



City Council Meeting Agenda

Monday, June 12, 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 ORDERRoll CallPledge of Allegiance**NEW LEGISLATION TO BE INTRODUCED****1) Ordinance No. 23-2017**

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance in the Amount of \$230,000.00 to Provide for Funds to the Worthington Community Improvement Corporation for Renovations to the Kilbourne Memorial Library Building.

REPORTS OF CITY OFFICIALSPolicy Item(s)**2) Bike & Pedestrian Advisory Board Recommendations**Information Item(s)**3) Financial Report****REPORTS OF COUNCIL MEMBERS****OTHER****EXECUTIVE SESSION****ADJOURNMENT**



Office of the City Manager

City Manager Report to City Council for the Meeting of Monday, June 12, 2017

NEW LEGISLATION

1) Ordinance No. 23-2017 – Appropriation – Kilbourne Library Building Improvements

On November 7, 2016, City Council approved a lease with COhatch for space in the Kilbourne Memorial Library Building. COhatch is building out their space, however the City has obligations under the lease. The City has determined there are insufficient funds appropriated for the work which includes common area improvements and installation of an HVAC system. This Ordinance appropriates \$230,000 from the fund balance in the Capital Improvements Fund for this purpose. Additional information is included in the attached City Manager's memorandum.

Recommendation: Introduction for Public Hearing on June 19, 2017

REPORTS OF CITY OFFICIALS

Policy Item(s)

2) Bike & Pedestrian Advisory Board Recommendations

The Bike and Pedestrian Advisory Board will attend the meeting to present an updated list of recommendations for improving bike and pedestrian access throughout the community. Additional information is included in the attached memorandum from the Director of Parks & Recreation.

Information Item(s)

3) Financial Report

The Finance Director will present the Financial Report for the month of May, which is attached.

EXECUTIVE SESSION

ORDINANCE NO. 23-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvement Fund Unappropriated Balance in the Amount of \$230,000.00 to Provide for Funds to the Worthington Community Improvement Corporation for Renovations to the Kilbourne Memorial Library Building.

WHEREAS, Ordinance No. 13-2006 authorized the City of Worthington to enter into an Agency Agreement with the Worthington Community Improvement Corporation (the "CIC"); and,

WHEREAS, pursuant to the terms of the Agency Agreement between the City and the Worthington Community Improvement Corporation, the City believes that authorizing the CIC to oversee the additional appropriation from the City and to administer the contracts for the renovations is the most beneficial arrangement for the City and the CIC; and,

WHEREAS, Worthington City Council has the authority to contribute funds to the CIC for a public purpose; and,

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 unappropriated balance to:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
<u>Capital Improvement Fund #308</u>		
308.8130.533249	752 High Street Property	\$ 230,000.00

SECTION 2. The City hereby contributes the appropriated funds to the CIC for the purpose of administering certain renovations to the James Kilbourne Memorial Library Building, which the City determines to be a public purpose.

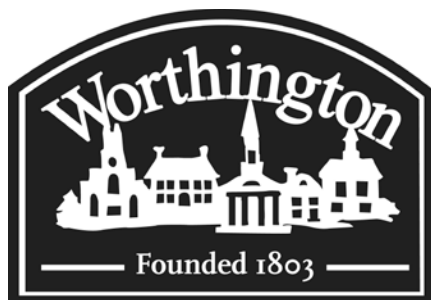
SECTION 3. That notice of passage of this Ordinance shall be by publication of a notice, one time, in a newspaper of general circulation in the City setting forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council, and that 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



Office of the City Manager

MEMORANDUM

TO: Worthington City Council

FROM: Matt Greeson, City Manager

DATE: June 8, 2017

SUBJECT: Appropriation for Improvements at the Kilbourne Memorial Library Building

This memo is intended to brief City Council on the request to appropriate \$230,000 from the Capital Improvement Fund Unappropriated Balance to provide for funds to the Worthington Community Improvement Corporation for “Common Area Improvements” at the James Kilbourne Memorial Library Building.

To prepare the Kilbourne Building for tenant occupancy, the City anticipated the need to renovate and pay for the finishing of the building’s common areas. The City has now received cost estimates and would like to move forward with completing the renovations.

Attached is Exhibit “C” of the Lease between the Worthington Community Improvement Corporation and COhatch Worthington LLC. Per the exhibit, Common Area Improvements to be paid for by the City include:

- Move or remove existing entryway wall on 1st floor. This may include purchase or installation of a glass door/wall or new storefront (City’s contribution not to exceed \$7,000);
- Acquisition and installation of complete HVAC system, including ductwork and electrical hookups;
- Installation and completion of two bathrooms in basement;
- Finish floors in common area of basement;
- Finish ceiling in common area of basement;
- Repair and finish common area stairs of basement that lead to southern space. This shall include railings;

- Add door at top of common area stairs of basement that separates the southern space from the common area;
- Paint elevator door and frames (all three levels);
- Replace all basement windows and frames;
- Sand and paint all exterior window frames; and
- Installation of concrete parking blocks between northern exterior wall of building and parking lot.

Replacement of the basement windows and frames, sanding and painting all exterior window frames, and the installation of concrete parking blocks are not included in the \$230,000 appropriation request. These expenses will be paid for using existing operational appropriations.

The City believes these improvements will not only satisfy COhatch and Sew to Speak's immediate uses, but are comprehensive enough to meet the needs of the City should the uses change in the future.

