



# City Council Agenda

## Minutes

Monday, December 14, 2020 at 7:30 pm

6550 N. High Street, Worthington, Ohio 43085

### Virtual Meeting Information

Link through: [worthington.org](http://worthington.org)

Our Government - Live Stream

#### 1. Call to Order

**Minutes:**

Worthington City Council met remotely in Regular Session on Monday, December 14, 2020, via Microsoft Teams videoconference. President Michael called the meeting to order at or about 7:30 p.m.

#### 2. Roll Call

**Minutes:**

**Members Present:** Rachael Dorothy, Beth Kowalczyk, Scott Myers, David Robinson, Doug Smith and Bonnie Michael (Peter Bucher arrived shortly after roll call)

**Member(s) Absent:** None

**Also Present:** City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Assistant City Manager Economic Development Director David McCorkle, Law Director Tom Lindsey, Director of Finance Scott Bartter, Director of Service & Engineering Dan Whited, Director of Planning & Building Lee Brown, Director of Parks & Recreation Darren Hurley, IT Director Gene Oliver, Chief of Police Robert Ware, Chief of Fire & EMS Mark Zambito, Clerk of Council D. Kay Thress

#### 3. Pledge of Allegiance

**Minutes:**

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

#### 4. Visitor Comments

**Minutes:**

There were no visitor comments.

## Public Hearings on Legislation

### 5. Ordinance No. 51-2020 CIP - New and Replacement Equipment

Amending Ordinance No. 44-2020 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2021 New and Replacement Equipment Items and for Certain Projects as Identified in the 2021 Five-Year Capital Improvements Program and all Related Expenses and Determining to Proceed with said Projects.

#### **Minutes:**

#### **The foregoing Ordinance Title was read.**

Mr. Greeson overviewed how this is an annual piece of legislation as a complement to the Capital Improvements Program document adopted last week. This ordinance authorizes us to move forward with the equipment that was listed in the first year of the five year Capital Improvements Program, and projects that meet certain criteria such as being under the competitive bid threshold. Items that are above the competitive bid threshold will be appropriated throughout the year as we manage those procurement processes. All purchases made through this ordinance will follow the appropriate guidelines.

Mr. Myers asked what is a variable speed drive, because we are spending \$17,000 on that. Ms. Stewart replied that it relates to the building systems at the Community Center. Mr. Hurley explained that it is something that goes on the motor to help pool or HVAC equipment be more efficient.

Ms. Kowalczyk asked about the larger items over \$100,000, if those are regularly scheduled replacements, new equipment, or things that we must replace. Mr. Greeson responded that they can fit in any of those three categories, but the vast majority are scheduled replacements as part of our ongoing life cycle maintenance of equipment. Ms. Kowalczyk asked what happens to the old equipment. Mr. Greeson said that it is either traded in, sold, and not maintained in our inventory if it is past its useful life. Ms. Kowalczyk asked about the cruiser replacement, because it seems like it is more than just replacement because it is \$148,000. Chief Ware explained that the cruisers are fully outfitted, so there are lighting and radio systems, the barrier put inside between the back and the front. Most of that equipment once installed, it is easier to install with new cruisers versus removing from old cruisers and retrofitting. One thing that has been done this year for 2020, is beginning to transition to a hybrid fleet. The feedback received has been very favorable and with no maintenance issues we will go all hybrid in the future. Ms. Stewart noted that the mobile data terminals that go into the cruisers is listed separately in the CIP. Mr. Greeson brought up how the \$148,000 referenced is for three vehicles. Chief Ware explained how the cruisers are designed for police use, meaning that the braking systems are upgraded along with the fuel and transmission systems.

**There being no additional comments, the clerk called the roll on Ordinance No. 51-2020.**

**Vote Results: Ayes: 7 / Nays: 0**

### 6. Ordinance No. 52-2020 CARES Act Appropriation

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations

**Minutes:**

**The foregoing Ordinance Title was read.**

Mr. Greeson described how there are CARES Act dollars that were redistributed from agencies that could not effectively use them. This is about \$64,000 that we were notified would be available to us. We recommend that we reallocate to additional Fire Division expenses that are eligible for CARES Act dollars. CARES dollars have given us the ability to deal with revenue challenges in addition to reallocating General Fund dollars for community grants.

Mr. Robinson asked about the \$400,000 that had been allocated for community grants and ReBoot, and if he could be reminded how those dollars amounts were arrived at.

Mr. Bartter explained that Mr. Robinson is referring to a subgroup with Councilmembers Michael and Kowalczyk where it was determined that we would invest approximately 30% of CARES Act funding back into the community. That is where the \$400,000 dollars came from. Mr. Robinson thanked everyone for their work, and the response to redistribute the funds down to the street level. Mr. Greeson explained we also had a community partnership made of businesses and community organizations who have worked to survey businesses and develop the amounts of the ReBoot grants. We have used the group that has annually worked on not for profit community needs to help us assess the use of the \$100,000 set aside for social needs. That was informed by survey work completed by the libraries to assess the broader social needs of the Worthington community. Mr. Robinson asked how many recipients there will be in each of the two categories. Mr. Greeson replied that we will have supported over 50 businesses through ReBoot. We also sought proposals from not for profits, and there are eleven agencies that have put forward strategies to respond to what they are seeing as increased demand for services in the community.

