City Council Meeting Agenda

Monday, October 3, 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

SPECIAL PRESENTATION

1) Swearing In – Police Chief
2) Drug Safe Worthington

APPROVAL OF MINUTES

3) September 12, 2016 – Committee of the Whole Meeting
4) September 19, 2016 – Regular Meeting

PUBLIC HEARINGS ON LEGISLATION

5) 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.

Introduced September 19, 2016
P.H. October 3, 2016

REPORTS OF CITY OFFICIALS

Policy Item(s)

6) Liquor Permit Request – Transfer – Taste of Vietnam LLC
7) Liquor Permit Request – Stock Change – Fresh Thyme Farmers Market
8) Consideration of Volunteer Recognition Program

Discussion Item(s)

9) Refuge Contract

REPORTS OF COUNCIL MEMBERS
OTHER

EXECUTIVE SESSION

ADJOURNMENT
City Manager Report to City Council for the Meeting of Monday, October 3, 2016

SPECIAL PRESENTATION

1) Swearing In – Police Chief

Jerry Strait has been appointed to the position of Police Chief for the City of Worthington. Chief Strait has 34 years of service as a law enforcement officer, serving the Worthington Division of Police since 1987. He began his career in Worthington as a patrol officer, and has subsequently served as detective, Sergeant and most recently as Lieutenant and Acting Chief. Chief Strait studied Criminology at The Ohio State University and holds a Bachelor’s Degree in Public Administration from Franklin University. He also holds a Master’s Degree in Human Service Management from Franklin University. Chief Strait completed the Northwestern University Center for Public Safety School of Staff and Command and is a 2008 Leadership Worthington Graduate.

2) Drug Safe Worthington

Representatives of Drug Safe Worthington will present information about their activities and initiatives in the community. Materials provided by Drug Safe Worthington are attached.

APPROVAL OF MINUTES

3) September 12, 2016 – Committee of the Whole Meeting
4) September 19, 2016 – Regular Meeting

Recommendation: Approval of Minutes as Presented
PUBLIC HEARINGS ON LEGISLATION

5) 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 Bureau of Workers’ Compensation (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: Approval of Ordinance as Presented

REPORTS OF CITY OFFICIALS

Policy Item(s)

6) Liquor Permit Request – Transfer – Taste of Vietnam LLC

This is a request for Taste of Vietnam at 652 High Street. The request is for a D5 which is for spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m. and D6 which is for sale of intoxicating liquor on Sunday between the hours 10:00 a.m. or 11:00 a.m. and midnight. 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

7) Liquor Permit Request – Stock Change – Fresh Thyme Farmers Market

This is a request for Fresh Thyme Farmers Market at 933 High Street. The request is for a stock change for Fresh Thyme Farmers Market’s liquor permits from Meijer Companies to Lakes Venture Holding Company. Their permits are C1 which is for beer only in original sealed container for carry out only, C2 which is for wine and mixed beverages in sealed containers for carry out, D6 which is for sale of intoxicating liquor on Sunday between the hours 10:00 a.m. or 11:00 a.m. and midnight, and D8 which is for sale of tasting samples of beer, wine, and mixed beverages, but not spirituous liquor, at retail, for consumption on premises. City Council is requested to make a motion regarding whether to object. The liquor permit request is attached. Staff is unaware of any reason to request a hearing related to this change.

Recommendation: Approval of a Motion to NOT request a hearing for the stock change related to the Liquor Permit
8) **Consideration of Volunteer Recognition Program**

City Council has previously expressed interest in a more formal program to recognize volunteers who serve on the City’s Boards and Commissions and people who make a difference in the community. Mary Turner is interning with the City and she has inventoried the City’s current efforts in this area and researched programs offered in other communities. She has compiled the information she gathered and made recommendations for a program in the attached memorandum. She will present her work at the meeting and seek feedback from the Council.

**Discussion Item(s)**

9) **Refuse Contract**

The City’s refuse contract expires this year and will be re-bid. In anticipation of the bidding process, staff has several items to discuss with the City Council such as the recycling processing contract, recycling containers, the term of the refuse contract and the day of collection. Additional information is included in the attached memorandum from the Department of Service & Engineering.

**EXECUTIVE SESSION**
The Funnel of Prevention

- The brain is plastic; it is affected by culture and the environment and can be changed. (Dr. Theodore Parren, Cleveland)

- As much as 80% percent of the general population is in the part of the funnel where we can make changes and prevent problems.

10%-20%
High Risk

This is the focus of the Drug Safe Worthington coalition - prevention.
Tonight’s focus: Results from survey of Worthington youth

How many are using alcohol and other drugs?  
When do they start?  
Where do they get it?  
When do they use it?  
What messages are they getting about it from the adults in their lives?  
From their friends? From social and other media?  
What factors contribute to using and not using?

Facts from National Research

Consider this context:

• The term “alcohol and other drugs” emphasizes that alcohol is a mind-altering drug just like cocaine, marijuana, or heroin.

• Alcohol is the primary gateway drug for youth, leading to using other drugs as they get older.

• The earlier a child starts experimenting with drugs, the greater the odds of brain damage and addiction.

• Because alcohol is seen as socially acceptable, parents are less likely to educate their kids about its dangers.
Worthington Student Survey

- Collaboration between Drug Safe Worthington and Worthington Schools
- Conducted in November 2015 online
- Given to all students in grades 8 and 10
- More than 85% completed the survey (1,286 of 1,508 in these grades)

Survey Findings

- For Worthington students, the most-used addictive drugs are alcohol and marijuana.
- At least 15% of 10th graders are drinking alcohol and 9% are using marijuana.

\[\text{Percent yes} \begin{array}{c|cc}
\text{During the past 30 days, did you...} & \\
\hline
\text{drink alcohol?} & 5\% & 15\% \\
\text{use marijuana?} & 4\% & 9\% \\
\end{array} \]
The average age of first use is 12-14 for alcohol and marijuana.

*How old were you when you first...?*

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<th>8th (N=100)</th>
<th>10th (N=217)</th>
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<tr>
<td>drank alcohol?</td>
<td>11.7</td>
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<td>used marijuana?</td>
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Parents' statements against alcohol decrease as kids get older and older friends don't discourage use.

*What message do you get about the use of alcohol from...?*

- Your parents: 93% (8th), 77% (10th)
- Teachers at school: 95% (8th), 86% (10th)
- Your friends: 80% (8th), 44% (10th)

It's NOT OK to use
Social and other media often glamorize drugs:
*What message do you get about the use of alcohol and marijuana from...?*

![Chart showing percentages of students who think it's OK to use alcohol and marijuana from different sources.](chart-image)

More survey results.....

- Students most frequently obtain alcohol from their family and friends.
- Friends share marijuana, or kids buy it themselves.
- Kids use alcohol and marijuana most frequently on weekends.
Factors affecting drug use

- Students who have been bullied or bully others are more likely to use drugs.
- Having a trusted adult in school lessens the risk of 10th graders using alcohol and marijuana.
- Having a trusted adult at home lessens the risk of 10th graders using marijuana and cigarettes, but not alcohol
Questions?
Drug Safe Worthington Community Coalition

Civic Organization

Youth Serving groups

Healthcare Professionals

Media

Government Agencies & Commissions

Law Enforcement

Faith Community

Business

Schools

Parents

Youth

Drug Safe Worthington Community Coalition

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<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Community Sector</th>
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<tr>
<td>Amy Ambrozieh</td>
<td>Dare to Parent, LLC</td>
<td>Parent</td>
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<td>Benjamin Remlinger</td>
<td>Freshman, Thomas Worthington High School</td>
<td>Youth</td>
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<td>Bill Woods</td>
<td>Judge, Franklin County Court of Common Pleas</td>
<td>Governmental Agency</td>
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<td>Debb Wilson, MD</td>
<td>Medical Director, State of Ohio Correction Facility</td>
<td>Healthcare</td>
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<td>Diane Luff</td>
<td>Technical Advisor, Drug Safe Worthington</td>
<td>Community volunteer</td>
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<td>Jerry Revish</td>
<td>Anchor, WBNS-10TV, Columbus</td>
<td>Media</td>
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<td>Jerry Strait</td>
<td>Chief, Worthington Police Department</td>
<td>Law Enforcement</td>
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<td>Joan Bird</td>
<td>Former director, Leadership Worthington</td>
<td>Community volunteer</td>
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<td>Kathryn Paugh</td>
<td>President &amp; CEO, Worthington Area Chamber of Commerce</td>
<td>Business</td>
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<tr>
<td>Katrina Kerns</td>
<td>CEO, North Community Counseling Centers</td>
<td>Organization Involved in Reducing Substance Abuse</td>
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<td>Lindsey Alli</td>
<td>Sgt., Columbus Police Department</td>
<td>Law Enforcement</td>
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<tr>
<td>Lori Jordan</td>
<td>School Based Therapist, North Community Counseling Centers</td>
<td>Organization Involved in Reducing Substance Abuse</td>
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<td>Lori Povisil'</td>
<td>Safe and Drug Free Schools Coordinator, Worthington City Schools</td>
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<td>Matt Greeson</td>
<td>Worthington City Manager</td>
<td>Governmental Agency</td>
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<tr>
<td>Monica Patton</td>
<td>Civil Operations Program Manager, Ohio National Guard Counter Drug Task Force</td>
<td>Law Enforcement</td>
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<tr>
<td>Nancy Zajano</td>
<td>Secretary, Drug Safe Worthington, former education evaluator</td>
<td>Community volunteer</td>
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<tr>
<td>Neil Gupta</td>
<td>Director of Secondary Education, Worthington City Schools</td>
<td>Schools</td>
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<tr>
<td>Rich Hagopian</td>
<td>Senior Pastor, Smoky Row Brethren Church</td>
<td>Faith Community</td>
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<tr>
<td>Richard Macer</td>
<td>Worthington Community Relations Commission</td>
<td>Civic/Volunteer Group</td>
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<tr>
<td>Sandy Byers</td>
<td>Chair, Drug Safe Worthington, former nursing administrator</td>
<td>Community volunteer</td>
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<tr>
<td>Scott Holmes</td>
<td>Mayor, City of Worthington</td>
<td>Governmental Agency</td>
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<tr>
<td>Shannon Yang,</td>
<td>Public Health Administrator, Family Health Division, Columbus Public Health</td>
<td>Governmental Agency</td>
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<tr>
<td>Tammy Bryant</td>
<td>Worthington Youth Boosters</td>
<td>Youth-Serving Organization</td>
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<tr>
<td>Tom Rice</td>
<td>Pastor, Worthington Presbyterian Church</td>
<td>Faith Community</td>
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Meeting Minutes

Monday, September 12, 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
W. Scott Myers, President Pro-Tempore
Rachael Dorothy
Douglas C. Foust
David M. Norstrom
Douglas Smith
Michael C. Troper

Matthew H. Greeson, City Manager
D. Kay Thress, Clerk of Council
CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Monday, September 12, 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.

Ms. Michael appointed Tanya Maria Word as Temporary Clerk of Council for this evening’s meeting.


Member(s) Absent:

Also present: Deputy Clerk of Council Tanya M. Word, City Manager, Matt Greeson, Assistant City Manager, Robyn Stewart, Director of Law Pamela Fox, Director of Finance Molly Roberts, Parks and Recreation Director Darren Hurley, Director of Planning and Building Lee Brown, Dan Whited, Service and Engineering Director, and Interim Police Chief Jerry Strait, and Chief of Fire Scott Highley.

There was 1 visitor present.

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

REPORTS OF CITY OFFICIALS

Information Items

(1) Community Group Funding

Mr. Greeson stated we wanted to come before Council on one budget issue and that is how we approach funding for community groups; later in the agenda we’re going to be talking about the budget process as a whole, but as you will recall last year we accepted applications from both community groups we had funded in the past as well as new ones; you appointed a committee which included two councilmembers Mr. Troper and Mr. Foust as council representatives.

