City Council Meeting Agenda

Monday, May 15, 2017 ~ 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

CONSENT AGENDA

Notice to the Public: There will be no separate discussion of Consent Agenda items as they are considered to be routine by the City Council and will be adopted by one motion. If a member of the City Council, staff, or public requests discussion on a particular item, that item will be removed from the Consent Agenda and considered separately.

To address City Council regarding an item on Consent Agenda, please submit a fully completed speaker’s slip to the Clerk of Council prior to the beginning of the meeting.

Minutes to Approve:

1) May 1, 2017 – Special Meeting
2) May 1, 2017 – Joint Meeting

Legislation to Approve/Adopt

3) Resolution No. 21-2017

Expressing the Congratulations of Worthington City Council to Aritrika Malakar for being named a National Merit Scholarship Finalist and for her Academic and Extracurricular Achievements.

4) Resolution No. 22-2017

Expressing the Congratulations of Worthington City Council to Ian Jones for being named a National Merit Scholarship Finalist and for his Academic and Extracurricular Achievements.

5) Resolution No. 23-2017

Expressing the Congratulations of Worthington City Council to Joy Smith for being named a National Merit Scholarship Finalist and for her Academic and Extracurricular Achievements.
6) **Resolution No. 24-2017**

Expressing the Congratulations of Worthington City Council to Noah Zhang for being named a National Merit Scholarship Finalist and for his Academic and Extracurricular Achievements.

7) **Resolution No. 25-2017**

Expressing the Congratulations of Worthington City Council to Sekou Conde for being named a National Merit Scholarship Finalist and for his Academic and Extracurricular Achievements.

8) **Resolution No. 27-2017**

Adopting a Job Description for Assistant to the City Manager/IT Director and Amending the Staffing Chart to Accommodate Said Position

9) **Resolution No. 28-2017**

Adjusting the Annual Budget by Providing for a Transfer of Previously Appropriated Funds.

10) **Resolution No. 29-2017**

Authorizing the Award of Re-emergent Corridor Assistance Program Funds to Help Improve Facility Exterior Facade and Streetscape Along Certain of the City’s Commercial Corridors (7020-A Huntley Road).

End of Consent Agenda

**SPECIAL PRESENTATIONS**

11) **Recognition – National Merit Scholars**

12) **Resolution No. 26-2017 – Recognition – Molly Roberts**

Expressing the Appreciation and Best Wishes of the Worthington City Council to Molly Roberts for her Outstanding Service as Finance Director for the City of Worthington.
VISITOR COMMENTS

PUBLIC HEARINGS ON LEGISLATION

13) Hearing – Designated Outdoor Refreshment Area (DORA) Application

14) Ordinance No. 16-2017

Amending Ordinance 46-2016 to Establish Compensation for the Unclassified Position of Assistant to the City Manager/IT Director.

Introduced May 8, 2017
P.H. May 15, 2017

NEW LEGISLATION TO BE INTRODUCED

15) Ordinance No. 17-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2017 Street Improvement Program and all Related Expenses and Determining to Proceed with said Project. (Project No. 651-17)

16) Ordinance No. 18-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2017 Street Crack Sealing Program (State of Ohio Contract 101G-18 Pricing) and all Related Expenses and Determining to Proceed with said Project. (Project No. 651-17)

17) Ordinance No. 19-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the Community Center Sprinkler Head Replacement Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 652-17)
REPORTS OF CITY OFFICIALS

Policy Item(s)

18) Request to Bid – 2017 Street Improvement Program

REPORTS OF COUNCIL MEMBERS

OTHER

EXECUTIVE SESSION

ADJOURNMENT
CONSENT AGENDA

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To address City Council regarding an item on the Consent Agenda, please submit a fully completed speaker’s slip to the Clerk of Council prior to the beginning of the meeting.

Minutes to Approve:

1) May 1, 2017 – Special Meeting
2) May 1, 2017 – Joint Meeting

   Recommendation: Approval of Minutes as Presented

Legislation to Approve/Adopt

3) Resolution No. 21-2017 – Recognizing National Merit Scholar Aritrika Malakar
   
   Recommendation: Introduction and Approval of Resolution as Presented

4) Resolution No. 22-2017 – Recognizing National Merit Scholar Ian Jones
   
   Recommendation: Introduction and Approval of Resolution as Presented

   
   Recommendation: Introduction and Approval of Resolution as Presented

6) Resolution No. 24-2017 – Recognizing National Merit Scholar Noah Zhang
   
   Recommendation: Introduction and Approval of Resolution as Presented
7) Resolution No. 25-2017 – Recognizing National Merit Scholar Sekou Conde

Recommendation: Introduction and Approval of Resolution as Presented

8) Resolution No. 27-2017 – Job Description & Staffing Chart Change – Assistant to the City Manager/IT Director

A year ago, the City’s lead information technology person, who served as IT Manager, retired. After the retirement, the City kept the position vacant while it conducted an assessment of the IT operation to evaluate strengths and areas for improvement. The assessment was completed earlier this year and one of the recommendations was to create a higher level, strategic IT leader within the organization. The position would be a peer of the other directors within the City organization to facilitate more regular and strategic discussions between IT and departments. The IT Manager position is recommended for modification into the IT Director position. In order to do so, a job description must be adopted and the position must be added to the City’s staffing chart. This Resolution adopts the job description for the new position and adds it to the City’s staffing chart. The proposed job description is attached to the resolution.

Recommendation: Introduction and Approval of Resolution as Presented

9) Resolution No. 28-2017 – Transfer of Funds

The City is utilizing a technology search firm, Garcia & Associates, to assist in the identification and evaluation of candidates for the position of Information Technology Director. This Resolution transfers $20,000 from the salary budgeted for the vacant IT Manager position into the IT Consulting line to fund the search firm services.

Recommendation: Introduction and Approval of Resolution as Presented

10) Resolution No. 29-2017 – ReCAP Award – 7020-A Huntley Road

This Resolution approves the award of $5,656 in assistance to Zaftig Brewing Co. for improvements to the property at 7020-A Huntley Road. The proposed assistance is structured as half grant and half loan. The Re-Emergent Corridor Assistance Program (ReCAP) encourages investments in and improvements to commercial real estate in the Huntley and Proprietors Roads area. Zaftig has applied for assistance under this program. The Community Improvement Corporation (CIC) has reviewed the application and recommended approval. Additional information is provided in the attached memorandum from the Economic Development Manager and presentation slides from the CIC meeting.

Recommendation: Introduction and Approval of Resolution as Presented

End of Consent Agenda

Recommendation: Approval of staff recommendations on the Consent Agenda items.
SPECIAL PRESENTATIONS

11) Recognition – National Merit Scholars

Vice Mayor James Lorimer will recognize the five students from Worthington Schools that have been named National Merit Scholars. The students are Aritrika Malakar, Ian Jones, Joy Smith, Noah Zhang and Sekou Conde.

12) Resolution No. 26-2017 – Recognition – Molly Roberts

Finance Director Molly Roberts is retiring from service to the City of Worthington. The City Council will recognize Mrs. Roberts for her dedication and support to Worthington.

Recommendation: Introduction and Approval of Presented

PUBLIC HEARINGS

13) Hearing – Designated Outdoor Refreshment Area (DORA) Application

The City has received a request from the Old Worthington Partnership to create a Designated Outdoor Refreshment Area in Old Worthington. This type of area is defined in State law and allows patrons to walk around a designated outdoor area with an alcoholic beverage that has been served by a liquor permit-holding establishment in the area. The request is focused on a portion of Old Worthington and has two parts, (a) the right of way area of the parcel address of the establishments holding liquor permits during the posted hours of the businesses, and (b) within the entire area during events. The request was discussed at the City Council meetings on April 3rd and April 10th.

At the April 10th meeting, City Council directed the City Manager to file an application for the DORA to begin the formal consideration process. The application was filed on April 11th. This is the public hearing on the application. Since the filing of the application, the required plans associated with the proposed DORA have been drafted and will be highlighted at the public hearing. Based on the timelines dictated by the Ohio Revised Code, City Council must act on the application no later than June 12th. Additional information is included in the attached City Manager’s memorandum.

