



**CITY OF WORTHINGTON**  
**Worthington City Council Minutes**  
November 18, 2019

6550 N. High Street  
Worthington, Ohio 43085

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**CALL TO ORDER – Roll Call, Pledge of Allegiance**

Worthington City Council met in Regular Session on Monday, November 18, 2019, in the John P. Coleman Council Chambers of the Louis J.R. Goorey Municipal Building, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 p.m.

**ROLL CALL**

**Members Present:** Rachael R. Dorothy, Douglas Foust, Beth Kowalczyk, Scott Myers David Robinson, Douglas K. Smith, and Bonnie D. Michael

**Member(s) Absent:**

**Also present:** City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Law Director Tom Lindsey, Director of Finance Scott Barter, Chief of Fire John Bailot, Director of Service & Engineering Dan Whited, Director of Planning & Building Lee Brown, Director of Parks & Recreation Darren Hurley, Clerk of Council D. Kay Thress, Assistant City Clerk Ethan Barnhardt

There were 7 visitors present.

**PLEDGE OF ALLEGIANCE**

*President Michael invited all to stand and join in reciting the Pledge of Allegiance to the flag.*

**VISITOR COMMENTS**

*There were no visitor comments.*

**SPECIAL PRESENTATIONS**

- Community Visioning Update

*Mr. Sherman explained how over the last thirty days the Community Visioning Committee (CVC) has been busy, conducting two meetings. The October 28th meeting was dedicated to having Mr. Greeson come in and give an interactive, open discussion that was well*

received by everyone. He went over the budget, tax liabilities, and a discussion of the City's tax corridors. Most importantly, Mr. Greeson discussed how the City undertakes involvement with the community, which is part of the CVC's responsibilities. They got some ideas that they can begin to take forward. On November 12<sup>th</sup>, Chris Boring presented a market profile of Worthington. There was discussion about the specific CVC goals of data collection. The statistics presented were put in three buckets including Similar Communities of Upper Arlington, Bexley, and Grandview that are landlocked in the 270 inner ring. Also included were Adjacent Communities of Westerville, Dublin, and Powell, and Franklin County as a whole. They were given a good set of raw data. Mr. Boring also availed himself in the future if the CVC desires more information.

Poggemeyer Design Group (PDG) has been wonderful and responsive, letting the CVC do their own thing. They have the Bang the Table software that will help with going out to the community which is so important. They have worked together with staff and the purchase order has been signed. The bottom line is that they want to get a soft launch ready for mid-December so they can begin to reach out the community and be ready to go January 1<sup>st</sup>.

There are various scope of work updates. They will have for Council frequently asked questions for input. Matt Lees has worked on the creation of a communications plan. Work is being done by PDG on a draft public input plan and past document summaries. There was also the decision the CVC should have a standard speech that the members can give to anybody. A five to six slide deck can be used along with discussion about visioning goals they want to accomplish. He explained how he is also working with Ms. Brown to write a 500-600 word article to be published in the ThisWeek News.

Ms. Kowalczyk asked if they were still doing key person interviews. Mr. Sherman replied that they are, and they are planning to set those up in December to do the surveying in January. He expressed how they wanted to wait until the election had passed. Each Councilmember will be interviewed individually. They also want to get Bang the Table, the communication plan, and the public input plan in place. They will have that in place by the end of the month and will then move forward with the interviews. Ms. Kowalczyk asked how the CVC will develop the questions. Mr. Sherman replied that they have already talked with PDG and asked them to come back with a comprehensive best-practices list of questions instead of reinventing the wheel. The Age Friendly piece will be incorporated in that document going forwards.

President Michael noted that the Worthington Area Realtors Association would like to have some input in this process.

Mr. Sherman explained how the CVC is meeting twice a month. The meeting for the 23<sup>rd</sup> of December has been canceled due to the Christmas holidays. They will kick back off on January on the 14<sup>th</sup>. He expressed that he cannot thank City staff enough for their work, they have been tremendous.

