City Council Meeting Agenda

Monday, September 19, 2016 ~ 7:30 P.M.

Louis J. R. Goorey Worthington Municipal Building
John P. Coleman Council Chamber
6550 North High Street
Worthington, Ohio  43085

Bonnie D. Michael, President
Scott Myers, President Pro-Tem
Rachael Dorothy
Douglas C. Foust
David M. Norstrom
Douglas Smith
Michael C. Troper

Matthew H. Greeson, City Manager
D. Kay Thress, Clerk of Council

If you have questions regarding this agenda please contact the Clerk of Council at 614-786-7347. This agenda and amendments that may be made to it can be found at www.worthington.org
CALL TO ORDER

Roll Call

Pledge of Allegiance

VISITOR COMMENTS

APPROVAL OF MINUTES

1) September 6, 2016 – Regular Meeting

PUBLIC HEARINGS ON LEGISLATION

2) Ordinance No. 29-2016

Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor and Declaring an Emergency.

Introduced September 6, 2016
P.H. September 19, 2016

3) Ordinance No. 31-2016

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Design Costs of the Municipal Building Chimney Repair Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 632-16)

Introduced September 6, 2016
P.H. September 19, 2016

4) Ordinance No. 32-2016

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund and Accrued Acreage Fund Unappropriated Balances.

Introduced September 6, 2016
P.H. September 19, 2016
NEW LEGISLATION TO BE INTRODUCED

5) **Resolution No. 39-2016**

Amending the Job Description for the Position of Maintenance Superintendent and Amending the Pay Resolution to Accommodate Said Position.

3

6) **Resolution No. 40-2016**

Accepting the Recommendations of the 2016 Worthington Tax Incentive Review Council Concerning Parcels of Commercial Real Property in the City of Worthington Receiving Tax Exemptions for Purposes of Economic Development

7) **Ordinance No. 33-2016**

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the Capital Improvement Fund Unappropriated Balance.

REPORTS OF CITY OFFICIALS

Policy Item(s)

8) Liquor Permit Request – New – Borgata Pizza Cafe

9) Designation of Public Records Representative

10) Grant Application Materials

11) Trailhead and Heischman Park Re-Dedication

REPORTS OF COUNCIL MEMBERS

OTHER

EXECUTIVE SESSION

ADJOURNMENT
City Manager Report to City Council for the Meeting of Monday, September 19, 2016

APPROVAL OF MINUTES

1) September 6, 2016 – Regular Meeting

Recommendation: Approval of Minutes as Presented

PUBLIC HEARINGS ON LEGISLATION

2) Ordinance No. 29-2016 – Accepting the Amounts and Rates and Authorizing the Necessary Tax Levies

This Ordinance accepts the tax rates and amounts as determined by the Franklin County Budget Commission. This is an annual action by the City as required by State law and the rates and amounts are based on the tax budget that was submitted in July. The property tax rate remains unchanged for 2017. Attached is a memorandum from the Finance Director that provides additional information. Staff is requesting this Ordinance be approved by emergency to meet the required timelines under State law.

Recommendation: Approval of Ordinance by Emergency

3) Ordinance No. 31-2016 – Appropriation – Municipal Building Chimney Repairs Design

An evaluation of the City’s roofs by Mays Consulting & Engineering recommended immediately addressing the leaks that are occurring at the four chimneys at the Municipal Building. This Ordinance appropriates funds for the engineering services necessary for the chimney repairs. Once the engineering work is completed, staff will request to proceed with bids since the estimated construction cost is above the bid threshold. Additional information is included in the attached memorandum from the Director of Service & Engineering.

Recommendation: Approval of Ordinance as Presented
4) Ordinance No. 32-2016 – Appropriation – Fire Division Overtime & Accrued Acreage Fee

This Ordinance appropriates additional funds for overtime in the Fire Division and to pay the sewer capacity fee to the City of Columbus. The Fire Division has recently experienced the departure of three employees, two of them due to retirement. In addition, we have two employees out on medical leave and we are covering the vacancies with overtime. An additional appropriation is needed to cover the anticipated overtime costs for the remainder of the year. Additionally, we received a large payment for the sewer capacity fees from the Linworth Crossing development which must be passed along to the City of Columbus. We need an appropriation to make the payment, which is offset by the fee paid to the City.

Recommendation: Approval of Ordinance as Presented

NEW LEGISLATION TO BE INTRODUCED

5) Resolution No. 39-2016 – Job Descriptions – Maintenance Superintendent

Tom Gilkey, Maintenance Superintendent in the Department of Service and Engineering, has announced his retirement effective October 31st after 30 years of service to the City, including 24 years as the Superintendent. This is an appropriate time to review the job description for Maintenance Superintendent. Staff recommends changes to update the position description into the City’s current format, and to better reflect the current duties and responsibilities of the position (last updated in 1998).

The City’s 2011 Pay and Class Study indicated that the position was somewhat high in the market for comparable positions. This is also an appropriate time to evaluate the pay range for this classified position. After reviewing both external and internal comparable salaries, staff recommends that the position be moved from Range 26 (top step $93,000) to Range 25 (top step $89,561).

Recommendation: Introduction and Approval of Resolution as Presented

6) Resolution No. 40-2016 – TIRC Follow-up Actions by City Council

Community Reinvestment Area (CRA) abatements and Tax Increment Financing (TIF) exemptions are administered locally by the City, but are subject to State law requirements. One such requirement is to hold an annual Tax Incentive Review Council (TIRC) meeting to review active CRA and TIF projects receiving tax exemptions. The TIRC is made up of two (2) appointees of the City Council and representatives of other governmental taxing entities (county, schools, and township). The TIRC held its 2016 annual meeting on August 18, 2016. Following its review, the TIRC recommended continuing all active Community Reinvestment Area abatements and Tax Increment Financing exemptions. Staff concurs with this recommendation. A detailed memorandum including a summary of all active projects is attached.

Recommendation: Introduction and Approval of Resolution as Presented
7) **Ordinance No. 33-2016 – Supplemental Appropriation**

This Ordinance appropriates funds for the purchase of an ambulance cot to equip the new medic vehicle (#0514) which was included in the 2016 New and Replacement Equipment schedule. The Fire Department has received a Safety Intervention Grant through the BWC in an amount of $27,514.00 for the purchase of the cot. The total cost of the cot is in the amount of $41,987.71. The BWC grant funds will be received directly by the City and then must be used for this purchase within 90 days of receipt of the funds. The balance will be paid from CIP funds in the amount of $14,473.71.

**Recommendation:** Introduction for Public Hearing on October 3, 2016

---

**REPORTS OF CITY OFFICIALS**

Policy Item(s)

8) **Liquor Permit Request – New – Borgata Pizza Cafe**

   This is a request for Borgata Pizza Café at 2245 W. Dublin Granville Road. (Linworth Crossing) The request is for a D1 which is for beer only for on premises consumption or in original sealed containers for carry out only until 1:00 a.m. and D3 which is for spirituous liquor for on premises consumption only until 1:00 a.m. City Council is requested to make a motion regarding whether to object to the permit. The liquor permit request is attached. Staff is unaware of any reason to request a hearing related to the issuance of this liquor permit.

   **Recommendation:** Approval of a Motion to NOT request a hearing for the transfer of the Liquor Permit

---

9) **Designation of Public Records Representative**

   State law indicates that local elected officials or their designees must attend training on Ohio’s Public Records Laws. Worthington’s Clerk of Council typically handles the records and documents for the City Council and its members, thus has traditionally served as the designee of the members of Council. Additionally, the Law Director attends all of the training and serves as a back-up for the Clerk of Council on public records issues. When a designee is selected, there should be documentation of the designation. Staff recommends a motion to designate the Clerk of Council as the designee and the Law Director as the alternate designee.

   **Recommendation:** Motion approving the Clerk of Council as designee and the Law Director as the alternate designee to attend the required public records training on behalf of each of the Council Members.
10) Grant Application Materials

On September 12th, the City Council discussed the process and approach for receiving 2017 funding applications from community groups. During the discussion, the City Council expressed an interest in having three groups, the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society, provide information this fall during the budget process. Funding applications for other groups will be distributed in early 2017.

Staff has developed the attached draft application for the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society. The application is modeled after the one previously used for the McConnell Arts Center and the Old Worthington Partnership. Staff has also developed the attached draft of a revised application for the other community groups, incorporating the priorities discussed at the last City Council meeting.

Staff is seeking input on both applications and approval of the application for the three groups so it can be distributed to them with a submittal deadline in October. Staff will provide the completed applications as part of the budget discussions with City Council and will invite the three groups for presentations during the November budget workshops.

**Recommendation:** Motion Approving the Grant Application for Distribution to the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society.

11) Trailhead and Heischman Park Re-Dedication

Staff wants to schedule the dedication of the new Trailhead at the Olentangy Parklands and the rededication of the Heischman Playground as a result of the completion of recent Capital Improvement Projects.

**EXECUTIVE SESSION**
Meeting Minutes

Tuesday, September 6, 2016 ~ 7:30 P.M.

Louis J. R. Goorey Worthington Municipal Building
John P. Coleman Council Chamber
6550 North High Street
Worthington, Ohio 43085

City Council

Bonnie D. Michael, President
Scott Myers, President Pro-Tempore
Rachael Dorothy
Douglas C. Foust
David M. Norstrom
Douglas Smith
Michael C. Troper

D. Kay Thress, Clerk of Council
CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Tuesday, September 6, 2016, in the John P. Coleman Council Chambers of the Louis J. R. Goorey Worthington Municipal Building, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 p.m.

**Members Present:** Rachael R. Dorothy, Scott Myers, David Norstrom, Douglas K. Smith, Michael C. Troper and Bonnie D. Michael

**Member(s) Absent:** Douglas Foust

**Also present:** Clerk of Council D. Kay Thress, City Manager Matthew Greeson, Director of Law Pamela Fox, Assistant City Manager Robyn Stewart, Director of Finance Molly Roberts, Director of Public Service and Engineering Dan Whited, Director of Planning and Building Lee Brown, Interim Chief of Police Jerry Strait and Chief of Fire Scott Highley

There were twenty-six visitors present.

*President Michael invited all those in attendance to stand and join in the recitation of the Pledge of Allegiance.*

**SPECIAL RECOGNITION**

- Recognition of Worthington Pools Lifeguards

*Ms. Michael shared that tonight we have a special opportunity as we have the recognition of two Worthington lifeguards. She turned the presentation over to City Manager, Matt Greeson.*

*Mr. Greeson commented that since his first government job was as a lifeguard, he is honored to turn the meeting over to Chief Highley to see these folks recognized. We certainly appreciate their service to our community.*

*Chief Highley shared that Dr. Douglas Rund, our medical director couldn’t be here this evening so he and Lt. Mike Duncan will share the honors. He asked Lt. Duncan to read the scenario and then they will pass out some awards.*

*Lt. Duncan commented that on July 6th, two lifeguards at the Worthington Pool recognized that a small child was in severe distress. They rescued the child from the water and immediately began CPR. They continued lifesaving care until the arrival of Worthington EMS crews. EMS personnel continued treatment and transported the child to Nationwide Children’s Hospital. Within 24 hours of arriving at Children’s, the child was released to his parents care and has since made a full recovery. Without the actions of the two lifeguards the outcome of this incident would have been much more serious if*
not tragic. For this reason, the Worthington Division of Fire and EMS and their Medical Director, Dr. Rund wish to recognize the two lifeguards.

As Chief Highley said, Dr. Rund was unfortunately called away and could not be here tonight. He really wanted to be. The following is what he would have shared:

“As medical director of the Worthington Division of Fire and EMS, I want to personally recognize the action of these two lifeguards, Ethan Stupka and Rory Finnegan. Although they are not employees of the Fire Division, their quick assessment of the emergency followed by the professional care they administered definitely contributed to the young child’s full recovery. Had they not acted when and how they did, this emergency would have had a much different outcome. It is quite probable that the child wouldn’t have recovered as well as he did. Therefore, it is my honor as Medical Director of the Division of Fire to present these Medical Director Civilian Accommodations to Ethan Stupka and Rory Finnegan.”

Chief Highley added that Dr. Rund reviews all of our incidents and he flagged this one pretty quickly when he saw the nature of the run and the outcome as something that someone made a major difference in what happened. Dr. Rund puts in a great deal of work with staff and actually has an office in our building. He spends about three days a week and trains with us and looks at incidents like this for our community. He started making some recognition to some folks around town and talking to our people when there is a good outcome. This is one of the best ones that we have had in a while.

Chief Highley read the Medical Director Civilian Accommodation and presented both Ethan Stupka and Rory Finnegan with a copy.

Chief Highley thanked them for their actions.

Ms. Michael shared that like Mr. Greeson her first job in government was also as a lifeguard. She thanked them for their actions.

Mr. Norstrom commented that at a very young age they have made a difference in somebody’s life. That is something that will stay with them forever.

Ethan’s mother shared that she is just so proud of these guys. It was a very big thing for him. He called her as soon as it happened. As a mother it was such a blessing and wonderful thing that they were able to do for these parents too. She is very proud.

Ms. Michael wished them the best. She encouraged them to keep their eyes opened and continue to help people and make the community a little bit better with everything that they do.

Lt. Duncan shared that the child and his parents were invited tonight and had planned to be here. In talking with the parents they were extremely grateful for what happened that day as they were not at the pool. The child was under the care of a daycare center. So to
get that phone call from the daycare center would have been extremely stressful and they were very happy with the outcome.

The two received a round of applause.

APPROVAL OF MINUTES

- Regular Meeting – June 20, 2016
- Regular Meeting – July 5, 2016
- Committee of the Whole Meeting – July 11, 2016
- Regular Meeting July 18, 2016

MOTION

Mr. Troper made a motion to approve the aforementioned minutes as presented. The motion was seconded by Ms. Dorothy.