14) Ordinance No. 16-2017 – Establish Compensation for the Position of Assistant to the City Manager/IT Director

As was mentioned in the write up for Resolution No. 27-2017, the IT Manager position is recommended for modification into the IT Director position. One of the steps in this modification is to assign a salary for the position. This Ordinance assigns a salary not to exceed $110,000 for the position of Assistant to the City Manager/IT Director. The actual salary will be determined once a finalist has been selected.

Recommendation: Approval of the Ordinance as Presented
NEW LEGISLATION

15) Ordinance No. 17-2017 – Appropriation – 2017 Street Improvement Program

This Ordinance provides an appropriation in the Capital Improvements Fund for the annual street improvement program plus the paving of the trail at Perry Park, which will be consolidated with the street program this summer. The Ordinance is being introduced without a contractor and amount pending the results of the bid process. Bids will be opened on June 2nd and staff will provide a recommended contractor and amount for the public hearing.

Recommendation: Introduction for Public Hearing on June 5, 2017

16) Ordinance No. 18-2017 – Appropriation – 2017 Crack Sealing Program

This Ordinance provides an appropriation in the Capital Improvements Fund for crack sealing of streets as part of the annual street improvement program. Staff recommends utilization of the State of Ohio contract for crack sealing. Under the State contract, Strawser Construction will provide the services. Staff is requesting an appropriation of $76,000, which will cover the estimated cost of $68,000 plus an $8,000 contingency.

Recommendation: Introduction for Public Hearing on June 5, 2017

17) Ordinance No. 19-2017 – Appropriation – Sprinkler Head Replacement

This Ordinance appropriates $40,000 to replace sprinkler heads in the natatorium at the Community Center. This project was included in the 2017 Capital Improvements program and is scheduled to be completed during the summer building shutdown. Additional information is included in the attached memorandum from the Director of Parks & Recreation.

Recommendation: Introduction for Public Hearing on June 5, 2017

REPORTS OF CITY OFFICIALS

Policy Item(s)

18) Request to Bid – 2017 Street Improvement Program

The 2017 Street Improvement Program is ready to be bid. A copy of the proposed 2017 Street Improvement Program was distributed to the City Council on May 8, 2017 and a tour of the streets was scheduled for May 11, 2017. Staff requests authorization to advertise for bids for this project.

Recommendation: Approval of a Motion Authorizing the Advertisement for Bids
EXECUTIVE SESSION

I respectfully request an executive session to discuss appointments to Boards and Commissions.
Special Meeting Minutes

Monday, May 1, 2017 ~ 7:00 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 Special Session on Monday, May 1, 2017, in the John P. Coleman Council Chambers of the Louis J.R. Goorey Worthington Municipal Building, 6550 North High Street, Worthington, Ohio. President Pro-Tem Myers called the meeting to order at or about 7:00 p.m.

Members Present: Douglas Foust, Scott Myers, David Norstrom, and Michael C. Troper (Rachael R. Dorothy, Douglas K. Smith and Bonnie D. Michael arrived shortly after roll call.)

Member(s) Absent:

Also present: Clerk of Council D. Kay Thress and City Manager Matthew Greeson

MOTION

Mr. Myers made a motion to meet in Executive Session to discuss personnel issues. The motion was seconded by Mr. Norstrom.

The motion carried unanimously by a voice vote.

ADJOURNMENT

MOTION

Mr. Myers made a motion to return to open session and adjourn the Special Meeting. The motion was seconded by Ms. Dorothy.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 7:25 p.m.

____________________________________
Clerk of Council

APPROVED by the City Council, this
15th day of May, 2017.

____________________________________
Council President
City of Worthington
and
Sharon Township

Joint Meeting Minutes

Monday, May 1, 2017 ~ 7:30 P.M.

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

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

Sharon Township Trustees  
John H. Oberle, Chairman  
Lindsay S. Duffey  
Phillip W. Smith
CALL TO ORDER – Roll Call, Pledge of Allegiance:

Worthington City Council met in Joint Session on Monday, May 1, 2017, in the John P. Coleman Council Chambers of City Hall, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 P.M.

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

Sharon Township Trustees Present: Lindsay Duffey, and John Oberle

Member(s) Absent: Phillip Smith

Also present: Clerk of Council Kay Thress, City Manager Matthew Greeson, Assistant City Manager Robyn Stewart, Director of Finance Molly Roberts, Director of Planning and Building Lee Brown, and Director of Parks and Recreation Darren Hurley

There were seventeen visitors present.

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

NEW LEGISLATION TO BE INTRODUCED

Resolution No. 16-2017 — Levying Tax for the Maintenance of Union Cemetery dba Walnut Grove and Flint Road Cemetery for the Tax Collection Year 2018.

Introduced by Ms. Dorothy.

Motion — A motion was made by Ms. Duffey to adopt Resolution No. 16-2017. The motion was seconded by Mr. Troper.

Mr. Greeson welcomed City Council members and the Sharon Township Trustees to the annual meeting to consider imposing the tax used in the operations of our joint cemeteries, Walnut Grove and Flint Road. He invited Courtney Chapman, Chair of the Cemetery Board of Trustees forward to present their request of the continuation of the ½ of 1 mill for the year 2018 for the maintenance and development of the cemeteries.

Mr. Chapman shared that the big news is the desire to acquire the Odem Gardner home. More will be shared about that later. The Cemetery Trustees, several members of the advisory committee who are here, wish to thank City Council and the Township Trustees for the responsiveness and support and timeliness of the activities in order to acquire the Odem Gardner home. Everybody worked very hard but Ms. Fox and Mr. Oberle invested a great deal of time off the clock to help work out some interesting issues. There are not many Union cemeteries so there was not much history to go by. We are excited about this building for two reasons. One is that he sees it as their “Forever Office” when it is...
finally finished. He thinks members grandchildren’s children will be the ones who can
go to that office a hundred years from now to do business as it will take some time to
complete the work.

Mr. Chapman commented that the second reason is because of the historical part. He
thinks this is a great thing for the City of Worthington and the Township. The survey
plots for the cemetery have hidden in there 51 and 53, which happens to be the reference
to the original farm plots from the Scioto Company. So the cemetery is now located
there. The original part of the Flint Cemetery was the Gardener family cemetery that
was established in 1823. The home just across the creek has been occupied by somebody
in that family from the time that it was built until it just being sold. It is great history
with the Gardner family.

A lady in the audience shared that Mr. Gardener made bricks from materials on his farm
that were used to construct homes in Worthington.

Mr. Chapman shared that the Gardener family was very active in the Underground
Railroad. It is reported that they supported some 200 people through that effort. So
there are many historic things that help make this purchase so exciting.

Mr. Chapman briefly explained what constitutes a Union cemetery. He shared several
stories about the compassion and challenges of cemetery staffers as they work with
people who need to utilize a part of those cemeteries. He closed by expressing how much
they appreciate all of the support that the City Council and Township Trustees provide.

Ms. Dorothy (Council’s representative to the Cemetery Board) shared that the City and
the Trustees are required to maintain the two cemeteries. The funds from this tax
provides the funds needed to not only maintain the cemeteries but also to assist in the
expansion of the Flint Cemetery. She reported there being many volunteers who assist
with that maintenance and beautification effort on both of those properties.

Ms. Michael added her appreciation of the progress being made at the Flint Cemetery.

Mr. Oberle (Township Trustee to the Cemetery Board) echoed Ms. Dorothy’s comments.
He thanked Mr. Chapman for his leadership. There are great volunteers and a great
staff who work well together but without a strong leader it doesn’t happen. Mr.
Chapman has a great ability to be a collaborator. Because of his process he makes
difficult problems easier to work through. It is a privilege to serve with him.

