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Council of the Village of Mariemont, Ohio
June 27, 2022
Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
- 4a. Presentation of Medal of Valor to Police Officer Adam Geraci
4. Minutes
 - a. Council Meeting June 13, 2022 and Special Meeting of Council June 16, 2022
5. Communications: (Council has copies except those marked **. These are in the Village Office for Perusal)

*From the Audit Committee: Village of Mariemont's Response to the Audit Response and Management Letter (Covering the 2020 and 2019 Fiscal Years)

*From The Ohio Plan: Strategic Planning Session Report Summary

6. **Permission to Address Council (If addressing Council with prepared notes/speech please leave a copy with Mrs. Van Pelt for accurate minutes)**
7. Motion to Pay the Bills:

****Committee agenda items to be discussed at this meeting are in bold and italics below****

Rules and Law: (Susan Brownknight– Chair; Marcy Lewis – Vice-Chair; Kelly Rankin – Member)

- ✚ Review Signage Legislation (Per Building Department) (1-11-21)(4-11-22)
- ✚ Assist Update to Employee Policy Handbook (4-12-21) (3-14-21)
- ✚ Fences Related to Corner Properties (3-22-21)(3-14-22)(4-11-22)
- ✚ Bed and Breakfasts in the Village (2-28-2022) (3-14-22)(4-11-22)
- ✚ Hot Tub Regulations (6-13-22)

Health and Recreation: (Randy York – Chair; Leah Geldbaugh – Vice-Chair; Susan Brownknight – Member)

- ✚ Review Process for Naming and Use of Village Properties (12-16-19)(4-11-22)
- ✚ Creation of Waldorf Neighborhood Advisory Group (10-12-20)
- ✚ Dale Park Hillside (3-25-19)
- ✚ Work with Pool Commission to Address Miscellaneous Tasks Not Covered by the Pool Management Company (12-20-21)
- ✚ Proposed Bike Path Connector Study (4-11-22)(5-9-22)(6-13-22)
- ✚ Village Wide Benches (6-13-22)

Finance: (Rob Bartlett - Chair; Marcy Lewis – Vice-Chair; Kelly Rankin – Member)

- ✚ Employee Bonus Process (12-20-21) **Target Date June 2022**
- ✚ Liability Insurance Renewal (5-23-22)

Finance Sub-Committee: (Rob Bartlett, Kelly Rankin, Randy York)

- ✚ Assessing Need for Operations Manager (1-11-21) (2-8-21) (4-26-21) (8-9-21) (10-11-21) (1-24-22) **Target Date June 2022**
- ✚ Identifying Someone to Assist Village Develop Strategic Plan (10-25-21) (12-20-21) **Target Date May 2022**
- ✚ Assessment of Grant Opportunities with Hamilton County Planning & Development (11-8-21)(1-24-24) **Target Date April 2023**

Safety: (Leah Geldbaugh– Chair; Rob Bartlett – Vice-Chair; Randy York – Member)

- ✚ Establish Process to Address Traffic and Speed Concerns: (7-13-20)

Planning and Zoning & Economic Development: (Marcy Lewis - Chair; Leah Geldbaugh – Vice-Chair; Susan Brownknight – Member)

- ✚ Explore Financial Incentives for Local Businesses (12-21-20) (10-11-21)
- ✚ MPF Demolition and New Construction Ordinance **Target Date March 2022**
- ✚ Paver/Patio Installation Regulations (4-11-22 – Moved From Rules & Law)

Planning and Zoning & Economic Development Sub-Committee: (Marcy Lewis, Kelly Rankin, Randy York)

- ✚ Agreement with Ken Geis to Work on Economic Development (10-11-21) (11-8-21)

Public Works and Service: (Kelly Rankin – Chair; Rob Bartlett – Vice-Chair; Randy York – Member)

- ✚ Trash/Recycling Collection Contract (1-24-22)(2-14-22)
- ✚ Development Details/Submit Application for CDBG Funds for Painting Lamp Posts (1-24-22) (4-26-21)
- ✚ Pedestrian Crosswalk at Library (6-13-22)

Committee of the Whole:

- ✚ Municipal Building Renovations/Additions For Police/Fire/Admin/Building Departments and Address Safety of Fire Accommodation Concerns (9-10-18) **Target Date June 2021**

8. Miscellaneous:

- ⚡ Village Offices will be Closed in Observation of Independence Day Monday July 4, 2022
- ⚡ Village Fireworks will be held at Dusk Monday July 4, 2022
- ⚡ Budget Hearing will be Monday July 25th, 2022 at 5:30 p.m.

9. Resolutions:

- ⚡ “Fixing a Time for Public Hearing on the 2023 Budget” (Third Reading)
- ⚡ “Renewal of 3.5 Mill Tax Levy in Excess of 10 Mill Limitation for Permanent Improvements for the Tax Years of 2022, 2023, 2024, 2025 and 2026” (Third Reading)
- ⚡ “Resolution Authorizing Mayor To Execute Contract with A359 Partners in Architecture” (Third Reading)

10. Ordinances:

- ⚡ “To Enact New Section 151.094 of the Mariemont Code of Ordinances Pertaining to Synthetic Grass” (Second Reading)
- ⚡ “To Amend Section 79, Schedule I of the Mariemont Code of Ordinances Regarding No Parking on West Between Thorndike and Madisonville Road” (First Reading)

11. Task List:

	<u>Person Accountable</u>	<u>Target Date Completion</u>

1. 2021 Financial Recap to Council with commentary/explanations	Mayor Brown	
2. Finish work on Murray Path/Submit invoices to ODNR for Reimbursement	Engineer Ertel	Oct. 2022
3. Boat House roof repair/potential grants for funding	Mayor Brown	Oct. 2022
4. Clean up Village (hydrants, benches, curbs etc.)	Mr. York	
5. Assessing parks, what needs to be fixed/potential grants	Mr. York	July 2022
6. SWIM POOL:		
a. List of activities identified by Pool Commission/Action	Mayor Brown	Ongoing
b. Fixing Leak		
c. 3-year master plan pool/facilities	Mr. York	Ongoing
7. Master Plan for improving office space in Municipal Building	Mayor Brown	
8. Find backfill/replacement for Fiscal Officer & Asst Fiscal Officer	Mr. Bartlett	June 2022
9. Relaunch of Rental Inspection Program	Mayor Brown	
10. Improvements to Bell Tower baseball fields/batting cage	Mr. York	
11. Walking Path Whiskey Creek	Mrs. Rankin/Engineer Ertel	
12. Parking Lot Light Issue	Mayor Brown/Mrs. Brownknight	
13. Porsche Rallye	Mayor Brown	

**Village of Mariemont
Council Meeting
June 13 , 2022**

Mayor Bill Brown called the meeting to order at 6:30 p.m. with the Pledge of Allegiance. Present were Mr. Bartlett, Mrs. Brownknight, Ms. Geldbaugh, Dr. Lewis, Mrs. Rankin, and Mr. York.

Mrs. Rankin moved, seconded by Mr. Bartlett, to accept the minutes as written for May 23, 2022 and the Special Meeting of Council May 25, 2022. On roll call: six ayes, no nays.

Communications:

From Police Chief Hines: May 2022 Monthly Report. Question was raised about the increase in expired licenses. Lt. Pittsley said it was mainly due from people not getting their plates renewed during COVID and the extension that was granted.

From Assistant Fire Chief Copeland: May 2022 Monthly Report

From Service Superintendent Scherpenberg: May 2022 Monthly Report. The mowing was discussed. Superintendent Scherpenberg said they are getting it done though some projects, such as mulching has been delayed. He is still optimistic that the firemen may be available to help. The Tree Board has offered to help with the tree water bags. It is manageable for now – the fall will be harder with leaf pick-up.

From Tax Administrator Barlow: May 2022 Monthly Report. He reported that the Village is on track with a 5.5% increase YTD. He contributes that to increases in individual returns, profits are up and earnings are up. Mrs. Brownknight asked if it was possible to get a report on those post COVID who are working from home. Mr. Barlow will see what he can compile.

From Building Official Holloway: May 2022 Monthly Report. It was noted that 30 hours are being spent on compliance issues. The new fee structure went into effect the first of the year. The Village is close to breaking even with the Building Department.

From Assistant Fiscal Officer Wendler: May 2022 Monthly Financial Reports. Last year the cash balance was 2.1 million. It is now 2.6 million. Street work has not yet begun. Expenses are down or have not yet come due. The Village is below average when it comes to cash on hand as benchmarked with other municipalities.

From Council Member Randy York: Human Nature Addendum: Dogwood Park Project. Mr. York said this will provide more to fundraise with in addition to the grant money available to pay for this. He did apply for a \$35,000 Hamilton County Development Corps mini grant.

From Administrative Assistant Allison Uhrig: 2021 RRI Letter from Ham. Co. R3Source. Mayor Brown read from the letter: “Thank you for participating in the Residential Recycling Incentive (RRI) program. The Village of Mariemont diverted 1,413.33 tons and achieve a 57.67% diversion rate for 202. Your community will receive a direct deposit check in in the amount of \$11,419.64”. He thanked the residents and employees for their participation to obtain this achievement.

From Cincinnati Pool Management: Contract Addendum re: Increase Hourly Rate for Lifeguards at Swim Pool. Mayor Brown said his recommendation would be that Council does not take any action on this tonight. We need our new Fiscal Officer, Richard Ford, to weigh in on this and perform an analysis on the cost. The Solicitor needs to also weigh in on unanswered questions going forward regarding the full contract. Those issues should be

resolved before considering passing an addendum such as this. He suggested putting the matter back into the Health and Recreation Committee.

Mr. York disagreed stating that the lifeguard shortage is real. The Village is paying less than other municipalities. If we want to have a pool this year Council will need to approve this. How we approach Cincinnati Pool Management going forward is a separate subject. Eight Mariemont guards are going through certification now, but they will not stay here if they can go other pools and make more money. It is a breach of contract and they have been a breach of contract. We have made three payments and what happens when the next payment is due on July 1st.

Solicitor McTigue said he looked this over and does not find this addendum to be valid due to no "tit for tat". There is no consideration for the Village and there is no guarantee that they are going to hire extra lifeguards and if so that those hired would remain at the Mariemont pool. The original contract warrants they have 150 lifeguards in their employment. They also indicate they have E&O insurance. He would like to review it. It appears that Cincinnati Pool Management has gone radio silent as they have not returned his phone calls. The contract also indicates that senior managers could lifeguard if needed. By not having the proper staffing it creates a hazardous risk for the residents. The Village needs to put CPM on legal notice that they have participatory reputed breach of contract.

Discussion ensued whether Council could authorize the pending funds if the lifeguards are for Mariemont use. Presently there are volunteers working at the pool to keep it properly staffed. There is a "true-up" provision in the contract for rain days etc., but this is a totally different situation. If the whole increase would go to the lifeguards and if the pending lifeguards are to work in Mariemont, some of Council felt comfortable to approve. There should be a mid-year and final evaluation of the contract. Concern was noted if there would be a Health Inspection and it was determined that there was not the proper number of lifeguards on duty and that the chemical level was unsafe. On a hand vote Council did not have the vote to sign the addendum at this time. It was agreed to hold a Special Meeting of Council to further discuss the matter and to include Fiscal Officer Ford. Mrs. Van Pelt noted that part of his Memorandum of Understanding was Mr. Ford would review all contracts and he was adamant that Council does not approve spending decisions without consulting him first.

Permission To Address Council:

Ms. Joyce Monger, 3923 East Street was granted permission to address Council. She is a 42-year resident of the Village and is concerned about the grave safety hazard to our young school children posed by the parking of cars along West Street between Madisonville Road and Thorndike. She picks her granddaughter up 4 days a week after school to bring her home. Walking or driving, the situation on West Street is an accident waiting to happen. Vision is obstructed by the parked cars; parent cars are stopped there temporarily with car doors opening and closing and people on the street getting in and out of cars. In addition, a school bus drops an impaired child at the intersection of West and Thorndike shortly after dismissal, forming a blockage as it requires cars to stop. The sidewalks and crosswalks are teeming with children darting playfully and moving unpredictably. Visual confusion is rampant. Drivers cannot see and there is so much commotion that pedestrians' safety is greatly at risk. We need to provide a safer environment than the current situation. It is her opinion that no parking should be allowed on either side of West Street between Madisonville and Thorndike on school days during school opening 8-10 am and dismissal hours 3-5 pm. Police ticketing of violators should be strictly enforced. Pedestrian safety must be a priority.

Mayor Brown said there will be a Safety Committee Report presented to Council this evening that will address this matter.

Motion to Pay the Bills:

Mr. Bartlett moved, seconded by York, to pay the bills as approved by the Mayor, Fiscal Officer and Chairman of the Finance Committee. On roll call: six ayes, no nays.