The motion to approve the minutes as presented carried unanimously.

VISITOR COMMENTS

There were no Visitor Comments

NEW LEGISLATION

Resolution No. 33-2016 Adjusting the Annual Budget by Providing for a Transfer of Previously Appropriated Funds.

Introduced by Mr. Myers.

MOTION

Mr. Smith made a motion to adopt Resolution No. 33-2016. The motion was seconded by Mr. Norstrom.

Mr. Greeson shared that periodically staff reviews expenses versus budget amounts and line items. We identify line items that have insufficient funds and others that may have excess funds and we recommend transfers. This is a fairly routine resolution at this point in the year. He and Ms. Roberts stand ready to address questions.

There being no additional comments, the motion to adopt Resolution No. 33-2016 carried unanimously by a voice vote.

Resolution No. 34-2016 Authorizing the Use of a Portion of the Proceeds of Bonds or Bond Anticipation Notes of the City, in the Principal Amount of Not to Exceed $5,000,000 to be Issued for the Purpose of Financing the 2016 and 2017 Capital Improvement Program Projects Including Street and Utility System Improvements Identified as
Bonded Projects in the 2016-2020 Capital Improvement Program, to Reimburse the City’s Capital Improvement Fund for Moneys Previously Advanced for Such Purpose.

Introduced by Mr. Troper.

MOTION Ms. Dorothy made a motion to adopt Resolution No. 34-2016. The motion was seconded by Mr. Myers.

Ms. Roberts commented that this is a reimbursement resolution and very similar to action that members took on April 21, 2014 with the passage of Resolution 11-2014. Periodically, when we are going through the CIP program we identify projects that we anticipate will be bonded at a future time and then we will repay the CIP fund back the cash that we have funded for these projects. Passage of this resolution allows us to continue in that manner. It allows us to move projects forward and then issue debt at a future time when we have several projects that we can bundle together. We can then issue one large debt issuance and hopefully reduce our debt issuance costs as well as capture a more attractive lower interest rate.

When asked by Ms. Dorothy about the current interest rate, Ms. Roberts reported that the rate is unknown until the bond is issued and goes through the issuance process. Interest rates are still relatively attractive. She thinks the longer term rates are currently between 3 ½% and 4%.

Mr. Norstrom knows our capital budget projections show some tightness in the outer years. He asked if there is any reason, because of the lower interest rates, that we do not want to put more projects into another bond package. Ms. Roberts shared that the topic has been discussed at the staff level and will be analyzed as we go through the current CIP process for the next budget cycle and which will be shared with Council in October.

There being no additional comments, the motion to adopt Resolution No. 34-2016 carried unanimously by a voice vote.

Resolution No. 35-2016 A Resolution in Support of an Application for a Local Government Efficiency Program Grant.

Introduced by Mr. Smith.

MOTION Mr. Norstrom made a motion to adopt Resolution No. 35-2016. The motion was seconded by Mr. Troper.

Mr. Greeson commented that some members may be familiar with LEAN and/or Six Sigma strategies. He explained that LEAN in particular is an effort employed often in manufacturing and more frequently now in government to improve processes. A LEAN
black belt certification is a desirable certification to have in any sector in this day and age. The State of Ohio has encouraged government participation in LEAN training programs. Last year several staff members attended a LEAN boot camp. Currently, Ryan Cooper from the Parks and Recreation Department is undergoing training for his LEAN black belt. We have an opportunity to apply for reimbursement for the cost of that training program to be largely reimbursed by the State of Ohio Local Government Innovation Fund. Staff is asking for Council’s support of this resolution, which would allow us to submit a grant application in the amount of $4,668.00 with a match of $520.00. That would fund the training that Ryan is already attending.

When asked by Mr. Norstrom if there are any current black belts on staff, Mr. Greeson replied that David McCorkle received his LEAN black belt training while working for the State of Ohio.

Should the grant be obtained and training occur, Mr. Norstrom was curious as to how both black belts will work with city staff to improve our efficiencies and effectiveness. Mr. Greeson replied that there are two long term goals. One is to identify appropriate people in other departments to attend similar training, particularly while the State of Ohio is interested in funding that. We will then have them work on a couple of major processes that we identify annually.

Mr. Norstrom assumes the training is not specific to a department. Mr. Greeson agreed.

Ms. Dorothy stated that the reimbursement is for somebody already undergoing the training. Mr. Greeson agreed. This basically reimburses out of pocket expenses we would otherwise have for him.

Ms. Michael asked if members would be seeing this in some of the future budget goals, some of the streamlining of processes. Mr. Greeson commented that much of it will occur at the administrative level unless there is a larger process that might have policy changes that are required in order to affect them.

When asked by Ms. Dorothy if we anticipate applying for the same grant for different people, Mr. Greeson replied potentially. While the state is interested in funding this, we want to give our people opportunities. The challenge is to know the appropriate number of people to have trained for an organization of our size.

Mr. Norstrom shared that we shouldn’t send people just because we have state money. We should look at what the tradeoff is for us.

Mr. Smith shared that he started going through this process through the state and he is at the third level now. He is a big fan. He thinks the city could benefit a great deal so he would encourage staff to even set aside some funds for 2017 for all levels of employees and not just strategic administration levels.
There being no additional comments, the motion to adopt Resolution No. 35-2016 carried unanimously by a voice vote.

Resolution No. 36-2016

Authorizing the City Manager to Seek Financial Assistance from Federal Attributable Funds for the Project at Worthington Galena Road, Huntley Road and Wilson Bridge Road.

Introduced by Ms. Dorothy.

MOTION

Mr. Myers made a motion to adopt Resolution No. 36-2016. The motion was seconded by Mr. Smith.

Mr. Greeson shared that this resolution as well as the next one relates to funding applications. He asked Ms. Stewart to provide an update.

Ms. Stewart shared that we originally applied for federal transportation funds for the project at Huntley/Worthington-Galena/Wilson Bridge Road in 2012 and learned in 2013 that we had funding. At that time the concept for the project to just address the congestion in that area would most likely either be a roundabout or a widening of the existing intersection. Since that time preliminary engineering has been done. Our consultant (EMH&T) has completed a feasibility study that was shared with Council earlier this year after some public meetings and other presentations. Since neither the roundabout nor the widening of the intersection addressed the vehicular congestion that occurs at that intersection, the recommendation was to split the intersection into two different intersections. Since that time we have launched into detail design. They have been meeting with the Bike and Pedestrian Advisory Board to integrate bicycle and pedestrian facilities where there are currently none. We have received some updated costs associated with that revised approach to the project. We needed to submit an update to MORPC for our federal funding this summer. That update has been submitted. They indicated that given the amount of the change in requested funding we needed to submit a full application for the additional funding. Our currently approved federal funding for this project is still in place but we are working through the process with MORPC to get approval for the additional funding for the revised approach to the project. This resolution expresses support for the currently recommended approach as has been previously identified and supported by the City Council.

Ms. Michael understands there to be some competition for the additional funding. Ms. Stewart agreed. She added that there are five projects that needed to go back through the full MORPC application process because of the amount of the requested increase in funds. There are also new applications for consideration by various communities.

Mr. Myers stated we will retain the current funding even though we are submitting a brand new complete application. Ms. Stewart replied yes. She added that we have a current commitment of federal funds of a little over $6,000,000. We are asking for a
requested commitment of almost $11,000,000 so it is the $5,000,000 difference that we are under consideration for.

Mr. Myers is assuming that these funds are critical to this project going forward. Ms. Stewart and Mr. Greeson confirmed that they were. Mr. Myers added that without these funds staff will be coming back to Council with some other alternative. Ms. Stewart confirmed that we would have to re-evaluate the project if we do not receive the additional funds.

Ms. Dorothy asked if it is correct that the majority of the cost increase was going from one intersection with the roundabout to the two intersections that Council agreed to. Ms. Stewart believes that the change in approach to address the congestion is definitely driving much of the cost. There are a number of things that we received better information on after the feasibility study such as the cost of the pedestrian and bicycle crossings at the railroads. Our preliminary understanding wasn’t at the level the engineers have been able to shed light on. The splitting of the two intersection and some right-of-way impact. She can’t point to any one item that drove it but the change in approach has definitely made an impact.

Ms. Dorothy thinks at the Bike and Ped Committee there are meeting minutes that state that the bike and ped improvements are around $700,000 additional. Ms. Stewart confirm that the bike and ped improvements were not the sole driver. Railroad crossings are expensive and we have two of them in this project.

Mr. Norstrom asked if this is a decision that will be made by MORPC or is it an FHWA decision. Mr. Greeson replied that it will be a decision made by the Attributable Funding Committee at MORPC and then ultimately by the Transportation Policy Commission. We will probably know by late October / early November what the recommendations of the Committee are and then it will go on to the full Commission in the early part of 2017.

There being no additional comments/questions, the motion to adopt Resolution No. 36-2016 carried unanimously by a voice vote.

Resolution No. 37-2016

Authorizing the City Manager to Seek Financial Assistance from Federal Attributable Funds for the Wilson Bridge Road Corridor Project.

Introduced by Mr. Troper.

MOTION

Ms. Dorothy made a motion to adopt Resolution No. 37-2016. The motion was seconded by Mr. Myers.

Mr. Greeson commented that staff presented a revised strategy for moving forward with both bicycle and pedestrian aesthetic improvements along the Wilson Bridge Road corridor. This primarily dealt with the gateway on US-23 into the community and then
the trail going east from High St. to the Community Center. Council authorized us to move forward with an approach that would be applying for federal funds for this. This is the requisite resolution to support that.

Ms. Dorothy asked when this needs to be submitted and when will we find out if we get the funds or not. Mr. Greeson replied that staff has already submitted the request because Council had the August recess. It included essentially all of the things Council had seen before. We worked with GPD, which is a sub-consultant that the City Council had picked some time ago for the Wilson Bridge Road plan. We will find out about it sometime in November. It will be scored by the MORPC staff and then will wind its way through the process to the full Commission in the February timeframe. He added that this is in a bicycle/pedestrian pot of money that will compete against other regional bikeway projects. The other project is in major widening of intersections projects.

There being no additional comments/questions, the motion to adopt Resolution No. 37-2016 carried unanimously by a voice vote.

Resolution No. 38-2016 Amending the Position Description for Police Chief.

Introduced by Mr. Smith.

MOTION Mr. Norstrom made a motion to adopt Resolution No. 38-2016. The motion was seconded by Mr. Troper.

Ms. Michael shared that the description at members’ places this evening is the one for consideration as the one included with Council materials had a few typographical errors.

Mr. Greeson shared that he typed the job description as Ms. Trego was out of town. The first error is the date. The correct date for adoption of this description is tonight, September 6, 2016 and not September 19, 2016. The second error is found under the Minimum Requirements of the position. On page 3 it states that the applicant should have a minimum of eight years as a Lieutenant or above in a municipal police department. The correct minimum number of years should be three.

Mr. Norstrom asked what the amendment does. Mr. Greeson replied that the change modernizes the job description because the previous one was extremely outdated. He thinks the most significant changes include the requirement of a degree and the level of professional development. Staff reviewed numerous police chief job descriptions from throughout the region and included some of the terminology and language.

There being no additional comments/questions, the motion to adopt Resolution No. 38-2016 carried unanimously by a voice vote.
Ordinance No. 29-2016

Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor and Declaring an Emergency.

Introduced by Ms. Dorothy.

Ms. Roberts explained that the ordinance is just for introduction this evening. The reason for the emergency language is because this ordinance is required to be passed and effective by October 1st of each year as indicated in the Ohio Revised Code. She is requesting the public hearing on the 19th and pass it by emergency at that time.

Ordinance No. 30-2016

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the Community Center Shingle Roof Replacement Project and all Related Expenses, Determining to Proceed with said Project and Declaring an Emergency. (Project No. 631-16)

Introduced by Mr. Myers.

Mr. Greeson shared that in our Five-Year Capital Improvements Program there is a number of building maintenance projects related to roofs, primarily because of the age of the buildings. The three primary buildings that have projects in the CIP are the older portion of the Community Center, the Fire Station and this building. As part of that process we asked one of our consultants to do a more in-depth evaluation with a more critical eye and strategize how to implement these roof replacement projects. He asked Mr. Whited to comment.

Mr. Whited shared that the roof issues have been a little difficult to handle so we engaged Mays Consulting to help prioritize what were the most important ones. It was easily revealed that the shingle project at the south end of the community center was the most important as we are currently in an emergency situation with tarps covering the roof. We have asked Mays to look at that and come up with a design cost and estimate of construction cost for the work. It is an emergency situation simply because of the fact that the roof is covered with a tarp and we are about to enter into the fall and winter seasons. We are asking by this first ordinance to allow Mays to continue with their design of that roof replacement. Once they complete the design it will go out to bid for a construction vendor to complete the work. We hope to have that done yet this year if at all possible, but we have to move very rapidly, hence the reason for the emergency.

Mr. Norstrom commented that a shingle roof last between 25 and 30 years. He asked if there is some other material that we can use that will last 40 years or more. Mr. Whited replied that there may be but integrated with our existing facilities, he is not sure it is the
Mr. Smith recalled that in the last few years members have been discussing solar, particularly for part of the community center. He knows that Mays did actually look at that at one time and agreed that it was a viable option. He asked if that is still an option. Mr. Whited replied not on this particular portion of the roof because it is actually sloped. There is another portion of the southern roof where it is an option. Mr. Hurley added that this part of the roof is actually over the pottery portion of the building. The solar project will be considered over the flat roof of the gymnasium.

