

## Summary Sheet June 16th, 2020

<u>Bill</u>	<u>Status</u>	<u>Title</u>	<u>Sponsor</u>	<u>Meeting</u>
20-110	VOTE	Accept an in kind donation from Bo Lacey Construction for construction to repair South Parks Gazebo Roof	<b>Meier</b>	
20-111	VOTE	Transferring approp in the amount of \$10,000 within the General Fund (#101) for mowing services,	<b>Van Harlingen</b>	5:50 Finance
20-112	Caucus Only	Acceptance of funding from the Ohio Supreme Court in the amount of \$45,000 for the purpose of developing a text messaging notification system,	<b>Van Harlingen</b>	5:50 Finance
20-113	VOTE	Then & Now - payment to R & D Excavating, in the amount of \$11,222	<b>Van Harlingen</b>	5:50 Finance
20-114	VOTE	Acceptance from the Richland County Foundation in the aggregate amount of \$4,200 for the purpose of hiring an intern in the Community Development Department	<b>Van Harlingen</b>	5:50 Finance
20-115	Caucus Only	Authorizing the Mayor to submit an Amended Annual Action Plan for FY 2020 indicating proposed uses for the City's 2020 Community Development Block Grant Funds under the provisions of Public Law 93-383, as amended,	<b>Taddie</b>	6:30 Public Hearing
20-116	Caucus Only	Authorizing the Mayor to submit an Amended Annual Action Plan for FY 2020 indicating proposed uses for the City's 2020 Community Development Block Grant Funds under the provisions of Public Law 93-383, as amended,	<b>Taddie</b>	6:30 Public Hearing
20-117	VOTE	Vacating an Unnamed Alley west of Bowman Street from West Third Street to the South end, along Outlot No.51 and Lot No. 1748, and retaining the utility rights and easements therein	<b>Lawrence</b>	
20-118	VOTE	Authorizing the Public Works Director to advertise for bids and to enter into a contract for leasing multi- function document devices	<b>Lawrence</b>	
20-119	VOTE	Authorizing the Public Works Director to advertise for bids and enter into a contract or contracts for custodial services in the Municipal Building, the Wastewater Treatment Plant Office Building, the Water Treatment Plant Office Building, the Utility Collection Building	<b>Lawrence</b>	

## Summary Sheet June 16th, 2020

<u>Bill</u>	<u>Status</u>	<u>Title</u>	<u>Sponsor</u>	<u>Meeting</u>
20-120	VOTE	Authorizing the Public Works Director to accept and appropriate funding from the Federal Aviation Administration for the purpose of acquiring grant funds through the CARES Act, to be used for purposes directly related to the Mansfield Lahm Regional Airport	<b>Scott</b>	
20-121	Caucus Only	Authorizing the Mayor, Public Works Director and Safety-Service Director to enter into a Commercial Loan Agreement through Richland Bank for an IT Improvement Project	<b>Van Harlingen</b>	5:50 Finance
20-122	Caucus & 1st Read	Amending sections of the personnel ordinance (ORD #20-066) by creating and adjusting positions, pay grades and salaries for certain employees of the City of Mansfield 2020 payroll year	<b>Taddie</b>	6:15 Employee Relations
20-123	VOTE	Strongly supporting the recognition of racism as a public health crisis and requesting that the Richland Public Health Board make a similar declaration and partner with the local community to create a task force or organizing committee address this issue as detailed below	<b>Taddie</b>	
<b>NEXT MEETING Tuesday July 21, 2020 7:00 PM Council to follow</b>				













DEPARTMENT OF FINANCE  
STATEMENT OF FISCAL IMPACT

Attachment to  
Bill#20-114

RE: Community Development Intern Grant

**Nature of Statement and Information Disclosed**

This is a statement of fiscal impact for the City of Mansfield to accept funding from the:  
Richland County Foundation

This impact statement has been performed in accordance with the City’s revenue policy, adopted by City Council on August 6, 2013 with ordinance #13-166. It is a statement solely for the purpose of analyzing and reporting the fiscal impact on the City of Mansfield of either accepting or not accepting the proposed funding and using certain assumptions as indicated herein. No attempt is made to evaluate the application, award documents or any special condition for suitability to City objectives.