EXHIBIT “C”

Common Area Improvements

- Move or remove existing entryway wall on 1st floor. This may include purchase or installation of a glass door/wall or new storefront (Landlord’s contribution not to exceed \$7,000);
- Acquisition and installation of complete HVAC system, including ductwork and electrical hookups;
- Installation and completion of two bathrooms in basement;
- Finish floors in common area of basement;
- Finish ceiling in common area of basement;
- Repair and finish common area stairs of basement that lead to southern space. This shall include railings;
- Add door at top of common area stairs of basement that separates the southern space from the common area;
- Paint elevator door and frames (all three levels);
- Replace all basement windows and frames;
- Sand and paint all exterior window frames; and
- Installation of concrete parking blocks between northern exterior wall of building and parking lot.



MEMORANDUM

TO: Matthew H. Greeson, City Manager

FROM: ^{DA} Darren Hurley, Parks & Recreation Director

DATE: June 8, 2017

SUBJECT: Bike and Pedestrian Advisory Board Presentation to City Council

The Bike and Pedestrian Advisory Board has an updated list of recommendations and is prepared to present them at the June 12 City Council meeting. I have attached the memo outlining the Board's recent activities and the recommendation which was distributed to City Council at their May 8 meeting.

Board members will be present and along with staff will present an update of accomplishments to date, initiatives currently underway, and the recommendations for improving bike and pedestrian access throughout the community. Members will also be available to answer questions about the recommendations and activities of the board.



MEMORANDUM

TO: Matthew H. Greeson, City Manager

FROM: ^{DR} Darren Hurley, Parks & Recreation Director

DATE: May 8, 2017

SUBJECT: Bike and Pedestrian Advisory Board Recommendations and City Council Update

At their March retreat, City Council requested a written report on Bike and Pedestrian Advisory Board activities along with the recommendations they had prepared in advance of their appearance and presentation at an upcoming Council meeting. This memo provides an update on the board's accomplishments to date, initiatives that are underway, and the prioritized recommendations prepared by the board. In addition, we have cost estimates for some of the proposed projects.

Update

The Bike and Pedestrian Advisory Board has been tracking progress on the original Steering Committee's recommendations. The attached document shows projects completed such as the installation of the Pedestrian Hybrid Beacon's (PHB's) and the trail head at the Olentangy Parklands. It also provides a listing of projects underway like the Old Worthington Mobility Study and Safe Routes to School research and assessments.

There are three especially noteworthy efforts underway the board would like to make City Council aware of in more detail. First, the Parks and Recreation Department is partnering with AAA Ohio on a Bike Rodeo event on May 11 at the Community Center. The event will provide education and fun for children and families while encouraging safe bicycle usage in our community. In addition, staff are working with our consultant on the finalization of the Old Worthington Mobility Study. You may recall the first two phases of this dealt with the PHB installations along High Street. The final two phases, which have yet to be presented to the board, will deal with bicycle and pedestrian access in Old Worthington. We anticipate these presentations to occur in the next quarter. Finally, staff are working with a representative from Safe Routes to School to conduct a community workshop on May 15 to begin active transportation planning with the city. This workshop will include various community

organizations and partners as a way of educating us all about Safe Routes to School and to begin putting together plans for bike and pedestrian access.

Other accomplishments from the first year and a half for the board include:

- Improved the NE Gateway project by recommending significant bike and pedestrian upgrades to the original design.
- Hosted an Ohio to Erie Trail presentation to learn about the proposed route of the trail and potential impacts and opportunities for Worthington.
- Played a role in bike corrals showing up at various special events in 2016.
- Initiated tracking of City projects in an effort to generate bike and pedestrian improvements to already funded projects.
- Successfully promoted biking awareness audits to staff resulting in a YAY Biking Engineering Ride which included various city engineering and planning staff.

Recommendations

The original Bike and Pedestrian Steering Committee provided City Council a set of prioritized recommendations for bike and pedestrian improvements. Since their creation in the fall of 2015, the board has been working to review and update those recommendations including prioritization. The updated version includes many of the original projects along with additional new or revised projects. The recommendations have been put in categories to reflect City Council's Capital Improvements Program (CIP) terminology. The breakdown is as follows:

Total Projects (51)

- CIP Infrastructure (16)
- CIP Study (7)
- Operating/Programmatic (28)

The Operating/Programmatic projects are those necessitating staff time or other resources most likely to come from the City's operating budget as opposed to the Capital Improvements Program (CIP). Most of these would either be accomplished by a shifting of priorities from currently funded operations or through additional resources being added to the existing budgets.

The complete listing of the recommended projects is attached. In addition, Service and Engineering staff have put some cost estimates to many of the projects. All of the estimates should be considered ballpark figures as some are missing sufficient scoping to have highly accurate estimates. As priorities are shared and confirmed, more detailed scoping will be done to provide better cost estimating.

The Board would like City Council to consider increasing the \$100,000 annual allocation to bike and pedestrian projects in order to facilitate more projects from the list of recommendations.

Conclusion

The Bike and Pedestrian Advisory Board members are looking forward to coming before Council to present these recommendations and have a dialogue with City Council about how to effectively move some of the projects forward.

