the Main Street Alley Right of Way, situated in the First Ward South Side of the City of Hamilton, Butler County, Ohio; and

WHEREAS, said portion of the Main Street Alley Right of Way proposed for vacation is approximately sixteen and one-half (16.5') feet in width and one-hundred and sixty-five (165') feet in length and runs east-west between South B Street and South C Street; and

WHEREAS, the request for said Main Street Alley Right of Way vacation was reviewed by all City of Hamilton departments through Interdepartmental Review and was approved subject to conditions; and

WHEREAS, all of the owners of property located within 200 feet of the area in question were notified of a public hearing held by the Hamilton Planning Commission on November 2, 2015, regarding the proposed alley right of way vacation; and

WHEREAS, the City of Hamilton Planning Commission considered the foregoing vacation request and did recommend that the above described portion of the Main Street Alley Right of Way be vacated, subject to the following four (4) conditions;

1. That the City Council waive its right to a hearing before the Board of Revisions and Assessments because the petition for vacation has been submitted by the City of Hamilton; and,
2. That City Council waive the requirement for an Appraisal of the property to be vacated because the petition for vacation has been submitted by the City of Hamilton; and,
3. That City Council waive the customary two-thirds payment of the appraised value of the vacated property because the petition for vacation has been submitted by the City of Hamilton; and,
4. The City of Hamilton is requesting that a sixteen and one-half (16.5') feet wide utility easement be provided and maintained over the entire portion of the vacated alley.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, Ohio:

SECTION I: That Council does hereby vacate a portion of the Main Street Alley Right of Way, approximately sixteen and one-half (16.5') feet in width and one-hundred and sixty-five (165') feet in length that runs east-west between South C Street and South B Street between City Lot Nos. 29552 ENT, 29397 ENT, 1548 W42, 1548 E38, situated in the First Ward South Side of the City of Hamilton, Butler County, Ohio, as documented and designated on Exhibit No. 1 attached hereto, incorporated herein by reference and made a part hereof, heretofore approved by the Planning Commission of the City of Hamilton, Ohio, subject to the following conditions:

1. That the City Council waive its right to a hearing before the Board of Revisions and Assessments because the petition for vacation has been submitted by the City of Hamilton; and,
2. That City Council waive the requirement for an Appraisal of the property to be vacated because the petition for vacation has been submitted by the City of Hamilton; and,
3. That City Council waive the customary two-thirds payment of the appraised value of the vacated property because the petition for vacation has been submitted by the City of Hamilton; and,

Ordinance No. _____ (cont'd)

- 4. The City of Hamilton is requesting that a sixteen and one-half (16.5') feet wide utility easement be provided and maintained over the entire portion of the vacated alley.

SECTION II: That all persons whose property bounds and abuts upon the aforesaid portion of said Right of Way affected by the proposed vacation and who have not waived service shall be served with notice of the passing of this ordinance.

SECTION III: That the Director of Finance shall cause notice of the passage of this ordinance to be published as required by law unless all of the adjoining property owners have otherwise waived such notice.

SECTION IV: That said vacation shall be subject to the rights of any public utility pursuant to Section 723.041 of the Ohio Revised Code and to the rights of any lot owner pursuant to Section 723.08 of the Ohio Revised Code.

SECTION V: That the City Clerk is hereby directed to certify a copy of this ordinance to the County Auditor of Butler County, Ohio for inclusion of the vacated property on the tax duplicate of the abutting property owners.

SECTION VI: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____

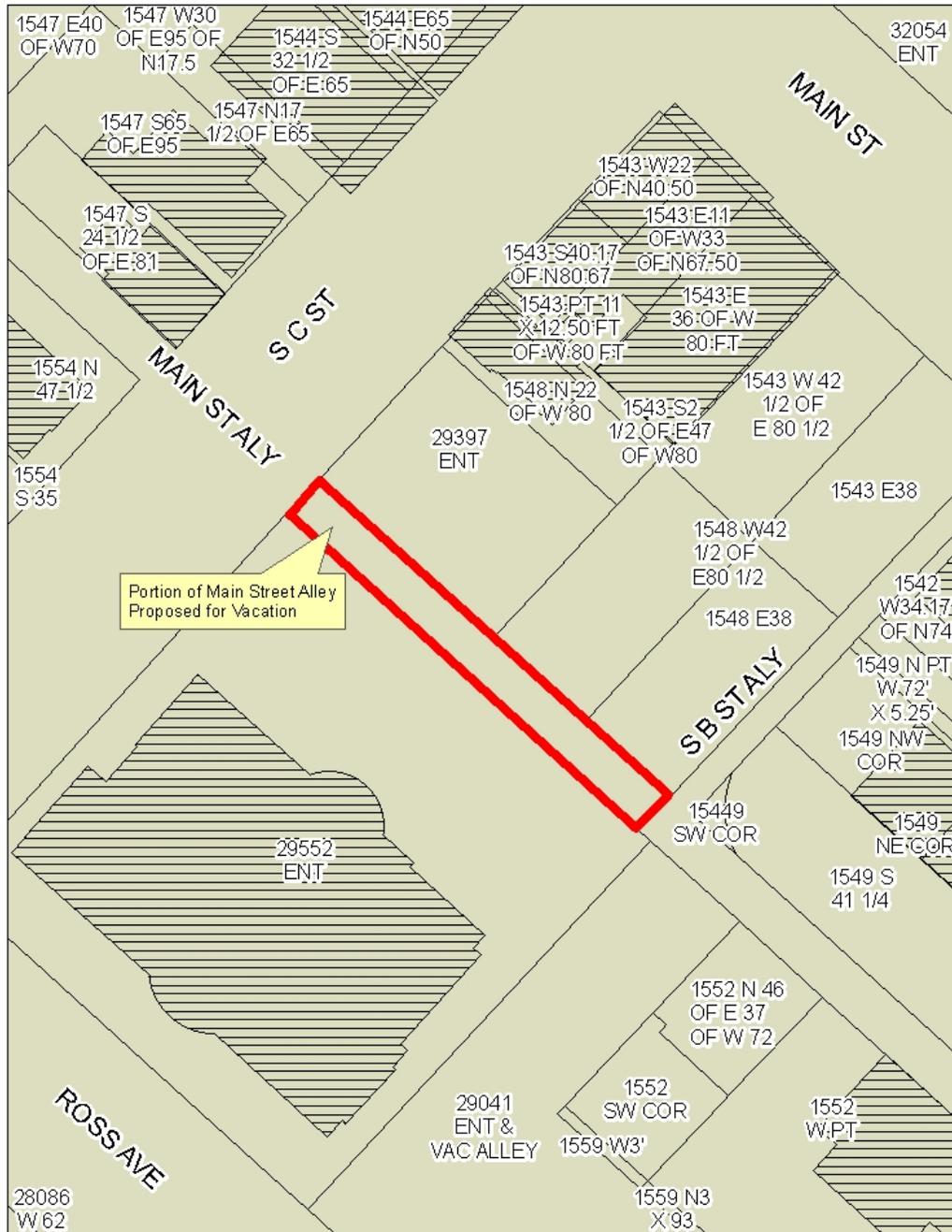
City Clerk

CERTIFICATE

I, Nicholas Garuckas, City Clerk of the City of Hamilton, Ohio, State of Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

Nicholas Garuckas, City Clerk
CITY OF HAMILTON, OHIO

Exhibit No. 1



City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Marcos Nichols, Department of Human Resources

Agenda Item: Report regarding an Ordinance to amend Section 181.36 regarding the City of Hamilton's Tuition Reimbursement Program

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Ordinance</i></p>	<p>1st Reading Date: 9-14-16 2nd Reading Date: 9-28-16 Public Hearing Date:</p>	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other):</p>	
<p>Contract</p>	<input type="checkbox"/> Contract Required	<input checked="" type="checkbox"/> Additional Document(s) Attached
<p>Fiscal Impact</p>	<p>Budgeted: Expenditure: TBD Source Funds: Various City Funds</p>	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>

Policy Issue

Does City Council wish to adopt legislation to reinstate the City's Tuition Reimbursement Program to allow for professional development opportunities for City employees?

Policy Alternative(s)

Council may choose not to adopt such legislation to reinstate the City's Tuition Reimbursement Program.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to reinstitute the Tuition Reimbursement Program to allow for professional development opportunities for City employees.

Statutory/Policy Authority

- Section 3.01(A)(4), Powers of Council, of the Charter of the City of Hamilton
- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

The proposed maximum annual amount of reimbursement is \$2,400 per employee. The reimbursement can be for any course of study offered by an accredited institution which is related to the duties and responsibilities of the employee's current position within the City or a position that would represent a promotion for the employee. Please refer to Administrative Directive 206-9-19-16 (Tuition Reimbursement Program) for further detailed information and guidelines regarding this policy.

Background Information

On November 28, 2012, Council adopted an Ordinance to repeal Section 181.36 regarding the Tuition Reimbursement Program.

Since that time, only members of the Fire Division have had the opportunity to receive tuition reimbursement due to specific language in their collective bargaining agreement. Tuition reimbursement is a recognized tool to assist in the development of personnel to enable them to move into areas of increased responsibility within the organization. For example, our Electric Utility staff could use this tuition reimbursement program in order to reach the highest level of certification offered by the American Public Power Association through its RP3 program. Additionally, a well-defined and administered tuition reimbursement program serves to improve the succession planning of the organization as a whole.

Per the recommendation from the Department of Human Resources, Council is requested to implement the Tuition Reimbursement Program.

Attached Information

Draft Administrative Directive

Copies Provided to:

N/A



CITY OF HAMILTON, OHIO

No. 206

ADMINISTRATIVE DIRECTIVE

Effective Date: 9-19-16

Supersedes No. 206 dated 5/21/99

Approved by: Joshua A. Smith,
City Manager

SUBJECT: TUITION REIMBURSEMENT PROGRAM

PURPOSE: The City of Hamilton is committed to the educational development of City employees. The tuition reimbursement program has been designed to promote continuing education by offering financial assistance to employees for job-related courses/degrees.

1. Policy.

- a. **Employees must submit a new Employee Eligibility Form for each course.**
- b. The City may reimburse employees a percentage based on a grade achieved, up to two (2) courses per term (quarter or semester). Payment will not be made for travel to and from the course, time spent in class, or study materials purchased for the class.
- c. The annual maximum benefit is \$2,400.00 per employee.
- d. Percent Reimbursement

Undergraduate		Graduate	
Grade	Percent	Grade	Percent
A	90%	A	90%
B	75%	B	75%
C	50%		

A pass/fail course will be reimbursed at 50% if passed

- e. Eligible expenses:
 - i. Tuition
 - ii. General Lab Fees

2. Eligibility.

- a. **Employee Eligibility.** To qualify for tuition reimbursement benefits, employees must meet the following criteria:
 - i. Successful completion of the initial probationary period for your position.
 - ii. One (1) year or more of continuous, permanent, full-time service and at the time of reimbursement a permanent, full-time employee.
 - 1. If the employee is a full-time employee and changes to any status other than permanent full-time, they will no longer be eligible for the program.
 - iii. Satisfactory job performance
 - iv. Working for the City at the time of enrollment; and, except in special situations in which a leave of absence is granted, continued to work for the duration of the course.
 - v. Workers on sick leave, injury leave, workers compensation, or similar paid or unpaid leave are not eligible for this program.
 - vi. Employees may continue a course which began before the leave commenced, but may not enroll in a course while on leave.
- b. **Funding Selection Criteria.** Available funds will be allocated on a first come first serve basis.

- i. Applications will be accepted beginning on the dates listed in the following schedule:
 1. Fall – June 1
 2. Winter – October 1
 3. Spring – January 1
 4. Summer – March 1
- ii. The application date determines the order of consideration for funding.
- iii. All eligible funds will be budgeted for the Fiscal Year through the budget process.

3. Eligibility.

- a. **Job-Relatedness.** The course/degree must be job related or related to the employee's current position or to future City development and promotion. To be considered job-related, a course/degree must meet the following requirements:
 - i. The course or degree must improve or maintain job-related skills. (Example: Accounting Assistant taking an accounting course.)
 - ii. The course is a core or an elective required to complete an approved degree. (Exception: Courses that are extensions of games, hobbies, or other leisure activities are not eligible for tuition reimbursement even if they would otherwise qualify as core or elective courses.)
 - iii. The Tuition Reimbursement Program will not be available to provide a degree needed to qualify a person for a profession outside a career path with the City of Hamilton
 - iv. Courses are to be taken during non-working hours when possible.
- b. **Eligible Institutions.** Courses taken in pursuit of degrees must be taken from an accredited institution (that has been accredited by an agency approved by the US Department of Education).

4. Duplication of Benefits.

- a. Duplication of benefits is prohibited. The City will not reimburse fees for a program of study for which the employee has received a scholarship, grant or subsidy to the extent of such aid. The total received by the employee from all sources cannot exceed the cost of the course.
- b. If an employee takes a course costing \$1,000.00 and receives an "A", the City would reimburse the employee \$900.00. If the employee obtained grants or scholarships for this same course in the amount of \$500.00, the City would reimburse the employee \$500.00. The employee can reduce his or her cost, as well as the City's cost, by obtaining grants and scholarships.
- c. Violation of this provision is a serious offense and may result in termination of the employee from City service.

5. Recovery.

- a. If employment with the City is voluntarily, or involuntarily, terminated (except through a Reduction in Force [RIF]) within two (2) calendar years from completion of a course for which reimbursement was received, the employee must repay the City all the payments made to the employee during the two (2) year period prior to the termination date.
- b. In order to recover the amount due, the City may deduct wages, vacation pay, or any other moneys owed to the employee by reason of employment from the employee's final paycheck. If the amount deducted by the City is less than the total amount due, the

employee will pay the remaining balance in a lump sum within ninety (90) days of the termination date.

6. Tax Consideration.

- a. The City of Hamilton will observe current Federal and State tax laws relative to the taxability of tuition reimbursement. If the tuition reimbursement is taxable income, the City is required to withhold taxes from the reimbursement.

7. Procedure.

- a. The employee must complete **the Tuition Reimbursement Employee Eligibility Form** and forward to his or her supervisor. The supervisor may approve that the employee is eligible for the tuition reimbursement program and recommend approval or disapproval of the application.
- b. The **Tuition Reimbursement Employee Eligibility Form** is sent to the Appointing Authority for approval.
- c. Monies to be used for tuition reimbursement purposes will be budgeted and accounted for, using the City's HR/Payroll system.
- d. The **Tuition Reimbursement Employee Eligibility Form** is then sent to the City Manager, or designee, for final approval.
- e. The **Tuition Reimbursement Employee Eligibility Form** is returned to the employee and uploaded to their profile on the HRIS system.
- f. Following successful completion of the course, the employee completes the **Tuition Reimbursement Request Form**, attaches the appropriate documentation for grade and receipt verification, and forwards to his or her supervisor. **This must be done within ninety (90) days of the end of the term.**
- g. The supervisor reviews the **Tuition Reimbursement Request Form** for completeness and appropriate documentation, then forwards to the Appointing Authority for signing. The Appointing Authority forwards the **Tuition Reimbursement Request Form**, the purchase order, and appropriate documentation to the finance department for issuance of payment to the employee. **Payment should be made within thirty (30) days of receipt of the completed documents.**

8. Employee Responsibilities.

- a. An employee shall advise his or her supervisor of an intention to seek Employee Educational Assistance.
- b. Each employee shall ensure that the course/degree in which enrollment is sought is job-related and is applicable to positions reasonably attainable within the City of Hamilton.
- c. Each employee shall assure that the number of credits or courses requested will not negatively affect work performance.
- d. An employee shall complete the **Tuition Reimbursement Employee Eligibility Form** and submit the form to their supervisor for initial review prior to beginning classes. **If the employee does not receive approval before beginning their classes, they will not receive reimbursement.**
- e. The employee shall complete the **Tuition Reimbursement Request Form** and submit the form to the supervisor for payment processing. Copies of the bills for tuition and required textbooks and a copy of the employee's report card or transcript must be attached to the **Tuition Reimbursement Request Form.**
- f. The employee will also verify that the requested courses are scheduled during non-working hours or that he or she can be released from work to attend the course and has sufficient accumulated leave to cover such absences.