**Current Fiscal Impacts**

***Impact on Revenue***

Grant/Other Funding:           \$4,200  
Funding Period:   6/1/20-12/31/20

***Impact on Expenditures***

PROJECT COSTS:	
Personnel Costs (Intern)	\$4,200
<b>Total Project Costs:</b>	<b>\$ 4,200</b>

The total project cost is estimated at \$ 4,200 . Note: \* No local match  
\* Similar grant awarded in 2019 (ord.#19-130)  
Match Required: \$ 0

**Future Fiscal Impact**

***Impact on Revenue***

N/A

***Impact on Expenditures***

N/A





**DEPARTMENT OF FINANCE  
STATEMENT OF FISCAL IMPACT**

***Other Future Commitments***

N/A

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**Disclosures of Possible Material Future Events**

N/A

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**General Assumptions**

A fiscal impact statement constitutes a forward-looking statement on the acceptance of funds from sources other than City revenue such as grants and the proper execution of all requirements as set forth in any grant application, agreement, or other duly enforceable stipulations.

In any case where a reasonable expectation of a future condition or event has been disclosed or is already known to Finance Department personnel, that information has been used as an assumption in the fiscal impact statement. Expectations not known or not considered reasonably expected to occur have been excluded from the fiscal impact statement. If an event or condition may occur which would have a material and *direct* fiscal impact, but is not reasonably expected to occur, it is disclosed in the fiscal impact statement.

General assumptions are made in this fiscal impact statement that the City staff executing the grant program already possess the required knowledge to perform all of the requirements of the grant, and that the information provided to the Finance Department to prepare this impact statement is true and correct. It is also assumed that no outside events will create a positive or negative influence on the grant program, and that there will be no changes in the legal, operational, or economic environment in which the grant program and the City as a whole operates, except as disclosed herein.