**There being no additional comments, the clerk called the roll on Ordinance No. 52-2020.**

**Vote Results: Ayes: 7 / Nays: 0**

## **New Legislation to Be Introduced**

### **7. Resolution No. 60-2020 Transfer**

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

**Minutes:**

**Introduced by Mr. Bucher.**

**Motion** Ms. Kowalczyk moved, seconded by Mr. Smith a motion to adopt Resolution No. 60-2020.

Mr. Bartter explained this is standard legislation, moving appropriations between budgetary lines in the same fund. Mr. Greeson added this is not an increase in budget, it is essentially where we have savings in one area, transferring to another area where there are additional expenses.

**The motion passed unanimously by a voice vote**

# Reports of City Officials

## 8. Policy Item(s)

### a. 2021 Community Grant Program

Discussing the Community Grant Program for 2021

#### **Minutes:**

Mr. Greeson presented how this item is for the 2021 Community Grant Program, which is our annual grant program. Council heard formal presentations from several of our larger not for profits that we give more significant funding support to. In addition to that, Council also runs a small grant program that supports a variety of agencies in our community. This is not the COVID related grant program, although there is some overlap between agencies. A memorandum has been prepared, outlining the priorities that we have articulated as being important in the past and the process that we followed. Basically, we would like Council's input on those things, and authorization to move forward. Priorities for grant funds were: basic human necessities, mental health services and/or community counseling, and the general improvement of the Worthington community. This program has a little over \$30,000 allocated to it using those same priorities this year.

Ms. Kowalczyk expressed having been on the committee over the past couple years, she would agree these continue to be high priority. These are underlying issues that have only been exacerbated due to COVID and we should continue to prioritize them.

Mr. Greeson explained with no objections, staff will move forward with those priorities. The second piece of this is process, and typically has been referred to a grant review committee. The committee has included staff, Councilmembers, representatives of the schools, our senior center staff, and the Community Relations Commission.

Mr. Myers expressed that the process has been working well, and if it is not broken, then there is no reason to fix it. Mr. Robinson concurred. Mr. Myers asked about where we are on the arts related organization grants that the McConnell Arts Center is supposed to oversee. Mr. Greeson replied that we have spoken with Director Blue in recent weeks, she was not involved in the time the process was managed, so we have assisted in providing documents on how previous directors managed that process. They have two years of allocations available and will be managing that process in a couple weeks, making recommendations to us.

Mr. Greeson described how the next step is the application and the program guidelines. We want to make sure the application reflects what Council believes is important. Ms. Stewart explained that we need City Council to provide their input in order to be able to push these out in January for the next round of applications. Included in the agenda packet are the application documents used for 2020.

Mr. Greeson requested that Council authorize the annual process, priorities, and applications for the 2021 grant program as proposed, and designate Councilmembers Smith and Kowalczyk if they are willing to serve on that committee.

Mr. Myers asked about the application, there is a lot information supplied, and whether that is the right information. Ms. Kowalczyk expressed that it is enough information, but she is unsure if the tax information is relevant for the discussion. Mr. Myers expressed that we wanted to make sure in the past that the not for profits were truly not for profits. We also wanted a general overview of the tax information of their financial health and how this information would support that health. Ms. Kowalczyk said it is important to know the status of the organizations, but we have had pretty much the same applicants every year. Mr. Myers asked if when the committee reports back grant allocations, if an overview of any streamlining of the process could be provided. Mr. Smith said that staff is fielding calls from the organizations on any tweaks or changes, which is reported back to Council. If it is the same organizations over and over, maybe there is some way to streamline things. Ms. Stewart commented that as she works with organizations on their financials, most of the time she is probing what they already have available. Each year, staff summarizes the applications for the review committee, including making note of what percentage of their overall budget the grants would be.

**MOTION:** Mr. Myers moved, seconded by Mr. Robinson that we proceed based upon past practice and the discussion at the meeting this evening, and that Mr. Smith and Ms. Kowalczyk continue their appointment.

**The motion passed unanimously by a voice vote**

President Michael explained how she thought that Resolution 61-2020 should be discussed tonight instead of having a whole City Council meeting next week just for this topic.

Mr. Greeson detailed how Council set aside \$100,000 to address the needs identified in the survey work done in the community looking at how COVID has impacted people. A process was undertaken where we met with community not-for-profit organizations and sought applications on how they would use the funds to address the various needs identified. We convened the grant review committee that has worked on our other not-for-profit grants, and has its recommendations before Council this evening. The goal is to get the dollars out sooner rather than later.

Ms. Stewart presented the different proposals from community not-for-profits for the available COVID related grant dollars. There were eleven proposals submitted.

The first proposal is from I Am Boundless for just under \$17,000 to address mental health needs in the community. The proposal includes creating a podcast series addressing mental health topics and virtual discussion groups that go deeper into the topics addressed in the podcasts. This would reach

thousands of potential listeners in Worthington along with 25-30 discussion group participants. The committee recommended full funding.