*Mr. Myers asked if any members of the general public have attended meetings. Mr. Sherman said there have been three to four. Mr. Myers said he hopes that changes and then asked if they are getting a good commitment from the CVC members. Mr. Sherman said that he asked all the CVC members to come to the meeting on the 25<sup>th</sup> to tell him what they want to do. He conveyed that everyone wants to do their part. Mr. Myers asked if Council put together a good group. Mr. Sherman replied absolutely, they are doing good work. Mr. Myers said he certainly appreciate their efforts.*

*President Michael thanked the CVC for all their hard work, and she looks forward to the monthly updates. She asked Mr. Sherman to share Council's thanks for the work they're doing.*

- **Worthington Gateway Update**

*Mr. Patel brought up how there have been a lot of questions as to what is happening and how they have received a lot of calls about what the updates are. There are some changes from when the PUD was approved to now. He showed a slide detailing the organization of the Witness group, explaining how their largest portfolio is with Hilton in addition to other hotel flags. They have a total of 35 properties with 8 that are under development.*

*Today's discussion really stems around the hotel. He stated that they were not given the approval for the Hampton Inn and Suites which was a big setback for them in terms of the investor group lined up for this project. They fought this hard because they know there is demand in Worthington that is going elsewhere. With the steep decline in performance at Crosswoods, Hilton felt that the Hampton Inn would not be supported financially. What brands they could turn to is the next question.*

*He explained how occupancy locally from 2016 to now has reduced dramatically. Rates compared to other markets with a lot of hotel growth, is significantly less. Hilton expressed that they were less concerned with the rate than by the occupancy numbers. Combined with development costs, they felt Hampton Inn was not the right brand. At Crosswoods multiple properties are going to be losing their flags. He asserted that Worthington is very much a corporate market which needs to be the focus.*

*Mr. Robinson asked why there has been a reduction of occupancy rates. Mr. Patel said they are old products with too many rooms. A lot of the decline is from people staying in Polaris or Dublin who want new product and to use their rewards points. If they can stay at a Residence Inn and their company pays for it, they will stay in Polaris. These products continue to get older and owners are not putting money into them. They are not in Worthington, but they are Columbus products claiming they are Worthington assets. At the end of the day from a data perspective, they could not support a Hampton Inn.*

*Mr. Patel showed a slide describing the development costs on the backside. They knew what they were getting into. They feel this asset will perform as well as any property at Polaris and there is demand. He detailed how they started talking to other brands. They*

went to Marriott who said they did not have any brands they could offer. Choice did a study of a Cambria Suites, and passed for the same reasons Hilton passed.

Hilton presented an option which is the Tru. It is a new brand with 100 in the United States and 250 more in the pipeline. It is a more modern hotel, that caters to leisure and is a direct competitor to Holiday Inn Express and their own Hampton Inn. Tru caters to IT executives, millennial executives, and new employees at Worthington Industries. From their stance, they see this as a huge win. It still keeps the Hilton name they need. Anyone who wants frequent hotel stays want Hilton or Marriott reward points which drives occupancy and rates.

He showed slides of Tru by Hilton located in Raleigh and Middleburg Heights. There are Tru hotels currently being built at the Columbus Airport and in Grove City. This product is already well underway in its development.

Mr. Foust said he is curious about the origin of the name Tru. Mr. Patel said that he thinks it is a play on building trust and staying true to their brand. They have been rigid on their design expectations, which has been a balancing act.

Mr. Robinson asked how Tru caters to the millennial executive. Mr. Patel said the room is smaller than the average room and focuses on public space to have a meeting or sit on your laptop and work. It is all about getting out of your room to work and network. That is what is driving corporate clients as people have gotten used to working at CoHatch and WeWork spaces. People do not work in traditional office spaces.

President Michael asked if it only does breakfast. Mr. Patel said yes and noted there will be dining options elsewhere.

Mr. Patel said it is important to change the narrative. If Tru is a success, that will drive further hotel development in this area. If they see that a product is doing well, then new product will follow. The key is changing the narrative about the Worthington Hotel market. He brought up how the folks at the Worthington Mall could not get a hotel because they were talking to the same people. There will be more opportunities that can be had if we develop a Hilton product that can shine.