There being no additional comments, the motion carried unanimously and
Resolution No. 16-2017 is recorded in full in the appropriate record book.
OTHER

- Ozem Gardner Property

Mr. Oberle shared that he appreciates their friends at Worthington and working with those on the Advisory Board on this property. They do not often get an opportunity to work together on something that will have a deep impact on the community. To save an old underground railroad and to do it in a cost effective manor while finding a property that will solve problems for the cemetery is wonderful. He believes everyone has done a great job. He thanked Ms. Fox for her assistance in dealing with very tough legal issues to ensure that they is done correctly. He shared that he has already signed the documents on behalf of the township. They will close on the property tomorrow. They have a side agreement between the City of Worthington, Sharon Township and the Cemetery Board that will go through the legal requirements in terms of who owns it, who has use, who has rights, who will maintain it and who will insure it. We think that this could be a model document that they may use at Walnut Grove or other locations as we look to formalize that process a little.

Mr. Oberle explained that before Members/Trustees is an agreement that will memorialize the purchase of this property. All three bodies: the Township, the Cemetery and Worthington have authorized this transaction to move forward but if Council agrees, we now need to pass this agreement by motion. We will close on the property tomorrow and move forward with what we believe will be a very exciting redevelopment.

Ms. Fox added that the copies of the agreement before members have some highlights that pertain to the City. The only obligation in the agreement on the part of the City is one she thinks the City has already anticipated us taking and that is Article IV that talks about the cooperation among the three parties to incorporate this property into the Union Cemetery as part of the Flint Road Cemetery property. She thinks Mr. Oberle is correct in that most of this agreement really pertains to the relationship between the Cemetery Board and the Township just to make sure that the Cemetery Board is going to maintain this property and allow for the Township to use property as it deems necessary. There is really nothing in this agreement from the City’s standpoint that would elevate this to a Resolution or Ordinance. Doing this by motion will be sufficient to allow the signatures to happen on the part of the City. She understands that this morning the Township Trustees discussed having an agreement of this type and approved it as well. Mr. Oberle agreed. He announced that the Township passed a resolution at 7:30 a.m. this morning authorizing the agreement.

MOTION Ms. Dorothy made a motion to approve the agreement. The motion was seconded by Mr. Norstrom.

There being no additional comments, the motion carried unanimously by a voice vote.
ADJOURNMENT

MOTION

Mr. Oberle made a motion to adjourn the meeting. The motion was seconded by Mr. Smith.

The motion to adjourn carried unanimously.

President Michael declared the meeting adjourned at 7:51 p.m.

____________________________________  
Clerk of Council

APPROVED by the City Council, this 15th day of May, 2017.

________________________________  
President of Council
RESOLUTION NO. 21-2017

Expressing the Congratulations of Worthington City Council to Aritrika Malakar for being named a National Merit Scholarship Finalist and for her Academic and Extracurricular Achievements.

WHEREAS, Aritrika Malakar was named a National Merit Scholarship Finalist in the academic scholarship competition; and,

WHEREAS, the National Merit Scholarship Program is an academic competition for recognition and scholarships that began in 1955; and,

WHEREAS, more than 1.6 million high school students entered the 2017 National Merit Scholarship competition by taking the Preliminary S.A.T. qualifying test their junior year in high school; and,

WHEREAS, 15,000 students were named finalists and continued in the competition for 7,500 National Merit Scholarships worth about $33-million dollars; and,

WHEREAS, the Worthington community is proud to recognize five Worthington Schools seniors who have now been named as finalists in this prestigious competition; and,

WHEREAS, Aritrika Malakar is to be commended for her activities and accomplishments which include participation in the Biology, Chemistry and International Clubs, Model U.N., on the cross country and track teams, volunteering for the Worthington Libraries and Food Pantry, and as an outstanding student at Thomas Worthington High School,

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

SECTION 1. That on behalf of the community, City Council wishes to extend sincere congratulations and recognition to Aritrika Malakar for her achievements as a National Merit Scholar Finalist and in school, leadership, and service to her community.

SECTION 2. That City Council wishes to extend best wishes to Aritrika Malakar in her future pursuits.

SECTION 3. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Aritrika Malakar and to record said Resolution in the appropriate record book.

Adopted ___________________  

____________________________________  
President of Council

Attest:

_________________________________  
Clerk of Council
RESOLUTION NO. 22-2017

Expressing the Congratulations of Worthington City Council to Ian Jones for being named a National Merit Scholarship Finalist and for his Academic and Extracurricular Achievements.

WHEREAS, Ian Jones was named a National Merit Scholarship Finalist in the academic scholarship competition; and,

WHEREAS, the National Merit Scholarship Program is an academic competition for recognition and scholarships that began in 1955; and,

WHEREAS, more than 1.6 million high school students entered the 2017 National Merit Scholarship competition by taking the Preliminary S.A.T. qualifying test their junior year in high school; and,

WHEREAS, 15,000 students were named finalists and continued in the competition for 7,500 National Merit Scholarships worth about $33-million dollars; and,

WHEREAS, the Worthington community is proud to recognize five Worthington Schools seniors who have now been named as finalists in this prestigious competition; and,

WHEREAS, Ian Jones is to be commended for his activities and accomplishments which include involvement on the Robotics Team and Chemistry Olympiad, the marching band and orchestra, volunteering for band activities and Meals on Wheels, and as an outstanding student at Thomas Worthington High School,

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

SECTION 1. That on behalf of the community, City Council wishes to extend sincere congratulations and recognition to Ian Jones for his achievements as a National Merit Scholar Finalist and in school, leadership, and service to his community.

SECTION 2. That City Council wishes to extend best wishes to Ian Jones in his future pursuits.

SECTION 3. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Ian Jones and to record said Resolution in the appropriate record book.

Adopted ___________________

____________________________________
President of Council

Attest:

_________________________________
Clerk of Council
RESOLUTION NO. 23-2017

Expressing the Congratulations of Worthington City Council to Joy Smith for being named a National Merit Scholarship Finalist and for her Academic and Extracurricular Achievements.

WHEREAS, Joy Smith was named a National Merit Scholarship Finalist in the academic scholarship competition; and,

WHEREAS, the National Merit Scholarship Program is an academic competition for recognition and scholarships that began in 1955; and,

WHEREAS, more than 1.6 million high school students entered the 2017 National Merit Scholarship competition by taking the Preliminary S.A.T. qualifying test their junior year in high school; and,

WHEREAS, 15,000 students were named finalists and continued in the competition for 7,500 National Merit Scholarships worth about $33-million dollars; and,

WHEREAS, the Worthington community is proud to recognize five Worthington Schools seniors who have now been named as finalists in this prestigious competition; and,

WHEREAS, Joy Smith is to be commended for her activities and accomplishments which include participation in the Robotics Club, marching band, as a lifeguard and swim instructor, and as an outstanding student at Thomas Worthington High School,

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

SECTION 1. That on behalf of the community, City Council wishes to extend sincere congratulations and recognition to Joy Smith for her achievements as a National Merit Scholar Finalist and in school, leadership, and service to her community.

SECTION 2. That City Council wishes to extend best wishes to Joy Smith in her future pursuits.

SECTION 3. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Joy Smith and to record said Resolution in the appropriate record book.

Adopted ________________

____________________________________
President of Council

Attest:

_________________________________
Clerk of Council
RESOLUTION NO. 24-2017

Expressing the Congratulations of Worthington City Council to Noah Zhang for being named a National Merit Scholarship Finalist and for his Academic and Extracurricular Achievements.

WHEREAS, Noah Zhang was named a National Merit Scholarship Finalist in the academic scholarship competition; and,

WHEREAS, the National Merit Scholarship Program is an academic competition for recognition and scholarships that began in 1955; and,

WHEREAS, more than 1.6 million high school students entered the 2017 National Merit Scholarship competition by taking the Preliminary S.A.T. qualifying test their junior year in high school; and,

WHEREAS, 15,000 students were named finalists and continued in the competition for 7,500 National Merit Scholarships worth about $33-million dollars; and,

WHEREAS, the Worthington community is proud to recognize five Worthington Schools seniors who have now been named as finalists in this prestigious competition; and,

WHEREAS, Noah Zhang is to be commended for his activities and accomplishments which include participation in Science Olympiad, orchestra, football, as a volunteer for the Red Cross, and as an outstanding student at Worthington Kilbourne High School,

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

SECTION 1. That on behalf of the community, City Council wishes to extend sincere congratulations and recognition to Noah Zhang for his achievements as a National Merit Scholar Finalist and in school, leadership, and service to his community.

