

RESOLUTION NO. 2 -2023

INTRODUCED BY: Mayor Thomas

A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE CITY AND ANTHONY MICELI AS AN INDEPENDENT CONTRACTOR TO PERFORM THE SERVICES OF INCOME TAX “ADMINISTRATOR” FOR THE CITY AS DEFINED, AND WHOSE DUTIES ARE SET FORTH, IN CODIFIED ORDINANCE CHAPTER 184, INCOME TAX.

WHEREAS, Anthony Miceli is the currently-appointed Tax Administrator of the City of Richmond Heights as that position is defined and the duties of the position are set forth in Codified Ordinance Chapter 184, Income Tax, and whose status up to this point in time has been as an employee of the City;

WHEREAS, Mr. Miceli no longer wishes to be an employee of the City but is willing to serve as the Tax Administrator of the City in the capacity of an independent contractor pursuant to a contract for services which explicitly sets forth his duties, pursuant to C.O. Chapter 184, along with a further detailed scope of services and for specific compensation to be paid on a monthly basis;

WHEREAS, it is the recommendation of the Mayor that at this time in the City’s history the required services of the Tax Administrator can best be delivered through an independent contractor arrangement rather than by an employee of the City, which recommendation is supported by certain factors, such as: an increase in the multiple sources of municipal income tax revenues in the City at this time, the need for additional services to taxpayers, and the contemplated major construction activities in the City from the proposed Belle Oaks Project;

WHEREAS, the scope of services to be provided by the Tax Administrator shall include, but may not be limited to:

- The duties and obligations under Codified Ordinance Chapter 184;
- Contractor compliance with record keeping of employees working within the City;
- Coordination of information with the Division of Building, Zoning & Housing to obtain lists of tenants in the City for income tax purposes;
- Assistance to residents to resolve income tax issues and coordination of the same with the Regional Income Tax Agency (“RITA”);
- Timely periodic reports to Council, the Mayor and Director of Finance;
- Drafting of information/articles regarding municipal income tax topics for the City’s E-Newsletter; etc.

WHEREAS, this Council concurs with the necessity at this time for enhanced Tax Administrator services on an independent contractor basis;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Richmond Heights, State of Ohio, that:

Section 1. This Council hereby authorizes the duties (as set forth in Codified Ordinance Chapter 184) and additional services to be performed by the Tax Administrator of the City to be provided by Anthony Miceli as an independent contractor through a contract as approved by the Mayor and as approved as to form and correctness by the Director of Law.

Section 2. The compensation for the contractual services to be provided by Anthony Miceli shall be a set sum of \$2,500 per month payable upon provision of an invoice submitted to the City.

Section 2. The Mayor is authorized to execute the contract referenced in Section 1 of this Resolution and the Director of Finance is authorized and directed to appropriate to a proper fund the funds necessary to cover the cost of said contract.

Section 3. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and its committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

Section 4. This Resolution shall take effect and be in force at the earliest time allowed by law.

PASSED: January 10, 2023

APPROVED: January 10, 2023

ATTEST: Betsy Traben
Betsy Traben
Clerk of Council

Kim A. Thomas
Kim A. Thomas, Mayor

Bobby Jordan
Bobby Jordan
President of Council