As for the construction timeline, they submitted intersection plans to the Service and Engineering Department on September 21st and the onsite plan on October 4th. They are working through their responses and they are hoping that they will get the greenlight to move dirt by the end of the year. The civil start date is on January 6<sup>th</sup>. He detailed the timeline by building which will be staged based on the building approvals for each building.

An additional key change is the High Street piece that was up in the air as to what they were going to do. Up until last month they had a deal with a national restaurant, but with the hotel change, they decided they are going to do High Street on their own. At the

*December 12<sup>th</sup> ARB meeting they will submit for elevation approval for the hotel and High Street building.*

*Mr. Myers asked if they would be bringing forward an application at the December 12<sup>th</sup> meeting. Mr. Patel responded that they are submitting a full on submittal. Mr. Myers asked if they anticipated a vote. Mr. Patel said no.*

*President Michael asked for the definition of the civil work. Mr. Patel said that would be doing stormwater, grades, utilities, and getting the site ready for construction. All the stuff that involves dirt and utilities. Drainage is a big issue on this site. They need to get that all done before starting construction.*

*Mr. Patel explained how they anticipate the hotel getting started in August 2020 and being finishing by October 2021. It will be the last piece that is finished. The timeline boils down to getting the civil plan down and approved. They have already gotten some comments back.*

*Mr. Myers explained how a big component of the City Engineer's approval of the civil drawing will be stormwater retention, runoff, how we manage all of that. Mr. Patel said there are a lot of details to get sorted out and there is a quite a bit to do. He has geared up their construction team and they are ready to go. They just need everyone on the same page.*

*President Michael said that she assumes there is a Wilson Bridge side of the building that will have some ambience to say that it is a destination place. Mr. Patel replied they have not done 3-D renderings of the retail buildings and hotel just yet. Once the hotel is approved through the ARB, they can create renderings to show the community and potential tenants a vision of what it is going to look like. President Michael explained how on the backside neighbors want it to be a nice area with ambience where people want to be.*

*Mr. Myers asked if the Tru is a smaller footprint than the Hampton Inn was going to be. Mr. Patel said it is the same number of rooms, but it is 60% of what the Hampton was going to be. Mr. Myers asked if the smaller footprint would allow for more interior space. Mr. Patel said they gained a few parts, but they already have parking ratios set. They are trying to maintain more greenspace and have added a circular court for benches. That has been an advantage, there is a little bit more breathing room on the site.*

*Mr. Patel said work on the intersection will start in spring, and they want to finish in September 2020.*

Gretchen Evans – 6888 Hayhurst Street, Worthington, Ohio 43085

Ms. Evans asked about the work that was going to be done at the intersection.

*Mr. Patel responded that they are realigning the light at the Worthington Mall. They are not doing anything at Caren other than streetscape improvements, pavers, traffic light poles, and upgrades to beautify the intersection. President Michael said that COTA said they would add a Caren Avenue bus stop.*

Ms. Evans asked about the High Street buildings.

*Mr. Patel explained how there would be one 11,000 square foot multi-tenant building with a maximum of four tenants. They are focusing on higher end tenants who can pay higher rents such as a gourmet restaurant, chiropractic, or dental.*

Steven Rosandich – 140 Caren Avenue, Worthington, Ohio 43085

Mr. Rosandich said that a shell game is being played. He was told one tenant, now four. He urged Council to ask questions about the Tru Hotel. He is a pilot and stays on the road, but he stays in a Tru because he has to. The reason they developed Tru is that it is supposed to be for a millennial crowd. Kids grow up and want some of their luxuries. That is what we should be looking at. We should be looking for a Conrad. Everyone will take a cut on their houses.

Talking about his drainage at his house, the Holiday Inn building was torn down and his property is torn up from the drainage. The Holiday Inn property was demolished so Mr. Patel did not have to pay taxes for a year. He explained how he has more than three generations staying at his house and people come down their dangerous driveway. Mr. Patel has destroyed the properties of everyone around the area. He has been told that the problem would be fixed but asked does he care about Worthington. He cares about putting another piece of property up there. He does not care about people's property values. He explained how his wife twisted her ankle going down their driveway. His daughter went down their driveway and twisted her knee. But what set him off was what happened to his granddaughter. Mr. Patel said he would come and concrete his driveway, he was willing to be amendable, he stood in front of Council and said the same thing. His granddaughter took a spill in one of those holes.