SECTION 2. That City Council wishes to extend best wishes to Noah Zhang in his future pursuits.

SECTION 3. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Noah Zhang and to record said Resolution in the appropriate record book.

Adopted ________________

__________________________________
President of Council

Attest:

__________________________________
Clerk of Council
RESOLUTION NO. 25-2017

Expressing the Congratulations of Worthington City Council to Sekou Conde for being named a National Merit Scholarship Finalist and for his Academic and Extracurricular Achievements.

WHEREAS, Sekou Conde was named a National Merit Scholarship Finalist in the academic scholarship competition; and,

WHEREAS, the National Merit Scholarship Program is an academic competition for recognition and scholarships that began in 1955; and,

WHEREAS, more than 1.6 million high school students entered the 2017 National Merit Scholarship competition by taking the Preliminary S.A.T. qualifying test their junior year in high school; and,

WHEREAS, 15,000 students were named finalists and continued in the competition for 7,500 National Merit Scholarships worth about $33-million dollars; and,

WHEREAS, the Worthington community is proud to recognize five Worthington Schools seniors who have now been named as finalists in this prestigious competition; and,

WHEREAS, Sekou Conde is to be commended for his activities and accomplishments which include involvement in Chemistry Club, the Mock Trial team, the theatre program, coaching elementary students in sports camp, and as an outstanding student at Thomas Worthington High School,

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

SECTION 1. That on behalf of the community, City Council wishes to extend sincere congratulations and recognition to Sekou Conde for his achievements as a National Merit Scholar Finalist and in school, leadership, and service to his community.

SECTION 2. That City Council wishes to extend best wishes to Sekou Conde in his future pursuits.

SECTION 3. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Sekou Conde and to record said Resolution in the appropriate record book.

Adopted ___________________

____________________________________
President of Council

Attest:

_________________________________  
Clerk of Council
RESOLUTION NO. 27-2017

Adopting a Job Description for Assistant to the City Manager/IT Director and Amending the Staffing Chart to Accommodate Said Position

WHEREAS, City Council wishes to adopt a job description for the unclassified position of Assistant to the City Manager/IT Director; and,

WHEREAS, it is desirable and necessary to amend Resolution No. 59-2016 establishing the 2017 Staffing Chart of the City of Worthington to add the position Assistant to the City Manager/IT Director; and,

WHEREAS, it is desirable and necessary to amend Resolution No. 59-2016 to delete the position Assistant to the City Manager/IT Manager;

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

SECTION 1. That the job description for the position of Assistant to the City Manager/IT Director (Class Specification No. 244) as per the description attached hereto be and the same is hereby adopted.

SECTION 2. That City Council does hereby amend the 2017 Staffing Chart of the City of Worthington by adding the position Assistant to the City Manager/IT Director and by deleting the position Assistant to the City Manager/IT Manager.

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

Adopted__________________

____________________________________
President of Council

Attest:

____________________________________
Clerk of Council
General Statement of Duties

Under the direction of the Assistant City Manager, the Information Technology Director provides advanced administrative and managerial work directing technology and related service activities, and is the highest IT leadership role in the City. This highly responsible position provides strategic and technical guidance and direction to the entire organization. The IT Director coordinates the purchase of technology, designs and monitors the City’s technology systems, evaluates and manages the City’s IT risk level, oversees training for City staff and troubleshoots technology problems. The Director supervises and assists the IT staff in providing ongoing support for technology matters throughout the organization.

Essential Functions of the Position:

Provide strategic direction for all City IT operations, including infrastructure and architecture, application development, re-engineering business processes, networks, outsourcing and computer and auxiliary operations and support.

Manage the day to day operations of the IT function, including financial, personnel and equipment resources.

Manage IT troubleshooting, systems backups, archives and disaster recovery processes.

Protects the City’s assets by enabling existing and future technology platforms to incorporate security by design.
Assist departments with computer, telephone and networking needs.

Review, setup and oversee service contracts for technology and telephone systems.

Design, develop and implement written procedures, training programs and security controls.

Create and execute project work plans; manage project scope or requirement changes and multiple and competing demands/priorities while determining the impact on time and budget, revising plans as appropriate to meet the changing requirements of the project.

Build relationships and create synergies across the City to enable cost-effective and innovative shared solutions.

Ensure the management, coordination, development, selection and operation of all information systems within the City.

Design and recommend technology solutions that support business and customer needs and enhance user productivity.

Stay current with new technologies and platforms; identify emerging technologies to be introduced within the City to ensure that IT capabilities respond to the needs of the enterprise's growth and objectives.

Plan and develop the annual operating and capital budgets for Information Technology; review and monitor expenditures to remain within established budgetary constraints and reduce/control costs of the overall IT services.

Provide leadership, coaching and direction to the IT staff.

Participate as a member of the City’s senior leadership team, attending City Council meetings and other functions and events as required.

Provide proactive assistance and guidance to identify opportunities to improve operations through the use of technology.

Meet with department heads, managers, supervisors, vendors and others to solicit cooperation and resolve problems.
Keep appropriate work records and documentation.

**Knowledge, Skills and Abilities**

 Ability to analyze complex technological problems

 Understanding of how to apply current and emerging technologies to assist with City operations.

 Experience with risk management, information security and IT audits.

 Ability to establish and maintain effective working relationships with employees, City officials and vendors.

 Ability to communicate effectively, both orally and in writing; Ability to communicate technology solutions using understandable terminology.

 Ability to manage change across the organization.

 Ability to deal with and defuse difficult, stressful situations calmly.

 Skill in project management, including planning, collaboration and completion of technology-related projects.

 Current technical understanding of hardware and software requirements, best practices and innovative technology service delivery.

 Ability to lift and carry heavy objects as required, at times weighing up to 50 lbs.

**Minimum Requirements of the Position:**

 Possession of a Bachelor's degree in Information Systems, Computer Science or a related field; six or more years in IT of which two or more years must include leadership responsibilities; or any combination of experience and training which provides the required knowledge, skills and abilities.
The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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

Adopted by Resolution No. 27-2017; Effective
RESOLUTION NO. 28-2017

Adjusting the Annual Budget by Providing for a Transfer of Previously Appropriated Funds.

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

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

SECTION 1. That there be and hereby is made the following transfer of previously appropriated funds:

<table>
<thead>
<tr>
<th>From Account No.</th>
<th>To Account No.</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund (#101)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>101.1160.511062</td>
<td>101.1160.540606</td>
<td>$20,000.00</td>
</tr>
</tbody>
</table>

Total General Fund Transfers $20,000.00

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in full in the appropriate resolution book.

Adopted ________________

________________________
President of Council

Attest:

________________________
Clerk of Council
RESOLUTION NO. 29-2017

Authorizing the Award of Re-emergent Corridor Assistance Program Funds to Help Improve Facility Exterior Façade and Streetscape Along Certain of the City’s Commercial Corridors (7020-A Huntley Road).

WHEREAS, in May 2014 the City launched its Re-emergent Corridor Assistance Program, or ReCAP, as an exterior façade and streetscape enhancement initiative to induce property owners and tenants to re-invest in their commercial properties in Worthington; and,

WHEREAS, those commercial properties eligible for ReCAP assistance during program year 2017 are located in the commercial corridor comprised by Huntley Road, Proprietors Road, and the connecting portions of Schrock Road and Worthington-Galena Road, respectively; and,

WHEREAS, the City received one application for program assistance from Zaftig Brewing Co. to make exterior improvements to commercial real property the applicant leases at 7020-A Huntley Road, City of Worthington, Franklin County (the “Property”); and,

WHEREAS, as specified in the ReCAP Policy & Procedures, City staff prepared the application materials for review by the Worthington Community Improvement Corporation (“CIC”) at its regular meeting on May 4, 2017; and,

WHEREAS, the CIC Board reviewed the applications and recommended approval; and,

WHEREAS, City Council is desirous of encouraging the exterior renovation and streetscape improvements to be made by Zaftig Brewing Co. as set forth in its applications for ReCAP assistance, which are attached hereto and incorporated herein as EXHIBIT A.