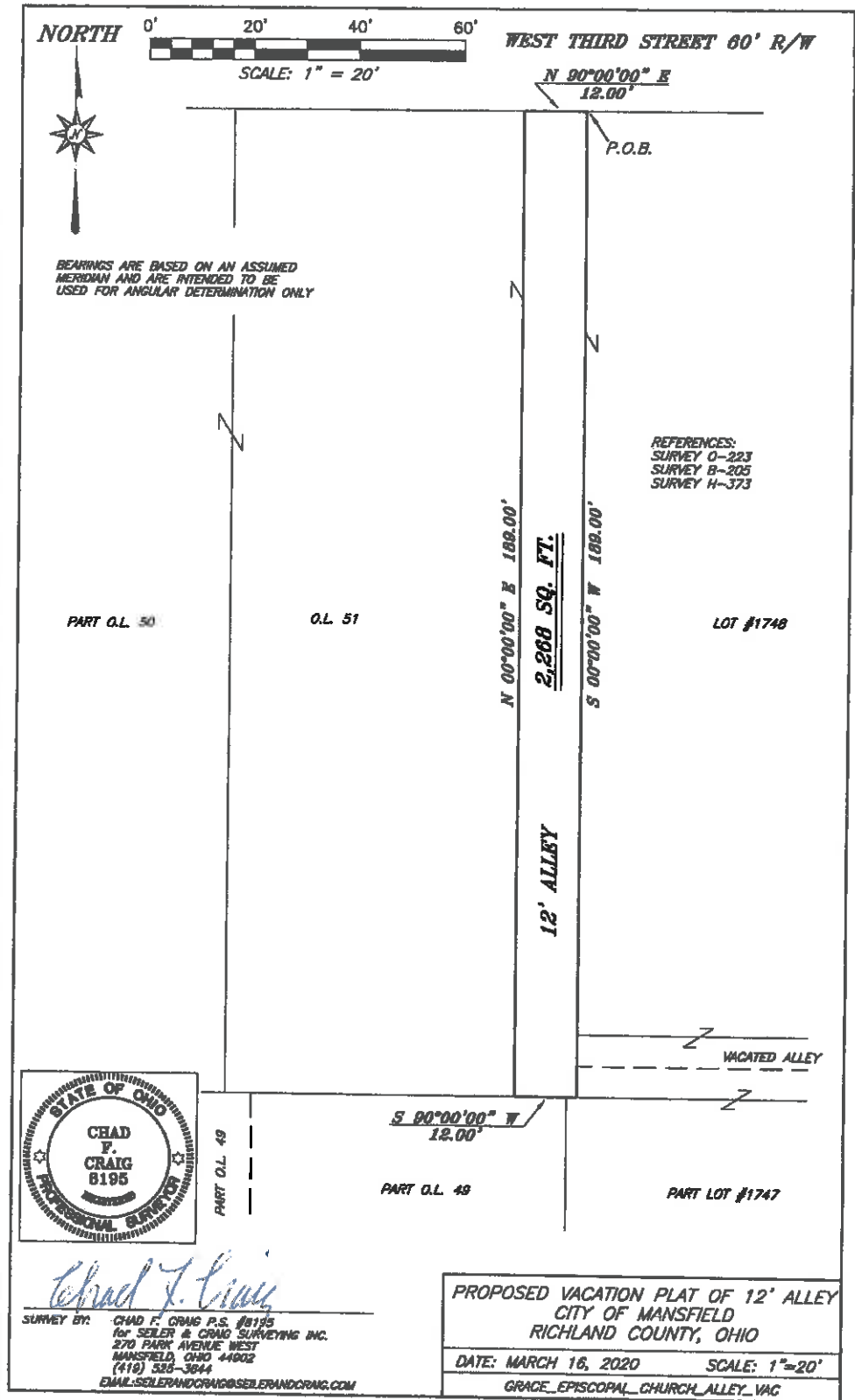


Grant Year	Requestor	Amount Available	Amount Requested	Director Proposed	Mayor-Proposed	Proposed City Council	FINAL
2015	ODS AAA	\$ 32,691.45	\$ 32,691.45	\$ 32,691.45	\$ 32,691.45	\$ 32,691.45	Council APPROVED
2016	ODS AAA	\$ 106,372.60	\$ 106,372.60	\$ 106,372.60	\$ 106,372.60	\$ 106,372.60	
2017	ODS AAA	\$ 149,378.10	\$ 149,378.10	\$ 149,378.10	\$ 149,378.10	\$ 149,378.10	
2018	ODS AAA	\$ 227,952.70	\$ 227,952.70	\$ 227,952.70	\$ 227,952.70	\$ 227,952.70	
2019	ODS AAA	\$ 227,181.60	\$ 83,605.15	\$ 83,605.15	\$ 83,605.15	\$ 83,605.15	
	Comm. Dev.- Administration		\$ 37,863.60	\$ 37,863.60	\$ 37,863.60	\$ 37,863.60	
	MMHA-TBRA		\$ 150,000.00	\$ -	\$ -	\$ -	
	Habitat for Humanity-Homeowner New Construction		\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	
2020	Comm. Dev.-Administration	\$ 41,692.35	\$ 41,692.35	\$ 41,692.35	\$ 41,692.35	\$ 41,692.35	
<b>TOTAL REQUESTED</b>		\$ 785,268.80	\$ 879,555.95	\$ 729,555.95	\$ 729,555.95	\$ 729,555.95	

Remaining funding not allocated would remain with Rehab Community Development requests are for deficit increase to 75%. \*\* At least \$50,000 in 2019 funding should be retained due to low operating budget/owner Rehab



EXHIBIT "A"  
to Bill#20-117



**PROPOSED ALLEY  
VACATION DESCRIPTION**

**12' WIDE ALLEY  
CITY OF MANSFIELD,  
RICHLAND COUNTY, OHIO**

Situated in the City of Mansfield, County of Richland, State of Ohio and being known as an alley, in said city and being more particularly described as follows:

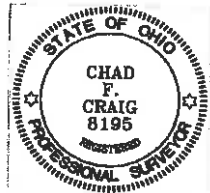
Beginning for the same at the northwest corner of Lot #1748 in the City of Mansfield, the same being a point on the south right of way of West Third Street (60' R/W); Thence, South 00 degrees 00 minutes 00 seconds West with the west line of Lot #1748 and the southerly prolongation thereof, 189.00 feet to a point on the north line of Out Lot 49 in said city;


Thence, South 90 degrees 00 minutes 00 seconds West with said north line, 12.00 feet to the southeast corner of Out Lot 51 in said city;

Thence, North 00 degrees 00 minutes 00 seconds East with the east line of said out lot, 189.00 feet to the northeast corner thereof, the same being a point on the south right of way of West Third Street;

Thence, North 90 degrees 00 minutes 00 seconds East with said south right of way, 12.00 feet to the place of beginning, containing 2,268 square feet, according to survey by Chad F. Craig P.S. 8195 on March 16, 2020, but subject to all easements, right of ways and highways of record.