Bike & Pedestrian Projects – Complete

Project	Description	Staff Lead
A-1	IC: High & Stafford Have intersection assessed for potential improvements (e.g. signal warrants study, HAWK, etc.) to provide for a safer crossing. Add a budget item to pay for necessary improvements (see C-1).	Whited
C-1	Provide a dedicated City staff member with the responsibility of facilitating B & P improvements, being the liaison with the BPAC, and ensuring appropriate coordination with staff and other agencies.	Hurley
D-1	Dedicate a percentage of annual budget to bike/ped improvements Bike and pedestrian projects need dedicated funding (and funding targets) to ensure improvements are made, and to create a sustainable, systematic approach.	Stewart/Hurley
U-1	Bike Hub & Trail Head at Olentangy Parklands at Wilson Bridge Road. Create a bike hub and trail head to service users of the Olentangy Trail in the vicinity of Wilson Bridge Road.	Hurley
K-2	TC: High Street across to Crosswoods Support the ODOT I-270/US 23 project plans that include B&P facilities from Worthington to Crosswoods.	Hurley
F-3	IC: United Methodist Church Evaluate the feasibility of improving the crossing at United Methodist Church to improve bicycle and pedestrian safety.	Whited

Bike & Pedestrian Projects – Underway

Project	Description	Staff Lead
E-1	Review downtown core for multimodal improvements. Study the downtown core to determine opportunities for new and improved methods to support a safer and more bike/ped friendly environment. In addition, study improvement of the pedestrian crossing at the South Village Green Drive to improve driver compliance with yielding to pedestrian right-of-way.	Whited
H-1	Safe Routes to School Program Create a safe routes to school program to develop a partnership b/t the Worthington School District, City of Worthington, neighborhoods, community organizations and agencies.	Thornton
A-3	TC: Worthington-Galena Road – Huntley Road to Sancus Blvd. Evaluate the possibility of a trail along Worthington-Galena Rd. Make certain bicycle and pedestrian travel is accommodated as part of the Wilson Bridge, Worthington-Galena, Huntley Road intersection project, and that improvements extend to Sancus Rd.	Stewart/Whited
M-1	Olentangy Trail to Highbanks In conjunction with City Council, support this connection in whatever way needed.	Hurley

CIP Infrastructure		Score	5 E Category	Project	Description	Category	Cost Estimate
2	Engineering	E-2	TC: Worthington-Galena Road--High Street to Huntley to northeast	Evaluate the potential for a multi-use path along Worthington-Galena Road from High Street to Huntley to the northeast.	CIP Infrastructure	\$ 2,700,000.00	
1	Engineering	N-2	TC: Wilson Bridge Road--High to northeast	Design and construction of trail along Wilson Bridge Rd. in conjunction with corridor improvements and intersection of Wilson Bridge, Worthington-Galena and Huntley project.	CIP Infrastructure	\$ 2,316,500.00	
1	Engineering	Q-2	Olentangy Trail Improvements	Conduct a review of the existing Olentangy Trail facilities within Worthington, identify potential upgrades and estimate capital costs. One specific example is determining whether sections of the trail may benefit from separation of use (e.g. walkers/runner from bikes) based on a usage pattern study.	CIP Infrastructure		
1	Engineering	U-2	TC: SR 161 Northside--Evening Street to SR 315	Evaluate the feasibility of a multiuse path along the north side of SR 161 from Evening Street to the SR 315 interchange to provide better bike/ped access to Thomas Worthington, Worthington Pools, the Flats and the Olentangy Trail.	CIP Infrastructure	\$ 1,052,295.00	
1	Education	L-2	Trailhead education	Develop and post trail etiquette, maps and promotional materials at trailheads.	CIP Infrastructure		
	Engineering	M-2	TC: Thomas Worthington High School to Evening Street	Evaluate the potential for a multiuse trail connection through Thomas Worthington High School campus, from the Flats to Evening Street creating a connection oriented toward the library.	CIP Infrastructure	\$ 945,098.00	
	Engineering	P-2	TC: SR 161 at Seabury	Evaluate the potential for improved bike and pedestrian crossing of SR 161 at Seabury.	CIP Infrastructure	\$ 61,725.00	
	Engineering	C-3	TC: Snouffer Road--Linworth Road to west	Evaluate the feasibility of providing bicycle and pedestrian access along Snouffer Road between Linworth Road and the railroad tracks on the west edge of the city.	CIP Infrastructure	\$ 191,002.00	
	Engineering	P-3	TC: Linworth--Snouffer Road to SR 161	Evaluate the potential for a multi-use path along Linworth Road from Snouffer Road to SR 161.	CIP Infrastructure	\$ 2,500,000.00	
	Engineering	C-4	TC: Evening Street to Pioneer Court	Evaluate the feasibility of creating a multiuse path connection between Evening Street and Pioneer Court.	CIP Infrastructure		
	Engineering	K-1	Sidewalk Gap	Connect sidewalks on Hartford	CIP Infrastructure	\$ 388,118.00	
	Engineering	H-1	Sidewalk Gap	Correct/connect gaps around Evening Street Elementary	CIP Infrastructure	\$ 412,166.00	
	Engineering	K-1	Sidewalk Gap	Caren Avenue sidewalks on south side	CIP Infrastructure	\$ 39,666.00	
	Engineering	L-3	TC: Proprietors Road--SR 161 to Schrock Road	Evaluate the feasibility of improving bicycle and pedestrian access along Proprietors Road from SR 161 to Schrock Road. Ensure that treatment will tie into potential connections to the north and south.	CIP Infrastructure	\$ 1,600,000.00	
	Engineering	K-4	Pedestrian crossing upgrades	Upgrade pedestrian crossings and make improvements, such as countdown style heads.	CIP Infrastructure	\$ 360,000.00	
	Encouragement	K-3	Bike Racks: all public facilities	Identify key public facilities that should be provided with bike racks, including parks. Perform a survey to inventory these facility based bike racks. Determine bike rack needs, quantity and style. Determine priorities and an implementation budget.	CIP Infrastructure		