Committee Reports:

Mr. Rankin moved, seconded by Mr. Bartlett to accept the recommendation of the Health and Recreation Committee which met on Monday June 6, 2022 at 5:30pm. Present at the meeting were Health and Recreation Committee members Randy York (Chair), Susan Brownknight (Vice-Chair), Leah Geldbaugh (Member) and Mayor Bill Brown. Also in attendance were residents Matt Ayer, Jo Henning, and Rob Matthews. The purpose of the meeting was to review the Statement of Qualifications (SOQ) that were submitted by the three firms who responded to our RFP to study the Village Of Mariemont involvement in the CROWN urban loop trail. Three consultants responded to the Village's RFP. They are Carpenter Marty, Choice One/Rasor, and The Kleingers Group. IBI Group was expected to give a response but they did not. PCA Architecture confirmed they do not perform this type of work. Elevar advised that they do not perform this type of work. Browne Engineering did not respond to requests. The committee unanimously agreed that the best firm to contract to conduct the study would be The Kleingers Group. There was concern that their scope of work did not include the preparation of engineering cost estimates. The approval was conditional on The Kleingers Group addressing the engineer cost estimates concern. Following the meeting we reached out to David Meyer of the Kleingers Group and he confirmed by email that the scope of work would include engineering cost estimates. The committee therefore recommends that the Village contract the Kleingers Group to conduct the Mariemont CROWN Urban Loop Trail Master Plan Study and that all cost associated with the study would be reimbursed by the CROWN group. Legislation will be prepared to be passed on emergency. On roll call; six ayes, no nay.

The legislation was prepared but was not able to make it into the packet. Council agreed to hold a Special Meeting of Council on Thursday June 16, 2022 at 5:30 to pass the legislation on an Emergency Basis so it allows for more time for public input and to further discuss the Cincinnati Pool Management addendum.

Mr. Bartlett moved, seconded by Mr. York to adopt the recommendation The Safety Committee met on Wednesday May 18, 2022, at 10:00am. Present at the meeting were Safety Committee members Leah Geldbaugh (Chair), Randy York (Member), Chief Hines, Mayor Bill Brown, John Scherpenberg, and resident Terry Gaines. The purpose of the meeting was to review proposed parking ordinances on West Street. The prior council approved the ordinance to change the parking to "No Parking Anytime" due to the narrowness of the street and congestion during, before, and after school hours. Residents of Nolan and Emery Condominiums had concerns due to the mobility of some of the residents and visitors' limited access to the underground parking. The committee recommends that parking be on the south side only, no parking on school days 7:00-9:00am and 3:00-4:00pm between Thorndike and Madisonville Road, no parking 25 feet from the stop sign at the corner of West and Thorndike, and "No Parking Here to Corner" sign from Madisonville; set in approximately 30 feet from the Madisonville Road end. Chief Hines agreed to have an officer on site for the first few weeks of the new school year in the fall. Leah Geldbaugh will make the Elementary School aware of the change so the new ordinance can be relayed to the parents before the start of the school year. Proper legislation to be prepared.

The no parking area will be painted yellow. It was agreed to step up enforcement. Mr. Bartlett moved, seconded by Mrs. Rankin to amend the report to read "No Parking" 3:00- 5:00 p.m. On roll call; six ayes, no nays. Mr. Bartlett moved, seconded by Mrs. Rankin to adopt the amended report. On roll call; six ayes, no nays.

Mr. York moved, seconded by Mr. Bartlett to accept the recommendation of the Public Works & Service which met on June 2nd at 4:15 PM to discuss the 2023 Street Projects. In attendance were the Committee

Chairperson Kelly Rankin, Committee Member Rob Bartlett and Committee Member Randy York, Mayor Brown and Village Engineer Chris Ertel.

The topic of discussion was:

1. Hiawatha Paving Project Recommendation: Hiawatha Ave. has an approximate cost of \$220,000 to repair and repave the street. Village Engineer Ertel has stated Hiawatha has more surface distress than the other streets under consideration which is why it was selected for the application referenced below. The Village has the opportunity to secure funds to repair and repave Hiawatha Ave through a grant request for \$40,000 to the Municipal Road Fund. OPWC has offered the Village a 20 year no interest loan for \$99,000. The Committee recommends that the Village proceed with selecting Hiawatha Ave for the 2023 Street Repair. Legislation is required in order to authorize requesting the \$99,000 loan. The legislation has been prepared and is attached. The Committee recommends authorizing the loan. In order for Village Engineer Chris Ertel to meet the deadline for the loan application, the resolution will need to be passed as an emergency.

The Committee talked about if the bike path goes through the work will be done in conjunction with and coordinated with the bike the project. The sidewalk issue on Rembold is a separate project projected at \$400,000. Presently the Committee is looking for other options. On roll call; six ayes, no nays.

Miscellaneous:

- Village Offices will be Closed in Observation of Independence Day Monday July 4, 2022
- Village Fireworks will be held at Dusk Monday July 4, 2022
- Budget Hearing will be Monday July 25, 2022 at 5:30 p.m.

Resolutions:

“Fixing a Time for Public Hearing on the 2023 Budget” had a second reading. Fiscal Officer Borgerding said he and Richard Ford will be working together on this. Once complete they will go over it with the Finance Committee before presentation to full Council.

“Renewal of 3.5 Mill Tax Levy in Excess of 10 Mill Limitation for Permanent Improvements for the Tax Years of 2022, 2023, 2024, 2025 and 2026” had a second reading.

“Resolution Authorizing Mayor To Execute Contract with A359 Partners in Architecture” had a second reading. The Solicitor is working on legislation that transfers authorization to do this project.

“2022 Resolution Authorizing Loan from the Ohio Public Works Commission in the amount of \$99,000; And to Declare Emergency” had a first reading. Mrs. Rankin moved, seconded by Mr. Bartlett to suspend the rules to allow for the second and third readings. On roll call; six ayes, no nays. The Resolution had a second and third reading. The reason for the emergency is the application deadline is this upcoming Thursday. Mrs. Rankin moved, seconded by Mr. York to adopt the Resolution. On roll call; six ayes, no nays. Mrs. Rankin moved, seconded by Mr. Bartlett to invoke the emergency clause. On roll call; six ayes, no nays. Resolution No. R-25-22 was adopted.

Ordinances:

“To Amend Ordinance O-11-22 of the Mariemont Code of Ordinances to Increase Payment for Employees” had a third reading. Mr. York moved, seconded by Dr. Lewis to adopt the Ordinance. On roll call; six ayes, no nays. Ordinance No. O-17-22 was adopted.

“To Enact New Section 151.094 of the Mariemont Code of Ordinances Pertaining to Synthetic Grass” had a first reading.

Mayor Brown referred to the Health and Recreation Committee the matter of benches Village wide. It will include both the Architectural Review Board and Mariemont Preservation Foundation.

Mayor Brown referred to Public Works and Services a pedestrian crosswalk at the library.

Mayor Brown referred to Rules and Law hot tub regulations.

The meeting adjourned at 7:50 p.m.

William A. Brown, Mayor

Richard D. Ford, Fiscal Officer

**Village of Mariemont
Special Meeting of Council
June 16, 2022**

Mayor Bill Brown called the meeting to order at 5:30 p.m. Present were Ms. Geldbaugh, Dr. Lewis, Mrs. Rankin, and Mr. York.

Mayor Brown suggested tabling the addendum presented by Cincinnati Pool Management pending further investigation. Mrs. Rankin moved, seconded by Mr. York. On roll call; four ayes, no nays.

Mayor Brown called for a brief recess at 5:33. Mr. Bartlett arrived at 5:50 pm. and the meeting resumed.

Resolutions:

“Resolution Authorizing Mayor to Execute Contract with the Kleingers Group to Conduct the Mariemont Crown Urban Loop Trail Master Plan Study; and to Declare Emergency” had a first reading. Mrs. Rankin moved, seconded by Dr. Lewis. On roll call; five ayes, no nays. The Resolution had a second and third reading. Mrs. Rankin moved, seconded by Mr. York to adopt the Resolution. On roll call; five ayes, no nays. Mrs. Rankin moved, seconded by Mr. York to invoke the emergency clause. On roll call; five ayes, no nays. Resolution No. R-25-22 was adopted.

The meeting adjourned at 5:53 p.m.

William A. Brown, Mayor

Richard D. Ford, Fiscal Officer

REPORT OF THE AUDIT COMMITTEE
Subject of Report: Village of Mariemont's Response
to the Audit Results and Management Letter
Issued in Conjunction with the Audit Report Issued September 17, 2021
Covering the 2020 and 2019 Financial Statements

April 25, 2022

To the Village of Mariemont Council:

In accordance with § 37.04 of the Village of Mariemont Code Book, we the three resident members appointed to the AUDIT COMMITTEE on March 3, 2022, are issuing this report in the discharge of our assigned duties, including:

- (1) Evaluating the results of the financial and compliance audit.
- (2) Ensuring that the internal control and legal compliance issues identified in the audit are promptly and effectively remedied.
- (3) Review the village's financial statements at the end of each calendar year.

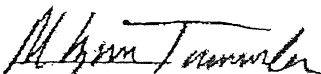
Our report has been organized into three sections that address the following:

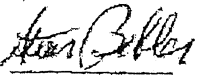
- Audit Committee observations, assessments, and recommendations related to the findings of *material weakness and noncompliance* that were required to be reported to the Village by the Auditor within the Audit Report. Please note that these are the findings considered most significant by the Auditor and thus were deemed to be a material weakness in the system of internal accounting controls. There were 3 such findings.
- Audit Committee observations, assessments, and recommendations related to findings included in the Management Letter that was separately issued by the Auditor to the Village and included findings that do not rise to the level of a required reporting of a material weakness and noncompliance. Please note that these findings were considered to be less significant and therefore appropriate for inclusion in a "management letter" rather than reported as a material weakness in internal accounting controls. There were 4 such findings.
- General observations, assessments, and recommendations formed by the Audit Committee in the discharge of its duties. We made three such observations.

The Audit Committee wishes to acknowledge its gratitude for the extensive efforts of Finance Committee Chair, Rob Bartlett, and Village Financial Officer, **Tony Bergerding**, in educating and orienting the Audit Committee and providing unfettered access to all requested data.

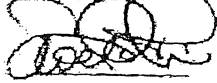
We sincerely hope that you find our report to be consistent with your expectations and standards for the Audit Committee and both useful and insightful in improving the Village's financial integrity and performance.

This report is intended for the information and use of the Village Council, management and staff and is not intended to be and should not be used by anyone other than these specified parties.


Lynn Tummler



Stan Bahler


Scott Hamlin

*Audit Committee Assessments, Observations and Recommendations to:
Schedule of Audit Findings Included in Audit Report
Material Weaknesses/Noncompliance
Audit Report Dated: September 17, 2021*

Finding of Auditor (#2020-001) – Auditor noted that the Village had failed to properly post certain receipts and disbursements accurately resulting in the financial statements requiring several reclassifications. The audited financial statements now reflect all necessary reclassifications. This finding was reported as a *material weakness*.

- **Auditor Recommendation #1** - To help ensure accuracy and reliability in the financial reporting process, Auditor recommended that management perform a detailed review of its draft financial statements. Such review should include procedures to ensure that all sources of revenues and expenses are properly identified and classified on the financial statements.
- **Auditor Recommendation #2** – Auditor also recommended the Fiscal Officer refer to the Ohio Village Handbook and other Auditor of State resources for guidance to determine the proper establishment of receipt and disbursement accounts and posting of receipts and disbursements.

Official's Response – Official agreed with Auditor's finding and recommendations and reported that subsequent to the audit, in 2021, the Village converted to the UAN Accounting System and as part of the conversion process and the expanded capabilities of the new system, both recommendations #1 and #2 have been adequately addressed to remove this *material weakness* finding in future audits.

Audit Committee Observations – We concur with the Official's response that the 2021 conversion to the new UAN Accounting System is a crucial improvement in the Village's system of internal control accounting controls and should help to eliminate this material weakness from future audit reports. However, we recommend that Council also institute the auditor's recommendation of performing a detailed review of draft financial statements prior to the audit. We recommend this detailed review of the draft financial statements be conducted by the Mayor and findings reported to the Finance Committee prior to the commence of the audit.

Finding of Auditor (#2020-002) - The Village receives Permissive Motor Vehicle License Tax funds; however, the Village had not established a Permissive Motor Vehicle License Tax Fund for tracking the receipts and disbursements of this special revenue source. Funds were posted to the Street Construction, Maintenance and Repair and State Highway Funds. Also, in 2019, the Village issued a general obligation bond for the purpose of permanently financing outstanding bond anticipation notes but did not establish a Debt Service Fund to separately account for the debt payment activity. Activity was incorrectly posted to the Permanent Improvement Fund. This finding was reported as a *material weakness and an event of noncompliance*.

- **Auditor Recommendation #3** - Auditor recommended the Village establish the requisite Permissive Motor Vehicle License Tax Fund and Debt Service Fund in the Village's accounting system and begin tracking receipts and disbursements within those funds.

Official's Response – Official agreed with Auditor's finding and recommendations and reported that subsequent to the audit, in 2021, the Village indeed has established the requisite funds and has been properly tracking receipts and disbursements within those funds. With the addition of these two funds and the initiation of proper tracking of receipts and disbursements, Official believes recommendation #3 has been adequately addressed to remove this *material weakness and event of noncompliance* finding in future audits.