The committee made recommendations regarding funding; they also provided feedback at the end of the process; they utilized a decision matrix that we came up with to evaluate some of the groups. Before we get started with the remainder of the budget process we wanted to touch on how we are going to handle this process this year; I’m going to ask Mrs. Stewart to walk us through that dialogue and provide some information and maybe raise some questions that will get you thinking and talking about it and hopefully at some point providing us direction.
Mrs. Stewart stated I left at your places this evening materials from the 2016 allocation for community groups, on the top of that is the memo from Anne Brown, she is the staff person who worked with the committee that made recommendations and this is the memo where she summarized the recommendations of the committee, but the final paragraph at the bottom of the page referenced the benefits of giving more information about priorities and how to balance the wide range of competing applications in the process to understand what City Council really wanted to do with the funding and the last sentence actually indicates that the process be reviewed before budget planning begins for next year so that a more informed matrix can be developed based on goals and priorities. That’s the timing we’re in now, typically in October and November we launch into budget and capital discussions and so we wanted to bring this forward in this Committee of the Whole meeting to at least get the process started. Obviously we had two council members who served on that committee, if you have any comments that you want to make about that experience and what the committee discussed, you are certainly welcome to do so.

Mr. Troper replied I think the key sentence there is “many of the sections left room for interpretation and the results were very subjective.” I think that’s what we found and other than if we say here’s the direction we want to be heading, I guess it’s going to kind of always be that way. I don’t think that’s necessarily bad, the group has ideas on what is working and what is not working. Mr. Foust replied I wonder if we couldn’t approach this almost as a blank sheet of paper and take a few moments and ask yourselves why exactly are we doing this; it fits in the city’s mission in some fashion and I’m not sure exactly where that is and so I think some definition around where are we expressing value, is around the arts, community integrity, or service to the homeless and a disadvantaged population. I think we need to get some priorities identified.

Ms. Michael explained a little history stating that when I first came on council there was virtually no funding for the arts; the arts council and the historical society were the two biggest entities that were receiving funding and then there were several little smaller groups (a lot of them were arts related); there was like an arts focus and an health focus and then Leadership Worthington; and so you kind of had those that felt like the city should provide something to help these groups who give so much back to the community. Then as time marched on we’ve had other groups that have come in and increased funding and at one point we cut back because of our financials. We didn’t just say here are our goals for the funding, it was more of what are some of the community needs that the city should fund and it just started in that method and then with the creation of the McConnell Arts Center all of the arts funding has been moved over into that area and some of the other smaller groups like the Worthington Songsters and some of those groups, their funding has moved over to that area; so the focus has kind of changed and I think it makes sense to take a look at where we’re going and what we want to do; this is where history is, but that doesn’t mean we can’t make changes in future directions.

Mr. Foust thanked Ms. Michael for that history and commented that helps bring into focus of how do you weigh sandwiches or people who are hungry against a singing group; those things are just so divergent and I think it became clear to me that there’s
kind of an “arts” component, a “human services” component, and “who are we a city” component. It’s about how we market ourselves and it really ties in a way into economic growth.

Mr. Myers asked what about applying the matrix that Mrs. Stewart created, is that doable. Mr. Troper commented you can sit here and create a matrix, but again I think it’s pretty subjective…I think it’s us clearly defining what the priorities may be if that’s what we want to do or leave it to being subjective. Mr. Myers indicated with the matrix we’re trying to come up with some objectivity in what I understand is a very subjective analysis. I think Mr. Norstrom kind of hit on this last year when he talked about the heroin epidemic and is there a way that we can touch that issue with our giving; I was thinking about this last night, would it help if we discussed the idea of what are our priorities. I know when I go to write my checks for charitable contributions, I have certain causes that I think are important to me that I want to support; and to me there is kind of a category of those historical gifts like the historical society that are just so embedded that that’s one of those that are off the table to begin with, that’s going to get funded by council no matter what. Then I looked at it as sort of a hierarchy where the first would be satisfying basic necessities and that you would have things like LifeCare Alliance and the Resource Pantry that would be my top priority. My second priority would be health and wellness and that would be North Community Counseling and things of that nature. Then community improvement followed by recreation that would kind of be my hierarchy if I were going to be writing the checks out of my pocket those are the things I look at. Mr. Troper remarked I agree with things you’re saying in terms of hierarchy, I mean everyone is going to have their own differences, but then again you get into how much do you want to give to each one of those priorities, so it becomes this is where I see this, and this is where I see that; it becomes dollars and then it just becomes where everyone is getting down to that subjectivity again.

Mr. Myers commented I don’t know if we can eliminate the subjectivity and I don’t think we can eliminate that issue of the fact can we give everyone what they ask for…probably not, so we have to make some distributions. I think it would be helpful to have a discussion on just what our goals are; Mr. Foust said it: what are we trying to accomplish.

Mr. Norstrom commented I agree with what basically has been said; I don’t think there is anything that simply because we’ve given to a group for 20 years means that we need to continue to give to. Now as for the Worthington Historical Society, we just did a wayfinding plan that has the word historical embedded all over it, so historical is very important to this community so that means it’s important to us. As you have indicated Mr. Myers, I would suggest that we also have a sort of floating fund concept that for example, opioids are a major issue in the community, now is it being met by other areas or do they need additional funding to do what needs to be done, I don’t know the answer to that, but I think that is the way we should be approaching it; opioids I’m not sure was an issue five years ago, so that’s going to be changing and so I think we want to give ourselves the ability to have money that we can put somewhere to help us move forward in areas that maybe we’re not in now.
Ms. Michael commented I like what Mr. Myers brought up about life and health and wellness and I believe that opioids is one of those things that I believe could fall into one of those categories.

Mr. Smith remarked to Mr. Norstrom’s point we have an epidemic something like pharmaceuticals or opioids, there’s a term in the non-profit world called chasing the money and in this sense if we say a priority of ours is enable programs and promote programs within the community that deal with those types of things like pharmaceuticals or opioids or whatnot; half of these on the list will shift some of their programming to meet those needs. Mr. Norstrom replied and that’s exactly what we would want to do.

Mr. Myers commented to Mr. Norstrom it sounds to me like you’re almost suggesting that we have a reserve or do we want to actually structure our goals that year to include that goal. Mr. Norstrom commented as I said earlier, I think it’s zero-based, so for example, we pick some goals that we agree to that’s where we want to invest our money and that would be this year and potentially we’re implying that that’s not a single year, it’s a multi-year commitment and then two or three years from now, let’s say very optimistically that the opioid problem is very diminished and we want to focus on distracted driving.

Mr. Smith stated a question perhaps to ask the groups is what programs can you implement or enhance/augment with funds that we’ll give you to meet our concerns in this case opioids. Mr. Myers commented it would almost be like a request for proposals when we send out our notifications to groups and what if we said something like our concentrations will be and list them and our priorities are basic necessities, health and wellness, community improvement and recreation with a special emphasis (this year) on opioid addiction. Mr. Norstrom remarked and we can even imply potentially multi-year funding for this area. Ms. Dorothy commented I was wondering about that, I thought we had talked about it last year. Mr. Norstrom replied we did; I think serving on a lot of non-profit boards, past and present they count on money coming in from certain sources and so if we do that now it’s great, but we should also alert them that in two or three years that money may not be there for you. It’s not quite what we did with the arts center, we provided the base money but they have gone out and earned more and are moving forward in that context.

Ms. Dorothy stated that I would also like to note that I agree with Mr. Norstrom about the Worthington Historical Society being more in a different category and almost essential to us a city and our identity having the historical society; I would want to try to have a separate pool or somehow differentiate them from other groups that are social services. One of the reasons I did want to bring up having additional people in this list to begin with was I was a big advocate to have other groups to submit proposals as opposed to just funding the same ones over and over again; I do want to hopefully identify other people that can help the city grow and support our community; I like the fact of giving money for a limited amount of time knowing that they’ll have money for a couple of years or whatever the time period may be and knowing that they’ll have to reapply.
Ms. Michael commented after we figure out what our priorities are, we need to figure out the timeline, do we implement it coming into this fall or do we do this going ahead in future years. Mr. Myers remarked that I have a philosophical issue with having the historical society compete for funding dollars with Community Counseling Center. Mr. Foust commented I think we need to decide if there’s an arts component, an historical/identity component, and then the human side of it; to me there are three separate categories and maybe you can decide on the front end we’re going to give 1/3, 1/3 an 1/3 or 25, 75 and 25 or whatever it is and then from there we try to stay within those parameters. Ms. Michael commented if I’m not mistaken what we decided a year ago was that arts funding would go to McConnell Arts Center and be done through McConnell Arts, so I think the arts component pretty much goes to the McConnell Arts Center unless we’re reinventing something because that’s what I thought we decided on a year ago.

Mr. Greeson replied I think the only question embedded in that is how much money, last year was $5000. Mr. Myers commented we have historically in the budget had a request from the MAC for $220,000, what I would like to see is that in their request and in their presentation that they ask for amount over and above that and tell us what they’re going to do with it for community arts or whatever we want it to say. They make the distributions for us, we decide on what the total dollar amount is when we do that grant to the MAC and we take arts off our plate. I think I would maybe suggest that we do the same thing with the historical society and have them give their request directly to council. Mr. Greeson replied yes they’re a little bit unique in the sense that they own and is the caretaker of historical physical assets. Mr. Myers commented I guess what I’m suggesting is I happen to like the committee idea that we came up with last year and I would like to continue that process; I think we need to give a little more direction and I would like to take the historical society and the arts funding through the MAC off their plate.

Ms. Michael asked what is the consensus of council regarding the idea from Mr. Myers about taking the historical society and arts funding through the MAC off the committee plate and coming to council. Everyone was in favor.

Ms. Michael asked about health and life necessity. Mr. Smith commented I’m seeing all the health and life necessities groups and all of them would fall into that and all of these organizations might be interested in either shifting some funds around. Mr. Myers commented we’re talking generalities, let’s talk specifics. Mr. Norstrom commented the point is what is in the best interest of the city; if we go down through these, some of these are providing social services in lieu of us having staff or us doing anything with that and those are things that I would say from a policy perspective do we agree that we still want to have those social services.

Mr. Foust commented to Mr. Myers to answer your earlier question I think for me if it’s putting clothes on children’s backs or putting food in their stomachs or adults for that matter, that to me kind of tops the list. Mr. Myers replied it’s the same way with me, basic necessities, things like LifeCare Alliance delivering Meals on Wheels to me that’s critical
and important; and right below that comes mental health, i.e. community counseling, some of the other mental health groups that ask for funding, to me those would be the top two priorities. Mr. Norstrom asked that includes the Resource Pantry in terms of...Mr. Myers said yes that’s the top one....that’s putting food on the table.

Mr. Foust commented that opioids had now gained such attention that it may be there are other resources coming at that, that don’t necessarily belong at the top of our list. Mr. Norstrom replied I fully agree with that statement; the question I would put to staff is given these priorities that we’re discussing where is the need not being met.

Mr. Myers suggested when we go to market with our RFP to say if you think you can help us with the opioid crisis we’re more than willing to hear from you and see if there are some creative ideas out there as an expression of this council’s commitment to the issue; we may not get anybody. The general idea here is that we’re going to be looking for specific emphasis and we pick a couple of topics that are very front of mind to us when we actually advertise for people to submit their requests. Mr. Norstrom commented I agree and I agree with Mr. Foust too because two years ago we didn’t have a senate bill that was passed that provided a lot of money for opioid treatment, so the landscape may have changed and that’s where I would look to staff to provide some input into this and where in Franklin County (i.e. our part of Franklin County) are there needs that aren’t being met. Personally I have great respect for the Special Olympics, the Kiwanis, but I’m not sure that those from a priority in terms of what’s best for the overall city may meet that criteria.

Mr. Greeson commented Dr. Byers at Drug Safe Worthington has indicated that at some point she wants to come and present to the City Council; they did not receive their federal grant and they have inquired as to what the process will be this fall.

Mr. Myers explained what I am proposing is the process stay the same; we appoint a committee to review the applications in accordance with the guidelines; what we’re developing right now is our priorities to give to the committee right now. Mr. Troper asked how do you distribute your priorities among your dollars. Mr. Myers replied we are relying on your expertise; it is never going to be objective; it will never be as clear as we would like it to be.

Mr. Foust commented from the process standpoint, Mr. Myers raised the word fiduciary and in my day job one of the things I do is administer about 1/3 of $1 million dollars per year in grant funds for wellness across 34 counties; we have a grant process which I would be happy to share with this group, we’ve fined tuned it the last couple of years; there is an application on the front end, we actually give half the money and at mid-year they get to come back and show a progress report of where they are and then they get the second half. Maybe that’s getting a little complicated, but I’m all for anything in this process that tightens up the accountability of the reporting back of how many people did you serve and in what fashion.
Mr. Myers commented if we decide to adopt a multi-year funding approach it would sure seem like a lot of sense that at the end of every year they give their report to us. Mr. Norstrom shared I’m of two minds: I would rather give 100% to an organization to get something done rather than give 90% to all organizations and then the other side of that is though I’m not sure the amount we’re going to give is going to make a whole lot of difference to any organization.