Mr. Greeson hopes this won’t come back to council because it is not a large roof. He hopes it will be under the $50,000 threshold for bids and we will be able to procure construction through quotes. Mr. Whited agreed. He added that the requested funds does include a small contingency which takes the cost to $64,500.

Ms. Dorothy asked how old the roof is. Mr. Hurley replied that that end of the community center was constructed in a couple of phases. There is a late 1970s era model and a mid-1980s. He believes this roof was constructed in the early 1980s.

Ms. Dorothy commented that it is a project that staff has been anticipating. Mr. Hurley agreed. It was initially included in the CIP as part of the south end roofing project as we were trying to buy some time on these shingles. But when we had a company come and take a look under the shingles there was some rotting and we did not feel comfortable waiting for the larger CIP project.

Ms. Dorothy recalled that for the roof repair over the pool, Mays observed the construction while the contractor was on site. We don’t think this was caused by faulty construction but rather just end of life. Mr. Hurley replied that he wasn’t prepared to comment on that.

Ms. Dorothy asked what scope of services we are having Mays do. All of his fees add up with all of these different projects. She was wondering if we are getting any discount or are we going to shop it around or are we just comfortable with him. She asked what the scope of services is for this emergency work. Mr. Whited replied that it is to evaluate what needs to be done to replace the rotted wood and shingles in that area, design an enhancement, and create plans and bid and build. Mr. Greeson added that this item and the next item are such that we’ve identified them as more immediate issues, this one by emergency and the next one not but still this fall. Staff is recommending that we move forward with Mays to design them. He thinks when we do the larger south end roof our consultant selection regulation will require us to compete the design services because of the size of the project.

MOTION

Mr. Myers made a motion to pass Ordinance No. 30-2016 as an emergency. The motion was seconded by Mr. Smith.
The motion carried unanimously by a voice vote.

There being no additional comments, the Clerk called the roll on the passage of Ordinance No. 30-2016 as an emergency. The motion carried by the following vote:

- Yes 6 Norstrom, Troper, Dorothy, Myers, Smith, and Michael
- No 0

Ordinance No. 30-2016 was thereupon declared duly passed as an emergency and is recorded in full in the appropriate record book.

**Ordinance No. 31-2016**

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Design Costs of the Municipal Building Chimney Repair Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 632-16)

*Introduced by Mr. Norstrom.*

**Ordinance No. 32-2016**

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund and Accrued Acreage Fund Unappropriated Balances.

*Introduced by Mr. Troper.*

The Clerk was instructed to give notice of a public hearing on said ordinance(s) in accordance with the provisions of the City Charter unless otherwise directed.

**REPORTS OF CITY OFFICIALS**

**Policy Item(s)**

- Permission to Bid – Wayfinding Project

*Mr. Greeson shared that the wayfinding project is ready to go out for bid and staff needs Council’s authorization to do that.*

*Mr. Brown reported that this project is finally moving forward after meeting with members in May to discuss some changes to the signage. We should see some results early next year. Fabrication will be done over the fall and winter, which will give staff time to go out and meet with individual property owners near where the signs will be*
placed. The signs should be installed by spring. Additional signs will be phased in as part of the CIP over the next few years.

Mr. Whited shared that staff has prepared a bid package that is consistent with previous projects and are prepared to put this out for bid with Council’s approval.

Mr. Myers asked if this is just for the fabrication or does it also include the installation. Mr. Brown replied that it includes fabrication and installation.

Mr. Myers commented that the Old Worthington and Historic District sign is the compromise that we reached with the Old Worthington Association and everyone is on board with it. Mr. Brown agreed that it is the sign that Council approved in May. Mr. Myers said he just wants to make sure that there hasn’t been any other comments of a critical nature. Mr. Brown replied that he is not aware of any.

Ms. Dorothy asked if the materials that Council received were the bid package. Mr. Greeson replied that it does not include all of the boiler plate information.

Ms. Dorothy stated that the package will go out. We have a time period and we get bids back and then we haven’t funded anything and staff will come back and discuss how the bids came back. Are we actually going to get this installed or how will this work. Mr. Whited replied that staff will prepare the bid package, obtain a contractor, and bring it back to Council for the appropriation.

Ms. Dorothy asked what would be the earliest timeline that the public would see the signs. Mr. Brown replied the earliest would probably be in April 2017.

Mr. Greeson commented that Council has already appropriated the funds.

Ms. Dorothy stated that members were told that we have very expensive taste so she didn’t know what portion of the wayfinding signage would actually come about next year. Mr. Greeson replied that we will find out.

MOTION Mr. Myers made a motion to authorize City Staff to bid the wayfinding project. The motion was seconded by Mr. Norstrom.

The motion carried unanimously by a voice vote.

Information Item(s)

• SR-161 Study

Mr. Greeson thanked President Michael for attending the first meeting of an advisory committee about the SR-161 study that is now underway. He shared that the meeting began with the creation and convening of a stakeholder advisory committee, which had a number of our residents and stakeholders along the SR-161 corridor engaged in it. That
was held last week. There will probably be a series of four or five meetings of that group leading into next spring. He will send members a memo that talks more about that process. He appreciates Ms. Michael being there.

Ms. Michael stated that she was really impressed with how many Worthington groups were represented. It felt good that we had good representation. She thinks that the consultants and everybody involved were willing to listen to what people had to say. Mr. Greeson agreed that it included a good cross-section of people throughout the corridor. He thinks it will be a good process.

- SR-161 Paving

Mr. Greeson shared that Council appropriated a local match for an urban re-paving project that will be completed by ODOT. City staff has been working with ODOT in recent weeks to plan the logistics of what is a challenging project in a heavily travelled corridor that has both local and non-local traffic. We believe the best approach is to perform nighttime paving. Regardless of when the work on that road is completed, it will create impacts. Our experience suggests that we need to try to limit the number of days that the project impacts the area because it is pretty congested. Nighttime work shortens the duration of the project. More of the roadway can be blocked and allows for more continuous work. They believe that the nighttime work will allow the project to be completed in half the time, so about three weeks or less. The contractor indicated that most residents will experience about two nights of work near their house as the project moves along the corridor. We and ODOT believes that this ensures a faster, more efficient, and safer project for the workers and more safety for the wide variety of users (bicyclist, pedestrians, etc.) during the daytime. Ms. Stewart will talk briefly about some of the communications efforts that are going to begin this week.

Ms. Stewart shared that she and a representative from our Service and Engineering Department attended a meeting this morning with ODOT and the contractor to get details so that we can begin communicating with residents and businesses in the area along SR-161. Our intent is to do mailers and door hangers for the properties along SR-161. Next week they will begin some day time work (between 9:00 am and 3:00 pm) to prepare the road for the overlay. The contractor plans to begin the nighttime work west of High St. to Olentangy River Road the week of September 18th. The contractor has been authorized to work between 8:00 pm and 5:00 am. They expect to mill and overlay each portion during the night. The week of the 25th they plan to work east of High St. There will be lights and noise associated with the work. They will be applying the finishing touches the first week of October (striping, loop detectors, etc.)

Mr. Whited added that this is an intrusive project but it will go much smoother, safer and quicker at night.

Mr. Greeson shared that members will see all of the normal communications effort as well as targeting the residents that are directly impacted.
Ms. Michael asked if social media and the neighborhood e-mail would be used. Ms. Stewart confirmed that she will be working with Anne Brown to get the information out in various forms.

- East Granville Road Park

Mr. Hurley, Parks Director, shared that many projects are being worked out in our parks. Tonight he would like to talk about one that is a little more community driven. There has been some success lately with little libraries at the East Granville Road Park. They are typically volunteer driven and people place books for others to look at while out in the park. This is a combination of Sustainable Worthington and an Eagle Scout. Shawn Daugherty from the Parks staff oversees many of these projects and oversaw this one. Eagle Scout Luke Bobay and his father did the patio area and set pavers that connects to the sidewalk that leads to the playground. Joanna Doles (Sustainable Worthington) husband, Allan Eiger constructed and installed (along with the scout) the library box. Books were donated by the Friends of the Worthington library and Wild Ones Columbus. It was a really neat project. He invited council members to check it out and thank Luke and Allan if they happen to bump into them around town.

REPORTS OF COUNCIL MEMBERS

Mr. Norstrom asked that the letter dated August 24th that members received from Michael Clevenger be added as part of these minutes (copy attached). Given some of the letters that Council members have received about us not sharing information and having discussions, he thinks Mr. Clevenger summed up very well that the information on how we make decisions is in the public domain.

Mr. Smith shared that he took the month of August to act as liaison between the National Church Residents group at Stafford Village and his neighborhood (the adjacent properties to the NCR property). He has been interfacing with two of them to try to get some dialog going about what that might look like in the future for both residents and the property owner. Those discussions have begun and we will start reaching out to the larger community, City Council and staff as months go on.

Ms. Dorothy thanked staff for keeping the city running smoothly without Council.

Ms. Michael welcomed everyone back. She added that there is a Blue Event being held at the MAC. Ms. Dorothy added that the Blue Event is a fundraiser and should be fun. There is a nominal fee to get in. All those in attendance can be a part of a mural there at the Center. She encouraged them to wear blue.

EXECUTIVE SESSION

MOTION

Mr. Myers made a motion to meet in Executive Session to discuss Board and Commission appointments, economic development, and appointment of personnel. The motion was seconded by Mr. Smith.
The motion carried by the following voice vote:

Yes  6  Troper, Norstrom, Dorothy, Smith, Myers, Michael

No  0

Council recessed at 8:34 p.m. from the Regular meeting session.

NOTE: Mr. Foust arrived at the meeting prior to the Executive Session.

MOTION  Mr. Myers made a motion to return to open session at 9:25 p.m. The motion was seconded by Mr. Troper.

The motion carried unanimously by a voice vote.

MOTION  Mr. Myers made a motion to re-appoint the following individuals to the following Boards/Commissions:

- Board of Zoning Appeals – Donald Falcoski
- Parks & Recreation Commission – Dan Armitage, Peter Calmari, Laura Ball and Robert Wendling
- Personnel Appeals Board – Charles Warner and Daniel Srsic
- Volunteer Firefighters Dependents Board – Robert Chosy and Paul Feldman

The motion was seconded by Mr. Troper.

The motion carried unanimously by a voice vote.

ADJOURNMENT

MOTION  Mr. Myers made a motion to adjourn. The motion was seconded by Ms. Dorothy.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 9:26 p.m.

______________________________
Clerk of Council

APPROVED by the City Council, this 19th day of September, 2016.

______________________________
Council President
August 24, 2016

To the leaders and members of the following groups:
Worthington Alliance for Responsible Development (WARD)
Old Worthington Association (OWA)
Citizens for Historic Worthington (CHW)
West Wilson Bridge Road Residents’ Group (WWB)
Keep Worthington Beautiful (KWB)

Worthington Citizens:
I am aware of your request to the members of Worthington City Council for information and a dialogue regarding the property at 1033 N. High Street in Worthington. You indicated in an email that you wished to be “informed participants” in what you describe as a “critical public policy issue.” You outlined five specific pieces of information you were seeking.

Also in your email to council you stated, “In Worthington, where an informed electorate has always been integral to shaping the direction of our city, we believe disregarding multiple requests to provide information is neither tenable nor acceptable.” I included this statement because I believe in an informed electorate as well. But, I also believe it is one’s responsibility to seek as much information on his or her own before criticizing others for not providing it.

So I share some information readily available that answers some of the questions you asked the city in your email.

1. The legal and financial options for a municipality to involve themselves in development projects are outlined in the Ohio Attorney General’s Ohio Economic Development Manual. You can find this manual at http://www.ohioattorneygeneral.gov/economic-development

2. You asked what would be the costs for the “purchase, development, and maintenance of a substantial public greenspace.” First, let’s assume that the county auditor’s fair market value of $6,861,800 for the 40.93 acres of land is indeed a fair price to pay. Purchasing 32 acres then would result in a price of $5,314,704, or $167,647 an acre.

   My immediate reaction was “there is no way the city can afford this.” But, rather than make an uninformed statement, I referred to the city’s approved 2016-2020 Capital Improvements Program. I quickly found that a purchase of this property alone would exceed the planned capital expenditures for each of the planned years. It would have to take precedence over expenditures for infrastructure: streets, sewers and parks; needed equipment: trucks, fire and police vehicles, etc.; and payments to retire previous bond issues.
In city manager’s memo included in the 2016 city’s operating budget, he said this:

Additional investment in the City’s aging buildings and equipment is necessary and reflected in the five-year CIP. This includes, among other projects, re-roofing of the south portion of the Community Center, the Municipal Building and the Fire Station. It also includes significant energy efficiency and HVAC improvements at the Community Center. These particular improvements have significant costs, but are projected to create offsetting long-term savings. We also face the need to replace a variety of major equipment. The CIP includes, among others items, a bucket truck, street sweeper, two medic vehicles, and multiple dump trucks over five years. These major commitments to maintaining existing facilities, replacing aging equipment, and debt associated with planned or completed projects are characteristic of an older, built out community that has significant public facility commitments in proportion to its size and population. It also results in a constrained five-year CIP. Annual funding is allocated to support community priorities for wayfinding and bicycle and pedestrian improvements. However, I want to emphasize that few, if any, other new or additional projects will be able to be added given the volume of existing obligations.

Please draw your own conclusions from the review of the city’s budget and capital improvement plan.

I have determined that purchasing the property is not in the best interest of the city; primarily because we do not have the revenue to support it, and the projects that are planned are necessary and demand priority. Also consider that by purchasing 32 acres, we are trading potentially income and property tax generating real estate for additional expense for the city. Because of this I didn’t attempt to consider where one might find the costs of development and operation of a public space such as this.