CIP Study									
Score	SE Category	Project	Description	Category	Cost Estimate				
8	Engineering	K-1 Sidewalk analysis	Study existing sidewalk inventory and determine sidewalk needs (e.g. width, condition, missing connections, ADA compliance). Identify potential project packages and estimate capital requirements.	CIP Study					
1	Engineering	B-2 TC: Bike accommodation on High Street	Study and evaluate methods to better accommodate bicycle travel on High Street (from Clintonville to I-270).	CIP Study					
1	Engineering	C-2 TC: SR 161 at SR 315	Study bicycle and pedestrian crossing within the SR 161/SR 315 interchange area to address demand and safety.	CIP Study					
1	Engineering	B-3 TC: Wilson Bridge Road-- Bridge Over High Street	Evaluate the feasibility and challenges of designing, budgeting and constructing a bridge over High Street at Worthington Place / Wilson Bridge Road.	CIP Study					
1	Engineering	D-3 TC: Potter's Creek to existing trails	Develop recommendations to connect Potter's Creek residents to existing trails via Wilson Bridge Road, Snouffer to Olentangy River Road, Perry Park to 161 and along the rail road tracks to Snouffer behind the ball fields.	CIP Study					
	Engineering	T-1 High Street Speed Limit Study	Study speed limit reductions from downtown core to Wilson Bridge Road.	CIP Study					
	Engineering	Q-3 IC: SR 161 at Olentangy River Road	Evaluate intersection for potential improvements to allow pedestrians and bicyclists to cross the intersection on the south and east sides safely as well as improvements to the north and west sides.	CIP Study					

Operating/Programmatic		Score	S E Category	Project	Description	Category
		12	Enforcement	D-2 Develop targeted education and enforcement	Work with police to develop targeted education and enforcement, including location-based and type-of-crash based programs based on past crashes or other safety concerns, including more police officers on bikes.	Operating/Programmatic
		9	Evaluation	Baseline Data Collection	School travel plans, crash data, enforcements activity / city hot spots	Operating/Programmatic
		7	Evaluation	R-2 Annual B & P survey	Develop an annual Bicycle & Pedestrian survey in conjunction with the annual	Operating/Programmatic
		6	Engineering	F-1 Update sidewalk policy	The policies regarding sidewalks would be reviewed, such as where and under what circumstances to construct; specifications (ie. from the current 4' to 5'); and process to request new sidewalks.	Operating/Programmatic
		6	Education	G-2 B & P safety awareness campaign	Provide Bike & Ped safety awareness campaign- to include banners, posters, promotions throughout the City.	Operating/Programmatic
		6	Encouragement	H-1 Safe routes to school program	Create a safe routes to school program to develop a partnership between the Worthington School District, City of Worthington, neighborhoods, community organizations and agencies.	Operating/Programmatic
		5	Encouragement	Master Plan	Development of a formal Master Plan	Operating/Programmatic
		4	Education	P-1 Comprehensive transportation safety program	Create a multimodal safety program (motorists, pedestrians, and cyclists) to promote safe travel behaviors.	Operating/Programmatic
		4	Enforcement	R-1 Bike & Ped Ordinances & Laws	Annual evaluation, review and updating of Worthington's pedestrian and bicycle related ordinances/laws.	Operating/Programmatic
		4	Encouragement	Sunday Parkways	Street closures to promote biking and walking to/through downtown	Operating/Programmatic
		4	Evaluation	H-3 Require Road Safety Audits for all bike/ped injury crashes	A road safety audit of any bicycle or pedestrian crash shall be completed to determine if upgrades to the location of the crash are warranted.	Operating/Programmatic
		3	Engineering	I-1 Take steps toward the development and adoption of Complete Streets policy	1. Require all street improvement projects to consider all users. 2. Develop and implement metrics for project evaluation that considers bike/ped issues. 3. Encourage City departments to adopt bike/ped friendly community policies. 4. Formal City adoption of the Complete Streets policy.	Operating/Programmatic
		3	Education	J-3 Provide B & P specific programs	Create partnerships to provide bicycle and pedestrian specific programs to the community, including bike repair and maintenance, nighttime safety, bike registration, etc.	Operating/Programmatic
		3	Evaluation	O-1 Citizen driven request process to collect safety concerns	Create a citizen driven request process for bike and pedestrian infrastructure requests including sidewalks, crossings and bike racks, and include capacity to identify safety concerns.	Operating/Programmatic
		3	Evaluation	O-2 Gathering statistical information	Develop a process for gathering statistical information and research on Bike and Pedestrian activity in the community. This should include a semiannual trail count per MORPC standards.	Operating/Programmatic
		2	Engineering	O-3 Develop standard design	Create Worthington design standards, criteria and standard drawings for	Operating/Programmatic