Mrs. Stewart asked can I make an attempt to summarize what I’m hearing and to see if it’s consistent with what council is asking for: It sounds like there are two top priorities; the overall top priority are proposals that would address basic necessities involving the need for food, clothing and so forth; the next priority after that is community counseling, mental health issues; asked is that kind of where council is in terms of the overall priorities it would like to address through this program. Mr. Myers replied it fits my priorities. Ms. Michael commented I think those two are so close because sometimes the counseling is what’s needed to keep people from falling into the category of being homeless and needing the food; sometimes the prevention part maybe helpful. I’m having a tough time dividing food, clothing and counseling; I almost put those three together because they are human services that are needed because if someone gets the counseling they may not end up homeless.

Mr. Norstrom commented I think what Mrs. Stewart has summarized is very close to our discussion. Ms. Dorothy replied I’d agree. Mr. Myers commented the only thing I would add is I think we are going to maybe every year when we have this discussion as I think opioids have come out as a special topic, I think it fits under the second priority, but I think we would certainly suggest or look for groups that can address this issue. Mr. Norstrom replied and again the caveat is that truly is the case now. Mr. Myers commented the committee is going to have to make that decision, that’s a specific charge to that committee...is just a request for more money or is this truly a needed service and I think the very first thing we ask in the matrix is need for the initiative. Mr. Norstrom replied and then I think the other question we need to ask tonight or at least soon is are there other priorities that staff or us (council) see on the horizon that we may want to put money in to solve a problem before it becomes a problem.

Mr. Foust indicated one of the things I struggle with and perhaps Mr. Troper as well on the committee, the matrix didn’t fit certain applications, but having carved things as we have, when you look at human services capacity, Mrs. Stewart I think this is dead on.

Mrs. Stewart commented within those priorities because you’re probably going to get multiple applications that address those priorities, does the committee still utilize some of the components of this matrix to then try to prioritize within those categories. Mr. Myers replied I’m still dedicated to the matrix, I still think it works. Ms. Dorothy asked will we add another line for human services or mental health or food or clothing. Do we add that to the matrix. Mr. Myers replied I think that just becomes our priority. That could be one way the committee could justify how they’re giving the money out.
Mr. Norstrom commented let’s address an issue though for the committee to provide guidance given the discussion and I’m not sure Leadership Worthington fits in the discussion. Ms. Michael chimed in PCC. Mr. Norstrom asked isn’t PCC a little different, aren’t they us. Ms. Michael commented they’re separate non for profit organization. Mr. Norstrom asked do they get more money from anybody else, I don’t know that much about them. Ms. Michael replied yes. Mrs. Stewart replied I’m not sure of what other funding they get from other groups, but they are their own non for profit that has their own board. Mr. Norstrom replied I understand that, but I thought they were primarily dependent upon the city for their funding. Mr. Smith replied I think in recent years they’ve had private sponsors come up.

Mr. Myers commented I will add that in my original thought that there would be a third priority and that would be community improvement. Mr. Greeson asked what do you mean by that. Mr. Myers replied that would be things like PCC and Leadership Worthington, they improve the community generally and I don’t have a good definition for what that means. Mrs. Stewart asked so do I understand that’s lower than the other two priorities, but it still would be an area where funding would be provided. Mr. Greeson asked is there a preference projects vs. programs. One year projects or Two year projects as opposed to sustained programs; is there any feedback you would have in terms of what we want to focus on in that regard.

Mr. Smith replied I think the priorities that were identified can take of that question because a group like Leadership Worthington which would fall under our third priority wants to get up to first priority, they would take it upon themselves to make a project that would satisfy that first priority and identify how they’re going to do that. Ms. Michael commented a lot of what we’re talking about here this evening is more program oriented in the sense that the ongoing programming of the resource of putting food and clothing on the table or the body of a person and providing counseling, those aren’t one time projects, those are ongoing programs….you don’t suddenly create a pantry, and if you have counseling, one session doesn’t do it.

Mr. Foust commented Mr. Smith back to your earlier statement about following the money, I’m not sure that I would want to set this up in such a way that we would entice a group to create a project to in fact chase the money. If we’re talking about human services, I’d rather have it go to experts who do it on a regular basis. Mr. Smith commented it’s hard to come up with a project for something like human services, but it’s easy to come up with one time projects. i.e. let’s say the Kiwanis come up with something like lunchboxes filled with food for kids for an after school program over the summer time. So if you’re trying to go a different direction from what we’re talking about then that’s a different conversation. Ms. Michael commented I think another factor that needs to be discussed is how much are we serving Worthington residents, I’m not opposed to serving the Worthington area, but Worthington residents, this is city tax dollars being used; having some tie back. I know when the representative from Northwest Counseling Center comes in, they tell us how many City of Worthington kids they’ve served during the school year and what they’ve done; same with LifeCare Alliance they tell us how many Meals on Wheels to city residents. I would rather see the focus a little more on
helping Worthington even though I’m not opposed to something beyond; I would rather us focus on the city residents than the whole greater Worthington area. Mr. Myers replied that’s the second element of our matrix is the population served. The project versus program which I think embodies your comments; if someone comes forward with a project that is so earth shattering we can’t help but fund it, put them in the pot, put them in the pool, let them justify it. But I think the default position would be we want an organization behind that project that has some continuity; I think that’s what we’re trying to do here is keep organizations that have provided value to the city and continue to fund them; and if new ones come along which is what we talked about last year then we should open up the process to see if they can do it better.

Mr. Greeson commented you’re interested in system capacity, but would entertain projects that make an impact. Mr. Myers replied sure; I thought the whole point of our discussion last year was we felt we had been doing the same thing every year for the same people; we didn’t know if we were having an impact, we wanted to open it up and re-evaluate who we give our money to and what happens; and have more of an impact focus on how we hand out what’s really a tiny bit of money. Mr. Foust commented and if that was the goal, I think we’ve taken a leap in 45 minutes of moving in the right direction. I would like to tighten the process.

Ms. Michael stated what might be good is if we had something since it’s really not a huge amount of money that the groups are getting except for like the Historical Society, maybe coming up with some sort of annual report accountability, something fairly simple using your background that shows how the funding has helped them and their cause.

Ms. Michael summarized what I’m hearing is the Historical Society and Arts Related being two separate things that come to City Council; the committee priorities would be food and clothing, life necessities, counseling mental health and last would be community improvement. Mrs. Stewart asked what about any other groups whether they’re a part of the process or not, for instance this year the Old Worthington Partnership was funded, they had come in a few months prior to us launching into this process, so they were handled separately from this process; asked do you want to continue to have them separate or do you want to have them inserted into this process. Mr. Smith asked were we determining them as an economic development program. Mr. Greeson replied I think you can view them as that. Ms. Michael commented we left it at a one-time funding to be discussed later. Mr. Smith asked with strings attached to show how they’re economically...Mr. Greeson commented as you may recall they submitted quite a bit of information requesting the funding, like the MAC, although given the track record we have with the MAC, we can explore streamlining that a little bit, but we would have a grant application again from them that gave you information to make a decision unless you wanted to put them in this process.

Ms. Dorothy commented I don’t think it should be with the human services, you could perhaps put it with the Historical Society. Ms. Michael commented so we’re talking three, Historical Society, Old Worthington Partnership and MAC and then the committee has health, life necessity and community improvement.
Mrs. Stewart asked about the timing for this; do you have an interest in pursuing this this fall so you have more specific information before the budget is adopted or through the budget process you can adopt a lump sum amount to be allocated after the first of the year. Mr. Smith commented the first one sounds good. Mr. Myers asked how long was the committee piece, how much work was it to do this. Mr. Troper and Mr. Foust replied we met two or three times. Mr. Myers commented the problem is if the committee makes recommendation to council to fund in this manner to these groups that kind of sets whatever the budget is going to be. My question is do we want to have the amount first and then make the distribution or vice versa.

Mrs. Stewart asked some of these groups that are coming straight to you, do you want to hear from them as part of the budget process, we usually do for the MAC because of the amount of their operating grant; we could also ask the Historical Society and the Old Worthington Partnership to come in as part of this budget process and then for the committees to allocate an amount to be distributed after the first of the year. Mr. Myers replied I would like to hear from them [the MAC, the Historical Society, and Old Worthington Partnership] before the budget process or as part of the budget process.

Mr. Foust asked Mr. Myers, since this is my first run with the budget, if we hear all this information and we are moved, what is the elasticity of the amount of money we’ve got to work with here. Suppose we hear great ideas and we want to increase it by 50%, I’m guessing we don’t have that flexibility right. Mr. Myers replied we have to make the decision where does it come from. We increased our funding for special groups last year as part of this process; it wasn’t much. Mr. Greeson commented you added $50,000 to allocate funds for the Old Worthington Partnership, but essentially it’s been relatively flat for quite a while.

Ms. Michael commented part of what we have to weight is part of the money being used way versus money being used for economic development; there is some elasticity, but I would say there is not a lot elasticity because of some of our other priorities. Mr. Smith asked is this money coming from the bed tax. Mrs. Stewart replied it comes from the general fund. Mr. Greeson replied it can come from the bed tax. Mr. Norstrom commented I’m not sure that’s quite right. Mrs. Fox explained that a portion of it has to go to the CVB or a group that conducts convention and visitor activities; the remainder goes into the general fund and can be used for general purposes.

Ms. Michael explained that the way our Ordinance has it 66% going to some convention function and the remaining balance goes into the general fund. Mr. Greeson replied that is correct. Mr. Norstrom commented just to give everyone an example, I think it’s Grandview who did away with the CVB and put the money into an organization similar to the Partnership; and that passed legal mustard.

Mr. Smith stated for clarification sake based on my memory of hearing this five (5) years ago first time going through this and I think subsequent years because between then and now, the 66% of bed tax went to the CVB and the remaining percentage of that was earmarked in the general fund for community groups like this; am I wrong about that.
Mrs. Stewart replied that’s never been my understanding of it. Ms. Dorothy replied that’s not my understanding of it either. Ms. Michael and Mr. Norstrom commented it once was that way many many years ago. Mr. Smith commented the history is important, this is not an arbitrary number unless we make it an arbitrary number. Mr. Norstrom remarked it has been an arbitrary number for a long time.

Mr. Greeson explained there is a provision in the taxation code of our codified Ordinances and this is what I was thinking when I responded to Mr. Norstrom that talks about the bed tax and it says “revenues generated by the provisions of this chapter shall be disbursed from the general fund as follows, at the discretion of Council:

1. Worthington Convention and Visitors Bureau
2. Cultural Arts
3. Community Service Organizations
4. Special Events
5. Any other project or expenditure which would enhance the City’s appeal to visitors and tourists.

If you look at the aggregate funding of things that we do in this arena, so first it goes to the CVB and it’s allocated by the statutory process, then if you go to #2 Cultural Arts, the amount we give to cultural arts far exceeds the remaining collection of the bed tax revenue, and if you go to #3 Community Service Organizations, so we put the bed tax revenue back in the general fund and essentially we far exceed those allocations of #2, #3, #4, and #5.

Ms. Michael so we come back to an important question, are we going to implement this program for this budget year; I’m assuming yes, but I want to get the confirmation from Council. Consensus replied yes. Mrs. Stewart asked are you wanting to have the committee’s recommendations as well. I thought from the previous conversation that you were going to have the MAC and the Partnership and the Historical Society as part of the budget discussions this fall, but the committee work was going to occur after the beginning of 2017. Ms. Michael stated so what we will do is come up with a dollar figure for the committee to work with. Mr. Norstrom commented that’s not what I heard. Mr. Troper replied I want to give a fixed number to the committee to work with. Mr. Foust stated if we’re going to hear from the Old Worthington Partnership, the Historical Society and the MAC up front, then we can make some informed decisions based on those presentations.

Ms. Michael explained the question is: as we approve a budget for 2017 do we have a set figure that is being budgeted for the committee or like Mr. Norstrom is saying get the results from the committee and then come up with a number. If the committee is not determining what it’s going to do until next year, I don’t know how we get a number in for this year unless we’re expediting things that much faster. Mr. Troper commented we have to give the committee a number is what I recommend. Mr. Norstrom stated respective of non-profit though, not having that number by December 31st which is where we’ve traditionally had that number puts them in a potential problem with their budgeting process; I think we should provide some guidance to them in our budget (i.e.
have a line item for the individual organizations) which would require the committee to meet this year.