3. Also, I didn’t attempt to determine what information may be available to answer the last two questions you posed, nos. four and five in your email. I stopped after determining that the city doesn’t have the resources to fund such an expensive project. Also, the questions have just too many variables to consider that I’m not sure how valuable the information would be even if developed.

Please consider the information I have presented and certainly consider what you are asking the city to provide you; information on a project that is, in my opinion, financially impossible and does not contribute to the long-term financial stability of Worthington.

Mike Clevenger
46 W New England Ave.
Worthington OH 43085
614.885.5494
mike@mikeclevenger.com
ORDINANCE NO. 29-2016

Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor and Declaring an Emergency.

WHEREAS, this Council in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year beginning January 1, 2017; and,

WHEREAS, the Budget Commission of Franklin County, Ohio has certified its action to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within the ten mill tax limitation;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, Franklin County, State of Ohio, six-sevenths of the members elected thereto herein concurring that the amounts and rates as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further ordained that there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitation for tax year 2016 (collection year 2017) as follows:

SCHEDULE A

SECTION 1. Summary of amounts required from General Property Tax approved by the Budget Commission and County Auditor’s estimated tax rates.

<table>
<thead>
<tr>
<th></th>
<th>Amount to be Derived from Levies Outside 10 Mill Limitation</th>
<th>Amount Approved by Budget Commission 10 Mill Limitation</th>
<th>County Auditor’s Estimate of Full Tax Rate to be Levied Inside Limitation</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$ 1,458,408.24</td>
<td>$ 1,186,314.61</td>
<td>2.03</td>
</tr>
<tr>
<td>General Fund Charter</td>
<td>1,458,408.24</td>
<td>1,186,314.61</td>
<td>2.03</td>
</tr>
<tr>
<td>Bond Retirement</td>
<td>99,270.05</td>
<td>99,270.05</td>
<td>0.17</td>
</tr>
<tr>
<td>Police Pension</td>
<td>175,182.43</td>
<td>175,182.43</td>
<td>0.30</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 1,458,408.24</strong></td>
<td><strong>$ 1,460,767.09</strong></td>
<td><strong>2.50</strong></td>
</tr>
</tbody>
</table>
ORDINANCE NO. 29-2016

AND BE IT FURTHER ORDAINED:

SECTION 2. That the Clerk of Council be and hereby is directed to certify a copy of this ordinance to the County Auditor of Franklin County.

SECTION 3. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public health, safety and welfare, and notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed ______________

____________________________________________
President of Council

Attest:

____________________________________________
Clerk of Council

Introduced September 6, 2016
P.H. September 19, 2016
MEMORANDUM

TO: Matthew H. Greeson, City Manager
FROM: Molly Roberts, Director of Finance
DATE: September 2, 2016
SUBJECT: Ordinance Accepting the Amounts & Rates and Authorizing the Necessary Tax Levies and Declaring an Emergency

Please include the attached ordinance on the agenda for September 6, 2016 for introduction, set the public hearing for September 19th and declaring an emergency for an immediate effective date. This Ordinance is an annual housekeeping item required by each taxing authority within the State of Ohio for the purpose of Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor. This legislation item is requested for passage as required by Ohio Revised Code Section 5705.34. In accordance with O.R. C. 5705.34, this legislation item must be adopted and submitted annually to the Franklin County Budget Commission by October 1. This Ordinance must be passed as an emergency measure in order to meet the required deadline of October 1st.

This ordinance accepts the tax rates and amounts as determined by the Franklin County Budget Commission based on the tax budget, which is submitted annually in July. The property tax rate for the City of Worthington remains unchanged for 2016 in the amount of 5.0 mills, which consists of 2.5 mills of inside millage and 2.5 mills of charter millage. The estimated tax revenues are based on current property valuations and any preliminary new construction as of January 1, 2016. Current tax revenues may increase or decrease when actual valuation and effective tax rate data become available in December 2016. These adjustments, if made, would be reflected on the Amended Official Certificate of Estimated Resources as received in January 2017.
ORDINANCE NO. 31-2016

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Design Costs of the Municipal Building Chimney Repair Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 632-16)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8130.533361 an amount not to exceed Twenty-Five Thousand Dollars ($25,000.00) to pay the design cost of the Municipal Building Chimney Repair Project and all related expenses (Project 632-16).

SECTION 2. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed __________

_______________________________  President of Council

Attest:                                Introduced September 6, 2016
_______________________________  P.H. September 19, 2016

Clerk of Council
MEMORANDUM

To: Matthew H. Greeson, City Manager
From: Daniel W. Whited, Director of Service & Engineering
Cc: Darren Hurley, Director of Parks & Recreation
Chuck Sgandurra, Building Maintenance Supervisor
Subject: City of Worthington Critical Worthington Roof Repair
Date: September 16, 2016

As noted in my August 31 Memo to you on this same subject, the City has numerous buildings that are in significant need of repair. The Service & Engineering Department has been working closely with Mays Consulting & Engineering (Mays) to evaluate and prioritize the needed improvements related to roofs, windows and doors. The expected cost of improvements is estimated to exceed $1.6M.

At the September 6 Council meeting, an ordinance was approved (by emergency) to complete design plans and complete construction of a fix for the Worthington Community Center – South End Shingle Removal Area.

This memo addresses the critical issue of chimney leaks at the Municipal Building. As you are aware, leaks are occurring at the building’s four chimneys. It is recommended that these leaks be further investigated to determine the exact cause of the leaks and an evaluation be conducted to determine the best method for repair. It is presumed, at this time, that masonry through-wall flashing installation will be required, along with EPDM roof replacement on all four chimneys (a full investigation is required to determine final scope of work). Estimated engineering services fees for this work is $24,250 ($9,250 investigation + $ 15,000 design). The estimated construction cost is $72,000.

Staff recommends Council approval of Ordinance 30-2016 to engage Mays to complete the design of Municipal Building chimney repairs (in the amount of $25,000) with the intention of engaging a contractor to complete these repairs in late 2016 or early 2017.

Background information (as included with the previous memo) is attached.
August 29, 2016

Dan Whited, P.E.  
Director of Service & Engineering  
City of Worthington  
380 Highland Avenue  
Worthington, OH 43085

Sent Via Email: dwhited@ci.worthington.oh.us

RE: Chimney Repair Professional Services Proposal - Worthington Municipal Building

Dear Mr. Whited:

Mays Consulting & Evaluation Services, Inc. ("Consultant") is pleased to submit this proposal to the City of Worthington ("Client") to provide Chimney Repair Professional Services for the Worthington Municipal Building.

The intent of our proposal is to perform visual and water-spray testing investigations of the chimney components to determine the cause of on-going moisture intrusion issues and provide recommendations for corrective action (basis of repair design).

After the basis of repair design is determined, we will provide the technical specifications and drawings to address the repairs. The preliminary repair scope of work is anticipated to include masonry through-wall flashing installation and replacement of EPDM roofs on chimneys. Once construction documents are completed, we will assist the Client in obtaining contractor bids and provide construction phase services, as further described in this proposal.

Our services will be performed in accordance with the following proposed Scope and Cost of Services.

**SCOPE OF SERVICES**

**A. Pre-Design Phase (Leak Investigation)**

1. Conduct a site visit to perform a visual review of the existing conditions and leaks issues. While on-site, we will also conduct water-spray testing at select locations in the vicinity of the leak area in an effort to isolate and identify the specific components that are suspected to be the cause of leakage. The water-spray testing shall be completed in accordance with a modified version of the AAMA 501.2 test method. We anticipate two (2) full days on-site will be needed to conduct the investigation.
• For access and safety reasons, the investigation will be accomplished with the use of aerial lift equipment (80’ boom lift), which we will provide. Where aerial lift equipment is to be utilized, it will be necessary to traverse sidewalk and grass areas to get in position to safely access the investigation areas. We will take reasonable precautions to prevent damage to the sidewalks and landscaping when using aerial lift equipment, however any damages to the sidewalks or grass areas shall be the responsibility of the Client to repair. We also request sprinkler systems be turned off one week prior and up until end of aerial lift use.

• Access to a standard ¾” water hose connection within 200’ of test area(s) and an electrical power supply (110V and 20 amps) within 100’ of test area(s) will be required.

• While the aerial lift is available on-site, we utilize it to access the tower structure to gather information for the planned future shingle roof replacement project.

• The Client to arrange for access to relevant interior areas, as necessary, during the testing so that leaks produced by the testing (if any) can be monitored. The intent of the water spray testing is to replicate leaks in a controlled manner in order to better determine the source of the leakage. We will attempt to minimize leak conditions caused by the testing, however the Consultant is not responsible for any damage to the building, building interior or contents which result from the testing. The Client agrees to waive all Consultant responsibility and liability regarding potential damage as a result of the testing.

2. Provide a written report, which will include leak investigation findings, photo documentation of typical deficiencies and recommendations for corrective action and/or further testing if necessary. The report will be submitted to the Client in electronic format (PDF).

Note: Our scope of services does not include any destructive testing or disassembly of roofing or exterior wall system components. Suspect deficiencies identified during the visual review requiring these services will be brought to the Client’s attention and a separate proposal for these services will be provided.

B. Design Phase

1. Based on the mutually agreed-upon schedule and construction budget requirements, the Consultant shall prepare, for approval by the Client, construction plans, specifications, and bid documents necessary for permitting and construction and setting forth in detail the requirements for the chimney repair work. Following approval by the Client, construction documents will be finalized and prepared for obtaining bids from contractors.

C. Bid Phase

The Consultant, following the Client's approval of the construction documents, shall:
1. Assist the Client in identifying and inviting qualified contractors to submit bids to perform the work. Note: Required bid advertisement publishing costs to be responsibility of the Client.

2. Schedule and conduct a pre-bid meeting to familiarize contractors with the scope of work. Written minutes of the pre-bid meeting will be prepared and distributed.

3. Review and respond to contractor requests for information during the bid process.

4. Attend bid opening with the Client. Evaluate contractor bids and qualifications and prepare summary of bids letter to Client with contractor recommendation.

D. Construction Phase - Construction Administration

The Consultant’s Construction Administration activities shall include:

1. Review and approve or take other appropriate action upon the Contractor’s submittals.

2. Schedule and conduct a pre-construction meeting with the Client and the contractor. Written minutes of the meeting will be prepared and distributed.

3. Conduct periodic site visits to review the progress of the work and conformance to the construction documents. Provide written and photographic documentation of the construction progress, as observed during the site visits. *We have allowed for four (4) periodic site visits over an estimated four (4) week construction period.*

4. Document and certify the contractor’s applications for payment.

5. Review and approve or take other appropriate action upon the Contractor’s written warranties and related closeout documents required by the contract documents.

**COST OF SERVICES**

The cost of our services, including expenses, to complete the aforementioned services is estimated to not exceed **$24,250.00**, as outlined below.

<table>
<thead>
<tr>
<th>Phase</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Pre-Design Phase</td>
<td>$ 9,250.00</td>
</tr>
<tr>
<td>B. Design Phase</td>
<td>$ 6,700.00</td>
</tr>
<tr>
<td>C. Bid Phase</td>
<td>$ 3,500.00</td>
</tr>
<tr>
<td>D. Construction Phase</td>
<td>$ 4,800.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 24,250.00</strong></td>
</tr>
</tbody>
</table>

Invoices will be submitted monthly and in proportion to services performed. Payments are due and payable fifteen (15) days from the date of the Consultant’s invoice.
Mays Consulting & Evaluation Services, Inc. appreciates the opportunity to submit this proposal, and we look forward to working with you on this project. If the proposal is acceptable to you, please sign where indicated and return a copy of the complete proposal and a valid purchase order to the undersigned.

CLIENT

(Signature)

(Printed name and title)

(Date)

CONSULTANT

(Signature)

Jim Mays, Operations Manager

(Printed name and title)

August 29, 2016

(Date)

The terms and conditions on the following page(s) of this form are part of this proposal. Contact information for return of signed proposal (email or fax is acceptable):

Jim Mays
Operations Manager
Mays Consulting & Evaluation Services, Inc.
PO Box 1020
Delaware, Ohio 43015
Phone: (740) 363-9511
Fax: (740) 363-3050
Email: jmays@mces.com
TERMS AND CONDITIONS

- Scope of work changes requested by the Client and/or changes caused by unforeseen hidden conditions will be billed in addition.

- In providing services under this agreement, the Consultant will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. The Consultant will perform its services as expeditiously as is consistent with professional skill and care and the orderly progress of Consultant's part of the Project. Regardless of any other term or condition of this Agreement, Consultant makes no express or implied warranty of any sort. All warranties, including warranty of merchantability or warranty of fitness for a particular purpose, are expressly disclaimed.

- For all construction projects, the Consultant shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Project, since these are solely the Contractor's rights and responsibilities. The Consultant shall not be responsible for the performance by the Architect and Construction Manager of the services required by the Architect's and Construction Manager's agreement with the Owner. The Consultant shall be responsible for the Consultant's negligent acts or omissions, but shall not have control over or charge of and shall not be responsible for acts or omissions of the Architect, Construction Manager, Contractor, Subcontractors, or their agents or employees, or of any other persons or entities performing portions of the Project.

- Notwithstanding any other provision to the contrary, and to the fullest extent permitted by law, neither the Client nor the Consultant shall be liable to the other for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or this Agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business or income or any other consequential damages that either party may have incurred from any cause of action whatsoever.

- The Consultant shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form including mold. The existing or constructed building may, as a result of post-construction, use, maintenance, operation or occupation, contain or be caused to contain mold substances which can present health hazards and result in bodily injury, property damage and/or necessary remedial measures and costs for which the Consultant shall have no responsibility.