- g. The employee must contact his or her supervisor if any of the following occurs:
 - i. The employee is withdrawing from a course.
 - ii. The employee has received a grade of Incomplete or no grade.
- h. All information and/or forms submitted by the employee, in order to secure tuition reimbursement, will be true and accurate. Any misrepresentation contained on the form shall be grounds for disciplinary action up to, and including, dismissal.

9. Supervisor Responsibilities.

- a. The supervisor shall confirm that the employee is eligible to apply for tuition reimbursement.
- b. Each supervisor shall forward the **Tuition Reimbursement Employee Eligibility Form** to the employee's appointing authority.
- c. After signing the application, the appointing authority shall forward that application to the Office of the City Manager for final approval.
- d. A supervisor shall maintain a record of employee's use of tuition reimbursement sufficient to determine employee's liability upon termination.
- e. A supervisor shall contact the finance department, in writing, to arrange for recovery of reimbursements if the employee has terminated employment with the City of Hamilton within two (2) years of receiving moneys from the tuition reimbursement program.

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 181.36 OF THE CODIFIED ORDINANCES OF THE CITY OF HAMILTON, OHIO, RELATIVE TO THE TUITION REIMBURSEMENT PROGRAM.

WHEREAS, in 2012, OR2012-11-86 adopted by Council on November 28, 2012 repealed section 181.36. City Administration recommends repealing OR2012-11-86 as it pertains to Section 181.36 and reinstating Section 181.36 of the Codified Ordinances of the City of Hamilton, Ohio;

WHEREAS, Council determines it to be in the best interests of the City to reinstitute the Tuition Reimbursement Program and repeal OR2012-11-86 for the reasons set forth above.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, State of Ohio:

SECTION I: That Section 181.36 of the Codified Ordinances of the City of Hamilton, Ohio, relative to the Tuition Reimbursement Program, is hereby amended to be and read as set forth in Exhibit No. 1 attached hereto and incorporated herein.

SECTION II: That OR2012-11-86 as adopted by the Council of the City of Hamilton, Ohio on November 28, 2012 as it pertains to Section 181.36, and that section only, be and is hereby repealed. OR2012-11-86 as it pertains to Sections 181.16 and 181.35 shall continue in effect and those sections remain repealed.

SECTION III: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____

City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, Ohio, State of Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

Ordinance No. _____ (cont'd)

Exhibit No. 1

PART ONE – ADMINISTRATIVE CODE

TITLE FIVE – ADMINISTRATIVE

CHAPTER 181 – EMPLOYEE FRINGE BENEFITS

Sec. 181.36 TUITION REIMBURSEMENT PROGRAM.

There is hereby established a Tuition Reimbursement Program whereby a City employee may be reimbursed up to an annual, maximum amount of two thousand four hundred dollars (\$2,400.00) for any course of study which is offered by an accredited institution and which is related to the duties and responsibilities of the employee's current position within the City or of a position which would constitute a promotion for such employee.

The City Manager shall establish by way of an Administrative Directive, specific criteria and regulations relating to the method of reimbursement, eligibility, application procedures, recovery of reimbursements, employee and appointing authority responsibilities, or any other matter impacting upon the administration and benefits of the Program.

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Marcos Nichols, Department of Human Resources

Agenda Item: Report regarding an Ordinance to amend Section 181.37 regarding the City of Hamilton's Relocation Assistance Program

Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	Related Strategic Goal(s) <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
Ordinance or Resolution <i>Ordinance</i>	1 st Reading Date: 9-14-16 2 nd Reading Date: 9-28-16 Public Hearing Date:	
Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i>	City Council (or other):	
Contract	<input type="checkbox"/> Contract Required	
Fiscal Impact	<input type="checkbox"/> Additional Document(s) Attached	
Budgeted: \$ Expenditure: \$TBD Source Funds: Various City Funds		<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i>

Policy Issue

Does City Council wish to adopt legislation to implement a Relocation Assistance Program to allow greater flexibility in increasing the recruitment area for certain key positions?

Policy Alternative(s)

Council may choose not to adopt such legislation to implement a Relocation Assistance Program, and maintain current recruitment efforts.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to implement a Relocation Assistance Program to facilitate future recruitments, which may include candidates from all over the Country.

Statutory/Policy Authority

- Section 3.01 (A)(4), Powers of Council, of the Charter of the City of Hamilton.
- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

The proposed maximum amount of reimbursement is \$3,500 for Tier 2 eligible employees (supervisory or responsible administrative roles) and \$7,500 for Tier 1 eligible employees (Department Directors and Department Chiefs). Please refer to Administrative Directive 341-9-19-16 (Relocation Assistance) for further detailed information and guidelines regarding this policy.

Background Information

Currently, there is no policy regarding a Relocation Assistance Program. This potentially limits the recruitment area from which the City can draw for certain positions. To ensure that the City can stay competitive with recruitments, the Department of Human Resources recommends implementing a Relocation Assistance Program that will assist in recruitments for positions on a nationwide level and not just locally, by providing a relocation reimbursement program.

The Relocation Assistance Program will be available only for designated high level positions within the organization that require a broader recruitment area.

Attached Information

Draft Relocation Assistance Program document.

Copies Provided to:

N/A



CITY OF HAMILTON, OHIO

No. 341

ADMINISTRATIVE DIRECTIVE

Effective Date: 9-19-16

Approved by: Joshua A. Smith,
City Manager

SUBJECT: RELOCATION ASSISTANCE

PURPOSE: The City of Hamilton may reimburse employees for relocation expenses subject to the policies and limitations herein. Eligibility is limited to employees hired for Director, Chief, or a supervisory position.

POLICY: It is the policy of the City of Hamilton to reimburse reasonable relocation expenses only after efforts for a local placement have been thoroughly explored and it becomes necessary to employ management level personnel whose residence at the time of employment is located more than 50 miles from the City of Hamilton's corporate boundary or City facility (when over 70% of work will be conducted at the specified facility).

1. Eligibility

- a. Tier 1
 - i. Positions that are distinguished as Department Directors or Department Chiefs comprise Tier 1.
- b. Tier 2
 - i. Positions that are distinguished as supervisory or responsible administrative roles comprise of tier 2. This includes jobs for which the City Manager has designated as critical to the City's mission.

2. Reimbursable Expenses

- a. Interview Travel Expenses – Tier 1
 - i. Actual and reasonable travel expenses will be provided or reimbursed for candidates for such positions who are outside the 50-mile radius for interviews initiated at the City's request. Such travel costs shall be limited to the following:
 1. The lesser of common airline carrier rates or the established City mileage rate for automobile use; and
 2. If necessary, lodging from the day of the interview to the end of the final interview, when those days are consecutive, will be paid by the City up to a maximum of \$125.00 per day, including taxes and tips.
 3. Expenses for taxi service incurred while traveling to and from the airport while in Hamilton are eligible for reimbursement.
 4. The hiring department shall arrange hotel accommodations at a hotel within the City limits of Hamilton, and should request a "government rate" or the lowest rate.
 5. The City will not reimburse the following expenses:
 - Non-business local and long distance calls
 - Loss of funds or personal property
 - Personal expenses such as laundry, haircuts, medicine, newspaper, valet parking, pet care, etc.
 - Entertainment expenses and the cost of alcoholic beverages
 - Transportation to and from entertainment or restaurants
 - Cost of obtaining traveler's checks

- Flight or trip insurance
- 6. **Original receipts are required for reimbursement.**
- b. House Hunting Trip – Tier 1 Eligible
 - i. A maximum of one (1) house-hunting trip, not to exceed three (3) consecutive calendar days in total, for the purpose of acquiring housing shall be allowed for the prospective employee and spouse. Expenses associated with children accompanying parents or for childcare are not eligible for reimbursement. The following expenses are eligible for reimbursement:
 1. Travel for House Hunting Trip: The lesser of common airline carrier rates for the prospective employee and spouse or the established City mileage rate for personal automobile use.
 2. Expenses for taxi service incurred while traveling to and from the airport while in Hamilton are eligible for reimbursement.
 3. Car rental fees will be reimbursed only if the total cost is less than would be incurred by using taxis, limousines, or other ground transportation. Prior approval of car rentals must be obtained through the hiring department.
 4. Lodging: Lodging will be paid up to \$125.00 per day total for prospective employee and spouse, including taxes and tips.
 5. Telephone expenses will be reimbursed for City of Hamilton related business. An itemized hotel bill or log listing time, date, and place of calls are required for reimbursement.
- c. Travel for Relocation – Tier 1 & 2 Eligible
 - i. Full coach airfare reimbursement will be made for the employee and the employee's family (spouse and dependent children) to relocate to Hamilton. The employee may opt to be reimbursed for traveling in one personal vehicle at the established City mileage rate for personal automobile use.
- d. Moving of Household and Personal Property – Tier 1 and 2 Eligible
 - i. Reimbursement will be made for moving up to a maximum of Three-Thousand Five Hundred Dollars (\$3,500.00) for Tier 2 eligible employees and up to a maximum of Seven-Thousand Five Hundred (\$7,500.00) for Tier 1 eligible employees.
 1. The employee must obtain at least two (2) bids from moving companies and the lowest bid cost will be the basis for reimbursement. The employee shall request a "Binding-Not- To-Exceed" bid. If the employee chooses to relocate by trailer or rental truck, actual cost will be reimbursed but shall not exceed the limits established above, or the amount equivalent to the lowest bid obtained.
 2. In any case, the City shall not be held liable for any loss and/or damage to goods or property occurring during or after the completion of the relocation. All insurance provisions shall be the responsibility of the employee and not reimbursed by the City of Hamilton.
 3. The City **will not** reimburse for the following expenses:
 - Meals and travel cost incurred by laborers
 - Expenses incurred by persons not considered to be dependents for tax purposes
 - Costs related to immigration
 - Utility and telephone installation charges
 - Loss of security deposits
 - Real Estate expenses
 - Postage cost for realty and mortgage documents
 4. In the event of circumstances, storage of household and personal property for

Tier 1 and 2 positions will be considered for up to ninety (90) calendar days with approval of the Department Director or the City Manager if the new hire is the Department Director.

- e. Temporary Housing – Tier 1
 - i. Temporary housing for Tier 1 employees moving to Hamilton will be considered under special circumstances. Reimbursement of temporary housing expenses for the employee will be limited to temporary housing located within the City limits of the City of Hamilton and for a period not to exceed ninety (90) calendar days.
 - 1. The Department Director will approve reasonable and prevailing rental rates negotiated by the hiring department and the corporate housing vendor. Utilities are not included. Temporary housing arrangements shall be established in writing in advance of the employee starting to work or moving in, whichever occurs first.
 - 2. The hiring department shall monitor expenses allocated for the temporary housing, along with all receipts and associated documentation on a monthly basis.
 - 3. The corporate housing vendor will negotiate the contract with the hiring department and directly bill the department for all expenses associated with temporary housing for the employee.
- f. Department Expenses
 - i. All expenses incurred under this policy shall be charged to the appropriate account of the Department in which the subject position is being filled. The affected Department shall be responsible for preparing related vouchers and for providing all supporting receipts for relocation expenses within 30 days of when the expense was incurred. Completed vouchers will be signed by the employee and by the Department Director or designee and forwarded to the City Manager for processing of reimbursement. All expenses incurred from house hunting trips, temporary housing and relocation costs shall not exceed the spending limitation of Three-Thousand Five Hundred Dollars (\$3,500.00) for Tier 2 employees and Seven-Thousand Five Hundred (\$7,500.00) for Tier 1 employees. Reimbursement requests that are over these limits may be approved in advance and only by the City Manager.

3. **Repayment Agreement**

- a. Repayment Agreement – Tier 1 and 2
 - i. All affected prospective employees shall sign a "Relocation Repayment Agreement" after accepting the employment offer and before the first day of employment.
 - 1. If the employee voluntarily terminates employment with the City of Hamilton during the twenty nine (29) month period immediately following the effective date of employment, the relocation move allowance expended on his or her behalf must be repaid on a pro-rated basis the following schedule:

<u>Length of Employment</u>	<u>Reimbursement of Relocation Expense</u>
0 to 365 days	75% repayment due within 180 days
366 to 730 days	50% repayment due within 180 days
731 to 882 days	25% repayment due within 180 days
883 or more days	0% due

- 2. The effective date of employment is the date the employee first physically reported to work for the City of Hamilton.

3. To the extent that any such repayment obligation remains due to the City of Hamilton following the voluntary termination date, the City of Hamilton shall first offset the amount of such repayment obligation by using any wages, accrued leave pay or any other amount due to the employee from the City of Hamilton. The remaining balance will be due within 180 days after the date of the voluntary termination. Payment arrangements may be allowed and approved by the Department Director; however, allotted time for repayment shall not exceed 180 calendar days from the voluntary termination date.
4. If the employee fails to repay the City of Hamilton, the employee shall be liable for all collection and enforcement cost(s) of the relocation agreement, including but not limited to attorney fees.
5. Regarding questions concerning relocation expenses please refer to IRS Publication 521.

4. Policy Exceptions

- a. Policy Exceptions – Tier 1 and 2
 - ii. Any exceptions to this policy will be dictated by applicable City of Hamilton policies currently in effect. Policy exceptions and/or violations shall be brought to the attention of the Human Resources Director for review and recommended course of action. Additionally, any expense not specifically addressed by this policy is subject to consideration by the City Manager or his or her designee.
 - iii. To the extent that other policies, executive orders or administrative procedures modify any dollar amounts for mileage, meals, lodging or spending limits, those modifications may be used to update this policy, upon approval of the City Manager or his or her designee.

ACKNOWLEDGMENT OF RECEIPT
OF
RELOCATION ASSISTANCE POLICY
ADMINISTRATIVE DIRECTIVE NO. 341

I have received and read a copy of the City of Hamilton's Relocation Assistance Policy and understand and agree to the following: if I voluntarily terminate employment with the City of Hamilton during the twenty nine (29) month period immediately following the effective date of my employment, I agree to repay the City of Hamilton the funds paid on my behalf for my relocation on a pro-rated basis per the following schedule:

Length of Employment	Reimbursement of Relocation Expense
0 to 365 days	75% repayment due within 180 days
366 to 730 days	50% repayment due within 180 days
731 to 882 days	25% repayment due within 180 days
883 or more days	0% due

For the purposes of this relocation policy, the effective date of my employment is the date upon which I first physically report to the work at the City of Hamilton. This repayment will be due and payable within 180calendar days following my voluntary termination date.

I voluntarily agree that the City of Hamilton may, to the extent that any such repayment obligation remains due to the City of Hamilton following my termination of employment, offset the amount of such remaining repayment obligations using any wages, vacation pay or any other amounts due to me from the City of Hamilton.

If I fail to repay the amount owed to the City of Hamilton, I shall be liable for all collection and enforcement costs of the relocation agreement including, but not limited to, any attorney fees and expenses.

Employee's Printed Name: _____

Signature: _____ Date: _____

Director's Printed Name: _____

Signature: _____ Date: _____

Human Resources : _____

Signature: _____ Date: _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODIFIED ORDINANCES OF THE CITY OF HAMILTON, OHIO, BY ADDING THERETO NEW SUBSECTION 181.37 RELATIVE TO THE RELOCATION ASSISTANCE PROGRAM.