Audit Committee Observations – We concur with the Official's response that establishing the requisite funds in 2021 and initiating proper tracking of receipts and disbursements for these funds should be sufficient to eliminate this material weakness and event of noncompliance from future audit reports. We further recommend that the Finance Committee direct the Financial Officer to provide follow-up confirmation to the Mayor that the new funds are in place and that the receipts and disbursements of these funds are being properly tracked. Before the end of this calendar year, the Mayor and the Fiscal Officer should provide to the Finance Committee financial reports showing that these funds are being reported appropriately.

Finding of Auditor (#2020-003) – Auditor noted that actual disbursements exceeded appropriations in the Court Computer, FEMA, and Permanent Improvement Funds for the year ended December 31, 2020. Likewise, Auditor noted that actual disbursements exceeded appropriations in the Street Construction Fund, Maintenance and Repair Fund and Permanent Improvement Fund for the year ended December 31, 2019.

- **Auditor Recommendation #4** - Auditor recommended the Village Fiscal Officer modify appropriations with the Village Council before incurring obligations that would cause expenditures to exceed appropriations. The Village Fiscal Officer should deny any payments until the legislative authority has passed the necessary changes to the appropriation measure.

Official's Response – Official agreed with Auditor findings and recommendations and concluded that the new UAN system will provide improved and adequate controls regarding appropriations and spending to eliminate recommendation #4 from future audits.

Audit Committee Observations – Based on representations made by the Financial Officer and the Chair of Finance Committee regarding the expanded capabilities of the new 2021 UAN accounting system, we concur with the Official's response that the new UAN Accounting System is a crucial improvement in the Village's system of internal control accounting controls that should help to eliminate this material weakness from future audit reports. However, assuring that the system is preventing all future disbursements that are in excess of approved appropriations should be monitored at least quarterly by the Mayor. To this end, we recommend that a quarterly report be given by the Financial Officer to the Mayor that no funds incurred a disbursement in excess of approved appropriations in the quarterly reporting period. Any such exception noted on the Financial Officer's report should be fully investigated and cleared by the Finance Committee.

*Audit Committee Assessments, Observations and Recommendations to:
Management Letter Recommendations
Letter Dated: September 12, 2021*

Finding of Auditor #1 included in Management Letter – Hinkle Filings: Auditor noted that the Village did not file the required 2019 Annual Financial Report with the Auditor of State's office within the designated 60 days of the fiscal year end. This finding was reported as an issue of noncompliance that did not rise to the level of a *material weakness in accounting controls*.

- **Auditor's Management Letter Recommendation #1** – Auditor recommended the Village implement a control procedure to ensure the Annual Financial Reports are filed completely and timely with the Auditor of State's office.

Audit Committee Observations – In order to ensure that all future filing requirements have been met, we recommend that an annual schedule of all key filing deadlines be developed by the Financial Officer and monitored by the Mayor. We believe that diligent oversight monitoring of a complete and thorough annual filing deadline schedule should be sufficient to eliminate MLR#1 from future Management Letters.

Finding of Auditor #2 included In Management Letter – Investment Training Exemption: Auditor noted that in order to forego annual investment training requirements developed for municipal treasurers, the Treasurer (in this case, the Village Fiscal Officer) must file an appropriately certified notice of exemption. The Auditor concluded that our Village Fiscal Officer was not required to attend investment training, however, did not send notice of exemption to the Treasurer of State as required. This finding was reported as an issue of non-compliance that did not rise to the level of *material weakness in accounting controls*.

- **Auditor's Management Letter Recommendation #2** – Auditor recommended that the Village Fiscal Officer send notice of exemption for the continuing education requirements every year that the exemption applies. The exemption form can be found on the Ohio Treasurer's website.

Audit Committee Observations—We find some overlap in the potential address of this recommendation (MLR #2) and the previous recommendation (MLR#1). We recommend inclusion of the required exemption notice on the annual schedule of all key filing deadlines recommended above as a reasonable means to ensure that the annual exemption is verified and filed on a timely basis. We believe that inclusion of this annual exemption on the annual filing deadline schedule should be sufficient to eliminate MLR#2 from future Management Letters .

Finding of Auditor #3 included in Management Letter – Posting Estimated Receipts and Appropriations: The Auditor noted that the Village did not have a control procedure in place to ensure that estimated receipts and appropriations, as authorized by the Council and approved by the County Budget Commission, were reconciled to the estimated receipts and appropriations posted to the accounting system. This resulted in incorrect amounts posted to the accounting system for 2020 and 2019. As a result, the Auditor also noted that information available to Village officials to monitor year-to-date total comparison of budgeted amounts versus actual amounts were not accurate for all funds in 2020 and 2019. Adjustments were made to the budgetary activity reported in Notes 4 to the financial statements in order to accurately present estimated receipts and appropriations as certified by the County Budget Commission. This finding was reported as a recommendation to improve accounting controls that did not rise to the level of *material weakness in accounting controls*.

- **Auditor’s Management Letter Recommendation #3** – The Auditor recommended that the Village implement procedures to ensure estimated receipts and appropriations are accurately posted to the accounting system and reconciled to the amounts approved by the budget commission after each amendment.

Audit Committee Observations—We concur with the Auditor’s recommendation to implement the additional procedures and would recommend consideration be given to the Mayor to oversee said implementation and monitor effectiveness. We believe that the addition of the Auditor’s recommended procedures will be sufficient to eliminate MLR#3 from future Management Letters.

Finding of Auditor #4 included in Management Letter – Notes to Financial Statements: The Auditor noted that Regulatory Cash Basis entities such as our Village are required to file financial statements and notes to the financial statements within 60 days of the fiscal year end. The Auditor further noted that the notes are the Village’s responsibility to prepare. To ensure compliance with the annual financial report filing requirements, the Village should plan sufficient time and engage any necessary assistance to prepare their annual financial report. During the audit, the Auditor noted that certain aspects of the notes to the financial statements were subsequently corrected from the Hinkle filing to agree to the financial statements in the audit report and to include all necessary note disclosures. This finding was reported as a recommendation to improve accounting controls that did not rise to the level of *material weakness in accounting controls*.

- **Auditor’s Management Letter Recommendation #4** – The Auditor recommended the use of readily available templates for financial statements and notes to the financial statements on the Auditor of State’s website to prepare an accurate annual financial report. .

Audit Committee Observations—We concur with the Auditor’s recommendation to implement the use of templates available on the Auditor of State’s website in all future preparations of the annual financial report. We believe that fully utilizing the templates as recommended by the Auditor will be likely be sufficient to eliminate MLR#4 from future Management Letters.

General Observations of Audit Committee:

1. We noted that the audit process and the operational and governance responses to any findings that surface from the audit have historically been viewed as a responsibility of the Financial Officer and/or the Finance Committee Chair, rather than as an essential and core responsibility of Council and the Mayor as a whole. As such we recommend that at the immediate next full Council meeting occurring after the completion of the audit, the Fiscal Officer and the Mayor formally present the Audit Report (with special and specific

emphasis on any reported material weakness and material instances of noncompliance) and the related Management Letter. At that time, Council should determine a reasonably timed future meeting of the full Council to hear a proposed action plan for full address of any and all recommendations from the auditors that will be overseen by the Finance Officer and monitored by the Finance Committee.

2. We noted that three of the four material weakness/noncompliance observations included in the audit report were “uncorrected repeat” observations from the immediate prior report of 2018. The Mayor, Council, Finance Committee and Financial Officer should all be diligent to ensure that all material weaknesses and/or events of noncompliance reported in any audit process are sufficiently addressed to avoid repeat in future audits. To this end, we recommend that prior to the accounting close of each fiscal year, the Financial Officer issue a report to the Mayor and the Council’s Finance Committee that confirms the Financial Officer’s judgment that all material weaknesses and events of noncompliance from the prior year have been sufficiently addressed.
3. We recommend that the Village consider retaining an independent, external consultant to perform a cost/benefit assessment of peer municipalities “best practices” related to organizational structure, personnel, and accounting systems. We recommend that this “best practices review” address the following:
 - a) Whether there is sufficient staff personnel and staff expertise in place to avoid an over-reliance on a part-time Fiscal Officer for the day-to-day operations and activities of the Village.
 - b) Whether the complexity and scale of Village operations has created a need for a “full time/employed” financial manager or fiscal officer (also, see general observation #4 below)
 - c) The usefulness and feasibility of converting from cash-based reporting to GAAP accrual accounting
4. We sense that there may be a common thread that runs through many of the auditor’s observations and recommendations and those of this Audit Committee: specifically, confusion over who has direct day-to-day responsibility for the basic operations of the Village, who has first level supervisory responsibility related to said operations, and who has ultimate executive oversight and “buck-stops-here” responsibility. We hypothesize that some of this confusion may stem from the fact that Mariemont may be suffering from not having either or both a full time Fiscal Officer AND/OR a full-time Village Administrator. We believe there would be true value-add in establishing a tight, well-defined scope of responsibilities and structural reporting relationship between the Fiscal Officer, a Village Administrator, and the Mayor related to the day-to-day operations of the Village. Such a model and structure might better ensure “line accountability” and oversight follow-through on all fiscal matters such as reporting and filing requirements and core budgeting and spending processes and evaluation.

Joanee Van Pelt

From: Rob Bartlett
Sent: Thursday, June 23, 2022 2:43 PM
To: Joanee Van Pelt
Cc: Bill Brown; Susan Brownknight; Leah Geldbaugh; Dr. Marcy Lewis; Kelly Rankin; Randy York
Subject: Strategic Planning Session report in council packet
Attachments: Strategic Planning Session Report Summary - Final Draft (1).docx

Joanee,

Can you please include the attached Strategic Planning Session report in the packet for Monday's council meeting and add it to the agenda.

To be clear for everyone, I am not proposing that we talk through this report in Monday's council session. What I would propose is we discuss what we think the right next steps are for this (for example, perhaps setting up a separate special meeting of council to go through this as a group and align to any next steps). I think it is important, though, that the mayor and council has this document now so everyone has plenty of time to go through it and digest what has been put together by Mike Hinnenkamp from Ohio Plan, who led the strategy session.

So again, when we talk this on Monday, let's try and just focus on what we think are the right next steps, and not get into the content at this point in time.

Thanks,
Rob



Village of Mariemont
Strategic Planning Session Report



11085 Montgomery Road
Cincinnati, OH 45249
(513) 906-6705

May 2022

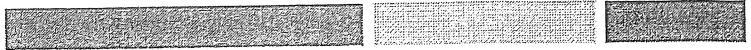


OHIO PLAN MANAGEMENT RESOURCES TEAM

Michael Hinnenkamp, *Executive Director*

Lorna Rose, *Executive Assistant*



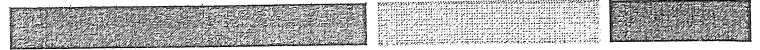


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I. INTRODUCTION AND EXECUTIVE SUMMARY



Introduction and Executive Summary

The Village of Mariemont engaged Ohio Plan Management Resources, Inc. (OPMR) to facilitate a 6-Hour Strategic Planning Session for selected Village elected officials and staff, business owners, and residents. The Mayor and Village Council selected the participants of the Planning Session Team and included the following: Mayor Bill Brown, Council Members Rob Bartlett, and Kelly Rankin, Police/Fire Chief Rick Hines. Village Business Owners, Bill DeCamp and Bill Spinnenweber and Village residents, Kathleen Cail, Michael Cain, Mike Kintner, Paul Mace and Julie Northrup.

The Team was selected to represent a cross-section of the Village, with different interests, ideas, backgrounds, knowledge and demographic segments of the community included, as best as possible.

The specific purpose of the Planning Session was to:

- Conduct a self-appraisal of the current state of the Village from both an internal organizational/operational and external economic, environmental, and quality of life standpoint.
- Identify strengths, weaknesses, opportunities, and threats for the Village from the perspective of the existing government structure, leadership, and staffing, financial capacity, services, programs, in addition to the physical, economic, and environmental characteristics and issues of the Village.
- Conduct a Strategic Visioning and Village Mission exercise to define and clarify the Village's short, mid, and long-range goals and objectives.
- Determine and prioritize specific projects, programs, plans and action steps that should be included as part of a more detailed Strategic Plan and implemented to achieve or establish substantial progress towards the Village's Mission and Vision.

The facilitation took place on Saturday, April 30th, 2022, from 9:00 am to 3:00 pm and was conducted by Michael Hinnenkamp, Executive Director of the Ohio Plan, Inc. with assistance from Lorna Rose, Executive Assistant and Research Assistant of the Ohio Plan, Inc





Scope of Services and Process

The Planning Session facilitation utilized and engaged the participants in variety of different informational, discussion, brainstorming and prioritization exercises designed to provide both a comprehensive critical review of the Village as well as strategic visioning concepts aimed at ensuring future Village sustainability and vitality.

The process and objectives included the following:

Process/Objectives:

1. Discuss and provide a contextual overview of the history and establishment of the Village of Mariemont and the role it plays today.
2. Review of the current Village structure of government, services, finances, issues, and challenges.
3. Identify strengths, weaknesses, opportunities and threats for the Village, Government Structure, Services, Programs and Staff and well as the external physical characteristics of the Village
4. Identify and define the Village's Mission (Why Statement), Core Values (How Statements) and Actions and Desired Results (What Process)
5. Identify focus areas, categories, and actions that should be included as part of a more detailed Strategic Vision/Master Plan Process and establish next step recommendations and timelines for implementation.