- The Client agrees, to the fullest extent permitted by law, to indemnify and hold Consultant and its subcontractors harmless from and against any and all damage, losses or cost (including reasonable attorneys' fees and defense costs) caused in whole or in part by the Client's acts, errors or omissions and those of anyone for whom they are legally liable. Furthermore, the Consultant agrees, to the fullest extent permitted by law, to indemnify and hold Client and its subcontractors harmless from and against any and all damage, losses or cost caused in whole or in part by the Consultant's negligent acts, errors or omissions and those of anyone for whom they are legally liable.

- The Client agrees, to the fullest extent permitted by law, to limit the Consultant's total liability to the Client or anyone making claims through the Client, for any and all damages or claim expenses (including attorney's fees) arising out of this Agreement, from any and all causes, to the total amount of the Consultant's fee under this agreement.

- This agreement may be terminated upon ten (10) days written notice by either party should the other fail to perform their obligations hereunder. In the event of termination, the Client shall pay the Consultant for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

- Any claim or dispute between the Client and the Consultant shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s). If the Parties cannot agree upon a mediator the claim or dispute shall be submitted to the American Arbitration Association (AAA) for mediation in accordance with the Construction Arbitration and Mediation Rules of the AAA then in effect. Unless otherwise specified, the laws of the State of Ohio shall govern this agreement.

- All documents produced by the Consultant under this agreement, including electronic files, shall remain the property of the Consultant and may not be used by this Client for any other purpose without the written consent of the Consultant. Any such use or reuse shall be at the sole risk of Client who shall defend, indemnify and hold the Consultant and its subconsultants harmless from any and all claims and/or damages arising therefrom. Electronic files are not contract documents and cannot be relied upon as identical to contract documents because of changes or errors induced by translation, transmission, or alterations while under the control of others. Use of information contained in the electronic files is at the user's sole risk and without liability to the Consultant and its subconsultants.

- Execution of this agreement by the Client, issuance of a retainer, or issuance of a purchase order by Client, will constitute acceptance of the terms and condition of this agreement. Any additional terms or conditions stated in Client's purchase order, or other written communication accepting this agreement, or contained in any general or special conditions issued by Client, or by alteration by Client of this contract form, shall not be valid under any circumstances unless specifically adopted or approved by written response of Consultant. Failure to respond by Consultant shall be deemed a denial of any additional terms or conditions stated in Client's acceptance or counter-proposal of Client.
July 1, 2016

Dan Whited
Director of Service & Engineering
City of Worthington
380 Highland Avenue
Worthington, Ohio 43085

RE:  City of Worthington – Building Envelope Project Prioritization Recommendations

Dear Mr. Whited:

We have generally reviewed the following projects that are scheduled to have work completed on the building envelope (i.e. roofing, windows, masonry, etc.) and we have the following recommendations for prioritization:

1. Community Center – South End Shingle Removal Area – There is an area on the original portion of the community center that the shingles were removed in an attempt to repair the roof area that was experiencing constant leakage. After the removal of the shingles, it became apparent that the roof insulation and roof deck were severely deteriorated. We recommend that this roof area be replaced with new roof system similar to the addition area of the community center rather than installing a repair that would later be removed when the remainder of the roof areas are replaced.

   Timing of Work: 2016

   Estimated Engineering Services Fees: $14,200

   Estimated Construction Costs: $45,000

2. Municipal Building – Chimney Leaks – There are leaks occurring at the four (4) chimneys at the municipal building. We recommend these leaks be investigated to determine what is causing the leaks and the best method for repair. Construction estimate below assumes masonry through-wall flashing installation will be required in addition to EPDM roof replacement on all four (4) chimneys (investigation needed to determine final scope of work).

   Timing of Work: 2016

   Estimated Engineering Services Fees: $24,250 ($9,250 investigation + $15,000 design)

   Estimated Construction Costs: $72,000
ORDINANCE NO. 32-2016

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund and Accrued Acreage Fund Unappropriated Balances.

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the General Fund and the Accrued Acreage Fund unappropriated balances to:

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund #101</td>
<td>Overtime – Fire Operations</td>
<td>$130,000.00</td>
</tr>
</tbody>
</table>

General Fund Total $130,000.00

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accrued Acreage Fund #825</td>
<td>Accrued Acreage Fee</td>
<td>$50,800.00</td>
</tr>
</tbody>
</table>

Accrued Acreage Total $50,800.00

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed ________________

____________________________________
President of Council

Attest:

______________________________  P.H. September 19, 2016
Clerk of Council

Introduced September 6, 2016
RESOLUTION NO. 39-2016

Amending the Job Description for the Position of Maintenance Superintendent and Amending the Pay Resolution to Accommodate Said Position.

WHEREAS, City Council wishes to amend the job description for the position of Maintenance Superintendent; and,

WHEREAS, it is necessary to amend the job description for the position of Maintenance Superintendent to properly reflect the duties of this position; and,

WHEREAS, City Council wishes to amend Resolution No. 56-2015 to adjust the salary range of the Maintenance Superintendent position from Range 26 to Range 25;

NOW THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the job description for the position of Maintenance Superintendent (Class Specification No. 151) as per the description attached hereto be and the same is hereby amended.

SECTION 2. That Resolution No. 56-2015 establishing compensation for classified positions in the City be and the same is hereby amended to adjust the salary range for the Maintenance Superintendent position from Range 26 to Range 25.

SECTION 3. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted_________________

____________________________________
President of Council

Attest:

__________________________
Clerk of Council
General Statement of Duties

Under direction of the Director of Service and Engineering, performs administrative and supervisory duties within the Department; supervises routine and daily maintenance and repair activities within the Department, supervises and performs, as necessary, equipment operations and other related work performed by personnel in the Department, performs certain skilled work as required; maintains records and generates reports; coordinates staff activities in routine and emergency operations; assists in data collection and preparation of Service and Engineering Departmental reports and projects; assists in the development and supervision of employee training programs; performs other duties as required by the Director; may serve as Acting Director in the absence of the Service and Engineering Director, and provides support to the Director to assist in infrastructure planning, design, maintenance and operation.

Essential Functions of the Position:

Oversees, plans, directs and assists the Director with the department’s performance of public infrastructure maintenance systems and operations within the City.

Supervises the repair and maintenance of in-house construction of streets, utilities (including public sanitary sewers and storm sewers), public buildings and public right of ways and grounds.

Works with the City Engineer in developing annual capital improvements projects/planning; managing allocation of resources on asset maintenance, rehabilitation and/or replacement, and prioritization of order of maintenance.
Plan and coordinate with other departments for detours, road closures, and personnel needed for Special Event activities such as (Memorial Day Parade, Fourth of July Picnic and Market day).

Available to receive all emergency or non-emergency phones calls 24/7. Ability and Knowledge to proactively allocate personnel and/or resources based on situation. Examples (snow, sewer backups, downed trees or power outages).

Directs and supervises the planning of activities of the Maintenance Supervisors, Traffic Technician, Maintenance Technicians, Custodian(s) and others, and assigns routine and emergency work orders/tasks. Evaluates job performance as well as suggests/administers measures for improved productivity.

Assists with the budgetary management of the department’s operating budget and oversees the budgetary decisions of the division supervisors.

Ascertains type and quantity of materials, equipment, and labor force for various tasks.

Represents the City in an advisory capacity to other public service/public works organizations including but not limited to Solid Waste Authority of Central Ohio, Mid-Ohio Regional Planning Commission, Central Ohio Transit Authority and American Public Works Association.

Performs skilled and/or unskilled labor as required.

Schedules Departmental work activities and maintains work records and standards of performance for the various activities.

Performs or delegates yearly employee evaluations for Service Department staff.

Assists Director in development and administration of strategic objectives.

May serve as Acting Service and Engineering Director in the absence of the Director.

**Knowledge, Skills and Abilities:**

Knowledge of principles and practices of effective municipal street, underground utilities, building and ground maintenance operations and procedures.
Knowledge of basic engineering principles.

Knowledge of basic GIS principles.

Knowledge of the principles and practices of local governmental administration.

Strong written and oral communication skills.

Ability to lift and carry heavy objects up to fifty pounds.

Ability to express oneself accurately both verbally and in writing.

Tact and courtesy in dealing with the public and other staff while performing assigned duties.

Strong knowledge of computers including word processing, spread sheets, collaborative project management software, and data bases, as well as, ability to conduct research using online resources.

Ability to establish and maintain a strong working relationship with the Director of Service and Engineering, other City Departments, employees and the general public.

Ability to assist Director in staff training and personal development.

Ability to develop and maintain strong relationships with City partners and stakeholders such as (State of Ohio, City of Columbus, surrounding townships, Worthington Schools, Library, and citizen groups).

Knowledge of information resources available to local government.

Ability to plan, supervise and coordinate the work of both skilled and unskilled maintenance personnel (full time, part time and seasonal/temporary) and coordinate with in-house and consultant technical personnel.

**Minimum Requirements of the Position:**

Must possess a High School diploma, G.E.D. or equivalent certification, with a minimum of four years supervisory experience in municipal maintenance. Associates Degree, and/or continuing education related to municipal maintenance, desired.
Must be available for 24/7 emergency response.

Must possess a valid Class A Ohio Commercial Driver's License with tanker endorsement.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. 39-2016; Effective _
RESOLUTION NO. 40-2016

Accepting the Recommendations of the 2016 Worthington Tax Incentive Review Council Concerning Parcels of Commercial Real Property in the City of Worthington Receiving Tax Exemptions for Purposes of Economic Development

WHEREAS, Worthington City Council has from time to time provided economic development incentives through means of Community Reinvestment Area (CRA) and Tax Increment Financing (TIF) exemptions to foster redevelopment of various commercial properties within the City; and,

WHEREAS, the City of Worthington annually collects performance data from each such exempted economic development project and reports the same to the Ohio Development Services Agency; and,

WHEREAS, in addition to reporting to the State, Worthington City Council has acted pursuant to Ohio Revised Code Section 5709.85 to create the Worthington Tax Incentive Review Council (TIRC) for purposes of annually reviewing all City agreements granting CRA and TIF property tax exemptions; and,

WHEREAS, the TIRC met on August 18, 2016 for purposes of its annual review of performance data collected from all tax-exempted economic development projects (the same data reported to the State), with the TIRC making recommendations concerning the on-going status of each such economic development project; and,

WHEREAS, Worthington City Council must thereafter meet and vote to accept, reject or modify all or any portion of the TIRC’s recommendations within sixty days of the TIRC’s review, as per Ohio Revised Code Section 5709.85(E); and,

WHEREAS, the City is desirous of ensuring that each tax-exempted economic development project that remains in good standing and eligible under Ohio law continues to receive the benefits of such tax incentives.

NOW THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the City hereby accepts the TIRC’s recommendations to continue as-is the three (3) active CRA abatement projects and the seven (7) active TIF projects on the basis of performance data reported for the year ending December 31, 2015.
RESOLUTION NO. 40-2016

SECTION 2. That the Clerk of Council is hereby directed to deliver a copy of this Resolution to the Auditor of Franklin County, Ohio, after its passage and upon request made by said Auditor’s representative.

SECTION 3. That the Clerk of Council be instructed to record said Resolution in the appropriate record book.

Adopted _____________________

_____________________________________
President of Council

Attest:

_____________________________________
Clerk of Council
MEMORANDUM

TO: Matt Greeson  
FROM: David McCorkle  
DATE: September 19, 2016  
SUBJECT: 2016 Worthington TIRC follow-up actions by City Council

This memo is intended to summarize actions taken by the Worthington Tax Incentive Review Council (TIRC) during its recent meeting as well as to recommend follow-up actions by Worthington City Council.

**Recommended Action by City Council**

- The 2016 Worthington TIRC recommended continuing all active Community Reinvestment Area abatements and Tax Increment Financing exemptions.
- The Worthington TIRC’s recommendations are believed by City staff to be reasonable and appropriate.
- This action will continue the City’s various tax exemption projects for 2016. The Worthington TIRC will re-evaluate the projects again in 2017.

**Background**

Community Reinvestment Area (CRA) abatements and Tax Increment Financing (TIF) exemptions are administered locally by the City’s economic development staff, subject to State law requirements. One such requirement is to hold an annual TIRC meeting to review active projects in Worthington receiving tax exemptions.

The Worthington TIRC held its annual meeting on August 18, 2016 to review the City’s three (3) CRA abatement projects and seven (7) TIF projects active during reporting year 2015. The Worthington TIRC is charged with making recommendations to City Council to continue, modify, or cancel each active exemption agreement. The TIRC has made its recommendations and action by Worthington City Council is required under State law by October 17th.
1. **WORTHINGTON STATION PROJECT (862–918 Proprietors Road)**

   **Project Background:**

   The Worthington Station Project is made up of individual parcels comprising the former Worthington Foods manufacturing site. The facility sat vacant and unused and the property was demolished by the Robert Weiler Company in 2005. Thereafter, the property was sold to developer 900 Proprietors, LLC. (See Figure 1, next page)

   Worthington City Council passed Ordinance 13-2007 (April 2007) authorizing the 75 percent, 10-year abatement on any improvements made to the Worthington Foods site. To-date, only a portion of the entire manufacturing site has been redeveloped. Although the original plan was to construct up to 12 office condominium buildings (total 85,000 sq ft), only four (4) such buildings (total 17,900 sq ft) were ever constructed; each building is located on its own parcel. In response, Worthington City Council passed Ordinance 57-2010 (December 2010) to limit the CRA abatement to only those parcels redeveloped through 2010.