WHEREAS, recently City of Hamilton Directors and Chiefs have requested the ability to provide specific relocation expenses for potential new hires in designated high-level positions that have been recognized as having a significant impact on the organizational effectiveness of the City of Hamilton; and

WHEREAS, in order to effect such changes, it is necessary to amend and supplement the City's Codified Ordinances by adding thereto new Subsection 181.37; and

WHEREAS, Council determines it to be in the best interests of the City to provide the ability to the Directors and Chiefs to recruit and retain the best possible candidates for all positions.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, State of Ohio:

SECTION I: That the Codified Ordinances of the City of Hamilton, Ohio be and hereby are amended and supplemented by adding thereto new Subsection 181.37, relative to the Relocation Assistance Program , is hereby established to be and read as set forth in Exhibit No. 1 attached hereto and incorporated herein.

SECTION II: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____

City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, Ohio, State of Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

Ordinance No. _____ (cont'd)

EXHIBIT NO. 1

PART ONE – ADMINISTRATIVE CODE

TITLE FIVE – ADMINISTRATIVE

CHAPTER 181 – EMPLOYEE FRINGE BENEFITS

Sec. 181.37 RELOCATION ASSISTANCE PROGRAM.

There is hereby established a Relocation Assistance Program whereby a City employee may be reimbursed up to a maximum amount of Three-Thousand Five Hundred Dollars (\$3,500.00) for Tier 2 eligible employees and up to a maximum of Seven-Thousand Five Hundred (\$7,500.00) for Tier 1 eligible employees.

The City Manager shall establish by way of an Administrative Directive, specific criteria and regulations relating to the method of reimbursement, eligibility, application procedures, recovery of reimbursements, employee and appointing authority responsibilities, or any other matter impacting upon the administration and benefits of the Program.

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Joshua A. Smith, City Manager

Agenda Item: An ordinance approving the purchase of certain real property located with the City of Hamilton, Ohio (116 Hueston Street, Hamilton, OH 45013).

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input checked="" type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Ordinance</i></p>	<p>1st Reading Date: 9-14-16 2nd Reading Date: 9-28-16 Public Hearing Date:</p>	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other):</p>	
<p>Contract</p>	<input checked="" type="checkbox"/> Contract Required – Real Estate	<input type="checkbox"/> Additional Document(s) Attached
<p>Fiscal Impact</p>	<p>Budgeted: Included in Recent Financing Expenditure: \$30,000.00 Source Funds: Hamilton Capital Improvement & Debt Service Fund (215)</p>	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>

Policy Issue

Does City Council wish to adopt legislation to approve the purchase of 116 Hueston Street, Hamilton, OH 45013?

Policy Alternative(s)

Council may choose not to adopt such legislation to approve the purchase of the property at 116 Hueston Street, Hamilton, OH 45013 which will be used for economic revitalization and repurposing. The property would remain as it stands now.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to approve the purchase of 116 Hueston Street, Hamilton, OH 45013. Adopting this legislation will allow for economic revitalization and repurposing.

Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

The City agrees to purchase 116 Hueston for \$30,000 out of the Hamilton Capital Improvement and Debt Service Fund (215.199.700.389). The plan is for the purchase price expensed out of the Hamilton Cap & Debt Service Fund (215) to be reimbursed with the proceeds from the internal note with the Electric System Reserve Fund (527). Debt service will eventually be paid of the Hamilton Cap & Debt Service Fund (215) at a rate not to exceed 1.5% to the Electric System Reserve Fund (527).

Background Information

116 Hueston Street, Hamilton, OH 45013, Parcel P6412102000085, is currently owned by George Marsh. The City of Hamilton is interested in acquiring the property for economic revitalization.

Attached Information

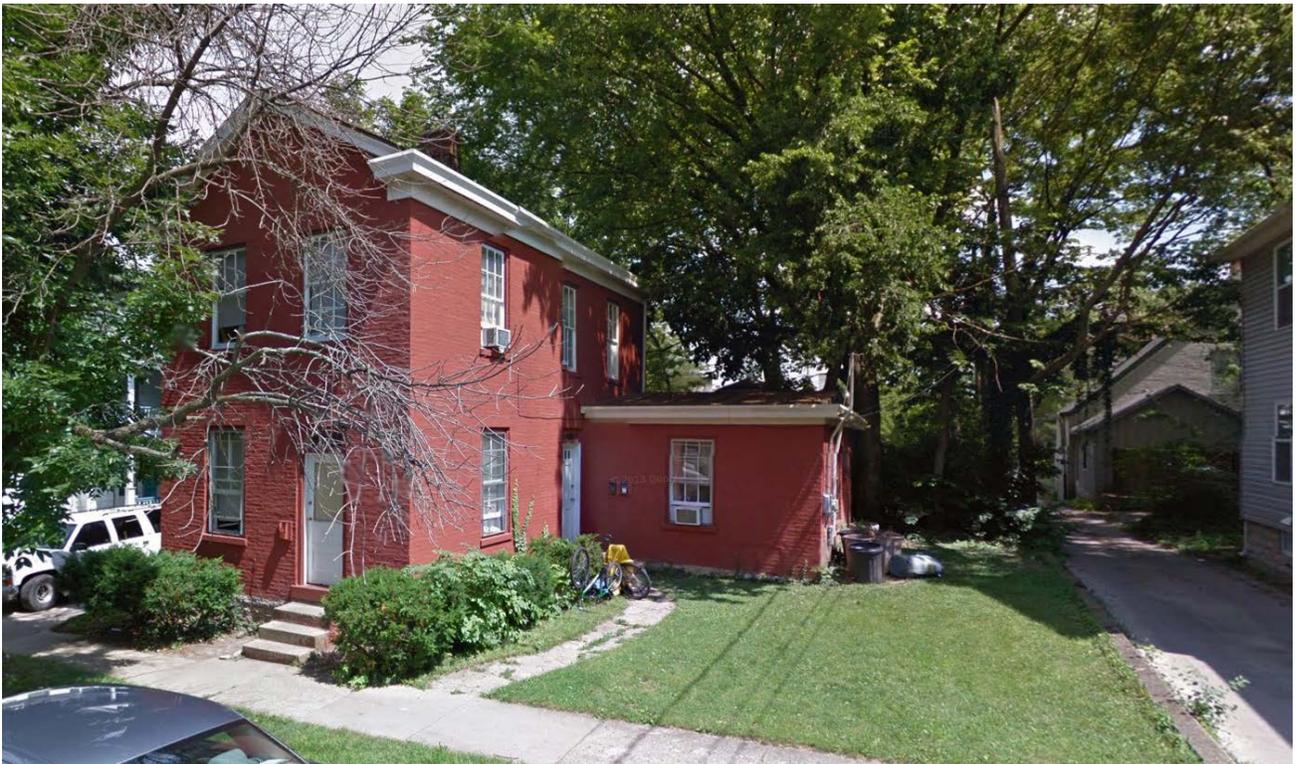
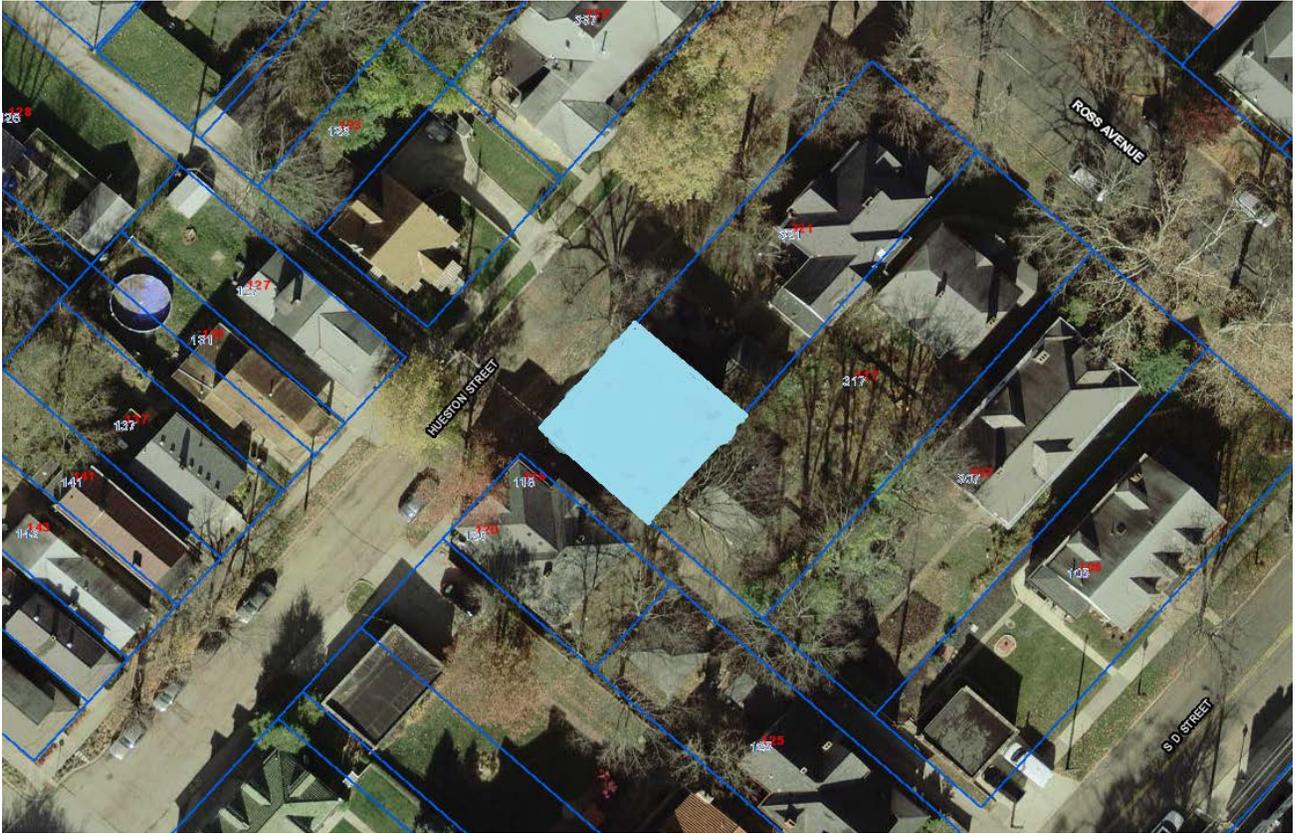
A depiction of Parcel P6412102000085 being purchased is attached.

Copies Provided to:

N/A



116 Hueston Street



ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING AND DIRECTING THE PURCHASE OF PROPERTY AT 116 HUESTON STREET. (George H. Marsh, Jr. and Tamea B. Marsh, Owners)

WHEREAS, George H. Marsh, Jr. and Tamea B. Marsh, the owners of the real estate located at 116 Hueston Street, being identified as Parcel ID: P6412102000085 (the "Property"), entered into a contract for the sale of the Property to the City of Hamilton, Ohio for Thirty Thousand and 00/100 Dollars (\$30,000.00); and

WHEREAS, the City Administration finds that it would be beneficial for Council to authorize the purchase of the Property for a total of Thirty Thousand and 00/100 Dollars (\$30,000.00); and

WHEREAS, the Property is located in the Rossville Neighborhood near the Main Street Redevelopment area, and purchase of the Property would serve to allow for economic revitalization and redevelopment; and

WHEREAS, Council finds there is a public interest to be served by the purchase of the Property by enhancing the City's economic development efforts in the Main Street Redevelopment area.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, Ohio:

SECTION I: That all of the prior actions taken by the City Manager in connection with the purchase of the Property and the execution of the Agreement are hereby ratified, and the City Manager is further hereby authorized to pay the purchase price and execute and deliver all of the closing documents required by the Agreement.

Seller	Purchaser	Address	Parcel Identification
George H. Marsh, Jr. and Tamea B. Marsh	City of Hamilton	116 Hueston Street	P6412102000085

SECTION II: This ordinance shall take effect and be in full force from and after the earliest period allowed by law after its passage.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____
City Clerk

CERTIFICATE

I, Nicholas Garuckas, City Clerk of the City of Hamilton, Ohio, State of Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

Nicholas Garuckas, City Clerk
CITY OF HAMILTON, OHIO

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Joshua A. Smith, City Manager

Agenda Item: Report regarding an ordinance waiving provisions of Codified Ordinances Chapter 181, relative to Employee Fringe Benefits, with regard to an employment agreement with Timothy Werdmann, Director of Human Resources

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Ordinance</i></p>	<p>1st Reading Date: 9-14-16 2nd Reading Date: 9-14-16 Public Hearing Date:</p>	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other):</p>	
<p>Contract</p>	<input type="checkbox"/> Contract Required	
<p>Fiscal Impact</p>	<input type="checkbox"/> Additional Document(s) Attached	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>
	<p>Budgeted: Yes</p>	
	<p>Expenditure: \$1,750 - 2016 Source Funds: General Fund (100)</p>	

Policy Issue

Does City Council wish to adopt legislation to waive certain provisions of Chapter 181 of the City's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with Timothy Werdmann?

Policy Alternative(s)

Council may choose not to adopt such legislation to waive certain provisions of Chapter 181 of the City's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with Timothy Werdmann.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to waive certain provisions of Chapter 181 of the City's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with Timothy Werdmann.



Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.
- Section 5.02, Responsibility of Manager – Powers of Appointment and Removal, of the Charter of the City of Hamilton
- Chapter 181, Codified Ordinances of the City of Hamilton

Fiscal Impact Summary

The salary increase per the agreement is \$5,928 annually, it is anticipated that the impact will be approximately \$1,750 through the end of calendar year 2016 including benefits. The necessary funds have already been appropriated out the Human Resources Department in the General Fund (100.115).

Background Information

Chapter 181 of the Codified Ordinances of the City of Hamilton, Ohio sets forth employee fringe benefits. The City Manager is authorized, by Article 5.02 of the City Charter, to hire personnel and has hired Timothy Werdmann for the position of Director of Human Resources. Since certain terms and conditions, specifically those relating to severance, found in the employment agreement between Mr. Werdmann and the City are in addition to those found in Chapter 181, it is therefore necessary for Council to waive said provisions specifically for the terms of said agreement since where there are conflicts between Chapter 181 and the agreement, the agreement controls.

Attached Information

Director of Human Resources Employment Agreement

Copies Provided to:

N/A



DIRECTOR OF HUMAN RESOURCES EMPLOYMENT AGREEMENT

This Agreement is entered into this day of _____, 2016 by and between the City of Hamilton, Ohio, a chartered municipal corporation organized under the laws of the State of Ohio (the “City”), and Timothy G. Werdmann, an individual (the “Director of Human Resources”) (collectively the “Parties”).

WHEREAS, the City desires to employ the services of Timothy G. Werdmann as Director of Human Resources of the City of Hamilton, Ohio and Timothy G. Werdmann has recognized and acknowledged the responsibilities and duties of the Director of Human Resources.

NOW, THEREFORE, the Parties enter into this Agreement in exchange for and in consideration of the mutual promises and covenants contained herein.

SECTION 1 – DUTIES

Effective _____, 2016, the City employs Director of Human Resources on the terms and conditions stated below to act as Director of Human Resources for the City of Hamilton, Ohio. Director of Human Resources shall satisfactorily perform the duties of Director of Human Resources as more fully described in the job description for this position (attached), which may be revised from time to time, and perform other legally permissible and proper duties and functions as the City Manager shall from time to time assign.

SECTION 2 – AT-WILL EMPLOYMENT

Either the Director of Human Resources or the City may terminate the employment relationship with the City at any time, for any reason, with or without cause. The relationship remains at-will notwithstanding any provision in this Agreement to the contrary.