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

SECTION 1. That the Council of the City of Worthington does hereby approve an award up to a maximum of $5,656 in assistance under the Re-emergent Corridor Assistance Program for 7020-A Huntley Road, to Zaftig Brewing Co., for the work described in EXHIBIT A. Said assistance is structured in the form of one-half the amount in grant funds and one-half the amount in loaned funds to encourage investments in, and improvements to, the Property.

SECTION 2. These awards of ReCAP assistance shall be in accordance with and subject to the requirements set forth in the ReCAP Policy & Procedures, including the use of City funds for only those Eligible Improvement Costs as identified therein.
RESOLUTION NO. 29-2017

SECTION 3. The City Manager, the Director of Finance and the Director of Law, and any other City official, as appropriate, are each authorized and directed to sign the necessary documents to evidence the ReCAP assistance approved herein, and are authorized and directed to sign any other documents, instruments or certificates and to take such actions as are necessary or appropriate to consummate or implement the transaction described in or contemplated by this Resolution.

SECTION 4. That the Clerk of Council be instructed to record this Resolution in the appropriate record book.

Adopted __________________________

____________________________________
President of Council

Attest:

____________________________________
Clerk of Council
EXHIBIT A

Re-emergent Corridor Assistance Program (ReCAP)
Application for Assistance (2016)

Those interested in receiving ReCAP financing for exterior improvements must complete this form and submit to the City of Worthington. The City will review the information to determine whether an award of ReCAP assistance is approved for the described project.

<table>
<thead>
<tr>
<th>Applicant Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Applicant Name</strong></td>
</tr>
<tr>
<td><strong>Applicant's Mailing Address</strong></td>
</tr>
<tr>
<td><strong>Contact Name &amp; Title</strong></td>
</tr>
<tr>
<td><strong>Contact Email</strong></td>
</tr>
<tr>
<td><strong>Contact Phone No.</strong></td>
</tr>
<tr>
<td><strong>Project Site Address</strong></td>
</tr>
<tr>
<td>Is this site:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>Applicant's Federal Identification Number (FEIN)</strong></td>
</tr>
</tbody>
</table>

**Describe Applicant's Commitment to and Involvement in the Worthington Community**

Zafirg Brewing is a member of the chamber of commerce and has become a focal point for event and fundraising in Worthington. We recently worked with the food pantry for the second time in collecting food items. During the holiday season we helped to collect toys and delivered to the local toy drive through the fire department. We are currently working with the Worthington Hills community to have a neighborhood gather at the Brewery.

**Attach Copy of Applicant's Recent Letter of Credit or Loan Commitment from a Banking Institution**

If the Applicant cannot show recent correspondence from a Banking Institution, Applicant can supply a completed Personal Financial Statement (SBA Form 413).
Property Owner Information

<table>
<thead>
<tr>
<th>Property Owner Name*</th>
<th>Todd Huntley, R.D. LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email</td>
<td><a href="mailto:mkan@cohenet.net">mkan@cohenet.net</a></td>
</tr>
<tr>
<td>Phone No.</td>
<td>614-832-3377</td>
</tr>
</tbody>
</table>

* If Applicant is NOT the Property Owner, then Property Owner must supply notarized acknowledgement.

As the owner in fee simple of the real property at the Project Site Address, I hereby acknowledge and approve of the Applicant submitting this request for City of Worthington ReCAP assistance to improve said property.

PROPERTY OWNER

STATE OF OHIO

COUNTY OF

Before me, a Notary Public, in and for said county, personally appeared the above-named Property Owner who acknowledged these documents to be his/her voluntary act for the purposes therein mentioned.

Signed:

Notary Public, State of Ohio

My Commission expires: 12/6/2022

Project Site – Current Conditions

In the Space Provided, Describe the Project Site’s Current Conditions, including Building & Site Improvement Needs

(Attach additional sheets if necessary)

The building current exterior is typical for an industrial building. Very plain exterior with very dated greenery and patchy grass. The approved plan will include new planters with vibrant vegetation, new picnic tables will line the North side of the building with a leveled ground with crushed stone to aide in water absorption. Updated gooseneck LED lighting to provide warm lighting for customer to enjoy the outdoors.

Attach Current, As-is Photographs of the Project Site

Project Scope of Work & Applicant Experience

Page 2 of 4
Estimated Total Exterior Project Costs

$11312.00

In the Space Provided, Describe the Exterior Improvement Project’s Scope of Work*

*If the exterior work is part of a larger renovation project at the Project Site, please describe other planned improvements

Remove all existing vegetation on the North side of building including top 2" of soil. Add small gravel and compact to provide a firm walkway. Add 20 planters to frame the North side of the patio and 4"x4"x5' posts and 18"x30" planters to line the West side border. At the extreme south end a 36" gate will be added. A bike rack will be added on the Northeast side. A total of 18 gooseneck lights will be added along the North and West sides. Grass will be maintained along the West side for a game area.

In the Space Provided, Describe the Applicant’s Experience in Undertaking / Managing Similar Projects

The patio addition is the first such project that we have committed to. Over the nearly 4 years that Zaffig has been incorporated we have built 2 breweries increasing our original size 2600%. This project although much smaller than our most recent expansion is very important as it will provide the first impression of our Brewery. Along with our premium products we want to provide a healthy inviting patio for our customers to enjoy and relax with friends and family.

Attach Renderings, Illustrations and/or Drawings for the Exterior Improvement Project
### Project Work Bids

**Attach Two (2) Written Bids for All Exterior Improvement Work to be Performed under the Project**

Applicant must supply at least two (2) written bids for the work to be performed. Applicants must ensure that both bids are based on the same work (example: if Bid 1 is for tuckpointing, window replacement, and flashing, Bid 2 must also be for same scope of services).

**NOTE:** Although ReCAP awards are calculated only per the lowest bid, Applicants are free to accept higher bids.

### Contractor Selected & Construction Schedule

<table>
<thead>
<tr>
<th>Contractor Selected</th>
<th>Name:</th>
<th>Approximate date work to begin: 4 / 28 / 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Approximate date work to be completed: 5 / 20 / 2017</td>
</tr>
</tbody>
</table>

**Construction Schedule**

In all cases, ReCAP-assisted construction must be completed within 24 months of making application.

### Compliance with City Laws & Regulations

Please verify the following by providing a check mark next to the ones that are true.

- Property taxes are up to date on this property.
- Applicant is in full compliance with City income tax obligations.
- Property is fully compliant with the City’s building & zoning code; There are no known violations.

### Applicant Signature

As an authorized representative of the Applicant, I hereby submit this Application. I understand that this Application, once submitted, in no way constitutes a commitment of funds by the City of Worthington.

I hereby represent and certify that I have reviewed the information contained in this Application, and the foregoing and attached information, to the best of my knowledge and belief, is true, complete and accurately describes the proposed project for which the City’s ReCAP assistance is being sought.

I am aware that Ohio law sets forth criminal penalties for falsification on applications for economic development assistance (see Ohio Revised Code §2921.13(A)(4)).

![Signature]

**Applicant Signature**

**Printed Name & Title**

**Date**

---

Applications are to be submitted to the following:

City of Worthington, Economic Development
6550 North High Street
Worthington, Ohio 43085

Page 4 of 4
MEMORANDUM

TO: Matt Greeson, City Manager

FROM: David McCorkle, Economic Development Manager

DATE: May 11, 2017

SUBJECT: Award of “ReCAP” Assistance – Zaftig Brewing Co. (7020-A Huntley Road)

This is intended to provide background information concerning the recommendation that City Council approve $5,656 in exterior enhancement assistance under the ReCAP initiative to Ohio Beer Co., Ltd. at 7020-A Huntley Road.

**Recommended Action:**

The CIC met on May 4, 2017 and reviewed the proposed exterior improvements to 7020-A Huntley Road. The CIC Board recommended approval of funding for the project, contingent upon staff’s verification with the City Engineer that the estimated cost of materials was consistent with the market. City staff has verified that the cost of materials are consistent with market rates. The applicant intends to do the work themselves, so the project scope only includes the cost of materials.

The application submitted by Zaftig Brewing Co. was scored by both City staff and the CIC Board, receiving a final score of 67 points (out of 100 possible; a minimum score of 65 points is required).