			for bike/ped facilities	bicycle and pedestrian facilities to better delineate requirements for the upgrading of existing and construction of new infrastructure, with a specific focus on safety.			
2	Education	N-4	City walking/biking tours	Provide information for walking/biking tour of significant locations around Worthington (historical, architectural, etc.)			Operating/Programmatic
2	Education	P-4	B & P communication on Village Green	Utilize Village Green Signs throughout the year to advertise and promote B & P agenda			Operating/Programmatic
2	Encouragement	H-2	Regional Partnerships	Partner with regional entities, where appropriate, which serve to encourage and educate residents, corporate citizens and visitors about bicycling and walking. For example: Consider Biking, MORPC, City of Columbus, Historical Society, Franklin County, Convention & Visitor Bureau, Columbus Outdoor Pursuits.			Operating/Programmatic
2	Encouragement	D-4	Incentives to ride bikes or walk to Worthington events	Provide incentives for individuals to ride bikes or walk to Worthington events, as well as expand offerings of businesses and restaurants to those on bike and foot. For example: satellite of Worthington Farmer's market, art festival and market day.			Operating/Programmatic
1	Encouragement	L-1	B&P Mapping	Create and install/distribute a Bike and Pedestrian map that can also be installed on wayfinding signs, website and cell phone apps. Include information for points of interest such as schools, recreation, shopping, library, medical aid, etc.			Operating/Programmatic
1	Encouragement	S-3	Secure Walk Friendly Community Designation	Standing Bike/Ped committee to compile information and assist City Staff in applying for designation. Develop a plan to keep and improve status long term. Designation will provide marketing benefits to the community along with enhanced chances for grant funding.			Operating/Programmatic
1	Encouragement	T-3	Secure League of American Bicyclist Designated Bicycle Friendly Community	Standing Bike/Ped committee to compile information and assist City Staff in applying for designation. Develop a plan to keep and improve status long term. Designation will provide marketing benefits to the community along with enhanced chances for grant funding.			Operating/Programmatic
1	Evaluation	G-3	Bike/Ped review policy for maintenance projects	Involve bike/ped committee in establishing maintenance standards for bike paths and bike/ped amenities.			Operating/Programmatic
	Engineering	G-1	Develop wayfinding standards	Build on current wayfinding project to develop city standards and schedule for placement. Make sure this includes a system of simple route signs to identify key collectors within neighborhoods that serve as connections for bikes. Also identify official routes (e.g. Ohio to Erie Trail) and points of interest within the City.			Operating/Programmatic
	Encouragement	Q-1	B & P web page	Create a bicycle and pedestrian web page on the City's website. Make sure to include links or info to related information, such as a list of community group rides.			Operating/Programmatic
	Encouragement	J-2	Support multiuse path along SR 161 Sawmill Road	Actively support the planning and construction of a multiuse path to connect the existing Worthington trail systems westward toward the Sawmill Road corridor.			Operating/Programmatic
	Encouragement	E-4	Healthy initiatives partnerships	Partner with County, State, National or business healthy initiatives. For example: Walk with a Doc, Safe Routes to School			Operating/Programmatic

Department of Finance

May 2017 Financial Report



Quick Facts

All Funds

05/31/2017
Balances
\$27,423,492
(January 1, 2017
balance:
\$23,225,624)

Expenditures
95.3%
of appropriations.
Revenues above
expenditures by
\$4,197,868

General Fund

05/31/2017
Balance
\$12,994,727
(January 1, 2017
balance:
\$11,628,193)

Expenditures
90.48%
of appropriations.
Revenues above
expenditures by
\$1,366,534

Highlights & Trends for May 2017

Income Tax Collections

- Income tax revenues are above May 2016 collections by \$277,775 or 11.23%; Year to date collections are above 2016 YTD by \$1,111,794 or 11.14%.
- Income tax collections are above estimates by \$1,048,728 or 10.44% as of May 31, 2017.
- Refunds issued in May totaled \$157,799.97 with year to date refunds totaling \$311,231.94

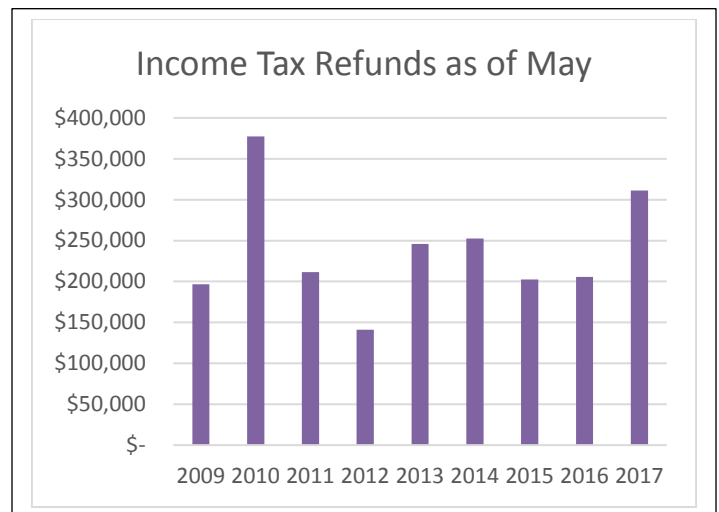
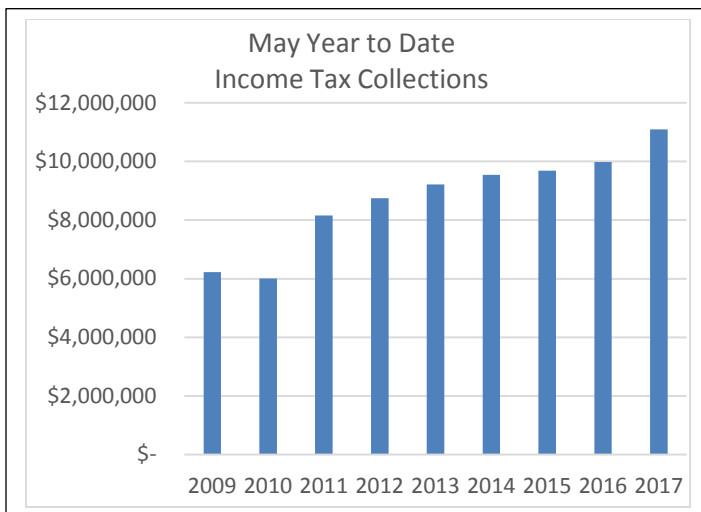
Income Tax Revenue by Account Type