II. EXPECTATIONS AND DESIRED RESULTS

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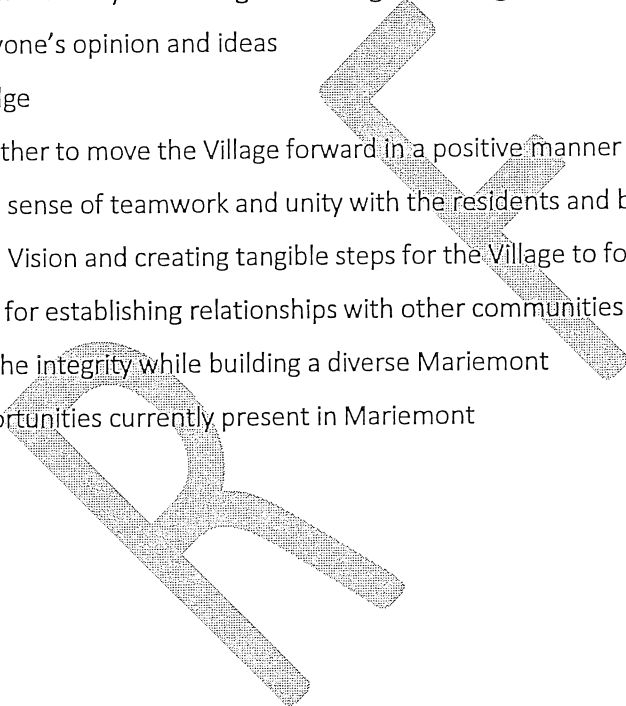


Expectations and Desired Results

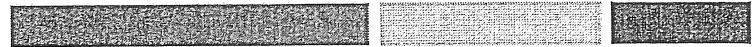
To understand the backgrounds and gain the individual perspectives of the Planning Session Team Members, they were asked why they agreed to participate and what their expectations and desired results were for the Strategic Planning Session.

The following unedited comments were made regarding participant expectations and what they hoped to achieve during the session:

- ❖ Participation from everyone during the Strategic Planning Facilitation
- ❖ Hearing everyone's opinion and ideas
- ❖ Gain Knowledge
- ❖ Working together to move the Village forward in a positive manner
- ❖ Establishing a sense of teamwork and unity with the residents and business owners
- ❖ Establishing a Vision and creating tangible steps for the Village to follow to reach this vision
- ❖ Create a plan for establishing relationships with other communities and corporations
- ❖ Maintaining the integrity while building a diverse Mariemont
- ❖ Utilizing opportunities currently present in Mariemont



III. MARIEMONT: CURRENT STATE



Mariemont: Current State

The Planning Session Team was asked to analyze the current state of the Village of Mariemont. A list of components that currently make up the Village of Mariemont were presented and participants were asked as a group to rank whether they believed the Village was *below*, *at*, or *above* where they wished to be as a Village

The following chart summarizes the majority opinion in each category with an “x” and by highlighting the category.

Component	Below	At	Above
Attracting Residents*			X
Attract & Retrain Businesses	X		
Providing Services			X
Attract Elected Officials	X		
Attract & Retain Staff **		X	
Local Economy/Diverse	X		
Infrastructure/Roads	X		
Housing - Price/Attract	X		

**Attracting Residents – the consensus was that the Village is a highly desirable community to live in and therefore has an above-average ability to attracting residents. However, this strong residential marketing ability can act as an impediment to attracting a diverse (age, cultural background, religion, race and economic) demographic which was noted and desired by the Planning Session Team*

***The General Consensus was that the Village of Mariemont needs a Village Manager to not only oversee day-to-day operations of the Village, but to guide a specific plan and achieve the short and long range goals set by it to ensure strong future for the Village.. The Police/Fire Chief is currently filling this role in a limited capacity due to his position managing public safety of the community. He has done a great job in this*





capacity, but a full time Manager with leadership expertise in all municipal operations such as planning, economic development and financial management is needed.

R F



IV. RECENT VILLAGE ACCOMPLISHMENTS

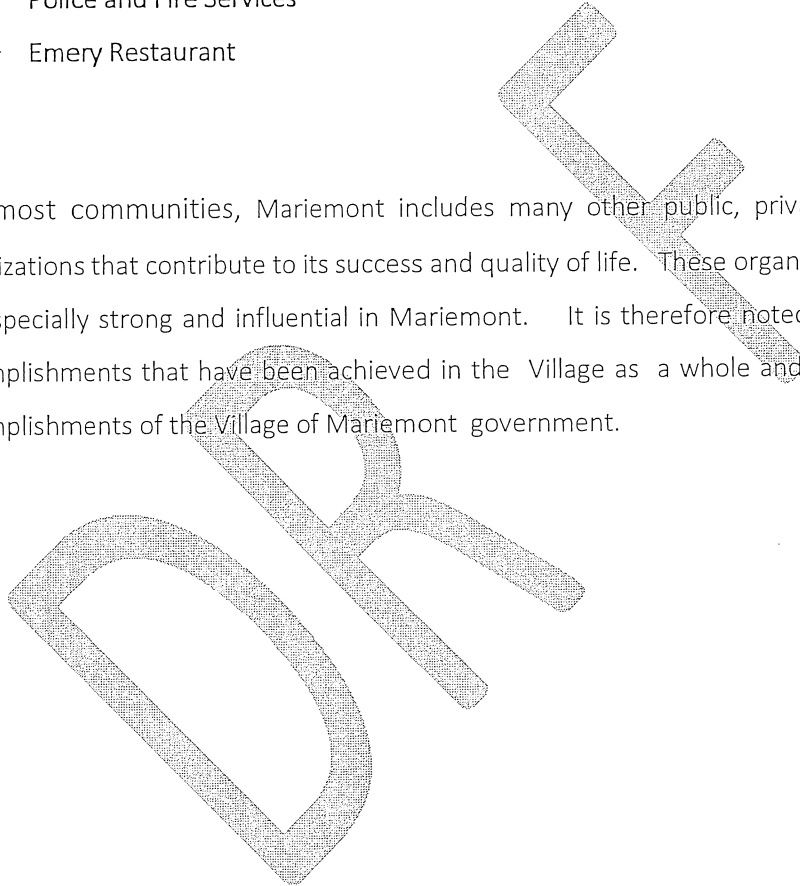


Recent Village Accomplishments

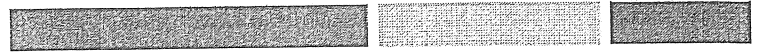
The participants identified the following as the top accomplishments the Village achieved during the last 5 years:

- Murray Path
- 4th of July Fireworks
- Annual Taste of Mariemont
- New High School
- Police and Fire Services
- Emery Restaurant

Like most communities, Mariemont includes many other public, private, and volunteer non-profit organizations that contribute to its success and quality of life. These organizations have a long legacy and are especially strong and influential in Mariemont. It is therefore noted, that the above list refers to accomplishments that have been achieved in the Village as a whole and are not necessarily solely the accomplishments of the Village of Mariemont government.



V. SWOT ANALYSIS AND PRIORITIZATION



SWOT Analysis

A SWOT Analysis process was conducted with the participants. This commonly used process identifies a community's strengths, weaknesses, opportunities, and threats. Examples of SWOT Analysis were presented and reviewed for the group. The following SWOT Analysis categories and description for each were outlined:

❖ Strengths:

- Things the Village Does Well
- Qualities that Separate Mariemont from Other Communities
- Unique Internal Resources or Physical Characteristics
- Tangible Assets, Property or Facilities
- Reasons People Choose to live in Mariemont

❖ Weaknesses:

- Things the Village Lacks or Does Poorly
- Reasons People Would Not Want to Live in Mariemont
- Resource Limitations
- External Factors

❖ Opportunities

- Things That Can be Capitalize on that will Improve the Village
- Emerging Trends
- Economic Trends
- Converting Weaknesses to Opportunities

❖ Threats

- Emerging Trends
- Economic Trends
- Changing Resident and Business Attitudes Regarding Levels of Importance



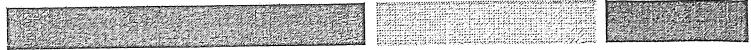


The participants were grouped into two discussion teams and asked to brainstorm Strengths, Weaknesses, Opportunities and Threats from a standpoint of both the “External Physical Village” characteristics and the “Internal Village” or Village of Mariemont government including, services, programs, structure, and staff. The following lists of unedited (except for clarification purposes) characteristics were identified by the teams as part-of the SWOT brainstorming exercises:

Strengths:

<p>External Physical Village Environment/Characteristics/Amenities and Organizations</p>	<p>Internal Village Government Services, Programs Structure and Staff</p>
<ul style="list-style-type: none"> ▪ Location (Accessibility, Convenience, Short Drive Time) ▪ Unique History & Architecture - Charming ▪ Walkability to schools, businesses, parks, or leisure. ▪ Murray Path (walking path) & Village Parks ▪ Rental Properties ▪ Community School with New High School ▪ Tree Beautification ▪ Stability due to Long Term Residents ▪ Community Recreation Facilities ▪ Square Amenities ▪ Disability Accessibility/Curb Cuts ▪ Willingness of Community to Help One Another/Sense of Community ▪ Library / Theater 	<ul style="list-style-type: none"> ▪ Police / Fire Safety ▪ Tax Department / Office ▪ Service Department ▪ Building Department ▪ Recreation Comm(ission) ▪ Administrative Office Staff ▪ Village Government ▪ Native American Museum ▪ Mariemont Preservation Foundation ▪ Volunteerism ▪ Mari Elders (<i>Senor Citizen Center</i>) ▪ Town Crier ▪ MPPG (<i>Mariemont Preschool Parents Group</i>) ▪ Next Door Mariemont ▪ Kiwanis / Civic Association ▪ MPF (<i>Mariemont Preservation Foundation</i>)

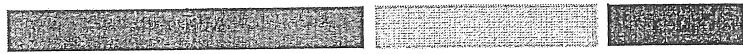




Weaknesses:

External Physical Village Environment/Characteristics/Amenities and Organizations	Internal Village Government Services, Programs Structure and Staff
<ul style="list-style-type: none"> ▪ Lack of Financial Awareness of Residents ▪ Streets/Infrastructure/Sidewalks ▪ Lack of Diversity (culture, economic, color, religion) ▪ Tax Revenue from Industry Land Locked ▪ Real Estate Costs / Taxes ▪ Cost of Living Here ▪ Pool / Tennis Revitalization ▪ Single Family Rentals ▪ Balance of What We Have vs New/Creative Ideas ▪ Lack of Small Café/Venues/Outdoor Areas ▪ Declining Quality of Rental Properties 	<ul style="list-style-type: none"> ▪ Council Gridlock – lack of council candidates and committees (<i>participation</i>) ▪ Cost of Village Governance ▪ Attracting applicants of color for public safety positions ▪ Lack of Planned Economic Development ▪ Revenue ▪ Commercial Limitations w/Historic District ▪ Lack of Wellness Program for Employees ▪ Lack of Village Administrator

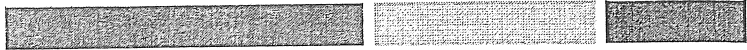




Opportunities:

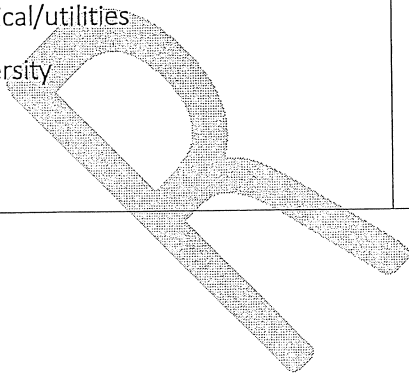
<p>External Physical Village Environment/Characteristics/Amenities and Organizations</p>	<p>Internal Village Government Services, Programs Structure and Staff</p>
<ul style="list-style-type: none"> ▪ Historic District ▪ South 80 ▪ Rental % Too High to Services ▪ Planning Use of Physical Assets ▪ Multi-Purpose Path ▪ Industrial Area ▪ Centennial – Facilitate Engagement of Public spaces ▪ Swim Pool/Tennis Court (public vs private) ▪ Planning Use of Physical Assets ▪ Dog Park ▪ Commercial Development 	<ul style="list-style-type: none"> ▪ Planning /Use of Physical Assets ▪ Get Right Skills on Right Committees ▪ Village Administrator ▪ Charter vs. Statutory ▪ Spending vs Neighboring Opportunities ▪ Shared Services with Other Communities ▪ Shared Recreation Use ▪ Taxes Relative to Neighboring Communities ▪ Mix of Income Generating Jobs/Businesses ▪ Paid Parking/Parking Permits ▪ More Fund-Raising Events ▪ Capture Work from Home Income Taxes ▪ Raise Income Tax or Lower Credits ▪ Annex Surrounding Areas ▪ New Ideas for Revenue Generation





Threats:

<p>External Physical Village Environment/Characteristics/Amenities and Organizations</p>	<p>Internal Village Government Services, Programs Structure and Staff</p>
<ul style="list-style-type: none"> ▪ Land Locked ▪ Decline of quality apartments ▪ Declining infrastructure ▪ Storm wastewater system ▪ Retail Development Competition from Neighboring Communities ▪ Aged electrical/utilities ▪ Lack of Diversity 	<ul style="list-style-type: none"> ▪ Industrial Zone Underutilization ▪ Council Standoffs/Stalemates/Lack of Diversity ▪ Limited Budget/Lack of Flexibility ▪ Hiring New Employees ▪ Work From Home Income Tax ▪ Kellogg Employment Status ▪ Shared Service





SWOT Analysis Prioritization

The full group of participants then engaged in a prioritization process. The process allowed for each participant to “vote” individually on their top (3) three priorities in each of the SWOT categories. The following represents the aggregated top priorities of the participants in each category.