Staff recommends that City Council approve $5,656 in ReCAP assistance to Zaftig Brewing Co. for the property located at 7020-A Huntley Road. Funds will be used to make improvements pursuant to the program’s guidelines and procedures.

**ReCAP Initiative:**

The City of Worthington launched a façade improvement grant / revolving loan fund (RLF) in May 2014 to induce private, commercial property owners and tenants to make exterior-focused improvements. Worthington calls this initiative the Re-emergent Corridor Assistance Program (“ReCAP”). In its fourth year, the program is focused on improving properties located along
Huntley Road, Proprietors Road, and connecting portions of Schrock Road and Worthington-Galena Road (collectively, the “Corridor”).

The Corridor is comprised of older properties which lag behind comparable properties elsewhere in the Central Ohio region, and many of the Corridor’s properties are marked by declining investment and depressed leasing rates.

Reimbursable grants and no-cost financing are available under ReCAP to fund commercial building exterior enhancements. ReCAP provides half of the total award amount up-front as a loan payment to awardees, with the remaining half being a reimbursable grant that is received upon proof of invoices and payments. This assistance is to partially fund well-designed exteriors that enhance the design integrity of the Corridor and secure participating buildings against further devaluation and disinvestment.

**Proposed Project**

Application was made by Zaftig Brewing Co. to make improvements to the property at 7020-A Huntley Road. Jason Blevins is the President of Zaftig Brewing Co. The work proposed by the applicant consists of removing existing vegetation, adding 20 new planters, adding a bike rack, installing a crushed stone patio and walkway, adding 19 new gooseneck lights, installing a draped rope barrier fence and maintaining a separate grassy area for lawn games.

The proposed timeline is 4-8 weeks. There were no bids submitted for the work since the applicant intends to do the work themselves. The estimated cost of materials is $11,312.

The Neighborhood Design Center (“NDC”) provided design and application assistance for this project. For 2017, NDC is on engagement with the City to provide no-cost (to the applicant) design and planning services to ReCAP projects.
ReCAP Program
Application #16: Zaftig Brewing Co.
Applicant Information

- Applicant: Zaftig Brewing Co.
- Site Address: 7020-A Huntley Road
- Total Project Cost: $11,312
- Award Amount: $5,656
- Applicant leases building and has owner’s approval to do the project.
7020-A Huntley Rd.
Scope of Work

- Remove existing vegetation
- 20 new planters
- New bike rack
- Crushed stone patio and walkway
- 18 new gooseneck lights
- 4x4 fence posts with draped rope
- Grassy area for lawn games
7020-A Huntley Rd.

Current Condition
7020-A Huntley Rd.

Current Condition
7020-A Huntley Rd.

North/West Façade Rendering
7020-A Huntley Rd.

West Façade Rendering
Scoring

Current physical condition: 15
Scope of Work: 15
Viability and repayment: 15
Commitment to Worthington: 7
Overall project quality: 15

TOTAL SCORE 67*

*Minimum score of 65 needed to receive funding.
RESOLUTION NO.  26-2017

Expressing the Appreciation and Best Wishes of the Worthington City Council to Molly Roberts for her Outstanding Service as Finance Director for the City of Worthington.

WHEREAS, Molly Roberts is retiring on June 2, 2017 after 7 years of service to the City of Worthington as Finance Director; and,

WHEREAS, Molly’s expertise and leadership have been instrumental in the development of a number of policies to assure the fiscal health of the City, including the revision of the General Fund Carryover Balance Policy, establishing a AAA credit rating, increasing financial transparency by utilizing Ohio Checkbook, and receiving the Auditor of State Award for “clean” financial reporting; and,

WHEREAS, Molly’s knowledge and ability to expertly manage the City’s budget of over $35-million has been a tremendous asset to this organization and the people of Worthington; and,

WHEREAS, Molly has been a vital member of the senior management team and has been a leader and friend to City Hall staff and colleagues throughout the organization; and,

WHEREAS, Molly has demonstrated exemplary devotion and dedication to the City over the past 7 years of meritorious service. Her career has been marked by knowledge, consideration and integrity.

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

SECTION 1. That on behalf of the residents of the community, the City Council hereby expresses to Molly Roberts sincere appreciation for her contributions and years of dedicated service and extends her best wishes in future pursuits.

SECTION 2. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Molly Roberts and to record said Resolution in the appropriate record book.

Adopted__________________________

President of Council

Attest:

__________________________________

Clerk of Council
This memo is intended to provide City Council with an overview of the statutory requirements (Section 4301.82 of the Ohio Revised Code) associated with the creation of a “Designated Outdoor Refreshment Area” (DORA) and an update on the next steps in the process.

The legislation is summarized as follows:

- Effective 4/30/17 for communities of 35,000 or less in population;
- Only (1) area permitted for communities of 35,000 or less in population;
- No minimum acreage for area;
- Maximum area shall not exceed 150 contiguous acres;
- Serving container material must be plastic; and
- Minimum of (4) qualified permit holders (A1, AIA, Alc, A2, or D).

At the April 10, 2017 meeting, City Council was briefed on a request the City received from the Old Worthington Partnership to consider enacting a DORA in downtown Worthington. The Ohio Revised Code requires the City Manager to formally file an application with City Council to start the evaluation process. At that April 10, 2017 meeting, City Council directed the City Manager to proceed with filing the application. The City Manager formally filed the DORA application on April 11, 2017.

The next step in the process is to hold a public hearing. That hearing has been publicized and is being conducted during the May 15, 2017 City Council meeting. Public input is encouraged.
After hearing from the public, City Council is being asked to make recommendations at the May 15, 2017 meeting, on the specific variables of the Worthington DORA. The Ohio Revised Code requires the following variables to be addressed:

- The specific boundaries of the area, including street addresses;
- The hours of operation for the area;
- The number, spacing, and type of signage designating the area;
- The number of personnel needed to ensure public safety in the area;
- A sanitation plan that will help maintain the appearance and public health of the area; and
- The number of personnel needed to execute the sanitation plan.

These variables are addressed in supplemental exhibits enclosed in this memo:

- Exhibit A – Boundaries
- Exhibit B – Signage
- Exhibit C – Qualified Permit Holders & Hours of Operation
- Exhibit D – Public Health & Safety Plan
- Exhibit E – Sanitation Plan

At the June 5, 2017 meeting, a Resolution to create the DORA as recommended will be presented to City Council. The Resolution will encompass the aforementioned statutory requirements.

If a Resolution is approved, it will be sent to the Division of Liquor Control and the Department of Public Safety for issuance of outdoor refreshment area designations to each qualified liquor-permit holder located within the DORA.
EXHIBIT A

BOUNDARIES

In accordance with O.R.C. 4301.82(F)(1)(a), the specific boundaries of the area, including street addresses, are:

<table>
<thead>
<tr>
<th>Number</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>627 - La Chatelaine</td>
</tr>
<tr>
<td>2</td>
<td>649 - Worthington Inn</td>
</tr>
<tr>
<td>3</td>
<td>663 - Old Bag of Nails</td>
</tr>
<tr>
<td>4</td>
<td>673 - Harold's American Grille</td>
</tr>
<tr>
<td>5</td>
<td>666 - The Whitney House</td>
</tr>
<tr>
<td>6</td>
<td>652 - Taste of Vietnam</td>
</tr>
<tr>
<td>7</td>
<td>644 - House Wine</td>
</tr>
<tr>
<td>8</td>
<td>640 - Dewey's Pizza &amp; Patio</td>
</tr>
</tbody>
</table>
The legal description of the DORA is expressed as follows:

Situated in the City Worthington, County of Franklin, State of Ohio and being more fully described as follows:

Commencing at the southeastern corner of parcel 100-000039 at the intersection of South Street and High Street and being the true point of beginning for the boundary herein described; thence northerly along the western side of High Street to the northeastern corner of parcel 100-000225 at the intersection of W. New England Avenue and High Street; thence westerly along the southern side of W. New England Avenue to the northeastern corner of the building located at 41 W. New England Avenue; thence northerly crossing W. New England Avenue to the southwestern corner of the building located at 649 High Street; thence easterly along W. New England Avenue to the southeastern corner of the building located at 649 High Street at the northwestern corner of the intersection of Village Green Drive SW and High Street; thence westerly along Village Green Drive SW to the northwestern corner of parcel 100-000197; thence easterly along the southernmost line of Village Green Drive SW to the northeastern corner of the building located at 694 High Street; thence westerly to the northwestern corner of parcel 100-006686 at the intersection of Village Green Drive SW and High Street; thence southerly along the eastern side of High Street to the northwestern corner of parcel 100-000619; thence easterly along the sidewalk to the northeastern corner of parcel 100-000619; thence southerly along the sidewalk to the southeastern corner of parcel 100-000619; thence easterly to the southeastern corner of parcel 100-000365; thence southerly crossing E. New England Avenue to the southeastern corner of Parcel 100-006763; thence westerly to the southwestern corner of parcel 100-006763; thence northerly to the southwestern corner of parcel 100-000102; thence westerly to the southwestern corner of parcel 100-000102; thence southerly along High Street to the southwestern corner of parcel 100-000097 at the northeastern corner of the intersection of South Street and High Street; thence westerly crossing High Street to the southeastern corner of parcel 100-000039 at the northwestern corner of the intersection of South Street and High Street and being the true point of ending for the boundary.