SECTION 3 – TERMINATION AND SEVERANCE PAY

A. In the event Director of Human Resources is terminated by the City during such time that the Director of Human Resources is willing and able to perform the duties of the Director of Human Resources, then in that event the City agrees to pay Director of Human Resources a lump sum cash payment equal to twelve (12) months aggregate salary at the then current rate of pay, and provide twelve (12) months of family health, dental and vision benefits coverage, if desired by the Director of Human Resources, twelve (12) months of life insurance coverage, and payment of accrued but unused vacation leave and holiday leave.

B. Provided however, that in the event Director of Human Resources is terminated because of fraud, misappropriation, embezzlement or acts of similar dishonesty, conviction of a felony involving moral turpitude, illegal use of drugs or excessive use of alcohol in the workplace, intentional and willful misconduct that may subject the City to criminal liability, or his criminal conviction of any illegal act involving personal gain to him or moral turpitude on his part, then the City shall have no obligation to pay the compensation as set forth in Paragraph A of this Section 3.

For purposes of this Agreement, termination shall be considered to have occurred when:

1. The City Manager terminates employment of Director of Human Resources for reasons not included in Section 3B, paragraph 1, above.

2. If the City Manager unilaterally amends the role, powers, duties, authority, responsibilities of the Director of Human Resource's position that substantially changes the requirements of the position from those reflected in the position description, the Director of Human Resources shall have the right to declare such amendments constitute termination;

3. If the City reduces the base salary, compensation or any other financial benefit of the Director of Human Resources, unless such reduction is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this agreement and will be regarded as termination with severance to be paid at the salary in effect prior to the reduction in compensation or benefits;

4. If the Director of Human Resources resigns following an offer to accept his resignation, whether formal or informal, by the City Manager, then the Director of Human Resources may declare termination as of the date of the suggestion.

5. Breach of contract declared by either party with a thirty (30) day cure period for either Director of Human Resources or City.

6. In the event Director of Human Resources voluntarily resigns his position with the City then Director of Human Resources shall give the City a minimum of thirty (30) days advance written notice unless the parties agree otherwise. Failure to provide proper notice will relieve the City of its obligation to pay the compensation as set forth in Paragraph A of this Section 3.

SECTION 4 – SALARY

Upon the beginning of the first full pay period following execution of this agreement, City agrees to pay Director of Human Resources for his services rendered pursuant hereto an annual base salary of One Hundred Twenty Six Thousand Three Hundred Thirty Nine Dollars (\$126,339.00)(Said amount is reflective of Step 7 of Pay Range 70 of the City's current Schedule A), less applicable taxes and withholdings.

The City agrees to increase said base salary in such amounts and to such an extent as the City Manager shall recommend or the City Council may determine is desirable for the Director of Human Resources classification in Schedule A.

SECTION 5 – HOURS OF WORK AND FLEX DAY

It is recognized that Director of Human Resources will work a minimum of forty (40) hours per week and must devote a great deal of his time outside the normal workweek and normal work hours to the business of the City. To that end, Director of Human Resources may work a minimum of two (2) days per month at a flexible location, depending on work requirements, approval of the City Manager, and provided that the Director of Human Resources fulfills his job duties.

SECTION 6 – VACATION, HOLIDAYS, AND SICK LEAVE

Beginning January 1, 2017, Director of Human Resources shall be treated as an employee with seventeen (17) years of service for purposes of vacation or PTO accrual. Director of Human Resource's vacation leave or PTO accrual shall be calculated consistent with the applicable Codified Ordinance and increase in accordance with the appropriate schedule. Director of Human Resources shall be entitled to sick leave as set forth in the Codified Ordinances. Director of Human Resources shall be entitled to holiday leave benefits as set forth in the Codified Ordinances. Director of Human Resources shall use said vacation, PTO, holiday and sick leave in accordance with applicable City ordinances and policies.

SECTION 7 – HEALTH BENEFITS

City agrees to provide health benefits for the Director of Human Resources and his spouse and dependents equal to and upon the same terms as are provided to other full-time City employees who are not represented by a collective bargaining agreement.

SECTION 8 – RETIREMENT

City agrees to make regular periodic payments to the State of Ohio Public Employees Retirement System in the amount required by law and as provided for other full-time employees.

SECTION 9 – DUES AND SUBSCRIPTIONS

City agrees to budget and pay the professional dues and subscriptions of Director of Human Resources necessary for his full participation in national, regional, state, and local Human Resources Management associations as well as to pay any fees or dues (including costs associated with Continuing Education requirements) associated with the Director of Human Resource's maintenance of a license to practice law in the State of Ohio and the Director of Human Resources' maintenance of an SPHR or equivalent professional certification. Provided, the total for all such fees, dues, and costs shall not exceed \$3,500 annually unless specifically authorized by the City Manager in advance. Dues and subscriptions for other organizations necessary and desirable for his continued professional participation, growth, and advancement, and for the good of the City may be approved by City Manager.

SECTION 10 – PROFESSIONAL DEVELOPMENT

A. City hereby agrees to budget and to pay the travel and subsistence expenses of Director of Human Resources for professional and official travel, meetings, and occasions adequate to continue the professional development of Director and to adequately pursue necessary official and other functions for the City. Provided, the total for all such travel and associated expenses shall not exceed \$1,500 annually unless specifically authorized by the City Manager in advance.

B. City also agrees to budget and pay for the travel and subsistence expenses of Director of Human Resources for short courses, institutes, and seminars that are necessary for his professional development and for the good of the City, as may be approved by the City Manager.

C. Payment under this Section shall be in accordance with applicable City ordinances and attendance at meetings or seminars involving overnight stay or travel other than by automobile and continuing education at the college or university level must receive prior notification to the City Manager. It is understood that travel to and attendance at approved meetings, courses or seminars shall be considered “work” for purposes of Section 5, above.

SECTION 11 – OTHER TERMS AND CONDITIONS OF EMPLOYMENT

City shall fix any such other terms and conditions of employment as it may determine from time to time, relating to the performance of Director of Human Resources, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Charter of the City of Hamilton, Ohio or any other applicable law.

SECTION 12 – GENERAL PROVISIONS

A. The text herein shall constitute the entire Agreement between the Parties and may only be amended by future written agreement of the Parties. This Agreement sets forth all compensation and benefits of the Director of Human Resources, and no other compensation or benefits are contemplated by this Agreement aside from those set forth in Chapter 181 of the Codified Ordinances of the City of Hamilton payable to other City employees. To the extent that any provisions in this Agreement conflict with ordinances of the City, this Agreement shall supersede ordinances in conflict thereto.

B. This Agreement shall be binding upon and inure to the benefit of the heirs, personal representatives, successors and assigns of the Parties.

C. This Agreement shall be effective upon its execution by Director of Human Resources and the City’s representatives.

D. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

E. This Agreement shall be construed and enforced in accordance with the laws of the state of Ohio.

F. If the Director of Human Resources is unable to perform the duties of his employment by reason of illness or incapacity for a period of more than one hundred eighty (180) days, then the City may terminate this Agreement and Director of Human Resource’s employment without any obligation on the City’s part to comply with those termination and severance pay provisions set forth in Section 3, paragraph A of this agreement.

G. If Director of Human Resources dies during the term of employment, City shall pay to the estate of the Director of Human Resources the compensation which would otherwise be payable to the Director of Human Resources up to the date on which his death occurs; provided, however, that the City shall have no obligation to comply with those termination and severance pay provisions set forth in Section 3, paragraph A of this agreement.

SIGNATURE PAGE

IN WITNESS WHEREOF, the City of Hamilton, Ohio and Timothy G. Werdmann have signed and executed this Agreement on the date and year first stated above.

CITY OF HAMILTON, OHIO

By: _____
Joshua A. Smith

TIMOTHY G. WERDMANN

By: _____
Timothy G. Werdmann

Approved as to form:

Law Director

ORDINANCE NO. _____

AN ORDINANCE WAIVING CERTAIN PROVISIONS OF CHAPTER 181 OF THE CITY OF HAMILTON, OHIO'S CODIFIED ORDINANCES, RELATIVE TO EMPLOYEE FRINGE BENEFITS, WITH REGARD TO EXECUTION OF AN EMPLOYMENT AGREEMENT WITH THE DIRECTOR OF HUMAN RESOURCES.

WHEREAS, Chapter 181 of the Codified Ordinances of the City of Hamilton, Ohio sets forth employee fringe benefits; and

WHEREAS, the City Manager is authorized, by Article 5.02 of the City Charter, to hire personnel and has extended an employment offer to Timothy Werdmann, to fill the position of Director of Human Resources; and

WHEREAS, since certain terms and conditions found in the employment agreement between Mr. Werdmann and the City are in conflict with Chapter 181 and/or are in addition to those found in said Chapter, it is therefore necessary for Council to waive said provisions specifically for the terms of said agreement; and

WHEREAS, said provision include those relating to severance; and

WHEREAS, Council desires to waive said provisions of Chapter 181 in this case only, for said purposes.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, Ohio:

SECTION I: That certain provisions of Chapter 181 of the Codified Ordinances of the City of Hamilton, Ohio, which set forth employee fringe benefits, including those related to severance, shall be and are hereby waived specifically for terms and conditions found in the employment agreement between Timothy Werdmann and the City. To the extent there is any conflict between the employment agreement and the provisions of Chapter 181, the employment agreement between Timothy Werdmann and the City shall control.

SECTION II: This ordinance shall take effect and be in full force from and after the earliest period allowed by law after its passage.

PASSED: _____

Effective Date: _____

Mayor

ATTEST: _____

City Clerk

CERTIFICATE

I, Nicholas Garuckas, City Clerk of the City of Hamilton, Ohio, State of Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

Nicholas Garuckas, City Clerk
CITY OF HAMILTON, OHIO

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Kay L Farrar, Assistant Director of Community Development

Agenda Item: Report regarding an ordinance amending Schedule “A” to add the new classification of Health Technician

Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	Related Strategic Goal(s) <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
Ordinance or Resolution <i>Ordinance</i>	1 st Reading Date: 9-28-16 2 nd Reading Date: 9-28-16 Public Hearing Date:	
Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i>	City Council (or other):	
Contract	<input type="checkbox"/> Contract Required	
Fiscal Impact	Budgeted: 2016 Expenditure: See Summary Below Source Funds: IAP Grant from ODH	

Policy Issue

Does City Council wish to adopt legislation to amend schedule “A” of the City’s Classification and compensation plan to add the new classification of Health Technician?

Policy Alternative(s)

Council may choose not to adopt such legislation to amend schedule “A” of the City’s Classification and compensation plan and the position will not be created.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to amend schedule “A” of the City’s Classification and compensation plan.

Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

- This is a new position within the Health Division of Community Development Department.

Class Code	Title	Pay Range	Annual Salary
7011	Health Technician Employee	15	\$28,371 to \$36,338

Background Information

This part-time position is included as part of the 2016 Immunization Action Plan Grant (IAP) under the Ohio Department of Health for which we have been given a Notice of Award. This part-time position is budgeted and paid for entirely by this grant. There is currently a part-time temporary employee filling this role. This grant has been in effect under the Ohio Department of Health for over 16 years. Therefore, there is zero impact to the overall budget under Health.

This position is responsible for technical work involving immunization tasks including but not limited to tracking and compiling immunization records for children ages zero through eighteen years of age. Records are reviewed and interpreted to determine if and when additional vaccinations are due. Children receiving Women, Infant and Children (WIC) benefits have their records entered into the State of Ohio Immunization Registry by this employee and reminders and recalls as well as coordination with physician practices and local health departments to get children up to date for their immunizations. Employees in this class are responsible for entering immunization data into the Ohio Department of Health statewide registry, called IMPACT SIIS.

Attached Information

- Classification Description

Copies Provided to:

N/A





CITY OF HAMILTON, OHIO

CLASSIFICATION DESCRIPTION

CLASS TITLE	HEALTH TECHNICIAN
CLASS CODE NUMBER	
ADMINISTRATIVE SERVICE CATEGORY	Classified Service
ADOPTED	
REVISED	
PROBATIONARY PERIOD	One Hundred Eighty (180) Days

GENERAL DESCRIPTION OF DUTIES

The principal function of an employee in the classification is to perform responsible technical work involving immunization tasks including but not limited to tracking and compiling immunization records for children ages 0 through 18 years of age. Ability to review immunization records, interpret the record to determine when and if more vaccines are due is critical. This position is funded under the Immunization Action Plan (IAP) grant and the employee is expected to have an understanding of the grant requirements and ability to write and track their activities under this grant.

Employees in this class are responsible for entering immunization data into the Ohio Department of Health IMPACT SIIS secure data base, both live and historical data including lot number, expiration date and site of all vaccine given as well as entering the vaccine, lots, expiration dates of all vaccines received from the Ohio Department of Health. The work is performed under the direction and supervision of the Nursing Administrator, but some leeway is granted for the exercise of independent judgment. While the work does not involve supervision over the work of other employees, it is expected the employee will work cooperatively with other City staff.

ESSENTIAL JOB FUNCTIONS

- Review and interpret immunization records to determine when and if further vaccinations are required;
- Responsible for all Medicaid electronic billing, including corrections and resubmission of claims;
- Ability to assist in the ODH Assessment, Feedback, Incentive and Exchange (AFIX) for both Pediatric and Adolescent data sets;
- Performs reminder, recall, emails, postcards and phone calls for both Pediatric and Adolescent populations as required under the IAP grant;

- Follows and classifies each child receiving immunizations according to the State Vaccine for Children program requirements for the IAP grant, based on insured and under insured children identifiers;
- Maintains and runs monthly reports for Pediatric and Adolescent recall and reminders;
- Maintains up to date Vaccine Information Sheets and informs nursing of needed changes;
- Adheres to all HIPPA laws and regulations;
- Maintains shot records for the WIC programs and satellite sites, entering history into IMPACT SIIS, makes calls and reminders to parents and contacts child's providers for immunization records.

SKILLS/KNOWLEDGES/ABILITIES

- Knowledge of the practices, tools and materials involved in the performance of semi-skilled tasks within the work area assigned.
- Ability to perform semi-skilled tasks without close supervision.
- Ability to interpret IAP objectives and define role when new objectives arise.
- Ability to understand and follow oral and written directions.
- Ability to get along well with fellow employees and the public.
- Knowledge of immunization schedules including child, teen, and catch-up schedules;
- Knowledge of contraindications and precautions to vaccines;
- Solely responsible for Medicaid ICD-10 and CPT coding knowledge;
- Knowledge of ever changing requirements of the Immunization Action Plan grant under the Ohio Department of Health;
-

TRAINING/ EDUCATION/ QUALIFICATIONS

- Minimum of high school graduation or possession of a GED
-
- Strongly prefer minimum of 1 year of experience in the field of medical billing, especially ICD-10

ESSENTIAL PHYSICAL ABILITIES

- Clarity of speech and hearing, with or without reasonable accommodation, which permits the employee to communicate well with the City's departments and divisions as well as the general public;
- Sufficient vision, with or without accommodation, which permits the employee to review and enter a wide variety of materials into the computer and written materials;
- Sufficient manual dexterity or verbal ability, with or without accommodation, which permits the employee to operate a computer;

ORDINANCE NO. _____

AN ORDINANCE AMENDING AND SUPPLEMENTING SCHEDULE "A" OF THE CITY'S CLASSIFICATION AND COMPENSATION PLAN, AS SET FORTH IN EMERGENCY ORDINANCE NO. EOR2016-1-4, ADOPTED JANUARY 13, 2016, AND AS AMENDED FROM TIME TO TIME, RELATIVE TO THE NEW CLASSIFICATION OF HEALTH TECHNICIAN.