Mrs. Stewart commented as I’m thinking about the timeline, if you’re really wanting to communicate to people these priorities we want to fund, really think about programs and initiatives that will meet those priorities, if you do it after the first of the year it gives them more time to really think through and be thoughtful about that because we’re in the middle of September and if you want to do it now, which we will work with whatever schedule you want to, but we’ll need to bring back modified documents next week, we’ll then need to get them out to all the groups, they’ll need to return them back to us probably early to mid-October and the committee will have to meet in order to turn around recommendations to you in November in order to have time to get into the budgets. Mr. Norstrom replied I am very disappointed to hear that because we had this discussion last year about what we wanted to do, the meeting we’re having tonight sounds like it should have happened in July. Mrs. Stewart commented we will certainly work with whatever schedule you want to. Mr. Smith added keep in mind many non-profits have fiscal operating year July 1 and in many cases or some cases, I don’t know how many, but January 1 deadline might not even be an issue, so if we wanted to take time, set a budget for ourselves and the committee take their time, award these in the first quarter of next year, I don’t think you would see many issues with that from the non-profit side. Mr. Myers commented that would be my preference. Mr. Troper commented I suggest we give the committee a number. Ms. Dorothy commented I suggest we give the committee a number as well. Mr. Foust replied I concur with Mr. Troper. Ms. Michael commented I think we have a consensus of council that we have a budget number for the committee. I want to make sure that we don’t fall behind; I understand and appreciate Mr. Norstrom’s frustration that this has fallen this much further behind, that if we can get ahead of it now, we’ll be ahead of the game for next year.

Mr. Norstrom indicated we’ve got these general priorities, asked is there any specific priority like opioid or something that we have identified. Is there any priorities that Council would like to identify. Ms. Michael advised the other things we ask staff or police or fire departments may see some priorities or maybe there is something that comes through service department where they see some type of priorities that might be needed that maybe they suggest it to you and you can pass it on to us. Mr. Greeson replied yes that would be fine and the opioid addiction issue is one that I think regardless at this budget process it probably has its own forum. Mr. Norstrom chimed in I agree and from that perspective, again, given what happened since this discussion first started, I don’t consider it as high priority as it would have been a couple of years ago. High priority I think for the city would be something like sustainability and I don’t know where that issue is in terms of overall approach by the city, but in terms of something that I think would make a difference that’s one option. I’m not informed enough at this time to make a decision on it.
(2) 2017 Budget Schedule & Council Discussion

Mr. Greeson explained that council has had some conversation about an expressed desire to change our approach to the budget presentation workshops; the time that you spend talking about the financial condition of the city. Your staff is deep into throws of both the CIP and the budget as we speak; by charter I’m required to submit a budget to you by the end of October, we’ll obviously get that to you a lot earlier. There is a draft schedule before you; I’ll just talk a little bit at how we arrived at this, and you’ll note there’s three (3) blank budget workshops, historically that was filled by department presentations, but what I think we’ve talked about at the retreat and at other forums is getting more policy or topic oriented and focusing on major issues and the budget as a policy document to address major issues as opposed to just doing it by department.

We are anticipating in early October distributing the CIP, on October 10\textsuperscript{th}, we’re proposing that we would do an early presentation regarding the CIP and distribute the Operating Budget at that time. I think the CIP presentation is particularly important this year because it’s constrained, we’re in that pinch point that we’ve been describing over the past few years where new debt is coming on and old debt hasn’t fallen off and we need to kind of talk about the infrastructure needs of the city as well as debt projections. It can be October 10\textsuperscript{th} or can be another date at council’s choosing; the infrastructure of the community and our capital investments and our debt related to those warrants its own kind of night.

The other what I would call big driving discussion is the five-year forecast related to the general fund and we were suggesting that might fall on October 17\textsuperscript{th}, this is where we talk about the cash flow of the city and year to year what fiscal condition we’re projecting to be in and what our net balances are, and what our reserves are to approach unforeseen circumstances; so we think that is an important overarching presentation and discussion.

Then at the end there is an introduction of the budget Ordinance and what I would call the traditional required public hearing on December 5\textsuperscript{th}; as a staff we always try to get the budget vote done around that time and that gives two meetings in December if there is any additional discussion that is needed. I would like to talk about the schedule and I would like to talk about the issues that are important to you that we can begin developing presentations; I’ll throw out some ideas like:

The Parks staff and the Parks Commission have been working on the Parks Master Plan and we have significant infrastructure demands in the parks and bike ped area and other emerging demands particularly in the aquatics area that you’ve heard about. I can see structuring a discussion regarding those kind of recreational investments and some of those you can’t squarely put into the recreational category, but those kind of quality of life improvements.

Opioids could be a topical area and how our budget addresses that and how our staff is working on that, how our community partners are working on that.
Ms. Michael commented one other thing that we need to address is with these different dates that we have, when we will be adding in these three groups that we just discussed, the Historical Society, Old Worthington Partnership, and the MAC which I’m sure is probably already scheduled. Do we want to do those in the same evening so that we’re listening to those things together. Mr. Greeson asked do you want to hear them all in one evening. Everyone said yes. Mr. Greeson replied we work with them and get a schedule established for that. Mr. Myers commented I think some of the discussions we’ve had in the past about the budget presentation, we were trying to get away from the director’s reports which seem to be the same every year; they read off the PowerPoint….this is how many officers Chief Strait has, this is what we did last year and this is what we’re going to do this year and I think we were trying to get more towards okay give us your goals, give us your plans, give us your philosophies, more along that type of discussion; then how we get into the accountability side of the budget, justify what you’ve spent in the past so that we should give it to you in the future; I don’t know how you work that in, you’re a budget person, I’m not; that’s what I remember from our discussions over the past couple of years.

Mr. Greeson remarked I took our last conversation regarding this to say let’s pick some topical area(s) to drill down on. My question to council is what topical areas are most important to you. Ms. Michael replied look back over some of the retreat priorities; some of our top priorities from the retreat should be some of the areas that are drilled on. Mr. Greeson replied so Communications is one of those.

Ms. Michael said a short overview of what the departments have accomplished and their goals for the future.....not getting into all the staffing and all that, but things that maybe relate to our retreat goals....and even little brag points about what the department has accomplished that we may not hear about. It doesn’t have to be real long.

Mr. Greeson commented we are also open to a schedule that doesn’t look like this; it could be another weekday or a weekend. Mr. Norstrom stated that the budget process is the policy setting for the future, the basic question we need to have answered and we have answered on a continuing basis is that we’re providing the basic services (Police, Fire, Parks and Recreation); basic services are getting done and their getting done well; so I look at the budget process as looking to say okay given where we are financially we’re going to continue to do those basic services and well then there are some other things that we’re going to do; I understand what Ms. Michael is saying relative to little highlights, but I’m not sure that’s a budget process, that’s something we should on an ongoing basis; if we haven’t had that this year then including it in the budget makes sense; but I look at the budget process as I said it’s a policy statement of what we’re going to do next year and there’s two answers there (1) we’re going to do the same thing we’ve done in past years or (2) we’re doing some things different or we’ve stopped doing some things because.

Mr. Myers commented but the budget as an expression of policy involves more of automatic versus discretionary spending and I don’t know that our budget lends itself to that kind of dichotomy, but your policies would be expressed through discretionary
spending, for example: it takes $500,000 per year to maintain our roads exactly as they are today, and in our budget we have $700,000, what do we do with that other $200,000; do we improve intersections, do we pave more streets, can there be that discussion at all. Mr. Norstrom replied the answer to your question is there must be that kind of discussion, and that’s sort of the point that I’m making.

Mr. Greeson so let me confirm what I heard, we will have

(a) Some level of department presentations with a focus more on the management discussion (no this line changed from X to Y), but more on what we accomplished in the prior year and what we’re strategically trying to accomplish in the coming year(s); also talk about what would be ideal or improve the community over time.

(b) We want to focus on the retreat priorities and we want to come back and talk about goals; we will highlight where those priorities have dollars allocated to them in the budget; and how we’re progressing on those priorities and where we’re not for either time or budget.

We may shrink the departmental presentations down to some of them pretty lean and focus on the bigger expenditure areas.

(3) Financial Report

Mr. Greeson asked Mrs. Roberts to provide an overview of the reports for months July and August and indicated that staff is requesting a motion from the City Council acknowledging the report.

Mrs. Roberts presented the following:

July:

Fund balances for all accounts increased from $23,814,536 to $23,438,929 for the month of July with revenues exceeding expenditures by $375,607.

Year to date fund balances for all accounts increased from $21,263,095 on January 1, 2016 to $23,438,929 as of July 31, 2016 with expenditures exceeding revenue by $2,175,835.

Expenditures for all funds tracked at 92.1% of anticipated expenditure levels.

Year to date revenues for all funds are above 2015 revenues by $934,073 and above year to date estimates by $611,369.

The General Fund balance decreased from $11,633,470 to $11,370,585 for the month of July with revenues exceeding revenues by $262,884.
The year to date General Fund Balance increased from $11,250,077 on January 1, 2016 to $11,370,585 with expenditures exceeding expenditures by $120,508. General Fund expenditures tracked at 92.76% of anticipated expenditure levels.

Total General Fund revenues area below estimates by $-8,635 or -.06%.

July 2016 income tax collections are above year to date 2015 collections by $373,585 or 2.62% and above estimates by $178,628 or 1.24%.

August:

Fund balances for all accounts increased from $23,438,929 to $24,966,428 for the month of August with revenues exceeding expenditures by $1,527,499, primarily attributed to the second half property tax received.

Year to date fund balances for all accounts increased from $21,263,095 on January 1, 2016 to $24,966,428 as of August 31, 2016 with expenditures exceeding revenue by $3,703,333.

Expenditures for all funds tracked at 88.5% of anticipated expenditure levels. Year to date revenues for all funds are above 2015 revenues by $1,021,248 and above year to date estimates by $1,734,522.

The General Fund balance increased from $11,370,585 to $12,721,822 for the month of August with revenues exceeding revenues by $1,351,237.

The year to date General Fund Balance increased from $11,250,077 on January 1, 2016 to $12,721,822 with expenditures exceeding expenditures by $1,471,745.

General Fund expenditures tracked at 92.86% of anticipated expenditure levels.

Total General Fund revenues area below estimates by $-222,785 or -1.18%.

August 2016 income tax collections are above year to date 2015 collections by $580,492 or 3.51% and above estimates by $355,368 or 2.12%.

MOTION  Councilmember Norstrom made a motion to accept the June and August 2016 Monthly Financial Reports as presented this evening. The motion was seconded by Councilmember Smith.

The motion carried unanimously by a voice vote.

REPORTS OF CITY OFFICIALS

Mr. Greeson publically announced the promotion of Jerry Strait as the new Chief of the Worthington Division of Police. Chief Strait has served as Acting Chief since the
retirement of Chief Jim Mosic in May 2016. We will schedule a more formal time when his family and colleagues will join us at a Council meeting for a formal swearing-in ceremony.

I passed out an Economic Development memo from David McCorkle, there are three things that I will touch on real quick; when you get an opportunity compliment David McCorkle, he worked really hard to help recruit PetPeople and their corporate headquarters to the old Liqui-Box building and we’re pleased to announce that they signed a lease on Friday. We did negotiate a venture grant with them that was within the $50,000 authority of the City Manager and the details of how that grant will work are outlined here.

This is a great opportunity because they are a growing company and that building has been vacant, but renovated and so they’ll occupy approximately 22,000 square feet of flex office/warehouse space.

You may have read in the newspaper about an OhioHealth headquarters consolidation; they are going to be building a new big 240,000 square foot administrative headquarters building near their existing Riverside Methodist Hospital campus. The new headquarters will consolidate approximately 2,500 employees from across central Ohio, including 133 employees from Worthington. Most of the employees being relocated from Worthington are under the “OhioHealth Homecare” umbrella and are considered outpatient services. Many of these jobs are currently being housed in the offices located on E. Wilson Bridge Road. The location relocation is expected to occur in late 2018/early 2019.