Said description contains approximately 4.06 acres.

The parcels of real property located within the DORA are as follows:

<table>
<thead>
<tr>
<th>Parcel ID</th>
<th>Address</th>
<th>Qualified Permit Holder (QPH)</th>
<th>DBA</th>
</tr>
</thead>
<tbody>
<tr>
<td>100-000039</td>
<td>547 High Street</td>
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<td>100-000326</td>
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<td>100-000718</td>
<td>571 High Street</td>
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<tr>
<td>100-000192</td>
<td>579 High Street</td>
<td></td>
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</tr>
<tr>
<td>Address</td>
<td>Business Name</td>
<td></td>
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<td></td>
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<td>597 High Street</td>
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<td>100-000715</td>
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<tr>
<td>25 W. New England Avenue</td>
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<td>100-000312</td>
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<tr>
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<tr>
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<td>Old Bag of Nails</td>
<td>100-006227</td>
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<td>Old Bag of Nails</td>
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<td>Old Bag of Nails</td>
<td>100-006227</td>
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<tr>
<td>La Marquise Inc.</td>
<td>100-000238</td>
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<tr>
<td>La Chatelaine</td>
<td>100-000238</td>
<td></td>
<td></td>
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<tr>
<td>WI Restaurant Operations LLC</td>
<td>100-006619</td>
<td></td>
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<tr>
<td>Worthington Inn</td>
<td>100-006624</td>
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<tr>
<td>Old Bag of Nails</td>
<td>100-006227</td>
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<td>Old Bag of Nails</td>
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<tr>
<td>Old Bag of Nails</td>
<td>100-006227</td>
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<td>100-00037</td>
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<td>Harolds American Grille</td>
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<tr>
<td>100-00037</td>
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<td>Harolds American Grille Ltd.</td>
<td>Harolds American Grille</td>
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<td>100-00335</td>
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<td>100-00049</td>
<td>679 High Street</td>
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<td>695 High Street</td>
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<td>100-000391</td>
<td>666 High Street</td>
<td>PIBB &amp; BEAN LLC</td>
<td>The Whitney House</td>
</tr>
<tr>
<td>100-000227</td>
<td>660 High Street</td>
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<td>100-000349</td>
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<td>100-006619</td>
<td>654 High Street</td>
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<tr>
<td>100-006619</td>
<td>652 High Street</td>
<td>Taste of Vietnam LLC</td>
<td>Taste of Vietnam</td>
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<td>100-006619</td>
<td>650 High Street</td>
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<td>646 High Street</td>
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<tr>
<td>100-006619</td>
<td>644 High Street</td>
<td>Grapeful Jane LLC</td>
<td>House Wine</td>
</tr>
<tr>
<td>100-000294</td>
<td>646 High Street</td>
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<td>644 High Street</td>
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<td>100-006763</td>
<td>634 High Street</td>
<td>AED Enterprises LLC</td>
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<td></td>
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<td>600 High Street</td>
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<td>100-000093</td>
<td>600 High Street</td>
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<td>100-000094</td>
<td>560 High Street</td>
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<tr>
<td></td>
<td>100-000243</td>
<td>556 High Street</td>
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</tr>
<tr>
<td></td>
<td>100-000097</td>
<td>544 High Street</td>
<td></td>
</tr>
</tbody>
</table>
EXHIBIT B

SIGNAGE

In accordance with O.R.C. 4301.82(F)(1)(b), the number, spacing, and type of signage designating the area are:

Outdoor Dining in Right of Way
The City will use its existing Right of Way permitting process to determine the number, spacing, and type of signage for the outdoor dining operations of each Qualified Permit Holder. It is anticipated that each Qualified Permit Holder that wishes to allow alcohol as part of their outdoor dining will be required to pay for and produce 1 to 2 signs. As part of the Right of Way permitting process and within the Outdoor Dining Policy, the Director of Service & Engineering and the Director of Planning & Building will determine the number, spacing, and type of signage necessary.

Signage Example:

9” x 6” Acrylic Sign
Magnetic Strips
Less than $20/each

Heavy Duty Stanchion
Black Finish
≈$30/each
Special Events
The City will use its existing Special Events permitting process to determine the number, spacing, and type of signage for each event. The City’s Director of Service & Engineering and the Director of Planning & Building will determine the specific needs of each event. While each event has its own needs and may vary, it is anticipated that approximately (12) signs will be needed to mark the DORA boundaries:
EXHIBIT C

QUALIFIED PERMIT HOLDERS & HOURS OF OPERATION

In accordance with O.R.C. 4301.82(B)(3), the DORA will encompass not fewer than four qualified permit holders. Worthington has identified (8) qualified permit holders that will be included in the area:

<table>
<thead>
<tr>
<th>Business Name</th>
<th>DBA</th>
<th>Business Address</th>
<th>Permit Types</th>
<th>Permit #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harolds American Grille Ltd.</td>
<td>Harolds American Grille</td>
<td>673 High Street</td>
<td>D5 &amp; D6</td>
<td>3614301</td>
</tr>
<tr>
<td>PIBB &amp; BEAN LLC</td>
<td>Whitney House</td>
<td>666 High Street, 1st Floor &amp; Basement</td>
<td>D5 &amp; D6</td>
<td>6897007</td>
</tr>
<tr>
<td>Old Bag of Nails Pub Inc.</td>
<td>Old Bag of Nails</td>
<td>663 High Street</td>
<td>D1, D2, D3, D4</td>
<td>6528523</td>
</tr>
<tr>
<td>WI Restaurant Operations LLC</td>
<td>Worthington Inn</td>
<td>649 High Street &amp; Patios</td>
<td>D5 &amp; D6</td>
<td>9726301</td>
</tr>
<tr>
<td>La Marquise Inc.</td>
<td>La Chatelaine</td>
<td>627 High Street, 1st Floor &amp; Patio</td>
<td>D1, D2, D3, D6</td>
<td>49492700005</td>
</tr>
<tr>
<td>AED Enterprises LLC</td>
<td>Dewey's Pizza &amp; Patio</td>
<td>640 High Street</td>
<td>D1, D2, D6</td>
<td>00661240095</td>
</tr>
<tr>
<td>*Taste of Vietnam LLC</td>
<td>Taste of Vietnam</td>
<td>652 High Street</td>
<td>D5 &amp; D6</td>
<td>8788450</td>
</tr>
<tr>
<td>Grapeful Jane LLC</td>
<td>House Wine</td>
<td>644 High Street &amp; Patio</td>
<td>D5 &amp; D6</td>
<td>3329356</td>
</tr>
</tbody>
</table>

*As of May 9, 2017, the Division of Liquor Control shows both the D5 & D6 permits as “Pending”.