## **CONSENT AGENDA**

### **Ordinance No. 41-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Police Building Roof Design and all Related Expenses and Determining to Proceed with said Project (Project No. 697-19)

### **Ordinance No. 42-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund

Unappropriated Balance to Pay the Costs of the Fire Station Alerting System and all Related Expenses and Determining to Proceed with said Project. (Project No. 698-19)

**Ordinance No. 43-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Accrued Acreage Fund Unappropriated Balance in the Amount of \$50,000.00.

**Resolution No. 64-2019**

Authorize the use of a portion of bond proceeds or anticipation notes, not to exceed \$1,955,000, for the purpose of design, engineering, and construction of improvements in the NE Gateway project, McCord Park, a new roof and HVAC system at the Police Building, and for stream improvements for Rush Run and to reimburse the City for money's previously advanced for such purposes.

**Resolution No. 66-2019**

Amending the Position Title and the Position Description for Assistant City Manager/Director of Economic Development and Amending the Position Title and Position Description for Assistant to the City Manager/Economic Development Manager.

**Resolution No. 67-2019**

Adopting a Job Description for the Position of Management Assistant

**Resolution No. 68-2019**

Adopting a Job Description for the Position of Part-Time Parks Maintenance Staff.

**Resolutions are introduced by Mr. Robinson.**

Approval of the Minutes

- Meeting Minutes – November 4, 2019

Policy Items

- Liquor Permit – Change in Membership Interests (Grapeful Jane dba House Wine)
- Liquor Permit Transfer – Sugarbush Acquisition LLC

**End of Consent**

There will be a roll call vote on the Consent Agenda. A vote in favor of the Consent Agenda approves the legislation per staff recommendation. For the liquor permits, the recommendation is to not request a hearing.

- Do any Council members have any items they wish to be removed from the Consent Agenda?
- Does any staff wish to have any items removed from the Consent Agenda?
- Does anyone from the public want to comment on an item?

The motion to approve the Consent Agenda is moved by Mr. Foust and seconded by Mr. Smith.

**There being no additional comments, the clerk called the roll on approving the Consent Agenda as presented. The motion carried by the following vote:**

**Yes 7** Robinson, Kowalczyk, Foust, Dorothy, Smith, Myers, and Michael

**No 0**

**The Consent Agenda was thereupon declared duly passed and is recorded in full in the appropriate record books.**

#### **PUBLIC HEARINGS ON LEGISLATION**

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

#### **Ordinance No. 44-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of Easement Acquisition for Northbrook Relief Sewer Improvements and all Related Expenses and Determining to Proceed with said Project. (Project No. 656-17)

*Mr. Greeson explained that we have EPA consent orders that have required us to study our sewersheds and identify projects that need to be completed in a designated timeline. One project was for the Northbrook Relief Sewer Improvements.*

*Mr. Lindsey said this ordinance relates to the acquisition of an easement for this particular sewer as well as the related damages to that particular property used for staging for this project. After back and forth negotiations an agreed amount of \$55,000 was determined. It is his opinion that it is reasonable, and he encourages Council to approve this.*

*Ms. Kowalczyk asked for a refresher on this project. Mr. Whited said it is building the section of Northbrook Sewer to Kenyonbrook. This person's property would have a permanent easement for sewer and temporary use for staging materials. This allows us to*

*effectively and efficiently manage the project. Ms. Kowalczyk said there is a reference in the memo about a need for additional easements. Mr. Whited said there is one more sewer easement that is required. Ms. Kowalczyk asked when this starts what will be the impact to the neighborhood. Mr. Whited some properties will be bored under, other properties will have areas dug up. Ms. Kowalczyk asked about if there is a plan to notify residents. Mr. Whited responded that there is.*

**There being no comments, the clerk called the roll on Ordinance No. 44-2019. The motion carried by the following vote:**

**Yes 7** Kowalczyk, Foust, Dorothy, Smith, Myers, Robinson, and Michael

**No 0**

**Ordinance No. 44-2019 was thereupon declared duly passed and is recorded in full in the appropriate record book.**

#### **NEW LEGISLATION TO BE INTRODUCED**

##### **Resolution No. 65-2019**

Authorizing the Acquisition of Certain Real Estate Interests Involving Parcel 9 for the Northeast Gateway Intersection Improvement Project. (Project No. 602-14)

**Introduced by Mr. Myers.**

##### **MOTION**

Ms. Dorothy made a motion to adopt Resolution No. 65-2019. The motion was seconded by Ms. Kowalczyk.