For May of 2017:

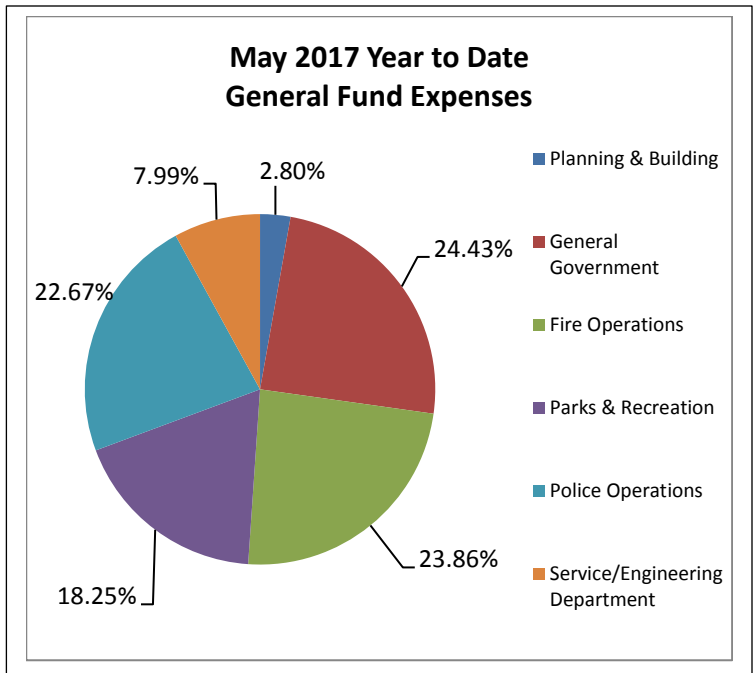
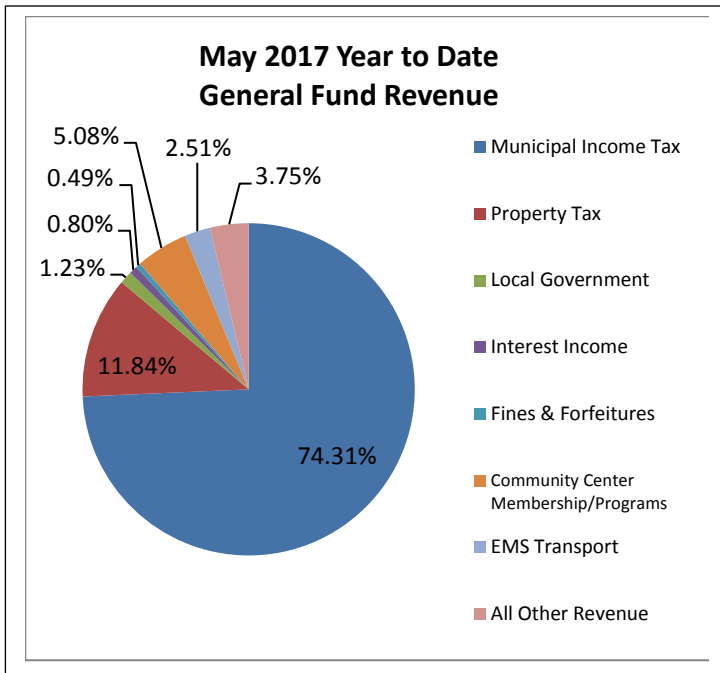
Withholding Accounts – 60.20% of collections
Individual Accounts – 18.54% of collections
Net Profit Accounts – 21.25% of collections

For May 2016:

Withholding Accounts – 64.85% of collections
Individual Accounts – 18.59% of collections
Net Profit Accounts – 16.56% of collections



Highlights & Trends for May (continued)