Bearings are based on an assumed meridian and are intended to be used for angular determination only.



  
Chad F. Craig P.S. #8195  
Seiler and Craig Surveying, Inc.



BILL #20-118

ORDINANCE # \_\_\_\_\_

BY: MR. LAWRENCE

Authorizing the Public Works Director to advertise for bids and to enter into a contract for leasing multi-function document devices, and declaring an emergency.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That the Public Works Director be, and he is hereby, authorized to advertise for bids and to enter into a contract with the lowest and best bidder for leasing multi-function document devices for use within various departments of the City for a term not to exceed five (5) years, and with earlier cancellation privileges, all according to law and pursuant to plans and specifications as now on file in the office of the City Engineer.

SECTION 2. That the lease rental costs authorized in Section 1 above shall be paid from the proper funds as established by annual appropriation Ordinances.

SECTION 3. That by reason of the immediate necessity for soliciting bids in order that a new contract may be executed prior to termination of the present contracts to avoid a lapse in the availability of such services, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

Caucus 16 June 2020  
1<sup>st</sup> Reading 16 June 2020  
2<sup>nd</sup> Reading \_\_\_\_\_  
PASSED 16 June 2020

SIGNED /s/ Cliff Mears  
President of Council

ATTEST /s/ Amy L. Yockey  
Clerk of Council

APPROVED /s/ Timothy L. Theaker  
Mayor

APPROVED AS TO FORM: John R. Spon  
Law Director  
City of Mansfield, Ohio







DEPARTMENT OF FINANCE  
STATEMENT OF FISCAL IMPACT

Attachment to  
Bill#20-120

RE: CARES Act Airport Grant

**Nature of Statement and Information Disclosed**

This is a statement of fiscal impact for the City of Mansfield to accept funding from the:  
United States Department of Transportation Federal Aviation Administration (FAA)

This impact statement has been performed in accordance with the City's revenue policy, adopted by City Council on August 6, 2013 with ordinance #13-166. It is a statement solely for the purpose of analyzing and reporting the fiscal impact on the City of Mansfield of either accepting or not accepting the proposed funding and using certain assumptions as indicated herein. No attempt is made to evaluate the application, award documents or any special condition for suitability to City objectives.

**Current Fiscal Impacts**

***Impact on Revenue***

Grant/Other Funding: \$69,000  
Funding Period: 1/20/20-12/31/20

***Impact on Expenditures***

PROJECT COSTS:	
Equipment	\$69,000
<b>Total Project Costs:</b>	<b>\$ 69,000</b>

The total project cost is estimated at \$ 69,000 . Note: \* No local match

\* First time grant award

Match Required: \$ 0

**Future Fiscal Impact**

***Impact on Revenue***

N/A

***Impact on Expenditures***

Repair and maintenance of equipment will be the responsibility of the City.



**DEPARTMENT OF FINANCE  
STATEMENT OF FISCAL IMPACT**

***Other Future Commitments***

N/A

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**Disclosures of Possible Material Future Events**

N/A

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**General Assumptions**

A fiscal impact statement constitutes a forward-looking statement on the acceptance of funds from sources other than City revenue such as grants and the proper execution of all requirements as set forth in any grant application, agreement, or other duly enforceable stipulations.

In any case where a reasonable expectation of a future condition or event has been disclosed or is already known to Finance Department personnel, that information has been used as an assumption in the fiscal impact statement. Expectations not known or not considered reasonably expected to occur have been excluded from the fiscal impact statement. If an event or condition may occur which would have a material and *direct* fiscal impact, but is not reasonably expected to occur, it is disclosed in the fiscal impact statement.

General assumptions are made in this fiscal impact statement that the City staff executing the grant program already possess the required knowledge to perform all of the requirements of the grant, and that the information provided to the Finance Department to prepare this impact statement is true and correct. It is also assumed that no outside events will create a positive or negative influence on the grant program, and that there will be no changes in the legal, operational, or economic environment in which the grant program and the City as a whole operates, except as disclosed herein.