In accordance with O.R.C. 4301.82(F)(1)(c), the hours of the operation for the area are:

<table>
<thead>
<tr>
<th>Day</th>
<th>Start Time</th>
<th>End Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>9:00 AM</td>
<td>10:00 PM</td>
</tr>
<tr>
<td>Tuesday</td>
<td>9:00 AM</td>
<td>10:00 PM</td>
</tr>
<tr>
<td>Wednesday</td>
<td>9:00 AM</td>
<td>10:00 PM</td>
</tr>
<tr>
<td>Thursday</td>
<td>9:00 AM</td>
<td>10:00 PM</td>
</tr>
<tr>
<td>Friday</td>
<td>9:00 AM</td>
<td>11:00 PM</td>
</tr>
<tr>
<td>Saturday</td>
<td>9:00 AM</td>
<td>11:00 PM</td>
</tr>
<tr>
<td>Sunday</td>
<td>9:00 AM</td>
<td>10:00 PM</td>
</tr>
</tbody>
</table>

DORA Special Events may include:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date of Event</th>
<th>Host Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Farmers Market</td>
<td>Saturday Mornings (May through October)</td>
<td>Old Worthington Partnership</td>
</tr>
<tr>
<td>Picnic with The Partnership</td>
<td>24-Jun-17</td>
<td>Old Worthington Partnership</td>
</tr>
<tr>
<td>Illuminating Shopping</td>
<td>Dec-17</td>
<td>Old Worthington Partnership</td>
</tr>
<tr>
<td>The Chocolate Walk</td>
<td>Feb-18</td>
<td>Old Worthington Partnership</td>
</tr>
<tr>
<td>*Market Day</td>
<td>23-Sep-17</td>
<td>Worthington Area Chamber of Commerce</td>
</tr>
</tbody>
</table>

*Inclusion as an eligible DORA event does not necessitate participation. Each host organization will have the opportunity to decide if the event will participate in the DORA process.
EXHIBIT D

PUBLIC HEALTH & SAFETY PLAN

In accordance with O.R.C. 4301.82(F)(1)(d), the number of personnel and plan needed to ensure public health and safety within the DORA shall include:

Outdoor Dining in Right of Way
Qualifying permit holders that desire to sell alcoholic beverages as part of providing an outdoor dining area in the City of Worthington’s right of way (adjacent to the establishment), must obtain a Right of Way permit and meet the requirements of the Codified Ordinances for right of way use, the DORA and the City’s Outdoor Dining Policy. These policies will require the Qualified Permit Holders to submit sanitation and signage plans and a physical layout of the tables, chairs and other facilities. It is anticipated that busing of tables will be required and/or adequate trash cans be in place. Additionally, the permit review will ensure that there are adequate pedestrian passageways and that ingress/egress for emergency services is adequate. Failure to comply with the requirements of the permit can result in revocation. The City does not anticipate the need for additional personnel to execute this portion of the Public Health & Safety Plan.

Special Events
The City of Worthington requires that each special event receive a permit. As is the City’s practice, each event will be reviewed by the City’s Departments/Divisions. Permit requirements may differ between events depending on their size, layout, use of right of way, and program. However, each event will be reviewed to ensure that adequate sanitation, signage and public safety requirements are established. The necessity for portable bathrooms, handicap accessibility, pedestrian mobility, police, fire and emergency medical ingress and egress, crowd control, DORA boundary management and trash management (dumpsters, cans, pick-up, etc.) will be addressed. Event organizers may be required to pay for special duty officers or overtime for public service or safety workers if necessary to ensure adequate health and public safety requirements.

Outdoor Dining and/or Events on Private Property within the DORA
Each of the Qualified Permit Holders whose private property abuts the DORA boundary currently operate pursuant to a Conditional Use Permit. To the extent necessary, the Conditional Use Permit could be amended to allow for these establishments to operate in compliance with DORA regulations. Notwithstanding inclusion within the DORA, such establishments also must comply with ADA requirements regulating pedestrian passage along the sidewalk adjacent to the businesses if they wish to offer outdoor dining. The City does not anticipate the need for additional personnel to execute this portion of the Public Health & Safety Plan.
EXHIBIT E

SANITATION PLAN

In accordance with O.R.C. 4301.82(F)(1)(e) and 4301.82(F)(1)(f), the sanitation plan that will help maintain the appearance and public health of the area, as well as the number of personnel needed to execute the plan within the DORA shall include:

Outdoor Dining in Right of Way
The City intends to use a combination of the existing Right of Way permitting process and an amended Outdoor Dining Policy to keep downtown Worthington strong and vibrant. Each Right of Way permit will be reviewed by the City’s Director of Service & Engineering to ensure the appearance and health of downtown Worthington is not adversely affected by the DORA. By combining the Right of Way permitting process with localized Outdoor Dining Policy requirements, the City’s Sanitation Plan will address the busing of tables, trash can location and emptying, litter and debris removal and sidewalk/pavement cleanliness. Because the Qualified Permit Holders are required to bus the tables, it is not anticipated that additional trash receptacles will be needed to support daily outdoor dining. The City does not anticipate the need for additional personnel to execute this portion of the Sanitation Plan.

Special Events
The City intends to use the existing Special Event permitting process to support the success of local events while also maintaining the beauty of downtown Worthington. Each Special Event permit will be reviewed by the City’s Director of Service & Engineering to ensure the appearance and health of downtown Worthington is not adversely affected by the DORA event. By using the existing Special Event permitting process, the City’s Sanitation Plan will address the need for additional trash receptacles, trash receptacle location and frequency of emptying, dumpster locations, portable bathrooms, litter and debris removal and street and sidewalk cleanliness. Additional City personnel may be needed to execute this portion of the Sanitation Plan, and will be determined on a case-by-case basis.
ORDINANCE NO. 16-2017

Amending Ordinance 46-2016 to Establish Compensation for the Unclassified Position of Assistant to the City Manager/IT Director.

WHEREAS, the salaries for the unclassified positions of the Municipal Service must be fixed by City Council;

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

SECTION 1. The salary of the Assistant to the City Manager/IT Director (Class Specification No.244) shall not exceed $110,000.

SECTION 2. The provisions of this ordinance supersede Ordinance No. 46-2016, passed December 5, 2016, to the extent it pertains to the position specified in Section 1.

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

Passed__________________

President of Council

Attest:

Introduced May 8, 2017
P.H. May 15, 2017

Clerk of Council
ORDINANCE NO. 17-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2017 Street Improvement Program and all Related Expenses and Determining to Proceed with said Project. (Project No. 651-17)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533381 the sum of _____________________________ to pay the cost of the 2017 Street Improvement Program and all related expenses (Project 651-17).

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with firm of ____________________________ for the provision of the aforementioned services.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. 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
ORDINANCE NO. 18-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2017 Street Crack Sealing Program (State of Ohio Contract 101G-18 Pricing) and all Related Expenses and Determining to Proceed with said Project. (Project No. 651-17)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533381 the sum of Seventy-Eight Thousand Dollars ($78,000.00) to pay the cost of the 2017 Street Crack Sealing Program and all related expenses (Project 651-17).

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with firm of Strawser Construction Inc. for the provision of the aforementioned services through State of Ohio Contract 101G-18 pricing.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. 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
ORDINANCE NO. 19-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the Community Center Sprinkler Head Replacement Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 652-17)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533382 the sum of Forty Thousand Dollars ($40,000.00) to pay the cost of the Community Center Sprinkler Head Replacement Project and all related expenses (Project 652-17).

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with the firm of Koorsen Fire and Security for the provision of the aforementioned services.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. 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
MEMORANDUM

TO: Matthew H. Greeson, City Manager
FROM: Darren Hurley, Parks & Recreation Director
DATE: May 10, 2017
SUBJECT: Community Center Natatorium Sprinkler Head Replacement Project

The 2017 CIP included $66,000 for Community Center Natatorium Sprinkler Head Replacement. I am requesting the appropriation of funds so we can prepare to do the work during our annual building shutdown at the end of August. As we have consulted with vendors and gotten more detailed analysis and estimates for the replacements, the requested appropriation will be $40,000.

The project will replace 112 sprinkler heads in the Community Center Natatorium over the pool area and various others around the pool facility and mechanical rooms. The heads are at the end of their useful life and are in need of replacement. In order to replace many of the heads the pool must be empty so we are replacing them together to avoid the potential for a service interruption.

If I can provide further information, please let me know.