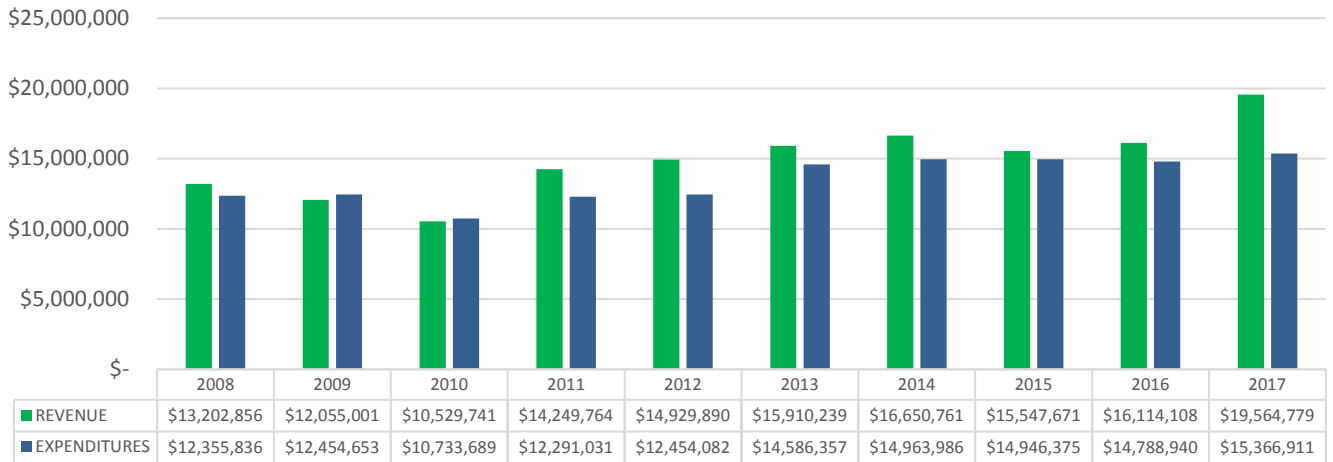


Notable Initiatives & Activities

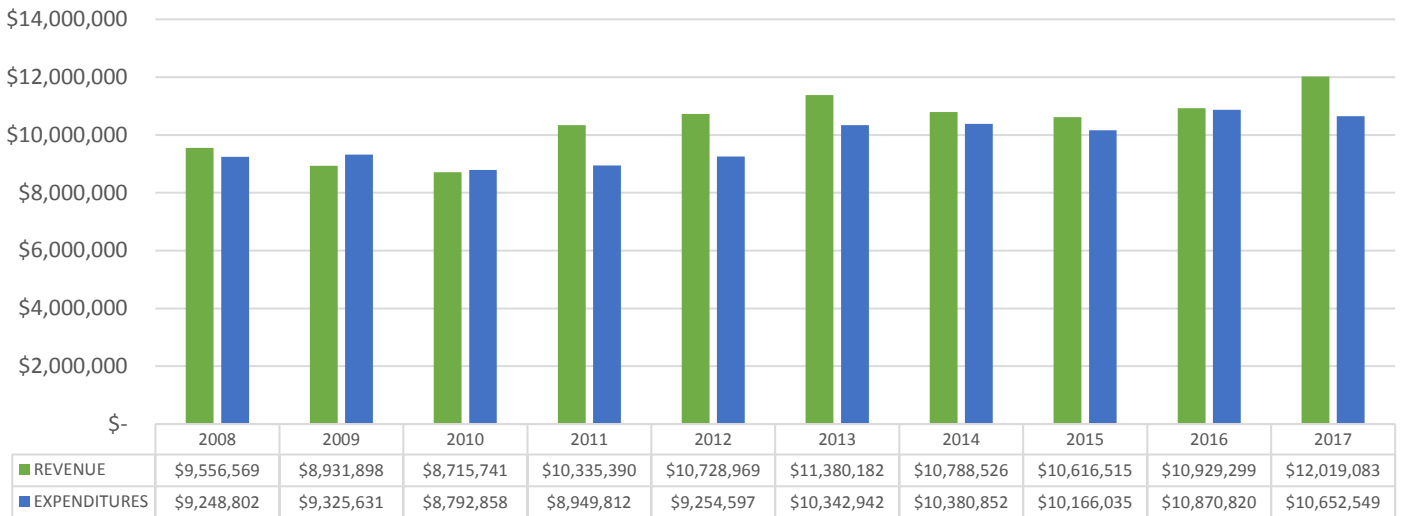
- Fund balances for all funds increased from \$23,225,624 on January 1, 2017 to \$27,423,491 as of May 31, 2017, with year to date revenues exceeding expenditures for all funds by \$4,197,868.
- For the month of May, fund balances for all funds increased from \$26,958,856 as of May 1, 2017 to \$27,423,491 as of May 31, 2017, with revenues exceeding expenditures by \$464,635.
- Year to date revenues for all funds are below 2016 revenues by -\$509,329 (excluding bond proceeds) and above estimates by \$1,145,806. Total revenues include \$3,960,000 in bond issuance proceeds received in January 2017.
- Expenditures for all funds tracked at 95.34% of anticipated expenditure levels for the month of May.
- The General Fund balance increased from \$11,628,193 as of January 1, 2017 to \$12,994,727 as of May 31, 2017, with revenues exceeding expenditures by \$1,366,534.
- For the month of May, the General Fund balance increased from \$12,340,723 on May 1, 2017 to \$12,994,727 as of May 31, 2017, with revenues exceeding expenditures by \$654,004.
- General Fund revenues are above 2016 revenues by \$1,089,784 and above estimates by \$941,075 or 8.49%.
- General Fund Expenditures tracked at 90.48% of anticipated expenditure levels for the month of May 2017.