UMCH Property Update
City staff received an application on Friday, September 9th from UMCH on behalf of OhioHealth to construct a 20,000 square foot building on their property. The application calls for a stand-alone Emergency Department on the first floor, and approximately six (6) primary care physician offices on the second floor.

Mr. Brown reiterated what Mr. Greeson stated that late Friday afternoon we finally received an application from UMCH to be on the September 22nd Municipal Planning and Architectural Review Board agenda; it will be a basic preliminary informational item. We will be posting everything to the website tomorrow, sending out the e-mail notification blast to those that had signed up for any type of UMCH notification. We will continue to work with them as we/they tweak things and plans change. If you’re looking at the UMCH site today, if you’re looking at the Conference Center, it’s in the parking lot just to the north of the Conference Center is about the approximate location of where that building would be located.

Still working on the total number of jobs as Mr. Greeson just mentioned we do know that there are at least six (6) doctors on the second floor; eight (8) bays for the emergency department, but we’ll get you a more accurate number as we go through the process. The one thing I should mention to you is the information you’ll see related to this is very preliminary, kind of like what we did for the Holiday Inn site; we’ll go through multiple
renditions and multiple changes related to architectural landscaping, screening, stormwater, traffic, lighting, everything that you can think of that happens during the review process; they really just wanted to get before the boards and commissions to have the comments that they hear related to architectural review, site plan layouts, etc.

Mr. Greeson announced there will be a ribbon cutting for Sew-to-Speak on Thursday, September 15th 4:30 P.M. – 5:30 at the Kilbourne Building.

There will be an OSU Airport Open House and Don Scott Trot: A 5K on the Runway, Saturday, September 17th. The pancake breakfast will be from 7:30 A.M. – 9:00 A.M., the cost of the breakfast is $2.00.

There is also a Chamber of Commerce After-Hours event on Wednesday evening at First Financial Bank (Downtown Worthington) from 5:30 P.M. – 7:30 P.M.

Lastly Mr. Troper asked us to address Golf Carts. Mr. Troper commented I was wondering if we were bringing the issue back to Council at some point. Mr. Greeson replied that would be up to Council, we distributed information in the summer time. Ms. Dorothy commented I have a question that I didn’t get answered about who would be testing the golf carts or making sure they are road worthy and I didn’t get an answer for that. Mrs. Fox replied Worthington does not have a certified department to do that, but Franklin County does and there are other jurisdictions around central Ohio that are certified to do those inspections. Ms. Dorothy asked they would be state certified. Mrs. Fox replied they are certified by the Department of Public Safety.

Mr. Greeson commented at this hour I think we are seeking direction as to if Council wants to agenda this item or not; and if you’re not ready on the fly to do that, you can provide us direction next week. Mrs. Fox advised under the law that takes effect in January, the City has to take action in order to allow it on the city streets; the state allows it, but only in the municipalities that have expressly authorized it.

Mr. Foust asked if we don’t have the ability to certify them as street legal here in Worthington then from a practical sense if I buy a cart, I need to put it on a truck and haul it someplace else because I can’t drive it there to have it inspected. Mrs. Fox replied you can’t drive it there anyway because it would have needed to be inspected before you can operate it.

Ms. Michael asked does someone come to your house and inspect it, or do you take it to the place. Mrs. Fox replied I think you take it to the department. Chief Strait replied you have to take it to them; they will set up the location and then they will have golf-cart inspections and you bring it on the trailer and they inspect it and then they give you a certificate, the certificate then goes to the Bureau of Motor Vehicles. It is a one-time inspection, but you have to pay your registration fee every year.

Councilmember Smith – I’m good with bringing it back.
Councilmember Norstrom – not interested in it.

Councilmember Troper – interested in bringing it back.

Councilmember Dorothy – yes, but after December 31, 2016.

Councilmember Myers – won’t deny discussion.

Councilmember Foust – won’t deny discussion.

Ms. Michael advised we have a majority saying to put it on after the first of the year.

Mrs. Fox commented as elected officials you are all required to attend the public records seminar at least one time during your term or you may designate somebody to go in your stead; there is a public records seminar coming up on September 23rd, Mrs. Thress, Melissa Cohen from my office and myself will be attending; so on next Monday evening we will be asking for a motion from Council to designate Kay Thress as your official designee to go the public records training.

REPORTS OF COUNCIL MEMBERS

COUNCIL MEMBER BONNIE MICHAEL – Ms. Michael commented that the 9-11 program held on yesterday was absolutely wonderful.

ADJOURNMENT

MOTION Councilmember Myers made a motion to adjourn. The motion was seconded by Councilmember Norstrom.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 9:15 P.M.
Meeting Minutes

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

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 Monday, September 19, 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, Douglas Foust, Scott Myers, David Norstrom, Douglas K. Smith, Michael C. Troper and Bonnie D. Michael

Member(s) Absent:

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, Director of Parks and Recreation Darren Hurley, Chief of Police Jerry Strait and Chief of Fire Scott Highley

There were five visitors present.

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

President Michael acknowledged a Cub Scout from Troop 234 who was in the audience. Omar Diallo shared that he was in attendance as part of his Arrow of Light merit badge that is needed prior to him becoming a Boy Scout. Ms. Michael encouraged him to ask questions.

APPROVAL OF MINUTES

- Regular Meeting September 6, 2016

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

The motion to approve the minutes as presented carried unanimously.

VISITOR COMMENTS

There were no Visitor Comments

PUBLIC HEARINGS ON LEGISLATION

President Michael declared public hearings and voting on legislation previously introduced to be in order.
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.

The foregoing Ordinance Title was read.

Finance Director Molly Roberts shared that this ordinance accepts the amounts and rates as determined by the Budget Commission. This is an annual housekeeping measure in order to enforce our five mills of property tax millage for the collection year of 2017, which remains unchanged. This legislation is in accordance with Ohio Revised Code 5705.34. The reason for the emergency language, which we will need a separate motion and vote on, is because this legislation must be adopted and submitted to the Franklin County Budget Commission by October 1st of each year. Due to the timing of the legislation, it is necessary to have this as an emergency passage this evening.

Ms. Dorothy understands that nothing has changed from previous years. Ms. Roberts agreed.

When asked by Ms. Dorothy how much money the five mills will provide, Ms. Roberts reported that collections equate to almost $2.5 million each year. Ms. Dorothy stated that is not where most of our money is coming from. Ms. Roberts agreed.

MOTION

Mr. Foust made a motion to pass Ordinance No. 29-2016 as an emergency. The motion was seconded by Mr. Norstrom.

The motion carried unanimously by a voice vote.

There being no additional comments, the Clerk called the roll on the passage of Ordinance No. 29-2016 as an emergency. The motion carried by the following vote:

Yes 7  Foust, Troper, Norstrom, Dorothy, Smith, Myers and Michael

No 0

Ordinance No. 29-2016 was thereupon declared duly passed 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)
The foregoing Ordinance Title was read.

Mr. Whited shared that this is a continuation of our last meeting when we discussed the fact that May’s Consulting had put together a prioritization of our many roof projects that are needed in the city of Worthington. Last week Council approved the fix to the south end of the community center. The request tonight is to approve May’s Consulting to complete a design for improvements at this building to repair the leaks that are occurring around the chimneys. This approval of $25,000 is only for design. A set of plans will be prepared that will move forward into construction to complete the repairs. Construction costs estimates are about $72,000. Staff is asking for approval of design tonight.

Ms. Dorothy commented that this appropriation is for work to this building. Mr. Whited agreed. Ms. Dorothy understands there to be water leaks in this building. Mr. Whited again agreed. Ms. Dorothy asked if the water damage is visible. Mr. Whited acknowledged that it was visible in the file room upstairs as well as in Mr. Greeson’s closet. The leaks are particularly bad during the winter when the freezing/thawing occurs. Ms. Dorothy asked what will happen if we don’t keep water out of our building. She thinks it will have additional damage over time. Mr. Whited reported that was absolutely correct. Ms. Dorothy concluded that it would behoove us to get this fixed as soon as possible. Mr. Whited agreed.

Mr. Foust stated that he would like some more detail. He reported some struggle with the numbers of $25,000. He would like some detail on the number of hours and billing rate on that. The $9,250 for investigation and equipment rental. He is curious as to how much of that is consulting fees and how much is for the equipment itself. He believes the whole breakdown is pretty light for the kind of detail that he would look for. Mr. Whited explained that the work is on an extremely steep and high roof and will require some care to get the lift up. We can’t even get the fire truck up there to take care of that work so that is a part of the process. He thought they had a pretty decent description of site investigation, the visual review of the leak issues and water spray testing, where they spray water into the area to determine exactly where it is leaking. That testing involves an 80 ft. boom that requires numerous safety issues to take care of. They will also be looking in interior areas at the same time they are spraying water through the flashing to see where the leaks are occurring. From that they will come back and determine how the leaks are occurring and spent time to determine a proper design, prepare the plans and assist with the bid phase. Once a contract is awarded, they will assist with the construction phase because we are not experts in this type of work. They will work with us for inspection, advice and review during the construction phase to make sure it is being constructed as designed. It was broken down with $9,250 for the inspection work, $6,700 for the design preparation, $3,500 for the bid preparation and getting it out on the street, and then $4,800 to help us with the design phase of the contract.
Mr. Foust asked if we have received any kind of a breakdown as far as an hourly billing rate for the $6,700 for the design work or the number of hours that would be attributed to this project. Mr. Whited replied that he doesn’t have that information with him.

Mr. Norstrom stated that staff has received that information, correct. Mr. Whited reported that he has received that information and it was reviewed as part of the process.

When asked by Mr. Norstrom to share his process and how he determined that this was a good price, Mr. Whited reported that the project began before he started working for Worthington. But he has worked with May’s Consulting and has walked this site with them. They have already spent some significant time here so we already have a lot of time into this project prior to actually getting this contract done. We have reviewed the site and received their evaluation several times of what they think the issues are. The comprehensive overall project for the entire roof reconstruction is broken down into individual portions, we evaluated their hourly rates and time for their principal engineer, the project engineer, and their drafters to prepare those plans. He does not recall their rates but they are within the ballpark of what his experience shows for contractors and structural engineers in this business.

Mr. Foust stated that he is not saying that he has a problem with the whole thing but there are parts that he has a problem with. He is not comfortable with the numbers that he sees and would like to see a whole lot more detail for that kind of money. There is something that he can’t put his hands on. It seems like a lot of money to figure out the problem and come up with design to fix it and we haven’t pried the first shingle or dropped the first staple in place to fix it.

Ms. Dorothy thinks that the amount is on the higher side but we have been paying May’s Consulting for their expertise since we have several unique buildings that we are responsible for and we have had some construction issues where it hasn’t been constructed as well as we thought it should have been to begin with. We have been using May’s to help remediate those issues, on the community center specifically. She also thinks we are paying for that expertise to ensure we don’t have these problems reoccur as soon as they have because we would normally expect roofs to last thirty years.

Mr. Greeson shared that the city hall’s roof was constructed in 1993. Ms. Dorothy commented that it is approaching its end of life anyway. Mr. Greeson agreed. He added that in the case of the four chimneys, it is actually a membrane roof that sits down so not only do you have to get up on the roof but then you have to get down inside the chimney. It is a membrane roof with a number of things that vent through it so it has been challenging for us to deal with over the years because of just where it is. So it is difficult to repair and certainly to replace. One of the possible solutions would be to cap those chimneys and re-route the equipment to vent in a different location. That is a possible solution here but that has to be evaluated carefully since it is a change from the original design and that is one of the facets that he thinks makes this a little more interesting and complicated. Mr. Whited added that the costs are presented as “not to exceed” so they will only charge us for the time spent.
Mr. Norstrom looks at it as consulting rates are $100 or more an hour and close to 200 hours of work which is four or five weeks’ worth of labor going into this and he considers that to be appropriate.

Mr. Whited added that the cost also includes the rental of the 80 foot boom, which is a pretty expensive piece of equipment.

There being no additional comments, the Clerk called the roll on the passage of Ordinance No. 31-2016. The motion carried by the following vote:

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

No 1  Foust

Ordinance No. 31-2016 was thereupon declared duly passed and is recorded in full in the appropriate record book.

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.

The foregoing Ordinance Title was read.

Mr. Greeson shared that staff has reported to City Council that we are undergoing some staffing changes and challenges in the Fire Division that requires filling some positions by overtime while we have vacancies due to retirement and some medical leaves. In addition to that, we process and remit to the City of Columbus sewer capacity fees. So anytime we receive a large one that is above what we would anticipate, we need to appropriate the funds to send to Columbus for those fees. He thinks these fees are from the Linworth Crossing development.