WHEREAS, the Administration of the City of Hamilton, Ohio recommends that the new classification of Health Technician Employee be added to Schedule "A" of the City's Classification and Compensation Plan; and

WHEREAS, this position will report directly to the Nursing Administrator performing technical work involving assessment and evaluation of immunization records under the Immunization Action Plan Grant; and

WHEREAS, to accomplish the aforesaid it is necessary to amend and supplement existing Schedule "A" of the City's Classification and Compensation Plan as set forth in Emergency Ordinance No. EOR2016-1-4, adopted January 13, 2016; and

WHEREAS, this Council desires that said amendment be made.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, Ohio:

SECTION I: That Schedule "A" of the City's Classification and Compensation Plan, as set forth in Emergency Ordinance No. EOR2016-1-4, adopted January 13, 2016, and as amended from time to time, be and is hereby amended and supplemented to add the new classification of Health Technician Employee as set forth in detail below.

<u>Class Code</u>	<u>Title</u>	<u>Pay Range</u>	<u>Annual Salary Minimum – Maximum</u>
7011	Health Technician Employee	15	\$28,371– \$36,338

SECTION II: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Effective Date: _____

Mayor

ATTEST: _____
City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk for the City of Hamilton, Butler County, Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Tom Vanderhorst, Finance Director

Agenda Item: Report regarding passing an ordinance for this supplemental appropriation amending the 2016 budget.

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> A Add new jobs <input type="checkbox"/> R Realize new investments <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Ordinance</i></p>	<input checked="" type="checkbox"/> 1 st Reading Date: 9/28/16 <input checked="" type="checkbox"/> 2 nd Reading Date: 9/28/16 <input type="checkbox"/> Public Hearing Date:	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other):</p>	
<p>Contract</p>	<input type="checkbox"/> Contract Required	<input type="checkbox"/> Additional Document(s) Attached
<p>Fiscal Impact</p>	<p>Total Appropriated Increases: \$34,014,803</p> <p>Total Appropriated Decreases: \$15,000,000</p> <hr/> <p>General Fund Impact:</p> <ul style="list-style-type: none"> ➤ \$677,036 increase in appropriations ➤ \$267,700 increase to budgeted revenue <hr/> <p>All Other Funds Impact:</p> <ul style="list-style-type: none"> ➤ \$18,337,767 net increase in appropriations ➤ \$15,829,961 net increase to budgeted revenue 	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>

Policy Issue

Does City Council wish to adopt legislation to approve this 2016 Supplemental Ordinance?



Policy Alternative(s)

Council may choose to not adopt this Supplemental Appropriation Ordinance. If Council does not adopt legislation, the City will not have enough funds appropriated to cover costs associated with the items addressed in the Fiscal Impact Summary.

Staff Recommendation

Staff recommends that Council receive this report, concur in the recommendation and adopt the necessary legislation. The ordinance will balance accounts and provide the authority to make expenditures.

Statutory/Policy Authority

- ORC 5705.38 Annual appropriation measures; classification
- ORC 5705.40 Amending or supplementing appropriation; transfer unencumbered balance; contingencies
- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.

Fiscal Impact Summary

GENERAL FUND:

- Increase appropriations \$13,036 in the City Clerk budget to cover an unexpected retirement payout and miscellaneous necessary office supplies.
- Increase appropriations \$250,000 to transfer to the Hamilton Capital Improvement & Debt Service Fund (215) to fund capital expenditures.
- Increase appropriations for the amount of \$355,000 to cover the repair costs for the water damage to 20 High Street. This increase will be mostly offset by reimbursement from the insurance company (less a \$10,000 deductible).
- Appropriate \$9,000 for outside legal services for a FLSA audit.
- Increase appropriations \$30,000 in non-personnel expenses in the Fire Department budget.
- Increase appropriations \$20,000 in the Public Works Signal Sop Division budget to cover the painting of traffic poles and structures.
- Revenue in the General Fund is being increased by approximately \$75,000 due to certain revenues coming in higher than anticipated.

SPECIAL REVENUE FUNDS:

- Increase appropriations in the Hamilton Capital Improvement & Debt Service Fund (215) \$367,000 to fund the Civic Park located downtown at the corner of 2nd Street and High Street. This cost will be offset by an increase in revenue to the fund from a sale of property.
- Increase the Hamilton Capital Improvement & Debt Service Fund (215) \$18,000 to purchase a replacement police vehicle that was damaged in an automobile accident. This increase will be offset by a reimbursement from insurance by the same dollar amount.
- Increase appropriations \$2,500,000 in the Hamilton Capital Improvement & Debt Service Fund (215) for property acquisition related to the City's strategic plan. This increase will be offset by a reimbursement to the fund with the internal note with the Electric System Reserve Fund (527).
- Increase appropriations \$8,000 in the Probation Services Fund (238) for non-personnel expenses.
- Increase appropriations \$8,000 in the Drug Law Enforcement Trust Fund (240) in the non-personnel classification.
- Appropriate \$3,800,000 in the Stormwater Management Fund (279) for construction expenses related to the South Hamilton Crossing project. This increase in appropriations will be offset by an increase in revenue by the same dollar amount in the form of loan proceeds from the OWDA. This is a 30 year low interest loan.
- Increase appropriations \$200,000 in the Refuse Fund (280) in the non-personnel classification. This increase will be partially offset by an increase in revenue by approximately \$30,000.



ENTERPRISE FUNDS:

- Increase appropriations for the Water Utility Fund (503) in the amount of \$300,000 to the non-personnel classification. These funds are for the re-classification of utilities paid by the General Fund (100) for an account associated with the South Wells that should have been paid by the Water Utility Fund (503). This re-classification dates back to utility bills beginning in 2009.
- Increase appropriations in the Wastewater Fund (504) \$11,136,767 for the refunding of the 2005 Wastewater Revenue Refunding Bonds. \$9,490,000 is being issued in 2016 for a Wastewater System Refunding Revenue Bond which will come into the Wastewater Fund (504) as bond proceeds along with a bond premium of \$1,619,387 which will be used for wastewater debt retirement. The \$11,136,767 will be used for refunding the 2005 Wastewater Bonds and all costs of issuance associated with the Series 2016 Wastewater Bonds. The increase in appropriations will be offset by an increase in budgeted revenue of \$11,341,961 as a part of this transaction. There will be no net cash impact to the Wastewater Fund (504) as a result of this transaction.
- Increase appropriations \$15,000,000 in the Electric System Reserve Fund (527) for the internal note with the General Fund (100). This short term (one year) note will be repaid by the Hamilton Capital Improvement & Debt Service Fund (215) at an interest rate up to 1.5%. This increase will be offset by a reduction of \$15,000,000 in appropriations by reducing the budgeted transfer from the Electric System Reserve Fund (527) to the Electric Capital Improvement Fund (525).

Attached Information

N/A

Copies Provided to:

N/A



ORDINANCE NO. _____

AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF HAMILTON, OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2016.

BE IT ORDAINED by the Council of the City of Hamilton, Ohio:

SECTION I: That the following unappropriated or unencumbered balances of funds be and the same are hereby re-appropriated as follows:

NUMBER	FUND NAME	AMOUNT	
100	From the General Fund	46,948,555	47,625,591
	Personnel Subtotal:	31,276,589	31,287,425
	Non-Personnel Subtotal:	15,671,966	16,338,166
200	From the One Renaissance Fund		2,363,274
213	Municipal Income Tax Aggregation Fd		0
2010	From the Home Fund 2010		0
2013	From the Home Fund 2013		0
	Personnel Subtotal:		
	Non-Personnel Subtotal:		
2014	From the Home Fund 2014		0
	Personnel Subtotal:		
	Non-Personnel Subtotal:		
207	From thre Hamilton Court Sec. Proj		70,500
208	From the Hamilton Court Sp Proj Fd		40,375
	Personnel Subtotal:		5,000
	Non-Personnel Subtotal:		35,375
210	From the Public Safety Health Inc Tax		3,281,250
211	From the Rounding Up Util Acct		3,500
212	From the Hamilton Muni Ct Cap Imp		106,045
	Personnel Subtotal:		24,620
	Non-Personnel Subtotal:		81,425
213	From the MIT Aggregatn/Verifctn Fd		
215	From the Ham Cap Imp Debt Serv	5,613,731	8,498,731
221	From the Dispute Resolution Proc Fd		7,650
	Personnel Subtotal:		6,650
	Non-Personnel Subtotal:		1,000
225	From the Justice Assistance Grant		34,917

Ordinance No. _____ (Cont'd)

NUMBER	FUND NAME	AMOUNT
227	From the Land Reutilization Fund	968,612
231	From the Law Enforcement Trust	67,600
233	From the Safety Seat Belt Grant	
235	From the Public Safety Spec Proj	71,812
	Personnel Subtotal:	37,900
	Non-Personnel Subtotal:	33,912
238	From the Probation Services	230,537 238,537
	Personnel Subtotal:	223,896
	Non-Personnel Subtotal:	6,641 14,641
240	From the Drug Law Enforcement Trust	64,810 72,810
241	From the DUI Enforcement & Eductn Trst	4,500
242	From the Indignt Drivers Alcohol Trt	60,000
246	From the Police Pension Fund	240,000
249	From the Police Levy Fund	730,000
250	From the Firemen's Pension Fund	225,000
251	From the Emergency Medical Serv Grant	2,500
252	From the Charter Fire Force Fund	745,000
253	From the Fire EMS Levy Fund	720,000
260	From the Immunization Action Plan Grant	90,095
	Personnel Subtotal:	69,351
	Non-Personnel Subtotal:	20,744
261	From the Kathryn Weiland Trust	1,541
	Personnel Subtotal:	100
	Non-Personnel Subtotal:	1,441
270	From the Street & Parks Beautification	
279	From the Stormwater Mgmt Fund	3,352,074 7,152,074
	Personnel Subtotal:	910,211
	Non-Personnel Subtotal:	2,441,863 6,241,863

Ordinance No. _____ (Cont'd)

NUMBER	FUND NAME	AMOUNT	
280	From the Refuse Fund	4,386,984	4,586,984
	Personnel Subtotal:	630,170	630,170
	Non-Personnel Subtotal:	3,756,814	3,956,814
281	From the Street Maintenance Fund		3,620,406
	Personnel Subtotal:		1,308,303
	Non-Personnel Subtotal:		2,312,103
283	From the Convention & Visitors Bur Fd		84,000
301	From the Special Assessments		1,034,815
303	From the Lowes MITIE Talawanda Fund		100,000
304	From the Walmart MITIE Hamilton Fund		175,000
307	From the Issue II Project Fund		1,000,000
308	From the Matandy Steel MPITIE Fund		46,890
309	From the Robinson Schwenn MPITIE Fund		4,550
310	From the Clean Ohio Grants Program		126,051
311	From the Infrastructure Renewal Program		8,206,843
348	From the RIDs - MPITIE Citywide District		400,000
349	From the RIDs - MPITIE North District		17,500
350	From the RIDs - MPITIE South District		36,000
351	From the Quality Publishing MPITIE Fd		10,500
352	From the Shoppes @ Hamilton MPITIE Fd		114,100
353	From the Historic Developers - Mercantile		28,000
354	From the Tippman Properties MPITIE Fd		1,950
355	Neturen Manufacturing TIF		62,000
501	From the Gas Utility		26,005,310
	Personnel Subtotal:		2,096,460
	Non-Personnel Subtotal:		23,908,850
502	From the Electric Utility		223,497,009
	Personnel Subtotal:		8,650,583
	Non-Personnel Subtotal:		214,846,426
503	From the Water Utility	13,817,221	14,117,221
	Personnel Subtotal:	2,831,520	2,831,520
	Non-Personnel Subtotal:	10,985,701	11,285,701

Ordinance No. _____ (Cont'd)

NUMBER	FUND NAME	AMOUNT	
504	From the Wastewater Utility	14,375,753	25,512,520
	Personnel Subtotal:	2,231,059	2,231,059
	Non-Personnel Subtotal:	12,144,694	23,281,461
515	From the Gas Capital Improvement Fund		3,069,699
516	From the Gas Rate Stabilization Fd		0
517	From the Gas System Reserve		0
518	From the Gas Bond Service Fund		434,000
522	From the Electric Construction		646,595
524	From the Hydroelectric operations Fd		2,508,627
	Personnel Subtotal:		1,689,400
	Non-Personnel Subtotal:		819,227
525	From the Electric Cap Improvement Fd		9,618,022
526	From the Electric Rate Stabilization Fd		1,350,000
527	From the Electric System Reserve	31,870,350	31,870,350
528	From the Electric Bond Service Fd		2,471,000
531	From the Water Construction Fd		1,199,494
535	From the Water Cap Improvement Fd		5,000,357
536	Water Rate Stabilization Fund		0
538	From the Water Bond service Fund		2,065,000
541	From the Wastewater Construction Fd		9,988,664
	Personnel Subtotal:		111,320
	Non-Personnel Subtotal:		9,877,344
545	From the Wastewater Cap Imp Fd		5,770,477
548	From the Wastewater Bond Service Fd		4,847,000
550	From the Parking Fund		386,728
	Personnel Subtotal:		134,978
	Non-Personnel Subtotal:		251,750
551	From the Parking Cap Improvement Fund		3,000,000
560	From the Golf Fund		1,415,299
	Personnel Subtotal:		640,345
	Non-Personnel Subtotal:		774,954
610	From the Fleet Mtce Fund		3,309,131
	Personnel Subtotal:		909,031
	Non-Personnel Subtotal:		2,400,100
620	From the Central Services Fund		8,679,777
	Personnel Subtotal:		4,774,328
	Non-Personnel Subtotal:		3,905,449

Ordinance No. _____ (Cont'd)

NUMBER	FUND NAME	AMOUNT
640	Central Benefits Fund	0
650	Economic Budget Stabilization Fund	0
715	From the Unclaimed Monies Fund	25,000
730	From the Benninghoffen Trust Fd	250
775	From the Sinking Fund	4,507,217
800	CDBG Revolving Loan Fd	
802	From the Neighborhood Stabl Prgm	
804	From the Neighborhood Stabl Prgm 3	
912	From the CDBG 2011-2012	
913	From the CDBG 2012-2013	
914	From the CDBG Fund 2014	
	Personnel Subtotal:	_____
	Non-Personnel Subtotal:	_____
915	From the CDBG Fund 2015	
	Personnel Subtotal:	_____
	Non-Personnel Subtotal:	_____

The Fund appropriations include these transfer limits:

Into the Hamilton Cap & Debt Fund - 215	Out of the General Fund - 100	250,000
Into the Electric CIP Fund - 525	Out of the Electric System Reserve Fund - 527	(15,000,000)

The Fund appropriations include these advance limits:

The Fund appropriations include these return of advance limits:

Ordinance No. _____ (Cont'd)

SECTION II: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____
Effective Date: _____
ATTEST: _____
City Clerk

Mayor

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, State of Ohio, hereby certify that the foregoing Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. Posted: _____

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Joshua A. Smith, City Manager

Agenda Item: Report regarding an ordinance waiving provisions of Codified Ordinances Chapter 181, relative to Employee Fringe Benefits, with regard to an employment agreement with J. Dwight Culbertson, Director of Underground Utilities

Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	Related Strategic Goal(s) <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
Ordinance or Resolution <i>Emergency Ordinance</i>	1 st Reading Date: 9-28-16 2 nd Reading Date: 9-28-16 Public Hearing Date:	
Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i>	City Council (or other):	
Contract	<input type="checkbox"/> Contract Required	<input type="checkbox"/> Additional Document(s) Attached
Fiscal Impact	Budgeted: \$ Expenditure: \$ Source Funds:	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i>

Policy Issue

Does City Council wish to adopt legislation to waive certain provisions of Chapter 181 of the City's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with J. Dwight Culbertson?

Policy Alternative(s)

Council may choose not to adopt such legislation to waive certain provisions of Chapter 181 of the City's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with J. Dwight Culbertson.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to waive certain provisions of Chapter 181 of the City's Codified Ordinances, relative to employee fringe benefits, with regard to execution of an employment agreement with J. Dwight Culbertson.



Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.
- Section 5.02, Responsibility of Manager – Powers of Appointment and Removal, of the Charter of the City of Hamilton
- Chapter 181, Codified Ordinances of the City of Hamilton

Fiscal Impact Summary

This new staff position is included in the 2016 Adopted Budget. No additional fiscal impact is projected due to these proposed changes.

Background Information

Chapter 181 of the Codified Ordinances of the City of Hamilton, Ohio sets forth employee fringe benefits. The City Manager is authorized, by Article 5.02 of the City Charter, to hire personnel and has extended an employment offer to J. Dwight Culbertson for the position of Director of Underground Utilities, subject to City Council authorization of the attached employment agreement. Since certain terms and conditions, specifically those relating to service credit for calculating Paid Time Off accruals and relocation expenses, found in the employment agreement between Mr. Culbertson and the City are in addition to those found in Chapter 181, it is therefore necessary for Council to waive said provisions specifically for the terms of said agreement since where there are conflicts between Chapter 181 and the agreement, the agreement controls.

Attached Information

- Director of Underground Utilities Employment Agreement

Copies Provided to:

N/A





Department of Public Utilities
City of Hamilton, Ohio
345 High Street, Fourth Floor
Hamilton, Ohio 45011
Telephone 513 785-7202
FAX 513 785-7230
www.hamilton-city.org

Director of Underground Utilities
Employment Agreement

This Agreement is entered into this ___ day of _____, 2016, by and between the City of Hamilton, Ohio, a chartered municipal corporation organized under the laws of the State of Ohio (the "City"), and J. Dwight Culbertson, an individual (the "Director of Underground Utilities") (collectively the "Parties").

WHEREAS, the City desires to employ the services of J. Dwight Culbertson as Director of Underground Utilities of the City of Hamilton, Ohio and J. Dwight Culbertson has recognized and acknowledged the responsibilities and duties of the Director of Underground Utilities;

NOW, THEREFORE, the Parties enter into this Agreement in exchange for and in consideration of the mutual promises and covenants contained herein.

SECTION 1 - DUTIES

Effective October 17, 2016, J. Dwight Culbertson agrees to commence employment as Director of Underground Utilities for the City of Hamilton, Ohio, on the terms and conditions stated below. J. Dwight Culbertson shall satisfactorily perform the duties of Director of Underground Utilities as more fully described in the job description for this position, which may be revised from time to time, and perform other legally permissible and proper duties and functions as the Director of Public Utilities shall from time to time assign.

SECTION 2 - AT-WILL EMPLOYMENT

Either Director of Underground Utilities or the City may terminate the employment relationship with the City at any time, for any reason, with or without cause or notice. The relationship remains at-will notwithstanding any provision in this Agreement to the contrary.

SECTION 3 - SALARY

The City agrees to pay Director of Underground Utilities for his services rendered pursuant hereto an annual base salary of one hundred twenty-six thousand four hundred sixty-four dollars (\$126,464.00), less applicable taxes and withholdings.

City agrees to increase said base salary in such amounts and to such an extent as City Council may determine is desirable for the Director of Underground Utilities. City may reduce the base salary and/or other benefits of Director of Underground Utilities in the same amount as a reduction across-the-board for other City employees.

SECTION 4 - PAID TIME OFF (PTO) AND SICK LEAVE

Upon commencing employment, Director of Underground Utilities shall be granted 7 years of service credit for purposes of calculating PTO accruals only, resulting in the accrual of two hundred eight (208) hours of PTO during his first year of employment. The Director of Underground Utilities may take PTO as it is accrued, subject to the City's leave policies.

Upon commencing employment, City agrees to transfer the Director of Underground Utilities' accumulated but unused sick leave hours balance in accordance with the provisions of Ohio Revised Code section 124.382, to his City of Hamilton sick leave hours balance upon receipt of verification of said accumulated but unused sick leave hours balance from his most recent public employer.

Director of Underground Utilities shall use said PTO and sick leave in accordance with applicable City ordinances and policies.

SECTION 5 - HEALTH BENEFITS AND LIFE INSURANCE

The City agrees to provide health benefits for the Director of Underground Utilities and his qualifying dependents equal to and upon the same terms as are provided to other full-time City employees who are not represented by a collective bargaining agreement.

The City agrees to provide life insurance equal to and upon the same terms as is provided to other full-time City employees who are not represented by a collective bargaining agreement.

SECTION 6 - RETIREMENT

The City agrees to make regular periodic payments to the State of Ohio Public Employees Retirement System in the amount required by law and as provided for other full-time employees.

SECTION 7 - MOVING AND RELOCATION EXPENSES

The Director of Underground Utilities agrees to relocate to Hamilton, Ohio, within 12 months of commencing employment. The City shall reimburse Director of Underground Utilities for the expenses of one (1) move of the Director of Underground Utilities and his family and personal property to Hamilton, Ohio. Said moving expenses may include packing, moving, storage costs (not to exceed six (6) months), unpacking and insurance charges. The Parties shall work together to obtain the most reasonable and appropriate estimate for the move. The City shall reimburse moving expenses one time in an amount up to but not exceeding Seven Thousand Five Hundred Dollars (\$7,500.00).

In the event that Director of Underground Utilities voluntarily resigns his employment with the City prior to the expiration of twenty nine (29) months from date of commencement of this Agreement, Director of Underground Utilities shall reimburse the City for the actual moving expenses paid by the City on Director of Underground Utilities' behalf in accordance with the schedule below:

<u>Length of Employment</u>			<u>Reimbursement of Relocation Expense</u>
0	to	365 days	75% repayment due within 180 days
366	to	730 days	50% repayment due within 180 days
731	to	882 days	25% repayment due within 180 days
883	or	more days	0% due

SECTION 8 - OTHER TERMS AND CONDITIONS OF EMPLOYMENT

City Council shall fix any such other terms and conditions of employment as it may determine from time to time, relating to the performance of Director of Underground Utilities, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Charter of the City of Hamilton, Ohio or any other applicable law.

SECTION 9 - GENERAL PROVISIONS

A. The text herein shall constitute the entire Agreement between the Parties and may only be amended by future written agreement of the Parties. This Agreement sets forth the compensation and benefits of the Director of Underground Utilities that differ from those set forth in Chapter 181 of the Codified Ordinances of the City of Hamilton payable to other City employees. To the extent that any provisions in this Agreement conflict with ordinances of the City, this Agreement shall supersede ordinances in conflict thereto.

B. This Agreement shall be binding upon and inure to the benefit of the heirs, personal representatives, successors and assigns of the Parties.

C. This Agreement shall be effective upon its execution by Director of Underground Utilities and City representatives.

D. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

E. This Agreement shall be construed and enforced in accordance with the laws of the state of Ohio.

F. This Agreement is expressly conditioned upon Director of Underground Utilities' ability to perform the essential functions of the position of Director of Underground Utilities and successfully passing a pre-employment drug screen test showing no illegal substances, a pre-employment medical examination, and a comprehensive criminal/background investigation prior to the starting date of Director of Underground Utilities' employment. The drug screen, medical exam and background investigation are provided at City's expense and direction.

G. If Director of Underground Utilities dies during the term of employment, City shall pay to the estate of Director of Underground Utilities the compensation which would otherwise be payable to the Director of Underground Utilities up to the date on which his death occurs.

IN WITNESS WHEREOF, the City of Hamilton, Ohio and J. Dwight Culbertson have signed and executed this Agreement on the date and year first stated above.

J. DWIGHT CULTBERTSON

By: _____
J. Dwight Culbertson

CITY OF HAMILTON, OHIO

Approved as to Form:

By: _____
Joshua Smith

Law Director

EMERGENCY ORDINANCE NO. _____

AN EMERGENCY ORDINANCE WAIVING CERTAIN PROVISIONS OF CHAPTER 181 OF THE CITY OF HAMILTON, OHIO'S CODIFIED ORDINANCES, RELATIVE TO EMPLOYEE FRINGE BENEFITS, WITH REGARD TO EXECUTION OF AN EMPLOYMENT AGREEMENT WITH THE DIRECTOR OF UNDERGROUND UTILITIES.

WHEREAS, Chapter 181 of the Codified Ordinances of the City of Hamilton, Ohio sets forth employee fringe benefits; and

WHEREAS, the City Manager is authorized, by Article 5.02 of the City Charter, to hire personnel and has extended an employment offer to J. Dwight Culbertson, to fill the position of Director of Underground Utilities; and

WHEREAS, since certain terms and conditions found in the employment agreement between Mr. Culbertson and the City are in conflict with Chapter 181 and/or are in addition to those found in said Chapter, it is therefore necessary for Council to waive said provisions specifically for the terms of said agreement; and

WHEREAS, said provisions include those relating to service credit for calculating Paid Time Off accruals and relocation expenses; and

WHEREAS, Council desires to waive said provisions of Chapter 181 in this case only, for said purposes; and

WHEREAS, the subject matter herein constitutes an emergency measure for the reasons that it provides for the immediate filling of the currently vacant position that leads the Department of Underground Utilities. By having this position filled immediately the department will be able to resume full operating efficiency.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Hamilton, Ohio:

SECTION I: That certain provisions of Chapter 181 of the Codified Ordinances of the City of Hamilton, Ohio, which set forth employee fringe benefits, including those related to service credit for calculating Paid Time Off accruals and relocation expenses, shall be and are hereby waived specifically for terms and conditions found in the employment agreement between J. Dwight Culbertson and the City. To the extent there is any conflict between the employment agreement and the provisions of Chapter 181, the employment agreement between J. Dwight Culbertson and the City shall control.

SECTION II: This ordinance is hereby declared to be an emergency measure for the reasons set forth in the preamble and shall take effect and be in full force from and after its passage.

PASSED: _____

Effective Date: _____

Mayor

ATTEST: _____
City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, Ohio, State of Ohio, hereby certify that the foregoing Emergency Ordinance No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Marcos Nichols, Department of Human Resources

Agenda Item: Report regarding changing the public records release policy regarding changing City Council's designee to the City Clerk

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Resolution</i></p>	<input checked="" type="checkbox"/> 1 st Reading Date: 9-28-16 <input type="checkbox"/> 2 nd Reading Date: Public Hearing Date:	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other):</p>	
<p>Contract</p>	<input type="checkbox"/> Contract Required	<input type="checkbox"/> Additional Document(s) Attached
<p>Fiscal Impact</p>	Budgeted: \$ Expenditure: \$ Source Funds:	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>

Policy Issue

Does City Council wish to adopt legislation to amend the City's Public Records Release Policy relative to appointing the City Clerk as City Council's designee?

Policy Alternative(s)

Council may choose not to adopt such legislation to amend the City's Public Records Release policy relative to appointing the City Clerk as City Council's designee.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to amend the City's Public Records Release Policy relative to appointing the City Clerk as City Council's designee because the Law Department is no longer an internal function.

Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.
- Chapter 149, Documents, Reports, and Records, Ohio Revised Code



Fiscal Impact Summary

This action will have no fiscal impact since it is just to amend the City of Hamilton's internal policy regarding public records release.

Background Information

In 2014, the Law Department was reorganized and the Law Director is not an internal position. The City Clerk is an internal position that will be responsible for fulfilling Public Records requests in relation to City Council and make certain that the respective requests are fulfilled in a timely manner. The City Clerk has already gone through the Public Records Request training offered through the Attorney General's Office's Sunshine Laws Certification program in relation to the City Clerk records. The City Clerk is going through the process of filing with the Attorney General's to have it on record that City Council has appointed the City Clerk position as their designee. If there is a legal issue regarding responding to public records requests, the City Clerk will work with the Law Director to resolve the issue.

Attached Information

N/A

Copies Provided to:

N/A



RESOLUTION NO. _____

A RESOLUTION AMENDING THE CITY OF HAMILTON'S PUBLIC RECORDS RELEASE POLICY, ADOPTED PURSUANT TO RESOLUTION NO. R2014-6-70, ADOPTED JUNE 25, 2014, RELATIVE TO APPOINTING THE CITY CLERK AS CITY COUNCIL'S DESIGNEE.

WHEREAS, pursuant to Resolution No. R2014-6-70, adopted June 25, 2014, the Council of the City of Hamilton, Ohio appointed the Law Director as City Council's designee for the purposes of Ohio House Bill 9; and

WHEREAS, the City Manager has now requested that the designee be changed to the City Clerk because the City Clerk is City Council's representative.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hamilton, Ohio:

SECTION I: The City Clerk is hereby appointed as the City Council's designee for purposes of Ohio House Bill 9.

SECTION II: This resolution shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____

City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, State of Ohio, do hereby certify that the foregoing Resolution No. _____ was duly published as provided in Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Jody Gunderson, Economic Development Director

Agenda Item: A report regarding accepting the donation of property from the Community Improvement Corporation of Hamilton, Ohio

Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	Related Strategic Goal(s) <input checked="" type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> A Add new jobs <input type="checkbox"/> R Realize new investments <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
Ordinance or Resolution <i>Resolution</i>	<input checked="" type="checkbox"/> 1 st Reading Date: 9-28-2016 <input type="checkbox"/> 2 nd Reading Date: <input type="checkbox"/> Public Hearing Date:	
Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i>	City Council (or other):	
Contract	<input type="checkbox"/> Contract Required	<input type="checkbox"/> Additional Document(s) Attached
Fiscal Impact	Budgeted: No Expenditure: Source Funds:	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i>

Policy Issue

Does City Council wish to adopt legislation to accept a donation of property from the Community Improvement Corporation of Hamilton, Ohio for parcels located between Maple Avenue and Ludlow Street, specifically Parcel Numbers P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049?

Policy Alternative(s)

Council may choose not to adopt such legislation to accept said donation of property.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation approving the acceptance of said donation of property.

Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

There will be an initial upfront cost to complete the demolition of the vacant residential structure on the property. There is currently over 30 monthly parkers on the property that pay \$30/month. With a new parking layout the potential monthly parking spaces increases to over 80. The potential monthly income with 80 spaces available is \$2,400. The cost of the demolition will be paid out of the Hamilton Capital Imp. & Debt Fund (215). The parking fund will receive the revenue.

Background Information

The Community Improvement Corporation of Hamilton, Ohio (CIC) purchased the property in August 2016. The parcels include 331 Maple Avenue east to MLK Boulevard on the north side of the block and 332 Ludlow Street east to MLK Boulevard on the south side of the block – Parcels P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049. This land includes a parking lot with over 30 monthly parkers currently and a vacant residential property. With limited staff the CIC is not equipped to handle the necessary paperwork associated with payments and billing and would like to donate the real property to the City of Hamilton to develop and maintain.

Attached Information

Letter Mayor and Council
CIC meeting minutes – 9/9/2016

Copies Provided to:

N/A



The Community Improvement
Corporation of Hamilton, Ohio
345 High Street
Hamilton, Ohio 45011
513-785-7070
513-785-7067 Fax

September 15, 2016

Mayor Patrick G. Moeller and Members of Council
City of Hamilton
345 High Street, Suite 780
Hamilton, Ohio 45011

Dear Mayor Moeller and Members of Council:

The Community Improvement Corporation of Hamilton, Ohio (CIC) purchased property between Maple and Ludlow behind the County Parking Garage this past August that includes a gravel parking lot and vacant residential house. On September 9, 2016, the CIC Board passed a resolution consenting to the disposition of the property to the City of Hamilton.

If the City has any questions regarding this resolution, please contact our Executive Vice President Jody Gunderson at 513.785.7070.

Sincerely,



Dan Griesinger
President

The Community Improvement Corporation of Hamilton
Special Meeting
Minutes
September 9, 2016

Board Members Present: President Dan Griesinger, Vice President Brendan Burns, Pat Moeller, Dave Lippert, Tom Vanderhorst, Jody Gunderson, Stacey Dietrich-Dudas and Scott Ellsworth

Board Members not Present: John Guidugli, Carla Fiehrer, Eugene “Bud” Scharf, Michael Dingeldein, and Joshua Smith

Call to Order

- The meeting was called to order by President Dan Griesinger at approximately 4:03 p.m.