BILL 20-121

ORDINANCE # \_\_\_\_\_

BY: MR. VAN HARLINGEN

Authorizing the Mayor, Public Works Director and Safety-Service Director to enter into a Commercial Loan Agreement through Richland Bank for an IT Improvement Project, and declaring an emergency.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. That the Mayor, Public Works Director and Safety-Service Director be, and they are hereby, authorized to enter into a Commercial Loan Agreement, through Richland Bank, for IT improvements totaling \$295,575.00 (two hundred ninety-five thousand, five hundred seventy-five and 00/100 dollars).

SECTION 2. That the amount authorized by Section 1, plus interest, shall be paid in five (5) annual installment payments of \$63,468.15 (sixty-three thousand, four hundred sixty-eight and 15/100 dollars) from the Information Technology Fund (#602), beginning July of 2021.

SECTION 3. That by reason of the immediate necessity to enter into this Commercial Loan Agreement for an IT Improvement Project, this measure is determined to be an emergency Ordinance for the immediate preservation of the public peace, health, safety and welfare of the City of Mansfield and its inhabitants and providing it receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its adoption, otherwise from and after the earliest time allowed by law, after its passage and approval by the Mayor.

Caucus	<u>16 June 2020</u>
1 <sup>st</sup> Reading	<u>21 July 2020</u>
2 <sup>nd</sup> Reading	<u>4 August 2020</u>
PASSED	<u>18 August 2020</u>

SIGNED /s/ Cliff Mears  
President of Council

ATTEST /s/ Amy L. Yockey  
Clerk of Council

APPROVED /s/ Timothy L. Theaker  
Mayor

APPROVED AS TO FORM: John R. Spon  
Law Director  
City of Mansfield, Ohio

## Capital / Hardware needs 20/21

## Switches

Data Center	(2)	48 port Dell N2200-ON Layer 3 Switches	\$10,200
	(2)	48 Port SPF Fiber Switches	\$12,600
		10GB SPF+ Module	\$600
Closets (floors)	40	Ubiquiti 48 port POE	\$31,600

## Computers

Laptops/Docking Stations	(30 x \$2600)	\$78,000
Computers	(70 x \$1500)	\$105,000

Phones – Softphone Licensing \$4200

Wifi Access points (9 x \$775.00) \$6975.00

Drives / Storage 16,000

## Remote Meeting Hardware

Council Chambers: \$3200.00

9<sup>th</sup> Floor Conference Room \$2200.00

Contractual Services \$25,000

Total \$295,575

Cares (expected) (\$87,000)

Payment (2.38%) 5 yr 63,468 / yr

BY: MS. TADDIE

Amending sections of the personnel ordinance (ORD #20-066) by creating and adjusting positions, pay grades and salaries for certain employees of the City of Mansfield 2020 payroll year, and declaring an emergency.

WHEREAS, the specific wages or salaries to be paid to employees holding positions designated herein shall be established in accordance with the applicable collective bargaining agreement or by Ordinance establishing salary ranges etc. for positions excluded from collective bargaining units.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MANSFIELD, STATE OF OHIO:**

SECTION 1. Amending section 7, 9, 30, 32, and 34 of Ordinance #20-066 to create and adjust positions, pay grades and salaries for certain employees of the City of Mansfield as follows:

SECTION 7. **COMMUNITY DEVELOPMENT DIVISION - PERSONNEL.** The Community Development Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the pay grade, salary range, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Economic Development Director + (Administrative)	\$37,500- \$78,300
b. <del>Community Development Manager (Part Time)</del>	<del>\$25,000 - \$45,000</del>
c. Community Development & Housing Director + (Administrative)	\$37,500-\$76,000
d. Community Development Officer + (Administrative)	\$27,000-\$52,500
e. Secretary III	13
f. Relocation/Rehabilitation Specialist	16
g. Finance Officer	16
<del>h. Rehabilitation Officer</del>	16