   During the 2015 reporting year, all four buildings at the project site were subject to an active CRA abatement. All the abated properties have been purchased from the original developer. The four owners during the 2015 reporting period were: BCR Worthington LLC; Ohio Soybean LLC; Rail Road Investments LLC; and WFP Properties LLC.
2015 Reporting Year -- Project Performance:

<table>
<thead>
<tr>
<th>Amended Agreement Terms</th>
<th>As of Dec. 31, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment Time Frame</td>
<td>01.31.2011</td>
</tr>
<tr>
<td>Retained Jobs</td>
<td>-</td>
</tr>
<tr>
<td>Retained Payroll</td>
<td>-</td>
</tr>
<tr>
<td>New Jobs</td>
<td>44 FT</td>
</tr>
<tr>
<td>New Annual Payroll</td>
<td>$2,599,936</td>
</tr>
</tbody>
</table>

The 2015 monitoring fee ($500) was properly paid by the property owners.

TIRC Recommendation:

City Council should continue the CRA abatement, with project companies in compliance. City staff agrees with the recommendation by the Worthington TIRC to continue the CRA abatement as-is.

2. **ROADRUNNER PROJECT (535 Lakeview Plaza Blvd.)**

Project Background:

The City of Worthington entered into a CRA exemption agreement with the developer Lakeview Properties in October 2007 to encourage development of office, warehouse and retail space on the site at 535 Lakeview Plaza Blvd. Under the terms of the agreement, a 75 percent, 10-year tax exemption was put in place on the property. The agreement expressly identified the developer Lakeview Properties as the owner and RoadRunner Sports Inc. as the tenant. (See Figure 2)

Amendments were made in 2011 by the TIRC and City Council to change the abatement: (i) reducing the benefit from 75 to **60 percent** for the remainder of the abatement term; (ii) reducing new full-time jobs committed to 50; (iii) reducing annual payroll commitments to $1,395,000; and (iv) assigning the abatement to the new owner of the parcel (RM-Use LLC).
2015 Reporting Year -- Project Performance:

<table>
<thead>
<tr>
<th></th>
<th>Amended Agreement Terms</th>
<th>As of Dec. 31, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investment Time Frame</strong></td>
<td>11.01.2009</td>
<td>10.2008</td>
</tr>
<tr>
<td><strong>Retained Jobs</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Retained Payroll</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>New Jobs</strong></td>
<td>50</td>
<td>57</td>
</tr>
<tr>
<td><strong>New Annual Payroll</strong></td>
<td>$1,395,000</td>
<td>$1,593,608</td>
</tr>
</tbody>
</table>

The 2015 monitoring fee ($500) was properly paid by the property owners.

**TIRC Recommendation:**

City Council should continue the CRA abatement, with the project company in compliance. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.
3. **WORTHINGTON PROFESSIONAL PARK PROJECT (740-760 Lakeview Plaza Blvd.)**

**Project Background:**

Worthington entered into a CRA abatement agreement with the developer Worthington Professional Park Limited (WPPL) in May 2007 to encourage the redevelopment of commercial space located at 150-760 Sancus Blvd (now the office condominiums at 740-760 Lakeview Plaza Blvd). Under the terms of the agreement, a **75 percent, 10-year** tax abatement was to have been put in place on the property. (See Figure 3)

The original development plan for the property was for WPPL to improve existing facilities at the site and create office condominiums for sale to commercial office users. At this time, the condominium project has been built-out, with improvements to 740 Lakeview Plaza Blvd completed in October 2007 and improvements to 760 Lakeview Plaza Blvd completed in November 2008. The several condominium units comprising those buildings were then sold to new commercial owners.

**Figure 3: Worthington Professional Park Project CRA map**

After the 2012 TIRC, at which this project was presented as incomplete, City staff submitted CRA applications for the condominium parcels comprising the project site. The Franklin County Auditor’s Office responded that it would recognize abated improvements for six (6) of the 11 condominium parcels at the project site.
2015 Reporting Year -- Project Performance:

<table>
<thead>
<tr>
<th></th>
<th>Amended Agreement Terms</th>
<th>As of Dec. 31, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investment Time Frame</strong></td>
<td>12.31.2009</td>
<td>11.2008</td>
</tr>
<tr>
<td><strong>Retained Jobs</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Retained Payroll</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>New Jobs</strong></td>
<td>35 FT</td>
<td>40 FT</td>
</tr>
<tr>
<td><strong>New Annual Payroll</strong></td>
<td>$1,886,345</td>
<td>$2,273,213</td>
</tr>
</tbody>
</table>

The 2015 monitoring report and fee ($500) was properly filed by each of the four property owners.

TIRC Recommendation:

City Council should continue the CRA abatement, with project companies in compliance. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.

**TIF - ACTIVE PROJECTS**

1. **WORTHINGTON STATION PROJECT (862 – 918 Proprietors Road)**

Project Background:

Worthington City Council passed Ordinance 50-2007 to authorize a **25 percent, 10-year** parcel TIF on the redevelopment of the former Worthington Foods manufacturing site. The TIF revenues are to reimburse the City’s investment, made in 2005, of $150,000 for constructing a sound barrier along the railroad tracks at the eastern end of the site.

Because only a portion of the site actually was redeveloped, Worthington City Council limited the TIF by removing the exemption from the undeveloped portions of the Worthington Foods site (Ordinance 58-2010).

2015 Reporting Year -- Project Performance:

Through year-end 2015, the City recognized $153,390.93 in deposits to the TIF fund for purposes of reimbursing the cost of construction for a sound wall at the project site.
For reporting year 2015, the increase in the true value of parcels of real property on which TIF’ed improvements took place equaled $758,700. The number of new employees at the project site was 39, and retained employees were zero (0).

TIRC Recommendation:

City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.

2. **WORTHINGTON SQUARE VENTURE LLC (7227 North High Street)**

Project Background:

Worthington City Council passed Ordinance 47-2010 to authorize a **100 percent, 30-year** urban redevelopment TIF on the value of improvements made to the former Worthington Square Mall. The TIF revenues are intended to reimburse the developer, Worthington Square Venture LLC, for the costs of various improvements to entrance facades and streetscapes at the southern, eastern and northeastern portions of the 140,000 sq ft retail facility.

In late December 2011, the developer submitted the required documentation to file the TIF. In February 2013, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the mall parcel.

In March 2015, Worthington City Council passed Ordinance 07-2015 authorizing the City Manager to sign the Acknowledgement of Termination to eliminate the TIF’s existing school compensation agreement. Ordinance 07-2015 also amended the existing TIF to convert it to a non-school TIF.

2015 Reporting Year -- Project Performance:

During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has not found an increase in the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

TIRC Recommendation:

City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.
3. **WEST WILSON BRIDGE ROAD INCENTIVE DISTRICT TIF (160 W. Wilson Bridge)**

   **Project Background:**

   Worthington City Council passed Ordinance 45-2012 to authorize a **100 percent, 30-year**, non-school incentive district TIF on the value of improvements made by Worthington Square Acquisition, LLC to develop a mixed-use office and residential project on the rear parking lot behind the Shops at Worthington Place and the former James Tavern site at 160 West Wilson Bridge Road.

   In April 2014, the City submitted the required documentation to file the TIF. In May 2014, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the mixed-use project.

   **2015 Reporting Year -- Project Performance:**

   During 2015, the City recognized $3,034.32 in deposits to the TIF fund. Although the increase in the true value of parcels of real property on which TIF’ed improvements took place equaled $15,242,600, the timing of payments resulted in nominal deposits flowing into the TIF fund in 2015.

   **TIRC Recommendation:**

   City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.

4. **WEST DUBLIN GRANVILLE ROAD TIF (2233 - 2299 West Dublin-Granville Rd.)**

   **Project Background:**

   Worthington City Council passed Ordinance 42-2013 to authorize a **75 percent, 10-year** parcel TIF on the value of improvements made to the former Segna Volvo dealership property. The TIF revenues are intended to cover the construction of public infrastructure improvements to the intersection of State Route 161 (West-Dublin Granville Road) and Linworth Road.

   In April 2015, the City submitted the required documentation to file the TIF. In November 2015, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the project.
2015 Reporting Year -- Project Performance:

During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

TIRC Recommendation:

City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.

5. 933 HIGH STREET TIF (933 High St.)

Project Background:

Worthington City Council passed Ordinance 24-2014 to authorize a 75 percent, 10-year parcel TIF on the value of improvements made to the former multi-tenant office development on High Street in Old Worthington. The TIF revenues are intended to cover the construction of storm sewer improvements, buried utility lines and other public infrastructure improvements at the site being redeveloped by Fresh Thyme Farmers Market.

In September 2014, the City submitted the required documentation to file the TIF. In February 2015, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the project.

2015 Reporting Year -- Project Performance:

During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

TIRC Recommendation:

City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.

6. DOWNTOWN WORTHINGTON TIF DISTRICT

Project Background:

Worthington City Council passed Ordinance 33-2014 to authorize a 100 percent, 30-year incentive district TIF on the value of improvements made to properties within the district.
The TIF is enclosed by a continuous boundary and incorporates real estate parcels that adjoin High Street, from South Street to North Street. The incentive district comprises approximately 28 acres.

In January 2015, the City submitted the required documentation to file the TIF. In May 2016, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the incentive district.

2015 Reporting Year -- Project Performance:
During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

TIRC Recommendation:
City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.

7. **350 WEST WILSON BRIDGE ROAD TIF**

Project Background:
Worthington City Council passed Ordinance 36-2015 to authorize a **75 percent, 10-year** urban redevelopment TIF on the value of improvements made to the property located at 350 W. Wilson Bridge Road. The TIF revenues are intended to help offset the costs associated with the construction of public infrastructure improvements.

In December 2015, the City submitted the required documentation to file the TIF. In July 2016, the City responded to a request from the Ohio Department of Taxation for supplemental documentation. The Ohio Tax Commissioner has not yet issued a final determination acknowledging the TIF exemption for the project.

2015 Reporting Year -- Project Performance:
During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

TIRC Recommendation:
City Council should continue the TIF exemption. City staff considers the recommendation set forth by the Worthington TIRC to be reasonable and appropriate.
DRAFT Meeting Minutes

Thursday, August 18, 2015 ~ 3:00 P.M.

Louis J.R. Goorey Worthington Municipal Building
The John P. Coleman Council Chamber
6550 North High Street
Worthington, Ohio

Tax Incentive Review Council

Brian Katz, Chairman (County Auditor Designee)
Blake Bishop
T.J. Cusick
Matt Gregory
Anne Dorrian-Lenzotti
Parker MacDonell
Jeff McCuen
John Oberle
John O’Keefe
Sadicka D. White

City of Worthington Staff
Robyn Stewart
Pam Fox
Molly Roberts
David McCorkle
Tanya Maria Word
Mary Turner
A. CALL TO ORDER – Tax Incentive Review Council (TIRC)

Mr. Katz called the meeting to order at 3:04 P.M.

Council Members Present:  
Brian Katz, Chair  
Blake Bishop, (Commissioner’s Representative)  
T.J. Cusick (Assistant Treasurer for the School District)  
Matt Gregory (City Representative)  
Parker MacDonell (City Representative)  
Jeff McCuen (Treasurer for the School District)  
John O’Keefe (Sharon Township Fiscal Officer)  
John Oberle (Sharon Township Trustee)

Auditor Staff Present:  
Shelley May

City Staff Present:  
Robyn Stewart  
Pam Fox  
Molly Roberts  
David McCorkle  
Tanya Maria Word

B. APPROVAL OF TIRC MINUTES – June 4, 2015 TIRC Minutes

Mr. Bishop moved to adopt the minutes with the following correction: on page 2 under Council Members Present, Mr. O’Keefe’s title should be Fiscal Officer not Trustee. Mr. Oberle seconded the motion.

The motion to adopt the minutes passed.

C. AGENDA ITEMS:

Chairman Katz introduced the agenda items for CRA and invited Mr. David McCorkle to brief the members. As such, Mr. McCorkle presented the following:

Background of Worthington CRA Activity

1. WORTHINGTON STATION PROJECT (862–918 Proprietors Road)

   Project Background:

   The Worthington Station Project is made up of individual parcels comprising the former Worthington Foods manufacturing site. The facility sat vacant and unused and the property was demolished by the Robert Weiler Company in 2005. Thereafter, the property was sold to developer 900 Proprietors, LLC. (See Figure 1, next page)
Worthington City Council passed Ordinance 13-2007 (April 2007) authorizing the **75 percent, 10-year** abatement on any improvements made to the Worthington Foods site. To-date, only a portion of the entire manufacturing site has been redeveloped. Although the original plan was to construct up to 12 office condominium buildings (total 85,000 sq ft), only four (4) such buildings (total 17,900 sq ft) were ever constructed; each building is located on its own parcel. In response, Worthington City Council passed Ordinance 57-2010 (December 2010) to limit the CRA abatement to only those parcels redeveloped through 2010.

During the 2015 reporting year, all four buildings at the project site were subject to an active CRA abatement. All the abated properties have been purchased from the original developer. The four owners during the 2015 reporting period were: BCR Worthington LLC; Ohio Soybean LLC; Rail Road Investments LLC; and WFP Properties LLC.

**Figure 1: Worthington Station Project CRA map**

2015 Worthington TIRC & City Council Actions:

The Worthington TIRC met in June 2015 to review 2014 reporting year data, and suggested the CRA abatement should continue as-is, with project companies found to be in compliance according to new, revised commitments now that all four buildings were occupied and reporting their performance.

City Council adopted the TIRC’s recommended approach in June 2015 under Resolution 33-2015.
2015 Reporting Year -- Project Performance:

<table>
<thead>
<tr>
<th></th>
<th>Amended Agreement Terms</th>
<th>As of Dec. 31, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment Time Frame</td>
<td>01.31.2011</td>
<td>05.2010</td>
</tr>
<tr>
<td>Retained Jobs</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Retained Payroll</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>New Jobs</td>
<td>44 FT</td>
<td>39 FT</td>
</tr>
<tr>
<td>New Annual Payroll</td>
<td>$2,599,936</td>
<td>$3,458,340</td>
</tr>
</tbody>
</table>

The 2015 monitoring fee ($500) was properly paid by the property owners.