There being no additional comments, the Clerk called the roll on the passage of Ordinance No. 32-2016. The motion carried by the following vote:

Yes 7  Dorothy, Smith, Myers, Foust, Troper, Norstrom, and Michael

No 0

Ordinance No. 32-2016 was thereupon declared duly passed and is recorded in full in the appropriate record book.
NEW LEGISLATION

Resolution No. 39-2016  Amending the Job Description for the Position of Maintenance Superintendent and Amending the Pay Resolution to Accommodate Said Position.

Introduced by Mr. Smith.

MOTION  Mr. Myers made a motion to adopt Resolution No. 39-2016. The motion was seconded by Ms. Dorothy.

Mr. Greeson shared that he is sad to report that Tom Gilkey our long time maintenance superintendent is retiring. We should all find a way to thank him for his service because he has done a remarkable job. As members know, it is our custom anytime we have a vacancy to review the job description and the pay ranges, particular when there is only one person in a particular role. Staff as done that in this instance and we have some amendments to the job description related mostly to cleaning up some of the duties and educational requirements and bringing into our newer job description format. We also looked at the pay range, which is currently a 26 and had identified this position as one that is a little high in the market place. We looked at both the older data from the 2011 pay and class study we conducted and then we kind of used the Mid Ohio Regional Planning Commission’s regional salary survey to see how that had changed and came up with a lower range as a more appropriate market based range for a similar salary. The listed top step for that range 25 is $89,000 but the bottom of the range is $71,000. So we are recommending that the new job description and pay range be adopted.

Mr. Whited thinks Mr. Greeson’s comments fairly reflect their situation and evaluation in this extremely key position in the department as far as all of the responsibilities of the Service Director and what they do on a day to day basis. There were only some minor revisions made to the job description itself. A large part of it was to increase the technical skills, operational maintenance strategic skills for this individual and chart them on a little higher plane for continuing to provide a high level of service to our citizens.

There being no additional comments, the motion to adopt Resolution No. 39-2016 carried unanimously by a voice vote.

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

Introduced by Mr. Troper.
MOTION

Mr. Foust made a motion to adopt Resolution No. 40-2016. The motion was seconded by Mr. Norstrom.

At Ms. Michael’s request, Mr. McCorkle briefly explained the Tax Incentive Review Council (TIRC) topic for the benefit of the Boy Scout in the audience prior to presenting the recommendations following this year’s review.

Ms. Dorothy asked what we are trying to incentivize with this. Mr. McCorkle reported that with our Community Reinvestment Area (CRA) and Tax Increment Financing (TIF) programs, we want to incentivize job creation. Worthington is a municipality that is heavily dependent on income tax so we want good quality, high-paying jobs in the city. We also want strong development and this is one of the tools that we use.

Mr. McCorkle shared that the Tax Incentive Review Council met on August 18th. State statute requires municipalities to meet once a year. The TIRC reviewed three CRAs and seven TIFs. Action by Worthington City Council is required within sixty days, which is October 17th. The 2016 TIRC recommended continuation of all active CRAs and TIFs. The Worthington TIRC recommendations are believed by staff to be reasonable and appropriate. This action will continue the city’s various tax exemption projects for 2016 and then the TIRC will re-evaluate again in 2017. Of our three CRAs, all of them exceeded the payroll commitments. Two of the three met and exceeded the job commitments. The third one was just slightly under the job commitment but well exceeded the payroll. Of the seven TIFs, two of the Tax Increment Financing are starting to see deposits come in to the accounts.

When asked by Ms. Michael which two, Mr. McCorkle replied the Worthington Station project and The Heights. The original plan for Worthington Station was to see at least $150,000 of reimbursements for the sound barrier wall come into the program. We have received to date about $153,000, which exceeds our original expectations for this TIF. We have received just over $3,000 from The Heights project in that particular deposit but we anticipate seeing quite a bit more. Because we have seen over $15,000,000 in increased property valuation for that site, we should see a substantial uptick with regard to that project by next year.

When asked by Mr. Norstrom who serves on the TIRC, Mr. McCorkle replied that the Council is made up of two representatives from Sharon Township, three from the Franklin County Commissioners, a representative from the Worthington Schools, and some staff. Ms. Stewart added that there are also two city representatives in Parker MacDonell and Matt Gregory.

Mr. Norstrom asked if we expected to not receive funds from the other five TIFs. Mr. McCorkle agreed that was what was expected.

Ms. Dorothy observed that the CRAs will end next year. She asked if that was correct. Mr. McCorkle replied yes. The Worthington Station CRA was a ten year CRA (from 2007). Ms. Stewart clarified that there was a window for improvements that was spread
across three years. The first of those that took effect right away will be burning off but
the dentist office, Dr. Huelsman completed his improvements several years later. He has
a ten year abatement that will stay in place for the ten years of his improvements. Mr.
McCorkle clarified that the clock begins once the work has been completed.

Ms. Dorothy asked if all of the TIFs make the schools whole. Mr. McCorkle reported the
following:

1) Worthington Station TIF (approved 2007) – 75% CRA and 25% TIF for 10 years.
   Only a portion of the site was actually redeveloped so several of the properties
   were removed. That one is 100% between the TIF and the CRA
2) Worthington Square Venture – 100% abated for property taxes
3) The Heights Project – 100% abatement for 30 years
4) West Dublin-Granville Road (Linworth Crossing) – 75% abatement for 10 years
   (no deposits yet)
5) 933 High St (Fresh Thyme) – 75% abatement (no deposits yet)
6) Downtown TIF District – 100% abatement for 30 years (no deposits yet as it was
   just recently passed)
7) 350 W. Wilson Bridge Road (Trivium Development) – Currently under
   construction but set to see initial tenants come December. That is a 75%
   abatement for 10 years

Ms. Fox shared that on some of those TIFs schools are made whole but on others we
have compensation agreements with the schools. Primarily the compensation
agreements are set at a certain value. If the value of the property is increased above an
amount then the schools get a certain percentage but up to a certain level they are not
made whole. It varies with each particular TIF but generally speaking, several of those
are non-school TIFs so the schools are being made whole.

Mr. Greeson added that in some of these instances we tied all of them to essentially help
fund public purposes. In some instances those were public improvements that the
developer built (Fresh Thyme built storm water improvements, Worthington Station built
a wall that was deemed a public purpose). In other instances, like the Heights and the
Downtown District, a TIF was set up for future public purposes. So we hope to make
public capital investments in the not too distant future using those capital dollars.

There being no additional comments, the motion to adopt Resolution No. 40-2016
carried unanimously by a voice vote.

**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.

Introduced by Mr. Smith.
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)

- Liquor Permit Request – New – Borgata Pizza Cafe

Mr. Greeson shared that this is a tenant that is going into Linworth Crossing. They are requesting D-1 and D-3 permits. Members will recall that when liquor permit requests are made, City Council has an opportunity to object to the issuance of the permits. This is a unique motion in that Council approves a motion not to request a hearing for the transfer of the liquor permit if you don’t want to object. Staff is not aware of any reason to object. This is a business that has another location in the Columbus area and they are expanding to Linworth.

Ms. Michael found it interesting that their name includes “Wine Bar” but they are not asking for a wine permit. Mr. Greeson believes they will have a subsequent TREX request for wine.

MOTION

Mr. Norstrom made a motion to not request a hearing on the new liquor permit request by Borgata Pizza Café. The motion was seconded by Mr. Myers.

The motion carried unanimously by a voice vote.

- Designation of Public Records Representative

Ms. Fox shared that state law requires each of the council members to take public records training but you may appoint somebody as your designee to attend that training, which is coming up this Friday. Staff would like to have a motion from Council appointing the City Clerk as City Council’s designee for that training and the Law Director as the alternate in case something should happen. She is also planning on attending the public records session and we will have members covered.

MOTION

Mr. Norstrom made a motion to approve the City Clerk 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. The motion was seconded by Mr. Foust.

Council members thanked Mrs. Thress and Ms. Fox for attending the training on their behalf.

The motion carried unanimously by a voice vote.
Grant Application Materials

Mr. Greeson commented that at the last Council meeting members provided staff with a great deal of input on how you want us to handle the different groups who request funding from the City as part of this year’s budget process. Essentially that direction was to bifurcate the process. Have the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society be treated as one group because of the nature of the services they provide and the relationship they have with the city and then have a separate community grant application process for other entities that may apply for human services, community projects, and mental health services. Staff has prepared two different types of grant applications to accomplish the input that members provided. We are requesting some direction from members on how to move forward. Ms. Stewart will present the applications and propose some potential actions.

APPLICATION FOR GRANT FUNDING – 2017
CITY OF WORTHINGTON

Ms. Stewart commented that she included in the agenda packet two different applications that hopefully reflect the conversation that staff had with Council last week. This is an opportunity to check and see if we accurately captured everything that members are considering. The first application is intended for the three groups of the McConnell Arts Center (MAC), Old Worthington Partnership and the Worthington Historical Society. It essentially uses the format we have used in the past for the MAC and for the Old Worthington Partnership but we generalized it so that we could use one application for all three. It essentially asked for the same information as previously requested however we did streamline some of the attachments (fewer attachments requested). In the past we had asked for by-laws, policy and procedures, resume of staff and so forth. Certainly for the Partnership and the MAC we already have those on record. Instead of asking for those year in and year out we switched those to the certification form in the back to just say that they acknowledged that if the City requests them then they will provide them. It is really a follow-up like we would want to see something. We are familiar with all three of these organizations so we didn’t request all of that information again. Those are the primary changes to this form. She would love to get Council approval for it tonight so that we can send it out to those organizations in anticipation of receiving this back towards the end of October. That would give them about a month to complete so that we would have it in advance of their appearance in front of City Council in November when we are talking about the budget.

Ms. Michael believes that is a tight timeline. Mr. Greeson stated that tentatively we get it out and ask them to return it to us by the end of October. We are looking at scheduling them for presentation potentially on the third meeting of November. So that would give us some time to review their application. Ms. Michael thinks that is pretty close to our deadline on budget approval. Mr. Greeson agreed. We have three meetings in November and we could really put them wherever members deem appropriate but we wanted to talk through the schedule with members as well.
Ms. Michael asked if there were any comments about the application.

Mr. Myers said that he was a little confused. He asked what is it that we are not asking for from the three groups that we had before because he sees the list of attachments. Ms. Stewart replied that on the very last sheet where it says, “Certification”, #5 says that additional information will be provided if requested. In the past we had them attach the organization’s Article of Incorporation, By-Laws, etc. This application states that if we request the documents then they will provide them.

Mr. Myers noted that under General Information on page 2, Attachment IV stated Articles of Incorporation and By-Laws and then on the back we say they have to have them ready if requested. Ms. Stewart reported that she forgot to delete that attachment. She thanked him for pointing it out.

Mr. Myers understands that we are making the process more streamline for the applicant as there are many things that we aren’t asking for because we already have them. Ms. Stewart agreed that the questions are essentially the same but the attachments are fewer. Mr. Myers stated that the amount of information that they are going to have to collect to comply with this is greatly streamlined. Ms. Stewart agreed.

Mr. Norstrom suggested that we ask them if there has been any changes in their by-laws during the last year and if there has been then they need to provide copies of those.

Ms. Stewart commented that she doesn’t believe that we have the documents for the Historical Society on hand because we have not used this format. She asked members if they want them to provide that information to us. Mr. Norstrom thinks that since we don’t have the Historical Society’s information then we should request the full packet as that will be our base for moving forward.

Mr. Myers agreed. He added that in subsequent years we could just ask for changes since we would already have the baseline. Mr. Norstrom agreed.

Mr. Troper asked for clarification on Attachment VI. Ms. Stewart agreed that Attachment VI should be updated. She thanked him for the observation.

Mr. Foust switched gears and commented that there is one thing that concerns him about the Community Grant Program document and he was a little ill at ease last week when members talked about the multi-year thing. He understands why we are asking the question but he is concerned the way the application is worded in that, “Are you requesting funding over a multi-year period?” Yes, he knows there is a parenthetical that follows it and the disclaimer but he is concerned about creating the expectation of a multi-year commitment. If there was a way to ask that question a little bit softer. Something like, “Is the money you are requesting to be used, or please describe those things within the calendar year of 2017 and then maybe some question about . . .”
Members requested a vote on the first application before moving on to discussing the Community Grant Program application.