1. Agenda

- Motion to Accept and Proceed with Updated Agenda
 - a) A motion was made by Dave Lippert and seconded by Brendan Burns; motion carried.

2. Board of Trustees

- Kenny Craig resigned as Hamilton Chamber of Commerce President in May 2016 so there is a vacancy on the Board of Trustees. Scott Ellsworth is the interim Chamber President so it was suggested Scott be elected to the Board for the remainder of 2016.
 - a) A motion was made by Dave Lippert and seconded by Brendan Burns to elect the Scott Ellsworth to the Board of Trustees for the remainder of 2016; motion carried.

3. Approval of Minutes

- Motion to approve the Minutes of the February 22, 2016 Annual Meeting
 - a) A motion was made by Mayor Pat Moeller and seconded by Dave Lippert; motion carried.

4. New Business

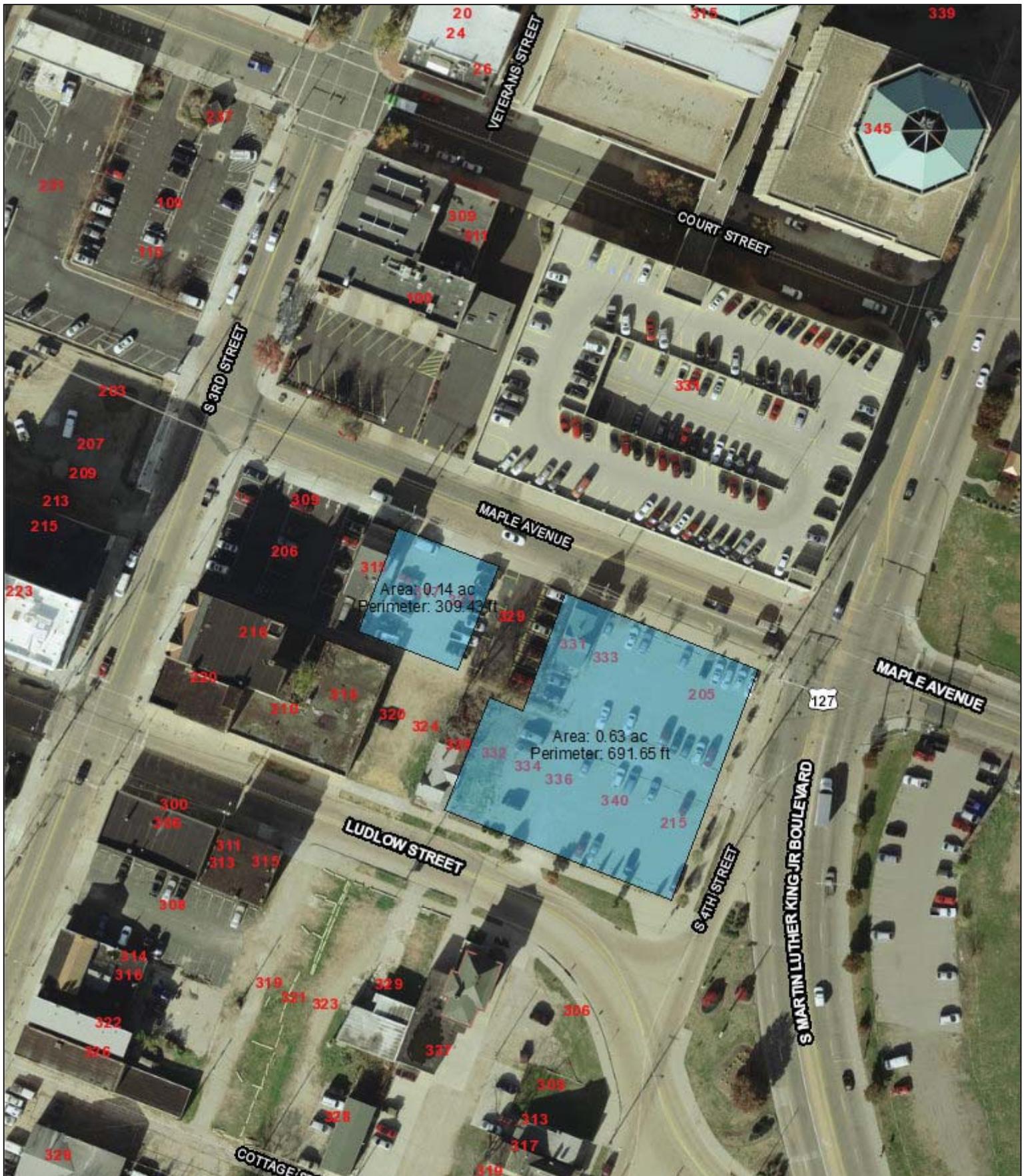
- The purchase of 11 parcels from 2507, LTD that was finalized in August was discussed. The parcels include 331 Maple Avenue east to MLK Boulevard on the north side of the block and 332 Ludlow Street east to MLK Boulevard on the south side of the block – Parcels P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049. This land includes a parking lot with over 30 monthly parkers. With limited staff the CIC is not equipped to handle the necessary paperwork associated with payments and billing. It was

suggested that the CIC dispose of the property to the City of Hamilton. The City would be willing to take on the billing necessary with the parking lot and would pave the lot which is currently gravel.

A motion to approve the disposition of the 11 parcels for no consideration from the Community Improvement Corporation to the City of Hamilton was made by Brendan Burns and seconded by Dan Griesinger; motion carried.

5. Motion to Adjourn

- A motion was made by Mayor Pat Moeller and seconded by Jody Gunderson that the meeting be adjourned. All present voted in favor and President Griesinger adjourned the meeting at 4:30 p.m.



CIC Properties for Disposition

City of Hamilton, Ohio

The information contained in this map is a public resource for general information and is provided for use only as a graphical representation. The City of Hamilton makes no warranty to the content, accuracy, or completeness of the information contained herein and assumes no liability for any errors. Any reliance on this information is the exclusive risk of the user.



Date: 9/15/2016

1 inch = 116 feet

RESOLUTION NO. _____

A RESOLUTION ACCEPTING OF THE DONATION OF ELEVEN PARCELS OF REAL PROPERTY LOCATED ON MAPLE AVENUE AND LUDLOW STREET WITHIN THE CITY OF HAMILTON, OHIO FROM THE COMMUNITY IMPROVEMENT CORPORATION OF HAMILTON, OHIO (Parcel Numbers P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049 - the parcels include 331 Maple Avenue east to MLK Boulevard on the north side of the block and 332 Ludlow Street east to MLK Boulevard on the south side of the block).

WHEREAS, the Community Improvement Corporation of Hamilton, Ohio has expressed the desire to donate eleven parcels of real property located between Maple Avenue and Ludlow Street, specifically Parcel Numbers P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049, respectively to the City of Hamilton, Ohio; and

WHEREAS, this Council desires to accept the Community Improvement Corporation of Hamilton, Ohio's very generous donation on behalf of the City.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hamilton, Ohio:

SECTION I: That Council hereby accepts the generous donation of eleven parcels of real property located between Maple Avenue and Ludlow Street, specifically Parcel Numbers P6441018000027, P6441018000031, P6441018000032, P6441018000033, P6441018000034, P6441018000044, P6441018000045, P6441018000046, P6441018000047, P6441018000048, and P6441018000049, respectively, to the City of Hamilton, Ohio, a map of the eleven parcels being donated is hereby attached as Exhibit 1.

SECTION II: That the City Manager be and is hereby authorized and directed to take any and all actions necessary to accomplish the foregoing.

SECTION III: This resolution shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Effective Date: _____

Mayor

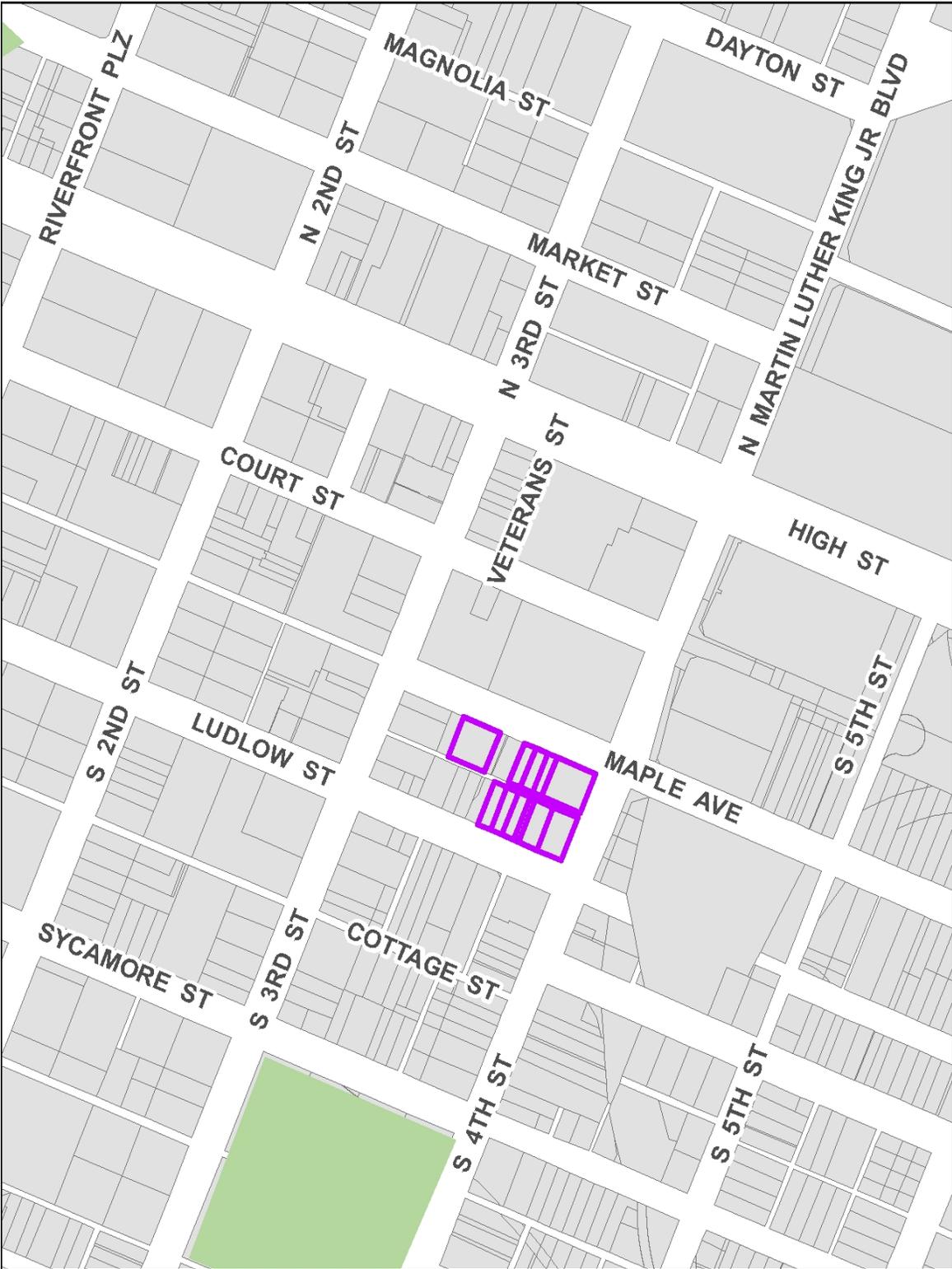
ATTEST: _____
City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, State of Ohio, do hereby certify that the foregoing Resolution No. _____ was duly published as provided in Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

Exhibit 1 - CIC Parcels to be Donated to City



City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Kevin Maynard, Director of Public Utilities & Andy Flum, Gas & Water Dist. Superintendent

Agenda Item: Report regarding legislation to approve the Execution of a Memorandum of Agreement between IUOE, Local 20, and the City of Hamilton, relative to the pay ranges for the classifications of Gas Leak Surveyor and Regulator Technician.

Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	Related Strategic Goal(s) <input type="checkbox"/> R Realize new investments <input type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
Ordinance or Resolution <i>Resolution</i>	1 st Reading Date: 9-28-16 2 nd Reading Date: Public Hearing Date:	
Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i>	City Council (or other):	
Contract	<input type="checkbox"/> Contract Required	<input type="checkbox"/> Additional Document(s) Attached
Fiscal Impact	Budgeted: \$0	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i>
	Expenditure: \$13,622.34	
	Source Funds: 501.540	

Policy Issue

Does City Council wish to adopt legislation to approve of the execution of a memorandum of agreement between IUOE, Local 20, and the City of Hamilton, increasing the pay ranges for the classifications of Gas Leak Surveyor and Regulator Technician from Pay Range 23-A to Pay Range 27?

Policy Alternative(s)

City Council can decide not to approve of the pay range changes.

Staff Recommendation

Staff recommends that Council receive this report and adopt the necessary legislation to approve the execution of a memorandum of agreement between IUOE, Local 20, and the City of Hamilton, relative to the pay ranges for the classifications of Gas Leak Surveyor and Regulator Technician.

Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

G/L Distribution	New Hourly Rate	Old Hourly Rate	Hourly Increase	Increased Salary	Benefits	Total Increase
501.540	27.12	24.32	2.80	5,824.00	987.17	6,811.17
501.540	27.12	24.32	2.80	5,824.00	987.17	6,811.17

\$13,622.34

Background Information

The City of Hamilton and the International Union of Operating Engineers, Local 20 have a tentative agreement to increase the pay ranges for the Gas Leak Surveyor and Regulator Technician classifications. There is one employee in each classification. The pay range change is recommended by staff due to the increased responsibilities of and skills for the positions.

Attached Information

N/A

Copies Provided to:

N/A



RESOLUTION NO. _____

A RESOLUTION APPROVING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN THE INTERNATIONAL UNION OF OPERATING ENGINEERS (IUOE), LOCAL 20, AND THE CITY OF HAMILTON, OHIO, RELATIVE TO THE PAY RANGE CHANGE OF THE GAS LEAK SURVEYOR AND REGULATOR TECHNICIAN CLASSIFICATIONS.

WHEREAS, the City Administration and IUOE have a tentative agreement providing for the pay range change of the Gas Leak Surveyor and Regulator Technician classifications both from Pay Range 23-A to Pay Range 27, and the parties intent to execute a Memorandum of Agreement to effectuate the agreement; and

WHEREAS, Council now wishes to approve of the City Manager's execution of said Memorandum of Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hamilton, Ohio:

SECTION I: That the Council of the City of Hamilton hereby approves the City Manager's execution of a Memorandum of Agreement with the International Union of Operating Engineers, Local 20, relative to the Pay Range Change of Gas Leak Surveyor and Regulator Technician classifications from Pay Range 23-A to Pay Range 27. A copy of the Memorandum of Agreement is attached hereto as Exhibit No. 1, made a part hereof and incorporated herein by reference.

SECTION II: This resolution shall take effect and be in full force from and after the earlier period allowed by law.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____

City Clerk

CERTIFICATE

I, Nick Garuckas, City Clerk of the City of Hamilton, Butler County, Ohio, hereby certify that the foregoing Resolution No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____

Nick Garuckas, City Clerk
CITY OF HAMILTON, OHIO

Resolution No. _____ (cont'd)

Exhibit No. 1

**Memorandum of Agreement
Between the City of Hamilton, Ohio and the
International Union of Operating Engineers, AFL-CIO, Local 20**

The following is a Memorandum of Agreement between the City of Hamilton, Ohio (the “City”) and the International Union of Operating Engineers, AFL-CIO, Local 20 (the “Union”) (collectively, the “Parties”).