City Staff Recommendation:

City staff recommends the TIRC determine the project is in compliance with the CRA agreement for the 2015 reporting year, per the following considerations:

- Given that the committed investments were completed on-time, the employee headcount is 89% of the revised commitment amount, and annual payroll exceeds commitments (133%).

Mr. MacDonell asked is there any other action happening there with the vacant property. Mr. McCorkle replied it is currently being represented by Colliers and they’ve had quite a few interested parties evaluate it. There was one particular entity that expressed interest, but didn’t lead to a project because of disagreement with the City over architecture and what would be appropriate on the site, which is in the architectural review district.

MOTION: Mr. McCuen made a motion to accept the report and find them in compliance. Mr. Oberle seconded the motion.

Abstain: Mr. Oberle

The motion passed.
2. **ROADRUNNER PROJECT (535 Lakeview Plaza Blvd.)**

   **Project Background:**

   The City of Worthington entered into a CRA exemption agreement with the developer Lakeview Properties in October 2007 to encourage development of office, warehouse and retail space on the site at 535 Lakeview Plaza Blvd. Under the terms of the agreement, a 75 percent, **10-year** tax exemption was put in place on the property. The agreement expressly identified the developer Lakeview Properties as the owner and RoadRunner Sports Inc. as the tenant. (See Figure 2)

   Amendments were made in 2011 by the TIRC and City Council to change the abatement: (i) reducing the benefit from 75 to **60 percent** for the remainder of the abatement term; (ii) reducing new full-time jobs committed to 50; (iii) reducing annual payroll commitments to $1,395,000; and (iv) assigning the abatement to the new owner of the parcel (RM-Use LLC).

![Figure 2: RoadRunner Project CRA map](image)

   **RoadRunner CRA Exemption Project Area**

   **2015 Worthington TIRC & City Council Actions:**

   The Worthington TIRC met in June 2015 to review 2014 reporting year data, and suggested the abatement should continue as-is, with RoadRunner, as the project company and employer at the site, found to be in compliance.

   City Council adopted Resolution 33-2015, accepting the TIRC’s 2015 recommendation to leave the abatement as-is.
2015 Reporting Year -- Project Performance:

<table>
<thead>
<tr>
<th>Amended Agreement Terms</th>
<th>As of Dec. 31, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investment Time Frame</strong></td>
<td>11.01.2009</td>
</tr>
<tr>
<td><strong>Retained Jobs</strong></td>
<td>-</td>
</tr>
<tr>
<td><strong>Retained Payroll</strong></td>
<td>-</td>
</tr>
<tr>
<td><strong>New Jobs</strong></td>
<td>50</td>
</tr>
<tr>
<td><strong>New Annual Payroll</strong></td>
<td>$1,395,000</td>
</tr>
</tbody>
</table>

The 2015 monitoring fee ($500) was properly paid by the property owners.

**City Staff Recommendation:**

City staff recommends the TIRC determine the project is **in compliance** with the CRA agreement, per the following considerations:

- In 2015, the payroll actuals were 114 percent of commitments.

- Employee headcount exceeded the committed level.

Mr. McCuen asked if in the future, the staff report could include the original terms that were tied to the 75% abatement, before the abatement amount and terms were reduced. Mr. MacDonell asked if the abatement is expiring in 2017. Mr. McCorkle confirmed it will.

**MOTION:** Mr. McCuen made a motion to accept the report and find them in compliance. Mr. Gregory seconded the motion.

**Abstain:** Mr. MacDonell

The motion passed.
3. **WORTHINGTON PROFESSIONAL PARK PROJECT (740-760 Lakeview Plaza Blvd.)**

**Project Background:**

Worthington entered into a CRA abatement agreement with the developer Worthington Professional Park Limited (WPPL) in May 2007 to encourage the redevelopment of commercial space located at 150-760 Sancus Blvd (now the office condominiums at 740-760 Lakeview Plaza Blvd). Under the terms of the agreement, a **75 percent, 10-year tax abatement** was to have been put in place on the property. (See Figure 3)

The original development plan for the property was for WPPL to improve existing facilities at the site and create office condominiums for sale to commercial office users. At this time, the condominium project has been built-out, with improvements to 740 Lakeview Plaza Blvd completed in October 2007 and improvements to 760 Lakeview Plaza Blvd completed in November 2008. The several condominium units comprising those buildings were then sold to new commercial owners.

**Figure 3: Worthington Professional Park Project CRA map**

![Worthington Professional Park CRA Exemption Project](image)
After the 2012 TIRC, at which this project was presented as incomplete, City staff submitted CRA applications for the condominium parcels comprising the project site. The Franklin County Auditor’s Office responded that it would recognize abated improvements for six (6) of the 11 condominium parcels at the project site.

2015 Worthington TIRC & City Council Actions:

The Worthington TIRC met in June 2015 to review 2014 reporting year data, and suggested the CRA abatement should continue as-is, with project companies found to be in compliance according to new, revised commitments for the remaining six abated condominiums that reported their performance.

City Council adopted the TIRC’s recommended approach in June 2015 under Resolution 33-2015.

2015 Reporting Year -- Project Performance:

<table>
<thead>
<tr>
<th></th>
<th>Amended Agreement Terms</th>
<th>As of Dec. 31, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Investment Time Frame</strong></td>
<td>12.31.2009</td>
<td>11.2008</td>
</tr>
<tr>
<td><strong>Retained Jobs</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Retained Payroll</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>New Jobs</strong></td>
<td>35 FT</td>
<td>40 FT</td>
</tr>
<tr>
<td><strong>New Annual Payroll</strong></td>
<td>$1,886,345</td>
<td>$2,273,213</td>
</tr>
</tbody>
</table>

The 2015 monitoring report and fee ($500) was properly filed by each of the four property owners.

City Staff Recommendation:

City staff recommends the TIRC determine the project is **in compliance** with the CRA agreement, per the following considerations:

- In 2015, the payroll actuals were 121 percent of commitments.
- Employee headcount exceeded the committed level.

Mr. O’Keefe asked about the end date for this abatement. Mrs. Stewart replied it varies across a few years as the properties received a ten-year abatement upon completion of the improvements as long as the improvements occurred within the time window identified in the abatement documents.

**MOTION:** Mr. McCuen made a motion to accept the report and find them in compliance. Mr. Oberle seconded the motion.

The motion passed.
TIF - ACTIVE PROJECTS

1. WORTHINGTON STATION PROJECT (862 – 918 Proprietors Road)

Project Background:

Worthington City Council passed Ordinance 50-2007 to authorize a **25 percent, 10-year** parcel TIF on the redevelopment of the former Worthington Foods manufacturing site. The TIF revenues are to reimburse the City’s investment, made in 2005, of $150,000 for constructing a sound barrier along the railroad tracks at the eastern end of the site.

Because only a portion of the site actually was redeveloped, Worthington City Council limited the TIF by removing the exemption from the undeveloped portions of the Worthington Foods site (Ordinance 58-2010).

2015 Reporting Year -- Project Performance:

Through year-end 2015, the City recognized $153,390.93 in deposits to the TIF fund for purposes of reimbursing the cost of construction for a sound wall at the project site.

For reporting year 2015, the increase in the true value of parcels of real property on which TIF’ed improvements took place equaled $758,700. The number of new employees at the project site was 39, and retained employees were zero (0).

City Staff Recommendation:

City staff recommends the TIRC determine the project is in compliance with the TIF statutes.

2. WORTHINGTON SQUARE VENTURE LLC (7227 North High Street)

Project Background:

Worthington City Council passed Ordinance 47-2010 to authorize a **100 percent, 30-year** urban redevelopment TIF on the value of improvements made to the former Worthington Square Mall. The TIF revenues are intended to reimburse the developer, Worthington Square Venture LLC, for the costs of various improvements to entrance facades and streetscapes at the southern, eastern and northeastern portions of the 140,000 sq ft retail facility.

In late December 2011, the developer submitted the required documentation to file the TIF. In February 2013, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the mall parcel.

In March 2015, Worthington City Council passed Ordinance 07-2015 authorizing the City Manager to sign the Acknowledgement of Termination to eliminate the TIF’s existing school
compensation agreement. Ordinance 07-2015 also amended the existing TIF to convert it to a non-school TIF.

2015 Reporting Year -- Project Performance:

During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has not found an increase in the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

City Staff Recommendation:

City staff recommends the TIRC determine the project is in compliance with the TIF statutes.

3. WEST WILSON BRIDGE ROAD INCENTIVE DISTRICT TIF (160 W. Wilson Bridge)

Project Background:

Worthington City Council passed Ordinance 45-2012 to authorize a 100 percent, 30-year, non-school incentive district TIF on the value of improvements made by Worthington Square Acquisition, LLC to develop a mixed-use office and residential project on the rear parking lot behind the Shops at Worthington Place and the former James Tavern site at 160 West Wilson Bridge Road.

In April 2014, the City submitted the required documentation to file the TIF. In May 2014, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the mixed-use project.

2015 Reporting Year -- Project Performance:

During 2015, the City recognized $3,034.32 in deposits to the TIF fund. Although the increase in the true value of parcels of real property on which TIF’ed improvements took place equaled $15,242,600, the timing of payments resulted in nominal deposits flowing into the TIF fund in 2015.

City Staff Recommendation:

City staff recommends the TIRC determine the project is in compliance with the TIF statutes.
4. **WEST DUBLIN GRANVILLE ROAD TIF (2233 - 2299 West Dublin-Granville Rd.)**

   **Project Background:**

   Worthington City Council passed Ordinance 42-2013 to authorize a **75 percent, 10-year** parcel TIF on the value of improvements made to the former Segna Volvo dealership property. The TIF revenues are intended to cover the construction of public infrastructure improvements to the intersection of State Route 161 (West-Dublin Granville Road) and Linworth Road.

   In April 2015, the City submitted the required documentation to file the TIF. In November 2015, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the project.

   **2015 Reporting Year -- Project Performance:**

   During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

   **City Staff Recommendation:**

   City staff recommends the TIRC determine the project is **in compliance** with the TIF statutes.

5. **933 HIGH STREET TIF (933 High St.)**

   **Project Background:**

   Worthington City Council passed Ordinance 24-2014 to authorize a **75 percent, 10-year** parcel TIF on the value of improvements made to the former multi-tenant office development on High Street in Old Worthington. The TIF revenues are intended to cover the construction of storm sewer improvements, buried utility lines and other public infrastructure improvements at the site being redeveloped by Fresh Thyme Farmers Market.

   In September 2014, the City submitted the required documentation to file the TIF. In February 2015, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the project.

   **2015 Reporting Year -- Project Performance:**

   During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.
City Staff Recommendation:

City staff recommends the TIRC determine the project is in compliance with the TIF statutes.

6. DOWNTOWN WORTHINGTON TIF DISTRICT

Project Background:
Worthington City Council passed Ordinance 33-2014 to authorize a 100 percent, 30-year incentive district TIF on the value of improvements made to properties within the district. The TIF is enclosed by a continuous boundary and incorporates real estate parcels that adjoin High Street, from South Street to North Street. The incentive district comprises approximately 28 acres.

In January 2015, the City submitted the required documentation to file the TIF. In May 2016, the Ohio Tax Commissioner issued a final determination acknowledging the TIF exemption for the incentive district.

2015 Reporting Year -- Project Performance:
During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.

City Staff Recommendation:
City staff recommends the TIRC determine the project is in compliance with the TIF statutes.

7. 350 WEST WILSON BRIDGE ROAD TIF

Project Background:
Worthington City Council passed Ordinance 36-2015 to authorize a 75 percent, 10-year urban redevelopment TIF on the value of improvements made to the property located at 350 W. Wilson Bridge Road. The TIF revenues are intended to help offset the costs associated with the construction of public infrastructure improvements.

In December 2015, the City submitted the required documentation to file the TIF. In July 2016, the City responded to a request from the Ohio Department of Taxation for supplemental documentation. The Ohio Tax Commissioner has not yet issued a final determination acknowledging the TIF exemption for the project.

2015 Reporting Year -- Project Performance:
During 2015, the City recognized zero dollars ($0) in deposits to the TIF fund. The Franklin County Auditor has yet to acknowledge the taxable value of improvements made to the parcel; thus resulting in no payments in lieu of taxes flowing into the TIF fund.
City Staff Recommendation:
City staff recommends the TIRC determine the project is in compliance with the TIF statutes.

Mr. MacDonell asked about the City’s strategy regarding TIFs and whether the strategy is showing success. Mrs. Stewart replied the City is moving away from the use of abatements and more toward TIFs as is evident by the number of TIFs versus abatements. Many of the TIFs are new and not generating revenue yet, so it is difficult to evaluate the success of them at this point. That should be more evident in a few years. Sometimes the TIFs are used to assist with the redevelopment of a property, which can be more difficult than building new. The TIF, such as the one with Fresh Thyme, is used to help move infrastructure that is not in the right place for the redevelopment. Other times the TIF is used to help facilitate investment in an important area. For example, downtown Worthington is an area that receives a lot of attention and investment by the City since it serves as the heart of the community. The TIF in this area will help support those investments in an area of Worthington many people see as vital to maintaining.

MOTION: Mr. O’Keefe moved to accept all seven reports and find the TIFs in compliance. Mr. McCuen seconded the motion.

Abstain: Mr. Oberle

The motion passed.