Financial Tracking

May Year to Date
Revenue to Expenditures
All Funds



May Year to Date
General Fund
Cash Position





May 2017
Cash Reconciliation

Total Fund Balances:			\$27,423,491.69
Depository Balances:			
General Account:	\$ 8,040,402.89		
EMS Lock Box:	2,142,901.04		
Total Bank Balances:		\$ 10,183,303.93	
Investment Accounts:			
Certificates of Deposits:	\$ 6,159,780.78		
Certificates of Deposits (EMS)	2,100,000.00		
Star Ohio/Star Plus	1,230,107.31		
Fifth Third MMKT/CDs	7,393,715.76		
Bicentennial Fund CD	69,988.00		
J.K. Memorial Library CD	12,219.32		
CF Bank MMKT/CD	272,846.59		
Total Investment Accounts:		\$17,238,657.76	
Petty Cash/Change Fund:		1,530.00	
Total Treasury Balance as of May 31, 2017			\$27,423,491.69
Total Interest Earnings as of May 31, 2017	\$ 95,780.81		
Average Interest Earnings		.86%	

Debt Statement

<u>Issuance</u>	<u>Purpose</u>	<u>Maturity</u>	<u>Rate</u>	<u>Principal Balance</u>
2015	2015 Refunding Bonds	December 2021	1.62%	\$3,780,000.00
2017	2017 Various Purpose Bonds	December 2032	2.21%	\$3,960,000.00
2008	OPWC 0% Loan – ADA Ramps	December 2028	0%	\$ 89,815.69
2015	OPWC 0% Loan – Kenyonbrook	December 2045	0%	\$ 582,175.16
	Total Principal Debt Balance			\$8,411,990.85



City of Worthington
Fund Summary Report
as of May 31, 2017

Table with 5 columns: FUND, 1/1/2017 Beginning Balance, Year to Date Actual Revenue, Year to Date Actual Expenses, and 05/31/2017 Fund Balance. Rows include various fund categories like General Fund, Street M&R, State Highway, Water, Sewer, Police Pension, etc., ending with Total All Funds.



**City of Worthington, Ohio
General Fund Overview
as of May 31, 2017**

		2016	2017	2017	2017	2017	2017	Variance				
		Year End	Original	Revised	Y-T-D	May	Variance	as % of				
Revenues		Actual	Budget	Budget	Estimates	Y-T-D Actual	Over/(Under)	Budget				
Municipal Income Tax	1	\$ 19,907,180	\$ 19,749,766	\$ 19,749,766	\$ 8,036,941.46	\$ 8,875,924	\$ 838,983	10.44%				
Property Tax	2	2,584,732	2,770,000	\$ 2,770,000	1,385,000	1,413,977	\$ 28,977	2.09%				
Local Government	*	394,126	425,000	\$ 425,000	177,083	146,720	\$ (30,363)	-17.15%				
Inheritance Tax	2	-	-	\$ -	-	-	\$ -	0.00%				
Interest Income	*	137,675	135,000	\$ 135,000	56,250	95,781	\$ 39,531	70.28%				
Fines & Forfeitures	*	159,133	265,000	\$ 265,000	110,417	57,985	\$ (52,432)	-47.49%				
Township Fire Service	2	450,323	475,000	\$ 475,000	70,000	74,531	\$ 4,531	6.47%				
Community Center Membership/Progr	*	1,200,564	1,435,000	\$ 1,435,000	597,917	606,839	\$ 8,922	1.49%				
EMS Transport	*	544,514	600,000	\$ 600,000	250,000	299,818	\$ 49,818	19.93%				
All Other Revenue	*	1,056,023	1,227,060	\$ 1,227,060	394,400	447,509	\$ 53,109	13.47%				
Total Revenues		\$ 26,434,268	\$ 27,081,826	\$ 27,081,826	\$ 11,078,008	\$ 12,019,083	\$ 941,075	8.49%				
Expenditures												
Planning & Building		\$ 671,557	\$ 756,507	\$ 756,507	\$ 315,211	\$ 285,818	\$ (29,393)	90.68%				
General Government		7,025,548	7,061,559	\$ 7,661,559	\$ 2,729,057	2,496,439	\$ (232,619)	91.48%				
Fire Operations		5,972,910	6,501,944	\$ 6,501,944	\$ 2,719,643	2,438,586	\$ (281,057)	89.67%				
Parks & Recreation		4,396,243	4,780,643	\$ 4,780,643	\$ 1,991,935	1,865,496	\$ (126,439)	93.65%				
Police Operations		5,293,169	5,960,184	\$ 5,960,184	\$ 2,488,410	2,317,140	\$ (171,270)	93.12%				
Service/Engineering Department		2,182,335	2,523,075	\$ 2,523,075	\$ 1,051,281	816,922	\$ (234,359)	77.71%				
Total Expenditures		\$ 25,541,762	\$ 27,583,911	\$ 28,183,911	\$ 11,295,538	\$ 10,220,401	\$ (1,075,137)	90.48%				
Excess of Revenues Over (Under) Expenditures		\$ 892,506	\$ (502,085)	\$ (1,102,085)	\$ (217,530)	\$ 1,798,682						
Fund Balance at Beginning of Year		\$ 11,250,077	\$ 11,628,193	\$ 11,628,193	\$ 11,628,193	\$ 11,628,193						
Unexpended Appropriations (98.0%)			551,678	563,678	563,678							1 - Income Tax budget based on individual monthly projections.
Expenditures versus Prior Year Enc		514,390	745,691	745,691	403,916	432,148						2 - These revenue budgets are based on semi-annual payments.
General Fund Balance		\$ 11,628,193	\$ 10,932,096	\$ 10,344,096	\$ 11,570,426	\$ 12,994,727						* - All other revenue budgets are spread equally over each month.