**MOTION**

Mr. Myers made a motion to approve the grant application for distribution to the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society as presented and discussed tonight. The motion was seconded by Mr. Norstrom.

The motion carried unanimously by a voice vote.

**APPLICATION – 2017**

**CITY OF WORTHINGTON**

**COMMUNITY GRANT PROGRAM**

Ms. Stewart commented that this program was discussed last week and we probably wouldn’t issue this until after the 1st of the year so we have a little more time to work on it but because the conversation was fresh from last week she wanted to bring it back in a format that was generally approved. We will have to insert some dates and budgeted amounts later. This one utilizes the format from last year but with a few changes. She inserted the section on priorities for grant funds as was discussed last week (those three areas that Council indicated were of most interest for funding). On the second page in the program guidelines she did note that within the designated priorities then preference would be given to some of those things from the decision matrix that we used previously. So programs that serve City of Worthington will have higher priority but consideration will also be given to those serving the school district. She noted that any applications for arts or cultural programs should be directed to the McConnell Arts Center. Ms. Stewart shared that she did have a conversation with Jon Cook to give him a heads up about the conversation last week which is that Council was looking to the MAC to propose how they would go about funding community groups so he is already starting to think about that. She thinks he will be prepared to talk about that when they come before Council during the budget process.

Ms. Stewart noted that timing wise, grant allocations would be anticipated during the first quarter of 2017 so if we get this out at the beginning of the year most of this work and hopefully approvals will occur in the first quarter.

Ms. Stewart moved on to the Grant Application. She would appreciate some guidance from Council on the multi-year period question. She realized when she looked through last year’s materials that we referenced the fact that people might not have to request funds each year but we didn’t ask them for any information about what they were looking for in future years so we have nothing to base a decision on this year without them submitting an application. This was an attempt to be able to gather some of that without asking them to apply each year but it is certainly open for Council’s direction on how members want to handle that. Then she added questions about how their proposal ties to the City’s priorities.
Mr. Foust shared that he would hate to create the expectation in 2017 of a long term commitment when he doesn’t know who is coming to the table in 2018 or 2019.

Mr. Myers thinks it is interesting that after members had the discussion about possibly multi-year funding and how should we go about that and whatnot, and he would ask for Ms. Fox to take a look at this, he knows at the state level they can only fund for one budget. We can encumber a multi-year budget? Ms. Fox explained that the City is able to enter into multi-year contracts but any contract or grant has to state in it that each subsequent year is subject to appropriations.

Mr. Norstrom agreed that this Council cannot obligate future Councils. Ms. Fox agreed because if a future Council would choose in year two or three to not fund that then it goes away. So it is not a binding commitment because it has that contingency in it.

Mr. Norstrom disagreed with Mr. Foust’s approach because he thought the discussion members had was to indicate that we would act favorably, even though we can’t commit ourselves, but we would tend to act favorably towards multi-year funding just to establish a program and let them know that if they were successful we would be looking forward to a multi-year funding of that program.

Mr. Smith thinks members should focus less on the term “funding” and more on the word “program” or “project”. Then the question becomes is the request for a project that is multi-year. If so, then explain it.

Several members, including Mr. Foust agreed with Mr. Smith’s comments.

Mr. Troper commented that we have “x” number of dollars. He asked how the Priorities for the Grant Funds works and the distribution of those funds between 1a., 1b., and 2. Mr. Smith replied that the distribution is up to the committee.

Mr. Myers stated that is just a question. That was the discussion. 1a., 1b., and 2. are our priorities and it is subjective. We can’t make it objective but it doesn’t mean that an excellent project of improving the community might come in that the committee feels merits better consideration and more money than something that satisfies a basic human need. If we think that group that is saying they are going to satisfy a basic human need is not efficient or they are not from Worthington or they have no track record with us, everything has to get considered into that. This is just a statement of our overall priorities.

MOTION

Mr. Myers made a motion to approve the Community Groups Grant Application as reflected by the comments made tonight and correction that members have offered. The motion was seconded by Mr. Smith.

The motion carried unanimously by a voice vote.
• Trailhead and Heischman Park Re-Dedication

Mr. Greeson shared that Council’s Capital Improvement dollars for 2016 have led to the creation of a really cool trailhead at the Olentangy Parkland as well as a new playground at Heischman Park. We would like to dedicate one of those and re-dedicate the other one. He asked Mr. Hurley to comment.

Mr. Hurley shared that it is Council’s practice to celebrate some of these accomplishments from its Capital Improvement Program. The Heischman playground has been opened since the end of July and with the August recess we have not had a chance to schedule a re-dedication for that effort. The trailhead has been more recent and actually still has a few finishing touches being done but it is substantially complete at this point. Before we completely lose our weather, we wanted to take a look at October to schedule something prior to Council meetings. He just wanted to get some general direction on members’ interest in either or both of those as an event and if so then get a date scheduled.

Ms. Michael asked if it would be both on the same night or two different nights. Mr. Hurley said he would take suggestions on that question. We could do either. We plan to include the Bike and Pedestrian Advisory Board for the Trailhead because that is one of the first beginning to end project that came from the original Bike and Ped Steering Committee so they will be a part of at least that portion. Staff can do either. He is interested in any feedback and then staff will work with members on getting it scheduled.

Mr. Troper liked two night.

Mr. Norstrom commented that we could do it on one night and order pizza.

Mr. Smith encouraged staff to remember that sundown in October falls around 6:30 p.m. Mr. Hurley agreed that we are definitely losing daylight and we would need to consider that when we look at the times. These have typically been pretty quick events and if they are done either at 6:00 or 6:30 then Council has a chance to make the event and still get to the Council meeting on time.

Ms. Dorothy commented that if done around 6:00 then she thinks the events should be held on two different nights. Mr. Hurley agreed. He added that two nights would probably make it a little easier then to incorporate the Bike and Ped Advisory Board.

Mr. Hurley stated that staff can send out an exploratory e-mail asking for dates and we will finalize a schedule.

Ms. Michael asked if staff knows what happened to the concretions from ODOT. She doesn’t see them sitting out anymore and she was thought they might be coming to be part of our parks. Mr. Greeson replied that he doesn’t know the answer to that question. Mr. Whited shared that they were available but staff did not pick any of them up. Ms. Michael asked why staff did not pick them up. It was her understanding that we were
Mr. Greeson stated that staff will follow up on that.

Mr. Greeson shared that the City has an intern from Ohio State, Mary Turner. One of the many projects that she has worked on is following up on a couple of retreat items and things that come up as suggestions from Council members. That includes how to effectively do volunteer recognition. It involved research on how to recognize citizens in our community as well as how other communities recognize the good work of citizens in their communities. We want to give her an opportunity to make a presentation in front of Council and go over her research with members. Members should feel free to ask her questions about what she is recommending and her ideas around volunteer recognition and citizen recognition.

REPORTS OF COUNCIL MEMBERS

Mr. Norstrom commented that members received a memo from Robyn Stewart on the Airport Advisory meeting which he did not attend. As members will see on that the airport is discussing some changes and improvements on Case. They have yet to address the issues along SR-161.

Mr. Smith shared two items that both involve Mr. Foust.

1) He and Mr. Foust talked very briefly before tonight’s meeting about something that was mentioned last meeting regarding these grants and he thinks we are going to set up an ad hoc committee to come up with a grant wrap up form for these organizations for us to maybe see some successes or progress.

2) Mr. Foust also mentioned earlier in tonight’s meeting about some concerns about consulting and throughout his five years on Council he has also had similar concerns. He thinks what we are trying to get to with this budget process is to address how some of these expenses we have, including consulting are addressed in a consistent way and specifically what are the costs. He thinks they are know that consultants are expensive but to weigh that with the cost benefit analysis of where we are as a City and what consulting services we need. He is hoping that staff, when they are preparing their budget talks will include some of that information.

Mr. Greeson asked Mr. Smith if he had a particular area that he is interested in. Mr. Smith replied no but he thinks there are some ways that we can improve. He doesn’t know what those are yet but he knows there are things like technology and things like more relationship building with other consultants that might get us better deals.

Mr. Foust shared that in his day job, he has one consulting relationship that is $150,000 a year of ongoing business. In any given year he will have a special project that he wants them to do. So on top of the $150,000, they might come back and ask for another $30,000. But what he will get in that $30,000 estimate is an idea of the breakdown of the number of hours, etc. He would like to see something in the way of hours and rates and
not be picturing a dartboard behind somebody’s door that they are throwing to come up with a number.

Mr. Norstrom stated that there is a difference between what members do as a policy and what we let management do. He has no doubt that what Mr. Foust does in his job is exactly what our staff does in theirs. The fact that they didn’t present that to Council members tonight, he understands Mr. Foust’s concerns about it but he is not sure that seeing that is the appropriate role of a policy maker.

Mr. Greeson commented that from staff’s perspective we will give members whatever information they would like and be glad to have any conversation about any of our consulting relationships that anybody is interested in. We would be glad to provide the more detailed background on any of these but Mr. Norstrom is right. We look at any of those aspects as we procure services. Much of what we procure is subject to the procurement policies that were adopted by the Council. Some of these are competitively selected and others are under those thresholds. We went through a lengthy conversation about two years ago regarding our consultant selection process and amended all of those documents but none of it is permanent.

Mr. Smith stated that his purpose is not to bring up a dead or dying horse but rather to re-engage that conversation to this new format that we are having with the budget conversations coming up. He trusts staff and their needs for consultants but he thinks we are at an age where it doesn’t hurt to look again to save money.

OTHER

Boy Scout Omar asked about construction of buildings. Ms. Michael explained that basically the private companies like the banks and things construct the buildings but they get approval for the design of the buildings from the City. Mr. Foust added that the design approval is actually obtained from a different body then City Council.

Mr. Myers commented that when things break at Omar’s house, his mom has to have them fixed. Council has to do the same thing with our buildings. Right now a couple of our buildings are leaking so if it rains really hard tonight then we might need umbrellas. They are leaking so we have to get them fixed. We have to have an expert get up on the roof and tell us how to do the repairs. Our taxpayers own many buildings that Council and staff have to take care of so that is what we were talking about tonight.

Ms. Michael thanked Omar for coming tonight.

EXECUTIVE SESSION
ADJOURNMENT

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

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 8:37 p.m.

____________________________________
Clerk of Council

APPROVED by the City Council, this
3rd day of October, 2016.

Council President
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>
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<tr>
<th>Account No.</th>
<th>Description</th>
<th>Amount</th>
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<tr>
<td>Capital Improvement Fund #308</td>
<td>2016 New &amp; Replacement Equipment</td>
<td>$42,000.00</td>
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<td></td>
<td>Medic Replacement Cot</td>
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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

Introduced September 19, 2016
P.H. October 3, 2016
**NOTICE TO LEGISLATIVE AUTHORITY**

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<td>08 03 2016</td>
<td>D5 D6</td>
<td>25 297</td>
<td>B F16777</td>
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<td>652 HIGH ST</td>
<td>WORTHINGTON OHIO 43085</td>
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**MAILED 09/16/2016**

**RESPONSES MUST BE POSTMARKED NO LATER THAN 10/17/2016**

**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 TRFO 8788450**

(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:

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<th>(Signature)</th>
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<td>Clerk of County Commissioner</td>
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<td>Clerk of City Council</td>
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<td>Township Fiscal Officer</td>
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**CLERK OF WORTHINGTON CITY COUNCIL**

KAY THRESS
6550 NORTH HIGH STREET
WORTHINGTON OHIO 43085
NOTICE TO LEGISLATIVE AUTHORITY

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FROM 09/28/2016

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MAILED 09/28/2016

RESPONSES MUST BE POSTMARKED NO LATER THAN 10/31/2016

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 STCK 4979449-0020

(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 THREES
6550 NORTH HIGH STREET
WORTHINGTON OHIO 43085
**APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS**

**Ohio Department of Commerce - Division of Liquor Control**

6606 Tussing Road, Reynoldsburg, Ohio 43068-9005
http://www.corp.ohio.gov/lqcr

**APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING:**

**PERMIT HOLDER REQUESTS**

<table>
<thead>
<tr>
<th>Permit Holder Name:</th>
<th>Lakes Venture, LLC</th>
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<tbody>
<tr>
<td>Permit Premises Address:</td>
<td>933 High Street, Worthington, Ohio 43085</td>
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<tr>
<th>Liquor Permit Number(s):</th>
<th>49795449-0020</th>
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<tbody>
<tr>
<td>Federal Tax ID Number:</td>
<td>46-1124457</td>
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**Email Address:**

| Permit Holder Requests Approval of the Division of Liquor Control of the Following:

| Attorney's Name, Address and Telephone Number (If represented): | Scott Simon, 37 West Broad Street, Suite 1140, Columbus, Ohio 43215 |

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

**PLEASE COMPLETE ALL AREAS OF SECTION A & B BELOW**

### Section A - PREVIOUS

List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

<table>
<thead>
<tr>
<th>NAME</th>
<th>SOCIAL SECURITY # OR FEDERAL TAX ID #</th>
<th>OFFICE HELD</th>
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<td>1)</td>
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### Section B - REVISED

List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

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MEMORANDUM

TO: Matt Greeson, City Manager
FROM: Mary Turner, City Intern
DATE: September 29, 2016
SUBJECT: Recommended programs for Volunteer Recognition and Boards and Commission Members Recognition

This memo has been prepared in response to one of the initiatives identified during the 2014 City Council Retreat that has not yet been completed. The City Council expressed interest in developing a volunteer recognition program. I was tasked with understanding how service to the City - by community members and by boards and commissions - is recognized and evaluating how the recognition can be expanded or strengthened. The programs outlined in this memo are preliminary recommendations for programs meant to increase opportunities for recognition of service to the City. The first of the two programs is recommended for distinguishing service to the City Boards and Commissions, as there is little recognition presently provided for this service. The second of the two programs is suggested for recognition of volunteer contributions to the City and community.