Whereas, the City and the Union are parties to a collective bargaining agreement effective September 1, 2010 through August 31, 2013 (the “Agreement”). It is the intent and purpose of this Memorandum of Agreement to modify the Agreement as set forth below.

The Parties agree that the Agreement shall be modified to include the following:

- A revised Schedule F, moving the Gas Leak Surveyor classification [on/after 10-1-2003] — Class Code 131 and the Regulator Technician [on/after 10-1-2003] —Class Code 130 from Pay Range 23-A to Pay Range 27 as attached hereto Exhibit A.

The Union acknowledges that the City, pursuant to its management rights, will modify the classification descriptions for the Gas Leak Surveyor classification and the Regulator Technician classification to include additional responsibilities, and the Union will not oppose said modifications.

The Parties agree and understand that all other provisions of the Agreement will continue except as provided in the Agreement, above and/or as attached unless otherwise agreed to in writing and signed by both Parties.

This Agreement shall be limited in its application to the Gas Leak Surveyor classification and the Regulator Technician classification, and shall not be considered as precedent.

Resolution No. _____ (cont'd)

SIGNATURE PAGE

For IUOE, Local 20:

For the City of Hamilton, Ohio:

Richard Gerrein
Business Manager

Joshua A. Smith
City Manager

Kevin Maynard
Public Utilities Director

Approved as to Form:

Heather Sanderson Lewis
Law Director

Date: _____

Date: _____

Resolution No. _____ (cont'd)

Exhibit A

HOURLY: SCHEDULE F

Classifications
Represented by
I.U.O.E., Local 20

CODE	CLASS TITLE	RANGE NO.
117.3	Auto. Equipment Operator I (Elec. Prod.)	20-A
125.2	Auto. Equipment Operator II (Util.)	23
125.2	Auto Equipment Operator II (Gas Water) [on/after 10-1-2003 if certified]	23-A
104.2	Building Service Worker (Utilities)	18
364	Chief Water Reclamation Maintenance Mechanic	30-A
343	Chief Water Reclamation Operator	29
365	Chief Water Plant Maintenance Mechanic	28-A
338	Chief Water Plant Operator	29
333	Compost Operator I	21-A
334	Compost Operator II	26
320	Electric System Operator	29-A
160	Electric Utility Service Representative	23
131	Gas Leak Surveyor	23
131	Gas Leak Surveyor [on/after 10-1-2003 if certified]	27
391	Hydro Plant Maintenance Supervisor	31
392	Hydroelectric Operator	25
329	Instrument Technician	29-A
108.2	Laborer (Public Utilities)	18
312	Lead Power Plant Utility Worker	25
183	Maintenance Welder-Fitter	30-A
114.3	Maintenance Worker (Water and Water Reclamation) [effective 9-1-2003]	22
114.4	Maintenance Worker (Water and Gas Distribution) [effective 9-1-2003]	22
6225	Meldahl Plant Operator	30
6162	North Water Plant Operator	30-A
6182	Plant Operator	29-A
6181	Plant Utility Worker	24
359	Power Plant 1st Class Maintenance Mechanic	29-A

Resolution No. _____ (cont'd)

362	Power Plant Maintenance Engineer	31
130	Regulator Technician	23
130	Regulator Technician [on/after 10-1-2003 if certified]	27
161	Utilities Crew Leader	27
162	Utilities Meter Repairer I	20
163	Utilities Meter Repairer II	25
163	Utilities Meter Repairer II [on/after 10-1-2003 if certified]	25-A
357	Utilities Plant Maintenance Worker	21
310	Utilities Service Representative	23
310	Utilities Service Representative [on/after 10-1-2003 if certified]	23-A
311	Utilities Troubleshooter	24
311	Utilities Troubleshooter [on/after 10-1-2003 if certified]	24-A
6163	Utility Plant Relief Operator (Class I license)	27
6163	Utility Plant Relief Operator (Class II license)	28-A
6163	Utility Plant Relief Operator (Class III license)	30-A
363	Water Reclamation Plant Maintenance Mechanic	27
342	Water Reclamation Operator I	24
342	Water Reclamation Operator II	28-A
366	Water Production Crew Leader	28-A
366	Water Production Crew Leader (Class III license)	30-A
327	Water Tender	29-A
318	Water Tender Assistant	24

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Tom Vanderhorst, Finance Director

Agenda Item: Authorizing and Directing Submission of an OWDA Brownfield Loan Program Application with the Ohio Development Services Agency for Environmental Abatement Activities at the Former Champion Paper Site and to Accept said Loan if Awarded

Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	Related Strategic Goal(s) <input checked="" type="checkbox"/> R Realize new investments <input checked="" type="checkbox"/> A Add new jobs <input checked="" type="checkbox"/> I Increase property values <input checked="" type="checkbox"/> D Decrease vacant structures <input checked="" type="checkbox"/> G Generate recreational investments <input checked="" type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
Ordinance or Resolution <i>Resolution</i>	1 st Reading Date: 9/28/16 2 nd Reading Date: Public Hearing Date:	
Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i>	City Council (or other):	
Contract	<input type="checkbox"/> Contract Required	<input type="checkbox"/> Additional Document(s) Attached
Fiscal Impact	Budgeted: Yes Expenditure: \$55,000 (estimated annual debt service) Source Funds: Hamilton Capital Improvement & Debt Service Fund (215)	<i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i>

Policy Issue

Does City Council wish to adopt legislation to authorize and direct submission of an OWDA Brownfield Loan Program application with the Ohio Development Services Agency for environmental abatement activities at the former Champion Paper site and to accept a low-interest, fixed rate loan if it is awarded.

Policy Alternative(s)

Council may choose not to adopt such legislation to authorize and direct submission of an OWDA Brownfield Loan Program application with the Ohio Development Services Agency for environmental abatement activities at the former Champion Paper site and to accept a low-interest, fixed rate loan if it is awarded.

Staff Recommendation

Staff recommends that Council receive this report and adopt the legislation to authorize and direct submission of an OWDA Brownfield Loan Program application with the Ohio Development Services Agency for environmental abatement activities at the former Champion Paper site and to accept a low-interest, fixed rate loan if it is awarded



Statutory/Policy Authority

- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.

Fiscal Impact Summary

The Brownfield Loan Program application is for a \$750,000 loan with a maximum re-payment term of 15 years. The annual debt service associated with this low interest loan from the OWDA will be approximately \$55,000 paid out of the Hamilton Capital Improvement & Debt Service Fund (215).

Background Information

The Ohio Water Development Authority Brownfield Loan Program provides funds to physically change Brownfield property through demolition and environmental cleanup activities catalyzing new economic development and investment in Ohio. The economic benefits of the cleanup activities must be quantifiable and the applicant must ensure that cleanup activities completed at the site result in a property which is safe for its intended end use.

The funding is provided by the OWDA and the program is administered by the Ohio Development Services Agency, in accordance with ORC 6121 and ORC 6123.

A Phase I Assessment and Phase II Site Assessment have been completed for the former Champion Paper site. The assessment identified various pollutants that must be abated prior to redevelopment of the property. Any funds obtained from this loan would be used for this purpose.

Attached Information

N/A

Copies Provided to:

N/A



RESOLUTION NO. _____

A RESOLUTION AUTHORIZING AND DIRECTING SUBMISSION OF AN OHIO WATER DEVELOPMENT AUTHORITY (OWDA) BROWNFIELD LOAN PROGRAM APPLICATION WITH THE OHIO DEVELOPMENT SERVICES AGENCY FOR ENVIRONMENTAL ABATEMENT ACTIVITIES AT THE FORMER CHAMPION PAPER SITE AND TO ACCEPT A LOW-INTEREST, FIXED RATE LOAN IF IT IS AWARDED.

WHEREAS, the Phase II Environmental Assessment of the former Champion Paper site identified various pollutants which must be abated prior to future redevelopment; and

WHEREAS, in order to encourage and facilitate redevelopment of the former Champion Paper site, funds are necessary for environmental abatement; and

WHEREAS, the administration of the City of Hamilton has recommended that the City submit an OWDA Brownfield Loan Program application with the Ohio Development Services Agency for a low interest, fixed rate loan in an amount not to exceed Seven Hundred Fifty Thousand Dollars (\$750,000), in order to secure funds for environmental abatement activities at the former Champion Paper site; and

WHEREAS, this Council desires to authorize and direct submission of an application for an amount not to exceed Seven Hundred Fifty Thousand Dollars (\$750,000) in loan funds from the OWDA and to accept a low interest, fixed rate loan for the project if it is awarded, in order to secure funds for environmental abatement activities at the former Champion Paper site.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hamilton, Ohio:

SECTION I: That Council does hereby authorize and direct the City Manager to submit an OWDA Brownfield Loan Program application with the Ohio Development Services Agency for an amount not to exceed Seven Hundred Fifty Thousand Dollars (\$750,000) in loan funds for environmental abatement activities at the former Champion Paper site.

SECTION II: That the City Manager is hereby authorized and directed to provide and execute any additional documents which may be required by OWDA and Ohio Development Services Agency to secure the aforesaid loan.

SECTION III: That, if said loan is approved and issued by Ohio Development Services Agency, the City Manager is hereby authorized and directed to accept the same and comply with the conditions of the loan and the funding for the aforesaid project.

SECTION IV: That Council finds that submission of an OWDA Brownfield Loan Application and the acceptance of the said loan serves the public purpose by furthering economic development opportunities.

SECTION V: This resolution shall take effect and be in full force from and after the earliest period allowed by law.

PASSED: _____

Mayor

Effective Date: _____

ATTEST: _____

City Clerk

CERTIFICATE

I, Nicholas Garuckas, City Clerk of the City of Hamilton, Butler County, Ohio, hereby certify that the foregoing Resolution No. _____ was duly published as provided by Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____.

**Nicholas Garuckas, City Clerk
CITY OF HAMILTON, OHIO**

City Council Meeting Staff Report

Report To: The Honorable Mayor Patrick Moeller & Members of the City Council

Report From: Heather Sanderson Lewis, Law Director

Agenda Item: Report regarding an objection to the request to the application for the transfer of C1, C2, and D6 Liquor Permits to Erie BP Inc at 20 North Erie Avenue, from OM SAI Enterprises LLC at 20 North Erie Avenue

<p>Approvals/Reviews <i>To be checked by the Office of the City Manager once approvals received from Departments. All other boxes to be checked by the Report author</i></p>	<input checked="" type="checkbox"/> Department Head <input checked="" type="checkbox"/> Finance Department <input checked="" type="checkbox"/> Director of Law <input checked="" type="checkbox"/> Office of the City Manager	<p>Related Strategic Goal(s)</p> <input type="checkbox"/> R Realize new investments <input checked="" type="checkbox"/> A Add new jobs <input type="checkbox"/> I Increase property values <input type="checkbox"/> D Decrease vacant structures <input type="checkbox"/> G Generate recreational investments <input type="checkbox"/> E Engage citizens in activities <input checked="" type="checkbox"/> O General operations
<p>Ordinance or Resolution <i>Resolution</i></p>	<p>1st Reading Date: 9-28-16 2nd Reading Date: Public Hearing Date:</p>	
<p>Prior Action/Review <i>Please note if this item was discussed on a prior Council or other agenda</i></p>	<p>City Council (or other):</p>	
<p>Contract</p>	<input type="checkbox"/> Contract Required	<input checked="" type="checkbox"/> Additional Document(s) Attached
<p>Fiscal Impact</p>	<p>Budgeted: \$ Expenditure: \$ Source Funds:</p>	<p><i>Please see further, more detailed information regarding the fiscal impact in the summary section of this report</i></p>

Policy Issue

Does City Council wish to adopt a resolution objecting to the application for the transfer of C1, C2, and D6 Liquor Permits to Erie BP Inc at 20 North Erie Avenue, from OM SAI Enterprises LLC at 20 North Erie Avenue based on the recommendations of the City's Division of Health in the Community Development Department and Director of Law?

Policy Alternative(s)

City Council can decide to not adopt such a resolution.

Staff Recommendation

It is the recommendation of this office that Council receives this report and adopts a resolution at tonight's meeting authorizing and directing the City Clerk to notify the Ohio Division of Liquor Control that the City objects to the application for the transfer of C1, C2, and D6 Liquor Permits to Erie BP Inc at 20 North Erie Avenue, from OM SAI Enterprises LLC at 20 North Erie Avenue, for the reasons set forth below.

Statutory/Policy Authority

- Section 4303.292(A)(2)(a) of the Ohio Revised Code
- Section 3.09, Legislative Procedure, of the Charter of the City of Hamilton.



Fiscal Impact Summary

N/A

Background Information

The City has received notification from the Ohio Department of Commerce, Division of Liquor Control, relative to the application for the transfer of C1, C2, and D6 Liquor Permits to Erie BP Inc at 20 North Erie Avenue, from OM SAI Enterprises LLC at 20 North Erie Avenue within the City of Hamilton, Ohio. City Administration, based on feedback from the City's Division of Health in the Community Development Department has determined that the City should object to the transfer of said permit because of pending violations of Health ordinances..

Based upon those factors, I have advised Council that the City should object to the application for the transfer of C1, C2, and D6 Liquor Permits to Erie BP Inc at 20 North Erie Avenue, from OM SAI Enterprises LLC at 20 North Erie Avenue within the City of Hamilton, Ohio.

Attached Information

- Letter From Law Director, Heather Sanderson Lewis

Copies Provided to:

N/A



RESOLUTION NO. _____

A RESOLUTION OBJECTING TO THE APPLICATION FOR THE TRANSFER OF C1, C2, AND D6 LIQUOR PERMITS TO ERIE BP INC AT 20 NORTH ERIE AVENUE, HAMILTON, OHIO 45011, FROM OM SAI ENTERPRISES LLC AT 20 NORTH ERIE AVENUE, HAMILTON, OHIO 45011, AND DIRECTING THE CITY CLERK TO REQUEST A HEARING TO DETERMINE WHETHER SUCH NEW LIQUOR PERMIT REQUESTS SHALL BE DENIED.

BE IT RESOLVED by the Council of the City of Hamilton, Ohio:

SECTION I: That in accordance with Section 4303.292(A)(2)(a) of the Ohio Revised Code, the Council of the City of Hamilton, Ohio, after due consideration, hereby objects to the application for the transfer of C1, C2, and D6 Liquor Permits to Erie BP Inc at 20 North Erie Avenue, from OM SAI Enterprises LLC at 20 North Erie Avenue, for the following reasons:

- (1) the place for which the permit is sought does not conform to the building, safety or health requirements of the governing body of the municipal corporation in which the place is located.

SECTION II: That the Director of Law has heretofore advised Council, and the same is submitted herewith as her statement and opinion and is hereby confirmed, that her objection is based upon substantial legal grounds within the meaning and intent of Ohio Revised Code Section 4303.292(A)(2)(a).

SECTION III: That the City Clerk is hereby directed to request, on behalf of this Council, that a hearing on the objections be held in the City of Hamilton, Ohio, the county seat in which the permit premises is located.

SECTION IV: That the Director of Law is hereby designated to present the objections of the City of Hamilton at such hearing.

SECTION V: This resolution shall take effect and be in full force from and after the earliest period allowed by law after its passage.

PASSED: _____

Effective Date: _____

Mayor

ATTEST: _____
City Clerk

CERTIFICATE

I, Nicholas Garuckas, City Clerk of the City of Hamilton, State of Ohio, do hereby certify that the foregoing Resolution No. _____ was duly published as provided in Section 113.01 of the Codified Ordinances of the City of Hamilton, Ohio, by posting ten days after passage, a copy thereof in each fire station within the City for a period of ten days. POSTED: _____

Nicholas Garuckas, City Clerk
CITY OF HAMILTON, OHIO