Internal – Village of Mariemont Government

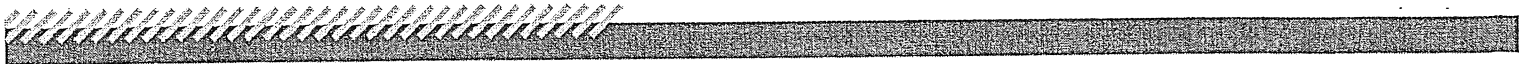
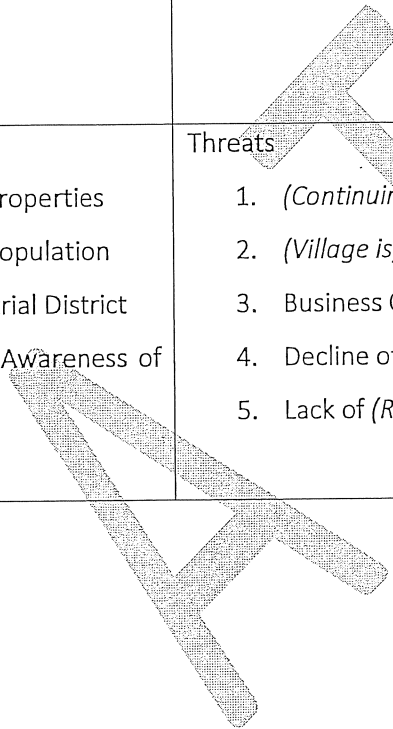
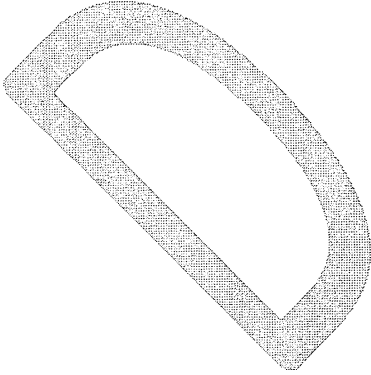
<p>Strengths</p> <ol style="list-style-type: none"> 1. Police and Fire Service 2. Service Department and Admin Office 3. Town Crier (<i>Newsletter</i>) 	<p>Opportunities</p> <ol style="list-style-type: none"> 1. Shared Services 2. Annexation 3. Getting Right Skills on Right Committees 4. (<i>Hire</i>) Village Administrator 5. Fund Raising Events/ More Events
<p>Weaknesses</p> <ol style="list-style-type: none"> 1. Revenue 2. Lack of Village Manager/CAO 3. Lack of Planned Economic Development 4. Council Gridlock 5. (<i>Cost of</i>) Infrastructure 	<p>Threats</p> <ol style="list-style-type: none"> 1. Declining Employment at Kellogg 2. Industrial Zone Utilization 3. Council Standoffs/Stalemates 4. Shared Services





External – Physical Environment/Characteristics/Amenities and Organizations

<p>Strengths</p> <ol style="list-style-type: none"> 1. Walkability 2. Unique History & Architecture 3. Square Amenities 4. Schools 5. Parks 	<p>Opportunities</p> <ol style="list-style-type: none"> 1. Industrial Area 2. Commercial Development (Retail/Food) 3. Historic District
<p>Weaknesses</p> <ol style="list-style-type: none"> 1. Declining Quality of Rental Properties 2. Lack of Diverse Residential Population 3. Lack of Tax Base from Industrial District 4. Lack of Financial Condition Awareness of Residents 5. Condition of Infrastructure 	<p>Threats</p> <ol style="list-style-type: none"> 1. <i>(Continuing)</i> Declining Infrastructure 2. <i>(Village is)</i> Landlocked. 3. Business Competition Neighboring Comm. 4. Decline of Rental Properties Quality 5. Lack of <i>(Resident)</i>Diversity



VI. MARIEMONT EULOGY



Mariemont Eulogy

The Eulogy Exercise is designed to reaffirm and provide validation of input gained from the SWOT Analysis. By creating a discussion that centers on such a serious and grim topic as death, the Planning Team have a heightened sense of urgency and focus regarding the potential causes and actions necessary to prevent the “death” or “downfall” of their community. During this exercise, the group was asked to think forward 5-10 years and imagine that the Village of Mariemont no longer existed. The Planning Team was asked to list the things that were responsible for the death of the Village and what should have been done to prevent its demise. The following reasons were listed as the “cause of death” for the Village of Mariemont with the top causes prioritized by the group using the same process that was used during the SWOT Analysis.

Cause of Demise - Prioritized:

1. Lack of Revenue
2. Lack of Economic Development
3. Decline of the Schools
4. Lack of Safety Services

Other Causes of Demise Listed:

- ❖ Internal Strife
- ❖ Lack of Vision
- ❖ Lack of Leadership
- ❖ Lack of Diversity
- ❖ Historical Community Landmark Lost





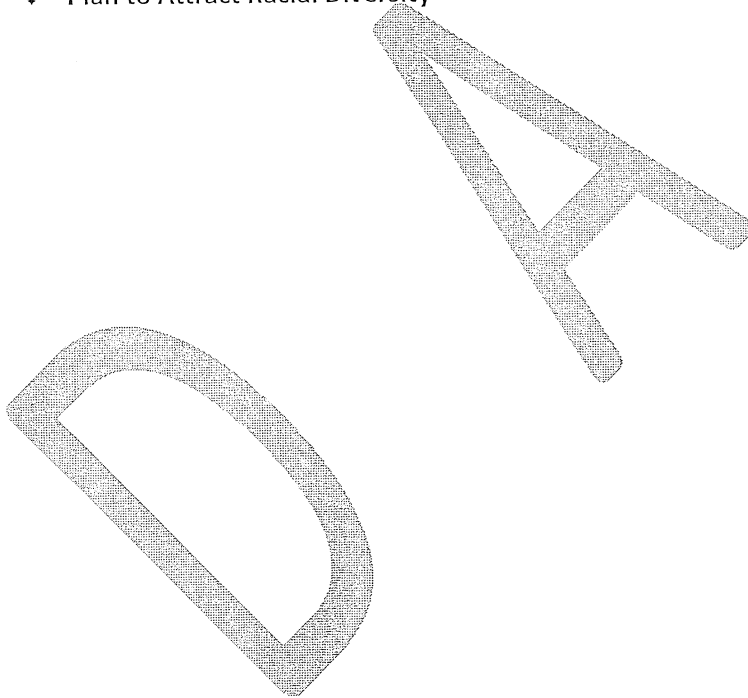
The group then listed the steps and actions that should have been taken to prevent the death/demise of Mariemont. The steps and actions were listed as follows:

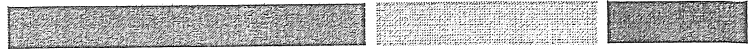
Actions to Prevent Demise - Prioritized:

1. Economic Development Plan
2. Community Engagement
3. Proactive Leadership
4. Cohesive Team

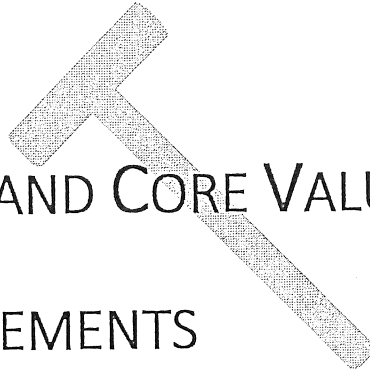
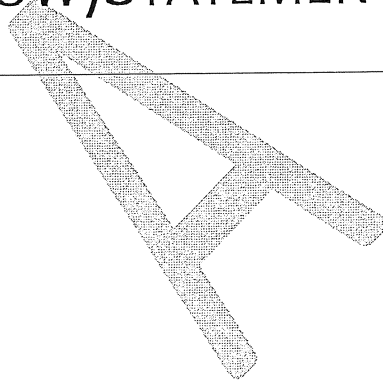
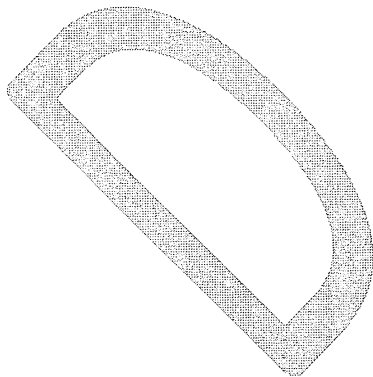
Other Actions to Prevent Demise Listed:

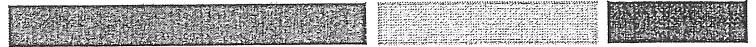
- ❖ Vision Plan – Big Picture
- ❖ Plan to Attract Racial Diversity





VII. MISSION (WHY) AND CORE VALUE (HOW) STATEMENTS





Mariemont - Why and How Statements

A discussion and presentation video by Simon Sinek regarding the Power of Why and the Golden Circle was shown to assist the Planning Team with articulating the Why Statement (Vision for the Village) and their How Statement (Core Values for the Village). Why and How are two parts of three that make up the "Golden Circle." The purpose of these two statements is further defined and explained below:

Why Statement (Vision)

- Provides Direction and Inspiration
 - Explains How the Village Helps People
 - The Value the Village Offers
 - What the Village Plans to Achieve
 - Village Aspirations and Goals
 - Inspirational - Direction to day-to-day work
 - Motivational – Why the Village Does What It Does

The Long-Term Desired Change Resulting from the Village's Work

How Statement (Core Values)

- Describes What the Village Does to Achieve its Vision
 - Its Causes - Who, What, Where
 - Its Actions - What the Village Does
 - Its Impact - Change for the Better – Why

The group brainstormed words and phrases that convey the Village's "Why?" Specifically, the group was asked to identify and brainstorm the "To... So that..." aspects of the Village's "Why."





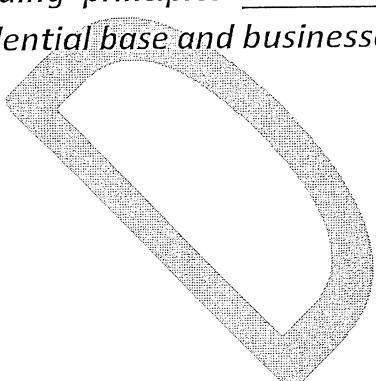
Why Statement Exercise

To:	So That:
<ul style="list-style-type: none"> • Lead • Plan • Coordinate • Provide • Preserve 	<ul style="list-style-type: none"> • High Quality of Life is Ensured • Strong Sense of Community is Maintained • Community Remains Friendly and Walkable • History and Founding Vision is Preserved • A Diverse Residential Base is Attracted

Based on the Brainstorming Exercises conducted by the group regarding the Village's Why Statement, the OPMR Team recommends the following:

Village of Mariemont -- Why Statement:

To provide a clear vision and path for the future that preserves Mariemont's founding principles ***So That*** a high quality of life is ensured for a diverse residential base and businesses prosper.





How Statements (Core Values) Exercise:

The group brainstormed words and phrases that convey the Village's guiding principles and core values. These words articulate How the Village achieves the above Why/Vision Statement.

- ❖ Sense of Community
- ❖ Engagement
- ❖ Walkable
- ❖ Safe – Friendly and Interactive Safety Services
- ❖ Give Back – Participating
- ❖ Caring for Those in Need
- ❖ Extended Family
- ❖ Inclusive
- ❖ Business Friendly and Involvement in the Community

Based on the Brainstorming Exercises conducted by the group regarding the Village's How (Core Values) Statement, the OPMR Team recommends the following:

Village of Mariemont - How Statement

Our residents, business owners and employees are our extended family...

- ❖ We are engaged in planning for our future and care for those in our community to ensure they have a safe, inclusive, and prosperous place to call home and conduct business.

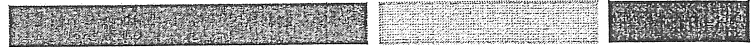




VIII. 2022 ACTION STEPS & PRIORITIES

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Action Steps and Priorities

The final component of the day focused on establishing the “What” or “next step” priority actions that form the basis and categories for the development of a detailed Strategic Plan for the Village.