SECTION 9. **ENGINEERING DIVISION – PERSONNEL.** The Engineering Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Chief City Engineer + (Professional)	\$50,000- \$94,000
b. Deputy City Engineer + (Professional)	\$42,682- \$74,200
<del>c. G.I.S. Specialist<sup>o</sup></del>	<del>\$49,000 - \$65,000</del>
d. Project Planner (43)+ (Administrative) <sup>o</sup>	\$49,000-\$63,000
e. Program Coordinator + (Administrative) <sup>o</sup>	\$32,500- \$49,500
f. Administrative Assistant + (Administrative) <sup>o</sup>	\$28,000-\$53,100
<del>g. Confidential Secretary<sup>o</sup></del>	<del>\$19,500-\$48,000</del>



**SECTION 30. UTILITY COLLECTIONS DIVISION - PERSONNEL.** The Utility Collections Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
<b>OFFICE SECTION:</b>	
a. Manager + (Administrative)	\$35,000-\$63,000
b. Supervisor I °	\$30,200-\$56,500
c. <del>Data Analyst</del>	<del>\$34,000-\$47,500</del>
d. Account Clerks (11)	11
<b>FIELD SECTION:</b>	
a. Foreman	\$28,500-\$52,500
b. Installer (4)	11
e. Meter Reader	10

**SECTION 32. WASTEWATER TREATMENT DIVISION - PERSONNEL.** The Wastewater Treatment Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range or pay grade indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Manager + (Administrative)	\$35,381-\$73,150 <del>85,000</del>
b. Operations Supervisor	\$36,750-\$63,000
c. Supervisor I (Maintenance)°	\$30,200-\$56,500
d. Environmental Compliance Supervisor I	\$34,000-\$56,500
e. Lab Technician (2)	16
f. Computer/Electronic/Instrumentation Technician	16
g. Maintenance Technician (3)	16
h. Solids Dewatering Operator	16
i. Shift Operator I	15
j. Shift Operator (5)	13
k. Filter Press Operator I	13
l. Sampling Aides (2)	13
m. Account Clerk	11

**SECTION 34. WATER TREATMENT DIVISION - PERSONNEL.** The Water Treatment Division within the Public Service Department shall be composed of the following personnel who shall be compensated in accordance with the salary range, pay grade, or hourly rates indicated:

<u>POSITION</u>	<u>SALARY/GRADE/HOURLY</u>
a. Manager + (Administrative)	\$35,381-\$73,150 <del>85,000</del>
b. Operations Supervisor (Chief Operator) °	\$36,750-\$63,000



BY: ALL MEMBERS OF COUNCIL

Strongly supporting the recognition of racism as a public health crisis and requesting that the Richland Public Health Board make a similar declaration and partner with the local community to create a task force or organizing committee to address this issue as detailed below, and declaring a public health emergency.

**WHEREAS**, Mansfield, Ohio has a diverse population of 46,720; eighteen percent of the residents identify as African American, with twenty-eight percent identifying as people of color; and

**WHEREAS**, Richland County Ohio has a population of 121,533, and the ethnic composition of Richland County Ohio is fourteen percent people of color, with eight percent identifying as African-American; and

**WHEREAS**, the rich diversity of this community speaks to the need of lifting our collective voices to improve the lives of people of color living in Mansfield and Richland County, and further that racism, not race, also causes disproportionately high rates of homelessness, incarceration, poor education, health issues, including mental health, and economic hardship for African Americans particularly, as well as for other communities of color; and

**WHEREAS**, as a community, we must address the injustices of racism and ensure equal opportunity for all who live in Mansfield and Richland County; we stand together as brothers and sisters to address racism as a community crisis; and

**WHEREAS**, Mansfield and Richland County has a diverse array of community organizations, who join the state of Ohio in demanding that racism be recognized as a public health emergency; and whereas these organizations are committed to organizing and leading efforts to end racism in partnership with Richland Public Health.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE  
CITY OF MANSFIELD, STATE OF OHIO:**

**SECTION 1.** This Council does hereby declare its strong belief that racism, not race, causes many problems and health disparities related to social determinants of health, including disproportionately high rates of homelessness, incarceration, poor education, health issues, including mental health, and economic hardship for African Americans particularly, as well as for other communities of color, and as such should be recognized as a public health emergency by the Richland Public Health Board.

**SECTION 2.** This Council does hereby request that the Richland Public Health Board make a similar declaration and partner with the local community to create a task force or organizing committee to:

- Provide equity and justice-oriented organizations, by identifying specific activities, policies, and procedures to embrace diversity and to incorporate antiracism principles across the community, its agencies, leadership, staffing, and contracting.