*Mr. Lindsey noted that the negotiated acquisition of parcel nine through TranSystems was for \$44,277 over the fair market value estimate. His opinion is that this is a reasonable resolution to move the project forward.*

*Mr. Greeson said that staff wants to bring consultants in on the Committee of the Whole meeting in January to give an update on what is happening with this project. We have had a number of parcel acquisitions, authorized the demolition of a couple of buildings, and have a water line project that is proceeding. There have been a ton of moving parts and pieces, so staff believes it is a good time to do an update and touch base with Council.*

**There being no additional comments, the motion to adopt Resolution No. 65-2019 passed unanimously by a voice vote.**

##### **Ordinance No. 45-2019**

Providing for the Adoption of the Annual Budget for the Fiscal Year 2020 and Appropriating Sums for Current Operating Expenses.

**Introduced by Mr. Robinson.**

**Ordinance No. 46-2019**

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2020 through December 31, 2020, and Adopting Class Specifications for Said Unclassified Positions.

**Introduced by Mr. Smith.**

**Ordinance No. 47-2019**

Authorizing the City Manager to Enter into a Contract with the Village of Riverlea for the Provision of Police Protection.

**Introduced by Mr. Myers.**

**Ordinance No. 48-2019**

Approving the City Manager’s Appointment of the Franklin County District Board of Health as the Provider of Plumbing Inspection Services in the City of Worthington.

**Introduced by Ms. Dorothy.**

**Ordinance No. 49-2019**

Authorizing the City Manager to Execute a Contract Between the City of Columbus Board of Health and the City of Worthington for Health Services.

**Introduced by Ms. Kowalczyk.**

**Ordinance No. 50-2019**

Amending Ordinance No. 47-13 and Establishing Compensation for the Mayor of the Municipality of Worthington.

**Introduced by Mr. Foust.**

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

**REPORTS OF CITY OFFICIALS**

Policy Item(s)

- Follow Up – Proposed 2020 Operating Budget & Proposed 2020 – 2024 Capital Improvements Program

*Mr. Greeson explained how in October the City Manager’s proposed Operating Budget and proposed Five Year Capital Improvements Program was submitted in accordance with the City*

code. Council has heard multiple presentations from department directors and community groups. Staff has answered multiple questions from Councilmembers. Time was left at the end of this meeting for questions from Council about the Operating Budget and Capital Improvements Program. The ordinances have been introduced to be voted on in the first meeting in December.

Ms. Dorothy said she wanted to make sure that we were having a special meeting with the Worthington Schools and SwimInc coming up. Mr. Greeson said a special public meeting is being held on December 3<sup>rd</sup>. We are working on a presentation and an agenda for that to share information and try to begin to frame some of the options in more detail. He does not know if we will have perfect clarity on that issue, but it is really to answer questions and get input from the public so better decisions can be made afterwards. Ms. Dorothy confirmed we did not have any funding in the budget for SwimInc. Mr. Greeson said no, but we would have options.

President Michael asked if would have to amend the CIP. Mr. Greeson said it could be handled a couple of different ways. The CIP does not have to be adopted on the same timeline as the Operating Budget and has been more rarely adopted into January at times. Another approach would be to adopt it if you have no concerns but hold action on identified items that may be subject to reduction at the direction of Council. We would move forward with the items you have appropriated funds for. In that way the document is a planning document.

Mr. Myers asked if staff would come forward with a list of things. Mr. Greeson said it would be dependent on the scope and the scale of the SwimInc request. Mr. Myers asked if they would have appropriated funds. Mr. Greeson said some items have to come back to Council for formal appropriation as they come through the formal process.