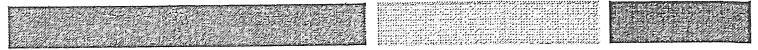
These priorities were categorized into action groups as follows:

- Internal Village Government - Structure, Operations and Services
- Internal Village Government - Building and Grounds
- Internal Village Government - Programs and Policies
- External Village - Programs and Policies
- External Village Quality of Life

The participants were again grouped into two smaller teams for brainstorming. The entire Village Government Internal Structure, Operations and Services, Building and Grounds and Program and Policies Actions Steps identified by the two participant groups are listed below:

- Update and Strengthen Building code and Equally Apply
- Consult with Professional Preservationists
- Explore Shared Services
- Explore CAO/Village Administrator Position
- Explore Statutory vs Charter Government (80% of Ohio are Charter Communities)
- Create Economic Development Plan
- Positively Approach Businesses to Collaborate on Increasing Revenue
- Educate/Communicate Revenue Information to Residents
- Explore Lowering Tax credit or Income Tax Increase
- Explore School Tax Abatements for Businesses
- Streets and Sidewalk Maintenance
- Lampposts and Fire Hydrants
- Maximize Centennial Plans to Raise Money for Parks
- Explore Revenue from South 80
- Explore Pool and Tennis Court Membership to School District





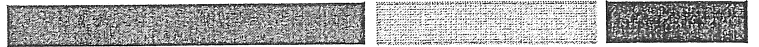
- Support Village Departments – Police, Fire, Maintenance, Tax Dept, Building Dept
- Benchmark Mariemont vs Similar Communities
- Engage and Involve Resident Experts on Specific Projects and Committees

The entire External Program and Policies and Quality of Life Action Steps identified by the two participant groups are listed below:

- ❖ Inspection of Rental Properties Including Upkeep Enforcement
- ❖ Incentives to Attract Businesses
- ❖ Overall Economic Development Plan
- ❖ Improve Partnership Between Schools, Businesses, Communities and Village.
- ❖ Tap into Residents with Appropriate Expertise for Committees
- ❖ Land Use Plan
- ❖ Proactive Plan for Development of Better Industrial Zone
- ❖ Inter-Community Engagement with Fairfax, Columbia Township for Share Services Development
- ❖ Arts/Entertainment Committee (Better Coordination)
- ❖ Update and Standardization of Architectural Review Board – Equally Apply
- ❖ South 80 Master Plan and Utilization
- ❖ Dale Park Trails and Maintenance
- ❖ Better Utilization of Resources and Existing Committees
- ❖ Continue Tree Canopy Replacement
- ❖ Drinking Fountains, Dog Park with Dog Clean Up
- ❖ Advertising/Awareness of Opportunities
- ❖ Building Department Enforcement of Zoning Cod
- ❖ Policies to Encourage Walkability

The full group of participants then engaged in the prioritization process used previously during the day in other components of the Planning Session. The process allowed for each participant to “vote” individually





on their top (3) three priorities in each of the Action Step categories. The following represents the aggregated top priorities by rank of the Planning Team, in each category.

Village Government -Structure, Operations and Services Action Step Priorities

1. Explore CAO/Village Administrator Position
2. Create Economic Development Plan
3. Explore School Tax Abatements for Businesses
4. Educate/Communicate Revenue Information to Residents
5. Explore Statutory v. Charter Form/Structure of Government

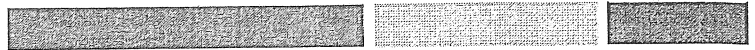
Village Government -Internal Building and Grounds Action Step Priorities

1. Explore Revenue Options from South 80
2. Lamp Posts and Fire Hydrants
3. Street and Sidewalk Maintenance

Village Government -Internal Policy and Program Action Step Priorities

1. Explore Pool and Tennis Court Membership to School District Residents
2. Update and Evenly Apply All Codes – Zoning, Building and Architectural Review Board
3. Explore Shared Services (Except Police and Fire)
4. Maximize Centennial to Raise Funds for Parks



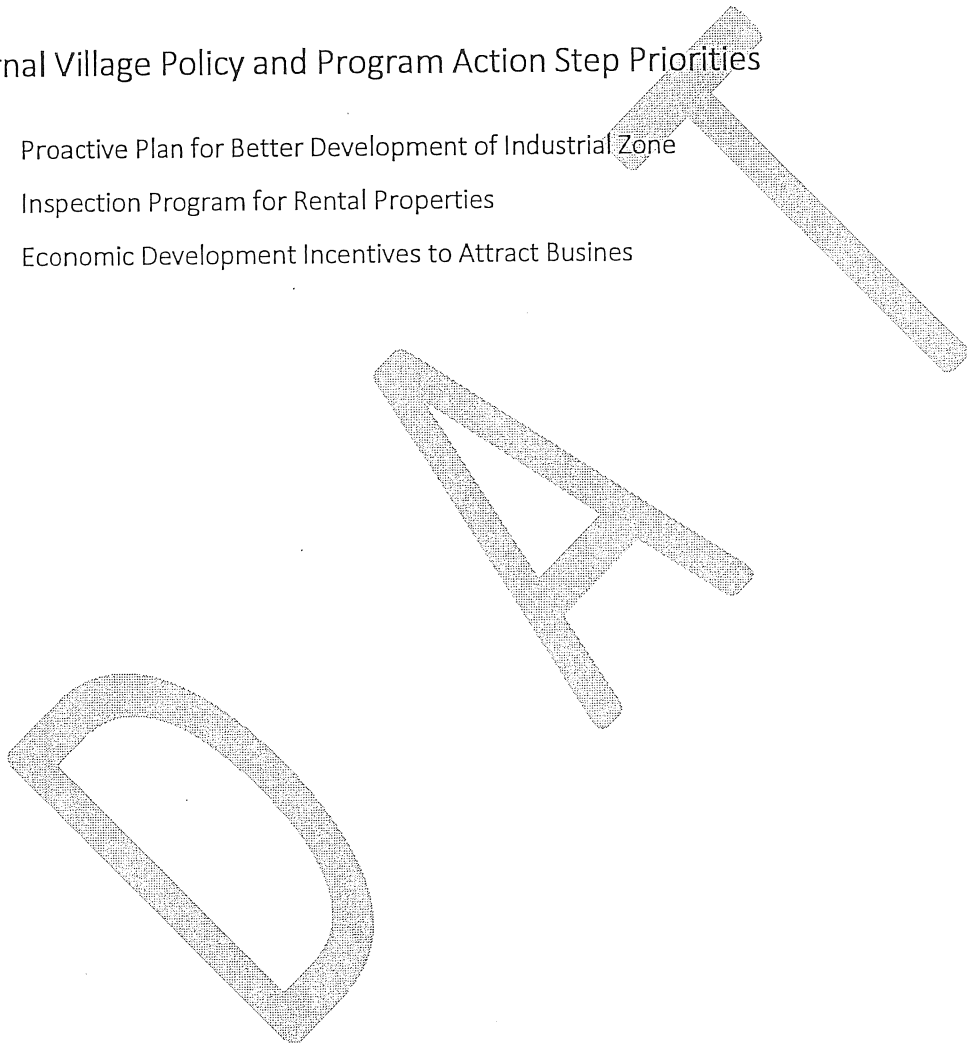


External Village - Quality of Life Action Step Priorities

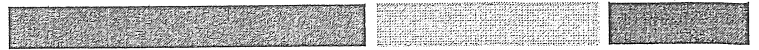
1. Improve Partnership Between Schools, Business Community, and Village Government
2. South 80 Master Plan/Utilization
3. Dale Park Trails Maintenance

External Village Policy and Program Action Step Priorities

1. Proactive Plan for Better Development of Industrial Zone
2. Inspection Program for Rental Properties
3. Economic Development Incentives to Attract Business



IX. PROFESSIONAL ANALYSIS, RECOMMENDATIONS AND NEXT STEPS



Professional Analysis

As one of the few planned communities in the region and United States, the Village of Mariemont is a rare, unique, and special community. Founded by Philanthropist Mary Emery and Incorporated in 1941, the Village has a rich history and legacy regarding its original vision and founding principles. It was recognized on the National Register of Historic Places in 1979 and was awarded National Historic Landmark Status in 2007. The Village has a Historic District and Town Center distinguished by its English Tudor architectural character and tree lined boulevards, streets, and public spaces.

As important as its rich history, is the fact that the Village has most of the critical physical attributes and desired quality of life components that nearly every local government or neighborhood strives for. Mariemont's public and private amenities are walkable from all parts of the Village and the Village is served by an excellent School District. Village parks and recreational facilities, including tennis courts and a community pool, are conveniently located, and interspersed throughout the fabric of the community. The Village has an outstanding variety of shops, restaurants and even an historic hotel in the Village Town Square. In addition, the Village also has an industrial district in its southwestern quadrant that is both physically and visually isolated from the remaining areas of the Village with decent access to the regional interstate system. All the above factors make Mariemont a highly desirable place to live, with high property values and strong marketing capacity.

However, there are several serious issues, challenges and threats facing the Village, most of which are not widely known or recognized by many of the Village's 3,490 residents and some community and business leaders.

The lack of a clear path forward and of a full-time professional appointed leader to provide clear day-to-day direction and expertise, declining income tax revenues coupled with aging infrastructure and rising capital improvement and public service delivery cost are among the most urgent issues. While these issues, challenges and threats are not necessarily unique or different than those that confront many local governments, they are less recognized and have not been proactively addressed in Mariemont, because on the surface, things appear to be functioning as usual and the Village is as strong as ever, operating with its present structure of government.





In short, the Village has been resting on its laurels and past successes. Ironically, a community known and founded with a specific vision and guiding principles, has been remiss to update this vision to ensure present day and future goals and objectives can be attained and the Village's legacy preserved for future generations. To a certain extent, the Village's strong attributes and market desirability function as a 'double edged' sword. It hinders Village residents, leaders, and staff from having the sense of urgency to address and make difficult decisions that may be unpopular politically in the short-term. The Village may also lack the understanding and expertise needed to proactively plan and recognize how changing social, cultural and economic conditions are and will impact the short- and long-range sustainability and vitality of the Village.

Recommendations:

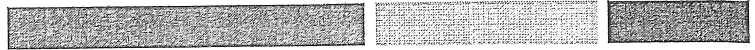
The issues outlined above, were accurately and thoroughly identified by the Planning Team during the Planning Session. The Planning Team also articulated and prioritized appropriate general actions steps and areas that need to be explored in more detail.

These now need to be addressed in a formal, structured process either through the development of a Comprehensive Strategic Action Plan that includes all the issues raised or as individual component studies for each topic.

The recommendation here is to move forward with the former option of a Comprehensive Strategic Action Plan that includes all the issues and actions identified by the Planning Team. This offers the best approach to ensure the proper timing and coordination of issues.

It is likely that multiple Village input groups for certain topic areas would be selected to work with Village leaders and professional experts chosen to lead the project, but the key is a central committee/consultant to ensure overall coordination, scheduling, and commitment towards the effort.





The following are the recommended component areas of focus that should be included in the Strategic Vision and Action Plan for the Village

Structure of Government:

- ❖ Explore Changing the Village Structure of Government from Statutory to Charter with a Council-Manager Form of Government
- ❖ This involves a process established by statute (ORC) and generally involves a nearly two-year long process

Leadership:

- ❖ Explore Creating a Chief Administrative Officer – Village Manager Position to serve as the appointed leader for day-day operations of the Village and all employees
- ❖ While this action can be implemented sooner, it ties heavily on the Structure of Government Component and the Village would be more successful timing the two together
- ❖ A Professional Public Sector Recruitment Firm is recommended to assist in this process

Fiscal Planning

- ❖ Develop 5 Year Budgets – Including Revenue and Expenditure Projections for All Village Departments, Operational Functions, Capital Improvements and Equipment and Fleet Replacement Needs
- ❖ Develop Short, Mid and Long-Range Tax and Revenue Generation Options
- ❖ Pursue Applicable Local, State and Federal Grant Opportunities

Land Use/Economic Development/Revenue Enhancement

- ❖ Create a Village Land Use Plan
- ❖ Create an Economic Development Plan for the Industrial District and Town Square Business District to Enhance Earning and Property Tax Revenues
- ❖ Explore all Economic and Tax Incentive Options Available through Ohio Law
- ❖ Engage a Public Sector Economic Development Professional or Consultant





Infrastructure

- ❖ Develop a 10 and 20-Year Street, Sidewalk and Drainage Improvement Plan
- ❖ Submit Annual OPWC Grant Funding Applications Annually

Regulatory

- ❖ Create a Rental Inspection Program
- ❖ Update and Strengthen Village Zoning, Building and Architectural Review Board Codes and Ensure Consistent Enforcement and Applicability

Partnership

- ❖ Create a Village, School, and Business Community Committee to Provide Informational Updates and Explore Partnership Opportunities

South 80

- ❖ Develop a Master Plan for Utilization and Opportunities

Outreach and Marketing

- ❖ Develop an Outreach and Marketing Plan to Demonstrate Community Inclusiveness and Attract a More Diverse Residential Base

Community Events

- ❖ Partner, Collaborate and Support Community Groups and the Business Community to ensure a wide variety of public community events are conducted throughout the year