Why Recognize Service to the City?

It is important to recognize service to the city for a number of reasons including the following:

- Service deserves to be honored
- An example is created for the rest of the community to follow
- An occasion is created to highlight and explain community issues
- It is shown that service to the community is valued and appreciated
- It demonstrates to the community ways people can be involved and make a difference
- It helps to prepare the community for future initiatives
Program 1. Boards and Commissions Awards

The purpose of the first program is to create a scheduled and uniform process for recognition of service to Boards and Commissions throughout the City.

Existing Awards

Correspondence with representatives for each of the Boards and Commissions within the City revealed that there are few existing processes for recognition of service. Existing processes for recognition of service are described below.

Board of Zoning Appeals, Municipal Planning Commission, Architecture Review Board

The ARB, MPC, and BZA recognize members when they leave with a resolution and usually have cake. If a member has served a long time (more than 10 years or so) they will likely also be recognized with a City Council resolution. Besides parting resolutions, ARB, BZA, and MPC do not recognize service of their members in other ways or have other celebrations. BZA, MPC, and ARB only have one meeting in November and December so if an event were to be organized, the end of the year would work well for these boards and commissions. – Lynda Bitar

Worthington Arbor Advisory Committee, Bicycle and Pedestrian Advisory Board, Parks and Recreation Commission

Unfortunately there are no measures in place at this time to recognize the service of residents to any of those three boards/commissions other than public, verbal acknowledgement of their time and efforts at re-appointment and retirement from serving. – Darren Hurley

Worthington International Friendship Association

When a Board member is no longer able to serve (often because of age-related reasons) they are named as an emeritus member of the Board. Besides this practice, WIFA does not recognize service of their members. -Anne Brown

Community Relations Commission

For members that have served for more than one term, there have been City Council Resolutions of appreciation. We also have had informal cake/punch at the member’s final [Community Relations Commission] meeting. –Lori Trego

The Need for a Program

As can be seen by the information provided above on existing practices, few Boards and Commissions have established programs to recognize service to their Board or Commission.
Creating a more unified recognition process through the City and Council would ensure that no service goes unrecognized.

**Suggested Program Layout**

After reviewing programs of other municipalities, the following program layout is suggested.

**Annual Event**

An annual event should be established, in coordination with a City Council meeting or scheduled at another time, with time set aside for the recognition of Boards and Commission members. All Board and Commission members should be invited to the event to acknowledge their time spent volunteering. The event will also have a short program to recognize specific members, outlined in the following section.

**Selecting Members for Recognition**

Services of Board and Commission members should be tracked in order to determine which members are eligible for recognition each year. Board and Commission members should all be eligible to attend the event, and a number will be eligible for specific recognition based on the following guidelines or similar guidelines:

1. Each outgoing member of a Board or Commission who has served for at least one year and who has not been reappointed to that Board or Commission.
2. Each member who has served a milestone number of years on a Board or Commission, such as 5, 10, 15 or 20 years, even if they are being reappointed.
3. Each member who has demonstrated outstanding service to their Board or Commission in one way or another and is suggested for recognition by a Board or Commission fellow member or City Staff.

**Providing Awards**

Overall, there are a total of 68 Board and Commission members throughout the city, 79 if the Charter Review Commission is included. Therefore it is suggested that an award for recognition should be small as to not expend too many resources for the program. The following are suggested awards to be provided at the annual event:

- A plaque or certificate
- A resolution by City Council
- Cake, ice cream, or other refreshment or dessert

**Overview of Requirements**

This program requires the City and Council to

- Select a date for an annual recognition event
• Track the services of each Board and Commission member to determine which members are eligible for recognition each year
• Solicit recommendations for special recognition of outstanding service
• Invite the members all Board and Commission members to the event and notify those who are scheduled to be recognized at the event
• Provide award to honorees at the event in a verbal form and another form such as a certificate and plaque
• Provide a refreshment at the event

Program 2. Citizen and Volunteer Recognition Awards

Creating a program for recognition of volunteers will help to increase the power of volunteerism through community-wide recognition. In order to ensure an increase in the power of volunteerism, it is important for an established program to encourage the continued promotion of volunteer opportunities and stories through all City vehicles of communication, investigate partnerships with organizations to celebrate volunteerism and community champions with greater community-wide emphasis, and host an annual celebration of volunteerism and “community champions.”

Existing Community and Volunteer Organization Programs

Many organizations throughout the community already offer awards or recognition to their members for their service to the organization or to the community. The following list includes a number of organizations in the community and the awards or recognition they provide

(Organization- Award/ Recognition Program)
Leadership Worthington- Leadership for a Lifetime
Chamber of Commerce- Small Business Person of the Year, Business of Character Award, Women’s Business Network Scholarship
Worthington Noon Lions Club- Worthington Lions Club Scholarship, Worthington Lions Club Volunteer Recognition
Old Worthington Association- Scholarship, Architecture Merit Award
Worthington A.M. Rotary Club- Worthington A.M. Rotary Club Scholarships, Paul Harris Award

Though there are a number of community awards and recognition existing within the City, if Council decided to add a program for volunteer recognition, the program would provide an opportunity to add unity to the existing recognition and/or fill in any existing gaps. Also, the program would give the City the opportunity to recognize the importance of these organization’s contributions to the community.

Suggested Program Layout

A program layout which is similar to that suggested for Boards and Commissions awards would be appropriate, however, it may be desirable to keep the programs separate to ensure the event is
not too large, too time-consuming, or draws attention away from either group of honorees. After reviewing programs of other municipalities, the following program layout is suggested

**Annual Event**

An annual event should be held at, or outside of, a City Council meeting which would allow for a regular, continuous recognition process of volunteers.

**Selecting Volunteers for Recognition**

The process of selecting volunteers for recognition would require time by staff or a review body. A few suggestions are presented as options for a selection process, as follow

**A Nomination Form**

A nomination form could be made available online at the City’s website, and through other channels such as hard copies within City Hall. A nomination form would allow friends and neighbors to nominate other community members who they believe are worthy of recognition for their contributions to the community. This option would require a review body to review applications and use discretion to decide which nominees are worthy of recognition each year.

**Partnership with Other Community and Volunteer Organizations**

Instead of providing a nomination form and a review body to review forms, a partnership could be established with existing volunteer organizations throughout the community. Each partner organization could be asked to select a member to be recognized at each of the annual events. This option would eliminate the need for a review body and would allow for volunteers to be selected by organizations who are familiar with their accomplishments.

This option would make it difficult, however, to recognize those who contribute to the community outside of volunteer organizations. The Community Relations Committee, however, does have in place a Good Neighbor Award recognizing those who make our neighborhoods and our community such a special place to live and who often go about their good deeds without any special recognition. This award is presented each year via a City Council Resolution at a Council meeting. Other recognition has varied over the years for Good Neighbor winners, such as a mention in the City Annual Report, newsletter, bricks in front of City Hall, and in recent years the winner has been invited to ride in the Memorial Day parade. In 2015 and 2016, the Community Relations Commission has also made a $100 donation to a local charity of the winner’s choice. Adding this award to the annual event recognition process could ensure that individuals outside organizations are recognized.
The following organizations are provided as ideas for partnerships with this selection method:

Leadership Worthington
Chamber of Commerce
Worthington Noon Lions Club
Old Worthington Association
Worthington A.M. Rotary
Worthington Libraries
Worthington Schools
Worthington American Legion
Additional Organizations

Through this method, a rather large number of volunteers may be recognized each year if each organization was invited to nominate a member/volunteer.

**Providing Awards**

As mentioned with Boards and Commissions Awards, having an annual recognition event could expend a large amount of resources, so a small award is suggested. The suggested awards are the same as those for the first program, as follows:

- A plaque or certificate
- A resolution by City Council
- Cake, ice cream, or other refreshment or dessert

**Overview of Requirements**

This program requires Council and the City to:

- Select a date for an annual recognition event
- Either create a process for a review body to review nomination forms and select volunteers for recognition, or create a process for partnership with other organization who would then identify members to be recognized at the annual event
- The Good Neighbor Award winners should be included in this event
- Invite community members who are to be recognized to the event
- Provide award to honorees at the event in a verbal form and another form such as a certificate and plaque
- Provide refreshments at the event
• Make sure to promote the event and honorees throughout City communication vehicles where possible to ensure an increase in the power of volunteerism
MEMORANDUM

TO: Matthew Greeson, City Manager
FROM: Rob Chandler, Assistant to the Director
DATE: September 30, 2016
SUBJECT: 2016 Collection and Disposal Bids for Solid Waste

December 31, 2016 marks the end of our current contract agreements with Local Waste Services for solid waste collection, and Rumpke Recycling for the disposal and processing of all collected recyclable materials within the City of Worthington. We will need to have contracts in place both for recycling processing, and solid waste collection to commence January 1, 2017 to ensure no interruption in this critical city service. As such, I am currently working with the Solid Waste Authority of Central Ohio (SWACO) and City Law Director, Pamela Fox, to draft bid language and contract documents. As we do so, certain trends and standard practices have developed in the industry that were not included in our last set of contracts.

Currently, Rumpke Recycling is the only EPA licensed and SWACO approved recycling processing facility in Central Ohio. In order to ensure that any hauler that could secure the collection contract has the right to deliver Worthington’s recyclables to the recycling facility, it is necessary for us to enter into an agreement with Rumpke Recycling. A price per ton of recyclable material delivered would be charged directly to the City’s collection contractor, and passed through as part of our monthly bill from said collection contractor. We are requesting permission to negotiate an agreement directly with Rumpke Recycling since no other processing facility is available for our use in Central Ohio. This agreement will be completely separate and independent of any contract held with a collection contractor.

As curbside recycling has become the norm in most households across Central Ohio, the collection contractors have continued to see the need and the request for larger recycling containers. In the past the standard has been to provide each resident with two 18 gallon recycling bins. Many residents are now requesting more bins, providing their own marked cans, or leasing 65 gallon recycling containers from the collection contractor, currently Local Waste Services in the City of Worthington. We are proposing including this as an alternate bid item, independent of the standard collection contract price per household per month. If council would choose to add the cart rental to the contract, the city would pay roughly half the rental rate than if
it were billed directly to the homeowner—i.e. if the City billed rate for recycling cart rental was $1.00 per household per month, the direct resident billed rate would be roughly $2.00 per household per month. This decision on the part of council can be discussed after the bids are opened, and staff makes a recommendation for the award of the contract.

The final issue to consider is the day of service. Currently as well as historically, all solid waste is collected on Friday. If the hauler is permitted to submit a bid alternate designating a different day of collection (in addition to a bid to keep Friday service), there may be an opportunity for some savings depending upon the contractor’s operational capacities and preference. In either case, all solid waste collection, trash, recycling and yard waste would occur on a single day for the entire city.