Mr. Foust explained how the goal is not to bring the City to a grinding halt. Mr. Myers said he would rather adopt the budget and then later on amend it when they have more information about what would be necessary for SwimInc.

Ms. Kowalczyk wanted to clarify our status going into the next budget. Looking at trends, we have entered into a negative net cash position. This next year it will be larger primarily due to our call center project, but then it is consistent where expenditures are higher than revenue. Mr. Bartter explained that in 2020 we are looking at a \$1.7 million deficit from the loss of revenue from Anthem and the transition of 911 call answering to the Northwest Center which does generate savings in future years. We have also forecasted that Anthem will refill in 2021. Both of those events shrink the annual net cash deficit to \$200,000 in out years. Ms. Kowalczyk said one of the things that concerns her is the amount that we have available in the CIP decreases as a result of decreasing income tax collection. We have been proposing to push back projects as a result. She expressed that she wants to understand if that is where we are at. Mr. Greeson said we pushed out equipment and projects. Largely, with the exception of Council priorities, the remainder of the CIP is focused on what staff considers "must dos."

Mr. Robinson asked for the record if we have experienced a decline in income tax revenue. Mr. Bartter said it is a cessation of growth. Mr. Robinson said he had spoken with Mr. Myers about McCord Park and asked if the CIP carries out McCord park as intended. Mr. Myers said that what we have budgeted for now is a start and prefers if we have to spread it out over a longer period of time as to not cheapen the park. He wants to make sure we do it right.

Mr. Greeson noted the CIP has an increased reliance on debt. That is another dynamic.

*Mr. Robinson brought up the most recent graph showing debt compared to General Fund. Mr. Greeson said that more typically would do per capita and assessed valuation, which is more often the financial industry comparisons, so we follow that best practice.*

*Mr. Foust brought up how he has expressed his concerns about our reliance on debt. To Mr. Myer's point, it is not a question of if, but a question of when. If we are allocating funds for various phases of things, then as we know more about the future of Anthem and the progression of the old Holiday Inn site, he hopes there is some comfort we are in the driver's seat if we are deciding on moving forward on these projects based on some of these unknowns at this point in time.*

*Mr. Myers said we are going into a period as we were eight to ten years ago and we need to be mindful and watchful, everything could change tomorrow for better or worse. He trusts Mr. Greeson and Mr. Bartter to keep us informed.*

## **REPORT OF COUNCIL MEMBERS**

*Mr. Myers said in the interest of transparency, he had a breakfast with Mr. Robinson and wanted to share some of the topics they discussed. One thing is that he would like it if we can set out an agenda for the first four months of Committee of the Whole meetings and use those meetings to hammer out some things. At one point in the past, we moved off the dais to more successfully interact. There are some things he would like to see presentations on in the future. He thinks we could examine the use and timing of the retreat. One thought was to split the retreat in two and have the first one to go out to dinner to know each other personally a little better. The second phase would be more of the traditional planning that is maybe later in the year or simultaneous. President Michael said goal setting early in the year gives direction. Mr. Myers said the principle statement of our goals is the capital budget. The retreat is less about setting goals or following up on past years goals.*

## **EXECUTIVE SESSION**

**MOTION** Ms. Kowalczyk moved, Ms. Dorothy seconded a motion to meet in Executive Session to discuss appointment and compensation of public officials and board and commission appointments.

**The clerk called the roll on Executive Session. The motion carried by the following vote:**

**Yes 7** Foust, Dorothy, Smith, Myers, Robinson, Kowalczyk, and Michael

**No 0**

Council recessed at 9:00 p.m. from the Regular meeting session

**MOTION** Mr. Myers moved, Mr. Robinson seconded a motion to return to open session at 9:25 p.m.

**The motion carried unanimously by a voice vote.**

## **ADJOURNMENT**

**MOTION** Mr. Myers moved, Mr. Foust seconded a motion to adjourn.

President Michael declared the meeting adjourned at 9:25 p.m.

/s/ Ethan C. Barnhardt  
Management Assistant

*APPROVED by the City Council, this  
2<sup>nd</sup> day of December, 2019.*

/s/ Bonnie D. Michael  
Council President