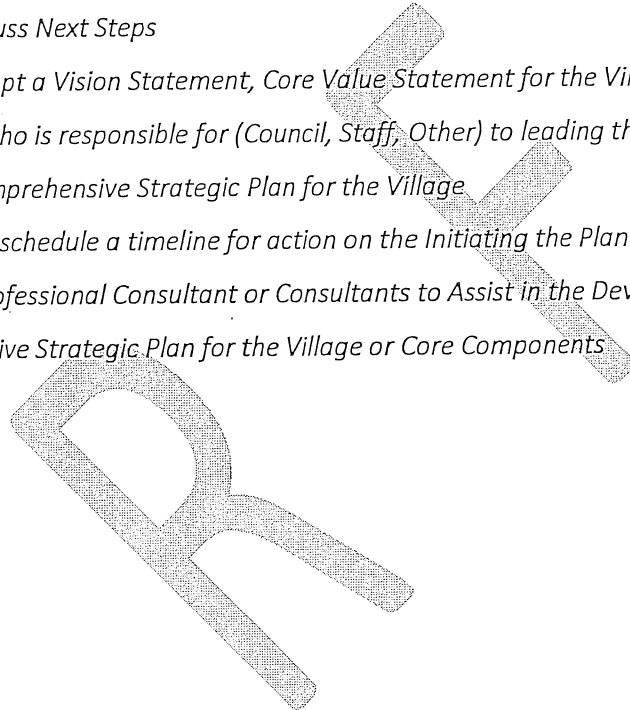




Next Steps:

The following next steps are recommended so that the ideas and priorities generated by the Planning Session and provided recommendations in this report result in actionable outcomes:

- ❖ *Provide a Presentation to the Full Village Council regarding the Planning Session Report*
- ❖ *Communicate the Report to Mariemont Residents and the Business Community*
 - *Explain the process to them*
 - *Engage them and ask for feedback – Public Hearing*
 - *Discuss Next Steps*
- ❖ *Formally adopt a Vision Statement, Core Value Statement for the Village*
- ❖ *Determine who is responsible for (Council, Staff, Other) to leading the effort to prepare the Detailed Comprehensive Strategic Plan for the Village*
- ❖ *Prepare and schedule a timeline for action on the Initiating the Planning Process*
- ❖ *Engage a Professional Consultant or Consultants to Assist in the Development of the Detailed Comprehensive Strategic Plan for the Village or Core Components*



VOUCHERS FOR THE REGULAR COUNCIL MEETING, JUNE 27, 2022

DEPARTMENT	VENDOR	DESCRIPTION	COST
Admin	Verizon	Wireless Service Monthly Charges (Mayor)	48.41
Admin	William Brown	Reimbursement for Marriage Officiating Fee x2 and Car Allowance June 2022	191.66
All	intrustIT	MS365 Agreement & Azure Prem. Plan June 2022	572.75
All	Village Payroll	Medi \$2794.02, Soc. Sec. \$4012.46, and Gross Payroll \$97,812.02 for Period Ending 6/11/2022	104,618.50
Building	Board of Building Standards	Permit Assessment Fees May 2022	50.00
Building	Rod Holloway	Zoning Officer for Period Ending 6-11-2022	650.00
Building	Staples	Copier Paper	51.48
Building	XPEX	Plan Reviews & Inspections May 2022	2,942.50
Fire	Fouts Bros Fire Equipment	Ford F550 Mini Pumper Firetruck; Council Approved 3/14/2022, R-10-22	249,000.00
Fire	Treasurer, State of Ohio	Volunteer Firefighter Dependents Fund Assessment	150.00
Fire	Verizon	Replacement Tablet	634.97
Fire	Verizon	Wireless Service & Routers Monthly Charges	386.39
Legislative	Hylant	New Bond - Fiscal Officer, Richard D. Ford	50.00
Legislative	intrustIT	Tech Support for SSL	78.00
Mayor's Court	Greater Cin. Behavioral Health Services	Translation Services for Mayor's Court May 2022	130.00
Miscellaneous	PNC Bank	Credit Card Monthly Charges (Internet Storage, K9 Food and Tracking, PD Auto Part)	340.67
Miscellaneous	Static All Pro Services	Painting of Streetlights; Approved 4/11/2022, R-18-22	10,200.00
Municipal	Altafiber/Cincinnati Bell	Phone Service Monthly Charges	619.27
Municipal	Altafiber/Cincinnati Bell	Municipal Elevator Alarm Monthly Charges	107.62
Municipal	Altafiber/Cincinnati Bell	Bell Tower Elevator Alarm Monthly Charges	49.56
Municipal	Bramble Mower	Parts for Mower	205.72
Municipal	CBTS	Long Distance Service Monthly Charges	9.61
Municipal	CBTS	Phone System Maintenance Monthly Charges June 2022	82.94
Municipal	Verizon	Internet Router Monthly Charges	40.11
Paramedics	Bound Tree	EMS Supplies/Medications	465.77
Paramedics	Verizon	Transmit Data from Squad to Ambulance Monthly Charges	14.08
Police	Galls Uniforms	Uniform Items	237.00
Police	Staples	Copier Paper & Office Supplies	146.94
Police	The Lazy Dawg	Boarding for K9 Dasty May 15-May 22	208.00
Police	Tire Discounters	Repairs/Maintenance of Police Vehicles	25.89
Police	Verizon	Wireless Service Monthly Charges	129.83
Pool	Altafiber/Cincinnati Bell	Phone & Internet Service Monthly Charges	67.73
Pool	Hamilton County Public Health	Backflow Testing x2	50.00
Service	Benefit Wallet	2022 Wellness Compliant - Scherpenberg	1,050.00
Service	Louis Schomburg	Reimbursement for Weed Killer for Village Parks	184.72
Service	Spectrum	Internet Service Monthly Charges	22.60
Service	Hamilton County Public Health	Backflow Testing (6713 Cherry Ln)	25.00
Service	Rush Truck Cincinnati	Truck; Approved Perm Imp 5/9/2022	48,680.80
Service	Spectrum	Internet Service Monthly Charges	84.99
Service	Sure Thing Pest Control	Quarterly Pest Control Treatment at Maintenance Shop	110.22
Service	Verizon	Wireless Service Monthly Charges	88.46
Tax	DeAnna Darrah	Tax Administrator Training	120.00
Tax	Income Tax Refunds	Overpayment of Taxes	1,381.14
Tennis	Dave Russell	Tennis-Pro Services for Period Ending 6/11/2022	682.50
TOTAL			424,985.83

VILLAGE OF MARIEMONT
BIWEEKLY PAYROLL ENDING JUNE 11, 2022

Police Department

Richard D. Hines, Regular	4019.04	Rick Hines, Holiday	446.56
Rick Hines, Vacation	446.56	Paul Rennie, Vacation	495.72
Paul Rennie, Comp	660.96	Tom Ostendarp, Holiday	382.88
Adam Geraci, Holiday	330.48	Fred Romano, Overtime	412.50
Adam Geraci, Comp	247.86	Paul Rennie, Holiday	330.48
Tom Ostendarp, Vacation	574.32	Dan Lyons, Comp	206.55
Dan Lyons, Holiday	330.48	Fred Romano, Holiday	189.76
Derek Bishoff, Comp	495.72	Rachel Hays, Holiday	328.00
Dan Lyons, Regular	3098.25	Dan Lyons, Vacation	495.72
Dan Lyons, Overtime	929.40	Tom Ostendarp, Sick	574.32
Rachel Hays, Regular	3280.00	Steve Watt, Overtime	309.80
Steve Watt, Vacation	495.72	Steve Watt, Holiday	330.48
Steve Watt, Comp	660.96	Fred Romano SRO, Regular	1797.84
Steve Watt, Regular	2148.12	Nick Pittsley, Regular	3139.50
Nick Pittsley, Vacation	500.50	Nick Pittsley, Holiday	364.00
Judy Gerros, PT, Regular	153.23	Matt Kurtz, Holiday	330.48
Adam Geraci, Regular	2065.50	Tom Ostendarp, Regular	3254.48
Derek Bischoff, Regular	2809.08	Paul Rennie, Regular	2148.12
Derek Bischoff, Holiday	330.48	Dorris Hallums, PT, Regular	148.50
Vikki Hill, Regular	1526.63	Vikki Hill, Holiday	199.13
Matt Kurtz, Regular	3304.80	Vikki Hill, Mayor's Court	125.00
Michelle Scales, PT, Regular	94.50	Vikki Hill, Comp	265.50
		Department Total	42372.61

Paramedics/Fire

Jim Henderson, Supervisor Pay	187.60	Keary Henkener, PT, Regular	233.28
Tim Peaker, Supervisor Pay	1616.40	Craig Coburn, Supervisor Pay	269.40
Richard Cathcart, PT, Regular	427.68	Rob Runella, PT, Regular	1273.32
Don Scarpiniski, PT, Regular	1681.56	Mike Washington, Supervisor Pay	853.10
Evan Dunkleman, Supervisor Pay	1885.80	Robert Mercer, PT, Regular	1594.08
Joe Lowry, PT, Regular	233.28	Brayden Young, Holiday	699.84
Pat Dixon, Holiday	349.92	Jason Williams, Holiday	808.32
Matt Clark, Supervisor Pay	516.35	Eric Freeland, PT, Regular	777.60
Brayden Young, PT, Regular	466.56	Brayden Miller, PT, Regular	2255.04
Chris Miller, PT, Regular	835.92	Brayden Miller, Supervisor Pay	538.80
Brayden Miller, Holiday	84.48	Ryan Frazee, PT, Regular	933.12
Jeff Ridge, Supervisor Pay	260.40	Brandon Manor, PT, Regular	933.12
Josh Watren, Supervisor Pay	830.65	Dan Copeland, Assistant Fire Chief	2884.62
Johnny Stewart, PT, Regular	797.04	Rick Hines, Regular	475.39
Brandon Manor, Holiday	699.84	Bryan Young, PT, Regular	448.80
Mark Hardin, PT, Regular	1166.40	Nick Guilkey, Supervisor Pay	1077.60
Kris Schnell, PT, Regular	466.56	David Huckleby, PT, Regular	1238.49
Joey Homan, PT, Regular	864.00	Bryan Young, Holiday	349.92
Jason Williams, Supervisor Pay	1796.00	Jeremy Burns, PT, Regular	311.04
Bryan Schmidlap, PT, Regular	252.72	Nick Guilkey, Supervisor Pay	1347.00
Tim Linz, PT, Regular	423.40	Department Total	31675.59

Maintenance Department

John M. Scherpenberg, Regular	3266.40	John Scherpenberg, Holiday	326.64
Kevin Schmid, Sick	154.50	Ben James, Vacation	1405.92
Ben James, Holiday	234.32	Jeremy Swader, Overtime	47.81
Jeremy Swader, Holiday	204.00	Kevin Schmid, Holiday	247.20
Mike Evanchyk, Regular	2108.00	Ben James, Regular	702.96
Jeremy Swadder, Regular	1836.00	Kevin Schmid, Regular	2070.30
Mike Evanchyk, Holiday	234.32	Department Total	12464.80

Administrative

Joanee B. Van Pelt, Regular	946.31	Joanee Van Pelt, Vacation	1558.62
Joanee Van Pelt, Holiday	566.65	Allison Uhrig, Holiday	180.08
Allison Uhrig, Regular	1620.68	Department Total	4834.01

Tax Department

Chuck Barlow, Regular	2423.25	Chuck Barlow, Holiday	269.25
		Department Total	2692.50

GRAND TOTAL **97812.02**

VILLAGE OF MARIEMONT

RESOLUTION NO. R- -22

FIXING A TIME FOR PUBLIC HEARING ON THE 2023 BUDGET

BE IT RESOLVED, by the Council of the Village of Mariemont, State of Ohio:

SECTION I. That the budget for the year 2023 prepared by the Council in accordance with law, be open to public inspection by having at least two copies thereof on file in the office of the Village of Mariemont and that a Public Hearing on the Budget will be held on Monday July 25, 2022 at 5:30 p.m. in the Council Chambers.

Further, that no less than ten days notice by publication in a newspaper of general circulation in the Village of Mariemont be given of said hearing by the Fiscal Officer.

Passed June 27, 2022

William A. Brown, Mayor

ATTEST:

Richard D. Ford, Fiscal Officer

I, Richard D. Ford, Fiscal Office of the Village of Mariemont, Ohio do hereby certify that there is not newspaper in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 28th day of May 2022.

Richard D. Ford, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO

RESOLUTION NO. R- -22

**RENEWAL OF 3.5 MILL TAX LEVY IN EXCESS OF 10 MILL LIMITATION FOR
PERMANENT IMPROVEMENTS FOR THE TAX YEARS OF 2022, 2023, 2024, 2025
AND 2026**

BE IT RESOLVED by the Council of the Village of Mariemont, State of Ohio, two-thirds of the members duly elected thereto concurring:

SECTION I. The Council hereby declares that the amount of taxes which may be raised within the 10 mill limitation will be insufficient to provide an adequate amount for the necessary requirements of the Village of Mariemont, and that it is necessary to renew a tax levy in excess of such limitation for the following permanent improvements for the Village: street repairs, installation and repair of curbs, sidewalks, and storm sewers, tree maintenance, upgrading of parks, reducing erosion, building new maintenance facility, purchase of equipment and facilities for police, fire and administrative departments.