D. ADJOURNMENT

Motion Mr. McCuen moved that the TIRC meeting be adjourned. Mr. Oberle seconded the motion.

The motion passed.

Mr. Katz declared the meeting adjourned at 3:30 P.M.

__________________________________
Clerk

APPROVED by the TIRC Council, this _____ day of ________, 2017.

__________________________________
Chairman of TIRC Council
ORDINANCE NO. 33-2016

Amending Ordinance No. 44-2015 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the Capital Improvement Fund Unappropriated Balance.

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the Capital Improvement Fund unappropriated balance to:

<table>
<thead>
<tr>
<th>Account No.</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>308.8120.533348</td>
<td>2016 New &amp; Replacement Equipment</td>
<td>$ 42,000.00</td>
</tr>
<tr>
<td></td>
<td>Medic Replacement Cot</td>
<td></td>
</tr>
</tbody>
</table>

Capital Improvement Fund Totals $ 42,000.00

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed ______________

President of Council

Attest:

____________________________________
Clerk of Council
NOTICE TO LEGISLATIVE AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-4005
(614)644-2360 FAX (614)644-3166

TO

08375850010 NEW

BORGATA PIZZA BISTRO & WINE BAR LLC
DBA BORGATA PIZZA CAFE
2245 W DUBLIN GRANVILLE RD STE 113
WORTHINGTON OH 43085

FROM 08/29/2016

Mailed 08/29/2016

Responses must be postmarked no later than 09/29/2016

IMPORTANT NOTICE

Please complete and return this form to the Division of Liquor Control whether or not there is a request for a hearing.

Refer to this number in all inquiries

B NEW 0837585-0010

(Transaction & Number)

(Must Mark One of the Following)

We request a hearing on the advisability of issuing the permit and request that the hearing be held

☐ in our county seat. ☐ in Columbus.

We do not request a hearing ☐

Did you mark a box? If not, this will be considered a late response.

Please sign below and mark the appropriate box indicating your title:

(Signature) (Title) ☐ Clerk of County Commissioner (Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF WORTHINGTON CITY COUNCIL
KAY THRESS
6550 NORTH HIGH STREET
WORTHINGTON OHIO 43085
APPLICATION FOR GRANT FUNDING - 2017
CITY OF WORTHINGTON

Application Deadline:

The City of Worthington has granted funds to community groups for a number of years. The City Council has identified three groups, the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society, for consideration of funding during the 2017 budgeting process.

This application provides information regarding the funding requests from each of these organizations so the City Council can determine a level of funding for 2017. The application seeks to collect the following information:

a) Goals and objectives of the organization seeking funding
b) Financial information that clarifies the financial capability of the not for profit and the specific use of proposed funds
c) Activities to be funded and the public benefit of those activities
GENERAL INFORMATION

Please provide the following general information:

APPLICANT ORGANIZATION:

EXECUTIVE DIRECTOR:

ORGANIZATION PHONE NUMBER:

STREET ADDRESS:

MAILING ADDRESS:

ZIP:

GRANT CONTACT PERSON:

TELEPHONE NUMBER OF CONTACT PERSON:
  (Primary)
  (Secondary)

E-MAIL ADDRESS:

APPLICANT’S FISCAL YEAR BEGINS:

AMOUNT REQUESTED FOR CITY FISCAL YEAR 2017:

ADDITIONAL GENERAL INFORMATION REQUIRED AS ATTACHMENTS TO THE APPLICATION:

ATTACHMENT I: List of Board Members and Officers of the Not for Profit
ATTACHMENT II: Federal and/or State Not for Profit documentation
ATTACHMENT III: Federal 990 tax filings
ATTACHMENT IV: Articles of Incorporation and By-Laws for Not for Profit organization
ATTACHMENT V: Copy of most recent audit for not-for-profit or predecessor agencies. If the agency did not conduct a Certified Professional Audit, please provide a financial review by a Certified Public Accountant (CPA). Please submit the audit or financial review with a letter signed by the organization’s CPA and a current balance statement and income statement
ATTACHMENT VI: Fiscal Year End financial statements for 2013 and 2014
In the space provided below, please provide the mission statement for your organization and a description of its goals.

PURPOSE OF GRANT

Describe specifically how you propose to use the grant funds. Please attach a budgetary breakdown for the use of the grant funds.

FINANCIAL INFORMATION

Provide a detailed budget of revenues and expenses showing the current year adopted budget and projecting/forecasting revenues and expenses for four (4) additional years. Please provide a sufficient breakdown of revenues and expenses to clearly demonstrate how the City’s funding fits within the revenue picture. Is the City’s funding necessary for the program/project? Will it be used to leverage funding from other sources?

PROGRAMMING

In the space provided below, please list and describe your programs or proposed programs. Also (on additional pages as necessary), please list organizations with which you will partner to provide programming.

PUBLIC BENEFIT

Please outline (use data if available) the public exposure, participation, and public benefit being derived form the organization’s programs and activities. Please include a description of the impact of the City’s funds on this exposure, participation and benefit. What would be the impact to the organization if it did not receive funding from the City?
CERTIFICATION

NAME OF ORGANIZATION

I hereby certify that I have been authorized to make this application on behalf of the organization name above. I further certify that:

1. Any and all City funds received as a result of this application will be expended for a lawful public purpose.
2. Any and all City funds awarded as a result of this application will be expended to perform the activities described in this completed grant application.
3. The information in this application is true and correct in accordance with the organization’s books and records.
4. If any City funds are appropriated for our use, we will consent to audit(s) of our financial affairs by the City.
5. Additional information will be provided in support of this application if requested. This additional information may include, but is not limited to, the organization’s Article of Incorporation, By-Laws, resumes of key administrative personnel, policies and procedures, and organizational chart(s).
6. Our organization will abide by all ordinances of the City pertaining to these funds and their use.

By __________________________________

Print Name ___________________________

Title ________________________________

Date ________________________________
January 2017

Applications are now available for the 2017 City of Worthington Community Grant Program. This program is funded by a General Fund allocation from the City of Worthington. The purpose of the program is to assist non-profit organizations in the accomplishment of projects or programs in Worthington that provide wide community benefit. In 2017, $___________ is allocated for the program.

The grant application is available on the City of Worthington website at the following address: www.worthington.org/grant. You may download, save and complete the application form using your computer. Hard copies of the application are also available at from the City Clerk in the Louis J.R. Goorey Municipal Building at 6550 N. High Street, Worthington.

**Applications must be received by the City Manager’s office no later than TIME on DATE in order to be considered for 2017 funding.** Applications received after this date/time will not be considered for funding until 2018. Submissions must be delivered, either by mail, email or in person, to:

Community Grant Program  
City Manager’s Office  
City of Worthington  
6550 N. High Street  
Worthington, Ohio 43085  
tword@ci.worthington.oh.us

**Priorities for Grant Funds**

The City Council has identified the following priorities for 2017 funding. Proposals which address these priorities will receive preference in the order in which the priorities are listed.

1a. Basic human necessities such as provision of food and/or clothing for people in need.
1b. Mental health services and/or community counseling to assist people with mental or social health issues
2. Improvement of the Worthington community
Program Guidelines

Groups currently receiving funding from the City of Worthington must submit a new application to request funding for 2017 unless otherwise notified by the City. Funding in previous years does not guarantee funding in the future.

In order to be eligible for funding, applicants must be non-profit organizations. The organization must serve the City of Worthington community. Within the designated priorities, preference will be given first to organizations whose primary program/initiative serves the City of Worthington and/or membership is comprised primarily of City of Worthington residents. Additional consideration will be given to those serving the Worthington School District area.

Applications for arts and/or cultural activities or programs should be directed to the McConnell Arts Center (MAC). Please contact the MAC to determine the options available and the application process to follow.

No match of the City's funds is required, however organizations will be evaluated on total percent of overall budget requested.

Applicants may be invited for formal appearance and evaluation to discuss the application. City Council will designate a committee to review the applications and make recommendations for funding. City Council will make the final determination regarding the applications to fund and applicants will be notified of the decision. Grant allocations are anticipated to be during the first quarter of 2017.

Recipients are subject to an audit by the City of Worthington Finance Department regarding the use of the City's funds.

For additional information, please contact the City Manager’s Office at 914-436-3100.
APPLICATION - 2017
CITY OF WORTHINGTON
COMMUNITY GRANT PROGRAM

ORGANIZATION NAME:

AMOUNT REQUESTED:

CONTACT NAME:

CONTACT ADDRESS:

CONTACT PHONE:

PURPOSE & ACTIVITIES OF THE ORGANIZATION:

AMOUNT REQUESTED IN CALENDAR YEAR 2017:

How will the grant funds be used?
(Please attached a budget for the program/project and clearly indicate the portion of the budget that is City funded.)

Are you requesting funding over a multi-year period? If so, please list the number of years and the amounts for each year. (Note: Allocations in future years are subject to the City's annual appropriation process.)

How will your program/project address the City's priorities:
   1. Basic human necessities
   2. Mental health services and/or community counseling
   3. Improvement of the Worthington community
What is the desired impact? How will you determine impact?

Please describe the people to benefit from the program or project. Include the percentage of them that are residents of the City of Worthington and the percentage that are residents of the Worthington School District.

Are you a membership-based organization? If so, note the percentage of your membership that are residents of the City of Worthington and also the percentage that are residents of the Worthington School District.

Have you received funding from the City of Worthington in the past? If so, please note when and for what purpose(s).

Please attach the following documents.

1. Budget for the proposed program or project, clearly indicating the portion that is City funded
2. Documentation of Non-Profit status
3. Most recent financials, including most recent IRS filing, audit and/or financial review by a CPA
<table>
<thead>
<tr>
<th>Excellent, Outstanding or Very Good</th>
<th>Good, Strong or Adequate</th>
<th>Poor, Weak or Inadequate</th>
</tr>
</thead>
<tbody>
<tr>
<td>(8-10 points per box)</td>
<td>(6-7 points per box)</td>
<td>(1-5 points per box)</td>
</tr>
<tr>
<td><strong>A. Need for Initiative:</strong></td>
<td><strong>A. Need for Initiative:</strong></td>
<td><strong>A. Need for Initiative:</strong></td>
</tr>
<tr>
<td>• Strong evidence of community support</td>
<td>• Some evidence of community support.</td>
<td>• Little evidence of community support.</td>
</tr>
<tr>
<td>• Goals are clearly stated</td>
<td>• Goals are adequately stated.</td>
<td>• Goals poorly stated.</td>
</tr>
<tr>
<td>• Very evident how this request will enhance the</td>
<td>• Some evidence of how this project will</td>
<td>• Little evidence of how this request</td>
</tr>
<tr>
<td>community</td>
<td>enhance the community.</td>
<td>will enhance the community.</td>
</tr>
<tr>
<td><strong>B. Population Served:</strong></td>
<td><strong>B. Population Served:</strong></td>
<td><strong>B. Population Served:</strong></td>
</tr>
<tr>
<td>• Population primarily residents of City of</td>
<td>• Population primarily residents of</td>
<td>• Population primarily outside of the</td>
</tr>
<tr>
<td>Worthington</td>
<td>Worthington School District</td>
<td>Worthington School District</td>
</tr>
<tr>
<td>• Serves broad based population in the City of</td>
<td>• Serves broad based population in the</td>
<td>• Serves a very limited sector of the</td>
</tr>
<tr>
<td>Worthington</td>
<td>Worthington School District</td>
<td>population.</td>
</tr>
<tr>
<td><strong>C. Location of Organization:</strong></td>
<td><strong>C. Location of Organization:</strong></td>
<td><strong>C. Location of Organization:</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organization based in the City of Worthington</td>
<td>Organization based in the Worthington School District</td>
<td>Organization based outside of Worthington School District</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------------------------------------------------------</td>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td><strong>D. Impact Indicators:</strong></td>
<td><strong>D. Impact Indicators:</strong></td>
<td><strong>D. Impact indicators:</strong></td>
</tr>
<tr>
<td>• Desired impact is clearly stated.</td>
<td>• Desired impact is adequately stated.</td>
<td>• Desired impact is poorly stated.</td>
</tr>
<tr>
<td>• Impact measures are clearly stated.</td>
<td>• Impact measures are adequately stated.</td>
<td>• Impact measures are poorly stated.</td>
</tr>
<tr>
<td>• A method to evaluate the results of the initiative is clearly stated.</td>
<td>• A method to evaluate the results of the initiative is adequately stated.</td>
<td>• There is no method to evaluate the results of the initiative.</td>
</tr>
<tr>
<td><strong>E. Budget:</strong></td>
<td><strong>E. Budget:</strong></td>
<td><strong>E. Budget:</strong></td>
</tr>
<tr>
<td>• Initiative is highly leveraged with matching funds greater than 50%.</td>
<td>• Initiative is moderately leveraged with matching funds less than 50%.</td>
<td>• Initiative is not leveraged with matching fund.</td>
</tr>
<tr>
<td>• Other resources and partners are committed to the initiative.</td>
<td>• Some resources and partners identified for the initiative.</td>
<td>• Very limited/no resources and partners have been identified for the project.</td>
</tr>
<tr>
<td>• Complete organizational and initiative budget information is provided.</td>
<td>• Partially completed organizations and initiative budget information is provided.</td>
<td>• Unsatisfactory organizational and project budget information is provided.</td>
</tr>
<tr>
<td><strong>F. Financial Need:</strong></td>
<td><strong>F. Financial Need:</strong></td>
<td><strong>F. Financial Need:</strong></td>
</tr>
<tr>
<td>• Strong evidence project cannot continue or take place without the grant.</td>
<td>• Some evidence project cannot continue or would be difficult to take place without the grant.</td>
<td>• Grant funding has little to no impact on the initiative.</td>
</tr>
</tbody>
</table>