SECTION II. The rate of tax in excess of 10 mill limitation which Council hereby finds to be necessary for the current expenses of the Village of Mariemont, Ohio is 3.5 for each one dollar (\$1.00) of valuation, which amounts to \$.35 for each one hundred dollars (\$100.00) of valuation.

Said tax shall be levied upon the duplicates of each of the next five years starting in the tax year 2022 and continuing with tax years 2022, 2023, 2024, 2025, 2026 inclusive. The above stated rate shall be applied to the valuations on the tax year lists and duplicates of each of said years, whether or not said valuations have been, or may be from time to time, increased.

SECTION III. This Resolution, being a Resolution provided for by Ohio Revised Code, Section 5705.19 (F), shall go into immediate effect upon passage and no publication of same shall be necessary other than that provided for in the notice of election to be published as required by Ohio Revised Code, Section 5705.25.

SECTION IV. That the Fiscal Officer be and is hereby directed to certify a copy of this Resolution to the Board of Elections of Hamilton County, Ohio, in order that said Board of Elections may make the necessary arrangements for the submissions of such question to the electors to be put on the November 8, 2022 ballot.

SECTION V. That this Resolution shall take effect at the earliest date allowed by law.

Passed: June 27, 2022

William A. Brown, Mayor

ATTEST:

Richard D. Ford, Fiscal Officer

I, Richard D. Ford, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: at the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building, Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, the intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 28th day of June 2022.

Richard D. Ford, Fiscal Officer

VILLAGE OF MARIEMONT

RESOLUTION NO. R-____-22

RESOLUTION AUTHORIZING MAYOR TO EXECUTE CONTRACT
WITH A359 PARTNERS IN ARCHITECTURE

WHEREAS, Mariemont Preservation Foundation ("MPF") is contemplating entering into an agreement with A359 Partners in Architecture ("A359") for the purpose of providing the design and construction documents for improvements to Dale Park, a property which is owned by the Village of Mariemont; and

WHEREAS, in order to begin the process of improving Dale Park, MPF needs to sign an agreement with A359; and

WHEREAS, since the design and construction services will be performed relative to Village Property, it is necessary for Council to approve this project and allow for the design and development of a proposed Family Statuary to take place at Dale Park, even though the Village is not incurring any financial responsibility relative thereto.

NOW THEREFORE BE IT RESOLVED by the Council of the Village of Mariemont, State of Ohio, two-thirds of the members duly elected thereto concurring:

SECTION I: That the Mayor is hereby authorized and directed to execute a contract with A359 for services outlined in the attached Exhibit "A," not to exceed \$58,800.

SECTION II. That the Mayor is further authorized and directed to obtain from MPF any and all appropriate indemnification documents as may be necessary to ensure that the Village incurs no financial liability in connection with the construction of the Family Statuary.

SECTION III. That in the event the Village is required to advance funds in connection with this project, MPF agrees to promptly reimburse the Village for said funds.

SECTION IV. This Resolution shall go into effect at the earliest date allowed by law.

Passed: June 27, 2022

William A. Brown, Mayor

ATTEST:

Richard D. Ford, Fiscal Officer

I, Richard D. Ford, Fiscal Officer Village of Mariemont, Ohio, does hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Resolution was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 28th day of June 2022.

Richard D. Ford, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO

ORDINANCE NO. 0-_____-22

TO ENACT A NEW SECTION 151.094 OF THE MARIEMONT CODE OF
ORDINANCES PERTAINING TO SYNTHETIC GRASS

WHEREAS, at the request of the Village Administrator, the Health and Recreation Committee met to discuss appropriate legislation relative to synthetic grass; and

WHEREAS, the Committee has recommended that a new code section be enacted which pertains to synthetic grass.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE
VILLAGE OF MARIEMONT, STATE OF OHIO, A MAJORITY OF THE
MEMBERS DULY ELECTED THERETO CONCURRING:

SECTION I. That a new Section 151.094 of the Mariemont Code of Ordinances is hereby enacted:

CHAPTER 151.094:
SYNTHETIC GRASS

- 151.094 – Purpose:

It is the purpose of this chapter to regulate the installation of synthetic grass in all zoning districts thus preserving the enjoyment of private property, while promoting orderly and environmentally responsible development. Synthetic grass shall be considered a permitted use in any zoning district, subject to the requirements of this and any other applicable chapter of this Code.

- 151.094.1 – Definitions:

(A) *Synthetic (or artificial) grass or turf* means any synthetic fiber that resembles real grass, is ultra-violet light (UV) protected & treated, which is tufted on a porous backing. The surface is in-filled with media to increase stability, creating a weighted surface. The product is installed on a porous surface that is designed, compacted, and graded for positive water drainage.

- 151.094.2 – Applicability:

(a) No person shall install synthetic grass in any zoning district in the Village without compliance with the provisions of this chapter and applicable related requirements of the entire ordinances.

(b) Synthetic grass installations constructed prior to the effective date of this Chapter shall not be required to meet the requirements of this code; unless any physical condition or modification renders such system un-repairable or un-useable. If any pre-existing synthetic grass is destroyed or damaged to the such extent that it cannot be returned to original service, or any such damage or modification creates an unsafe condition it shall be replaced or removed in conformity with this chapter.

(c) Synthetic grass is prohibited in any historical districts or on any Landmark structures as defined in section 151.075

(d) Synthetic grass is not allowed in any front yard.

(e) Synthetic grass is allowed in side and rear yards with the following provisions:

(1) Not abutting a public street, right of way, or park area

(2) Synthetic grass is not allowed in a drainage swale or culvert

(3) Synthetic grass is not allowed in the drip line of a tree canopy as defined at the mature growth stage

(5) Synthetic grass must have an approved edge border (bender board, paver, concrete mow strip, etc. with minimum thickness of 3/8") defining the perimeter boundary between natural area as well as along property edges. The synthetic grass must not extend beyond your property line. A 12" clearance from property lines is recommended.

(6) Existing sprinklers systems running underneath or spraying onto synthetic grassed areas need to be decommissioned.

- **151.094 3- Contents of application.**

(a) An application for synthetic grass to be approved in compliance with the standards and criteria of this Chapter and shall include:

(1) A landscape plan or design illustrating the location of planned synthetic grassed areas and abutting natural areas. All landscaping feature including trees and shrubs must be located. A plan for drainage of the synthetic grassed areas must also be included. A typical cross section details on the compacted base design must be provided.

(2) Complete specifications on all materials to be used for the synthetic grass installation, not limited to the turf, infill material, joining material (adhesive, tape), border, and compacted base must be provided.

(3) Qualifications or certifications of the contractor or installer.

- **151.094.4 - Design and performance standards.**

(a) The compacted base underneath the synthetic grass needs to be designed in a manner to allow water to naturally permeate into the sub-surface and not to pool or noticeably run-off into a public storm sewer or right of way. Additional drainage scope may be required to properly discharge the water from the synthetic grassed areas into or directed to a storm sewer.

(b) The color of the synthetic grass needs to simulate the appearance of natural grass in the surrounding area during summer months. No permanent paintings or markings of the synthetic grass is allowed.

(c) Seams must not be easily visible and grain must be consistent between synthetic grass areas. Seams can be taped or glued, but not sewn.

- (d) Synthetic grass must be affixed to a permeable backing with punched holes to allow for proper drainage of rain water.
- (e) Synthetic grass must have a minimum face weight of 60 ounces per square yard
- (f) Synthetic grass must come with a minimum 12 year no-fade guarantee, contain no lead, and of polyethylene, polypropylene, or nylon composition. Any alternate synthetic grass will require approval from the Building Department prior to installation or be subject to removal.
- (g) Synthetic grass height must be between 1.75 and 2.25" tall. Putting greens are considered a sports-field and subject to different zoning requirements.
- (h) In-fill medium must be a clean coated sand product (non-organic) brushed into the fibers to keep them upright and provide ballast to avoid movement. Any deviations of in-fill materials must be approved by the Building Department prior to use or be subject to removal.

- **151.094.5- Fees:**

A fee for synthetic grass permits shall be \$120.00. Permit costs for patios, decks, or other accessory structures that may be on the landscape plan or design will be permitted separately.

- **151.094.6 Required Maintenance:**

Synthetic grass must be properly maintained. Failure to do so can result in a Notice of Violation for improper maintenance. Some of the most common maintenance items include:

- (a) Weeds: No weeds or organic matter can be visible thru sections of synthetic grass or along the seams or edges. Proper installation of a compacted based and correct infill materials will reduce the likelihood of unwanted weeds.
- (b) Pooling: Water cannot puddle or pool on the surface. Proper installation and grading of the compacted based and possible auxiliary surface drains will reduce the likelihood of pooling.
- (c) Public Utility Access: Synthetic grass can only be installed on your property and not in the public right of way or utility easements. Any damaged caused by public utilities repairing or maintaining service to your house is the homeowner's responsibility.
- (d) Animal feces and urine: Clean-up from pets must be done in a timely manner. Odors emanating from urine or feces must be controlled and the occasional sanitizing or cleansing of the synthetic grass may be required.

Product has reached its lifespan: Due to wear and tear, UV ray exposure, and general weathering, the product may require partial or complete replacement. Factors for evaluating the lifespan include the condition of the individual blades, seam quality, and color of the synthetic grass. If the product has reached the end of its guaranteed lifespan as noted in the manufacturer's literature, or if maintenance issues are not corrected in a timely manner, the Building Department can deem the product beyond its lifespan and require the synthetic grass to be replaced or that the original yard must be restored to pre-synthetic grass conditions.

SECTION II. That this Ordinance shall take effect at the earliest date allowed by law.

Passed: July 11, 2022

William A. Brown, Mayor

ATTEST:

Richard D. Ford, Fiscal Officer

I, Richard D. Ford, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 12th day of July 2022.

Richard D. Ford, Fiscal Officer

VILLAGE OF MARIEMONT, OHIO

ORDINANCE NO. 0-____-22

TO AMEND SECTION 79, SCHEDULE I OF THE MARIEMONT CODE OF ORDINANCES REGARDING NO
PARKING ON WEST BETWEEN THORNDIKE AND MADISONVILLE ROAD

WHEREAS, the Safety Committee has met to discuss the previous ordinance passed regarding No Parking Anytime on West Street between Thorndike and Madisonville Road due to the narrowness of the street and congestion during, before, and after school hours; and

WHEREAS, residents of Nolan and Emery condominiums voiced concerns of the mobility of some of the residents and visitors' limited access to the underground parking; and

WHEREAS, to address the concerns of residents, the committee recommends that parking be permitted on the south side only; that no parking be permitted on school days 7:00 a.m. to 9:00 a.m.; that and no parking be permitted 3:00 p.m. to 5:00 p.m. between Thorndike and Madisonville Road; that no parking be permitted 25 feet from the stop sign at the corner of West Street and Thorndike, and that a sign, "No Parking Here to the Corner, from Madisonville" be set approximately 30 feet from the Madisonville Road end; and

WHEREAS, Council believes it is the best interest of the Village of Mariemont to make said change and that to enforce the new ordinance, and to implement said change and to protect the public, an officer will be assigned for the first few weeks of the new school year in the fall and that school officials will make the elementary school aware of the change so that the parents may be notified before the start of the school year.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF
MARIEMONT, STATE OF OHIO, A MAJORITY OF THE MEMBERS DULY ELECTED
THERETO CONCURRING:

SECTION I. That Mariemont Code of Ordinances, Section 79, Schedule 1, is hereby amended to reflect the changes to the No Parking on West Street ordinance to parking is permitted on the south side only; that no parking is permitted on school days 7:00 a.m. to 9:00 a.m.; and no parking is permitted 3:00 p.m. to 5:00 p.m. between Thorndike and Madisonville Road; that no parking is permitted 25 feet from the stop sign at the corner of West Street and Thorndike, and that a sign, "No Parking Here to the Corner, from Madisonville" shall be set approximately 30 feet from the Madisonville Road end.

SECTION II. That to implement the change and to protect the public, an officer will be assigned for the first few weeks of the new school year in the fall and that school officials will make the elementary school aware of the change so that the parents may be notified before the start of the school year.

SECTION III. This ordinance shall go into effect at the earliest date allowed by law.

Passed: July 25, 2022

Mayor William A. Brown

ATTEST:

Richard D. Ford, Fiscal Officer

I, Richard D. Ford, Fiscal Officer of the Village of Mariemont, Ohio, do hereby certify that there is no newspaper printed in said municipality and that publication of the foregoing Ordinance was duly made by posting true copies thereof at five of the most public places in said corporation as determined by the Council, as follows: the Concourse, Miami Bluff and Flintpoint Way; the Tennis Court property, on the east side of Plainville Road between Maple and Chestnut Streets; the site of the Municipal Building. Wooster Pike and Crystal Springs Road; the northeast corner of the intersection of Rembold and Miami Road inside the enclosure; the northwest corner of the Old Town Center, intersection of Chestnut and Oak Streets; each for a period of fifteen days commencing on the 26th day of July, 2022.

Richard D. Ford, Fiscal Officer