Next is the Family Mentor Foundation, which is a group that receives the annual grant from the City. They provide buddy boxes to students in the Worthington Schools that have food insecurity. The concern is about making sure they have sufficient food over the weekends. The schools have helped to provide the food by bus while students have been virtual. There has been increased demand, and have asked for \$10,000 to provide an additional 2,000 meals. The committee recommended full funding.

The Worthington Resource Pantry proposed the provision of meals to families in response to an additional 2,250 new households utilizing the Pantry in 2020. Of households utilizing the Pantry, 10.3% are in the 43085 zip code. They requested \$4,000 which the committee recommended full funding.

Jewish Family Services is an organization that has not been involved in previous grant programs, but submitted here to address financial needs for individuals in the community. Specifically, they asked for \$20,000 to support workforce development services for job seekers. They indicated they would be able to provide individualized career and case management for 10-15 people and job seeker community access for 10-25 people. The committee recommended \$5,000. They expressed concern about the amount of funding requested compared to the number of people being helped. Staff circled back with them to update their proposal to reflect what they could achieve with \$5,000.

President Michael asked how much of that would be for Worthington residents as opposed to all of Central Ohio. Ms. Stewart replied that they indicated they aid anyone who comes to them, but did not indicate specifically for the Worthington community. President Michael asked that they provide more information on how they would target their services to the Worthington area.

Ms. Stewart moved on to the next proposal from Life Care Alliance, asking for \$6,000 for the provision of 857 meals to low-income and under-served individuals through the Agency's Meals-on-Wheels program. The City has already provided support for this program regularly through the annual community grant program. They have 22 clients in the city and 359 School District. The committee recommended providing the full amount.

National Church Residences requested \$5,000 to provide support for the residents still living at Stafford Village, who are some of their most in-need residents with an average age of 85-91 years old. This will aid with the provision of food, cleaning supplies, paper products, masks, hand sanitizer, medicines, crosswords puzzles, reading materials, care packages, and safe events at Stafford Village. The committee recommended full funding.

Neighborhood Bridges requested \$15,000 with \$7,500 for helping those in need of rent or utility assistance and \$7,500 to help school counselors provide mental health assistance such as tools for remote learning, self care kits, and small incentives. This would benefit residents of the Worthington School District. The

committee recommended full grant funding.

The NNEMAP Food Pantry requested \$7,000 for expanded food distribution efforts in the six zip codes that feed the Worthington School District. They have 363 recipients within the Worthington City and 171 within the School District, outside the City. The committee recommended full funding.

North Community Counseling is a group that the City often provides funding through the annual grant program for mental health services. They are requesting a little over \$6,000 for a drive-thru event to provide COVID PPE, cleaning supplies, hats, gloves, scarves, and socks to families in need, benefitting 100 residents within Worthington. The committee recommended full funding.

Worthington CARES proposes aiding with finances, mental health, and small business support. They requested a little over \$61,000 for tote bags filled with face masks, resources to support mental health, informational tip sheets on personal finances, and information for speaker series events. It would also fund drawings of gift cards to local businesses at the virtual speaker series events. They anticipate distributing 70-75% of bags to City of Worthington residents with the remainder within the School District. The committee recommended funding \$22,475. We reached out to them to request information on what impact the lower funding would make and how their proposal would be modified. A large portion of the higher request was for the drug disposal packets that would go in the tote bags.

Worthington-Linworth Kiwanis requested funding for facemasks for students at Worthington schools. They would provide washable, reusable facemasks with the school district logo printed on them. The committee recommended funding \$2,500.

Mr. Myers explained how we have requested additional documentation from two different groups. He defers to Mr. Lindsey about whether we could craft a resolution tonight that would hold those two groups in advance, and if we could vest Mr. Greeson or the committee the authority to distribute amounts not to exceed the amounts currently recommended. Mr. Lindsey responded that Council could direct the City Manager in that regard and to proceed with the distribution of the rest of the grants and hold the two in advance pending additional information if found to be sufficient and appropriate, the City Manager is hereby vested with the authority to distribute funds to those two groups in an amount not to exceed \$5,000 to Jewish Family Services and \$22,475 to Worthington CARES Coalition.

**Resolution 61-2020 introduced by Mr. Myers**

**MOTION** Ms. Dorothy moved, seconded by Mr. Robinson to amend Resolution 61-2020 as presented on the screen.

Ms. Kowalczyk explained how one question was whether they could provide the service for the suggested amounts and if they chose not to, what would then happen. Mr. Myers replied that is why "sufficient and appropriate" was included.



That money would then not be appropriated and we would then need to revisit whatever balance remains to be redistributed. Mr. Lindsey expressed that with the deletion of the two organizations from section one, he wondered if the first sentence of section two is necessary. President Michael suggested language that the grant request for Jewish Family Service and CARES be held in advance. Mr. Lindsey brought up another question about whether Mr. Greeson feels the resolution as drafted provides him sufficient guidance as whether to make the determination. Mr. Myers suggested adding language that the City Manager work in consultation with the grant committee. Mr. Lindsey expressed that is appropriate. Ms. Dorothy and Mr. Robinson agreed to amend their motion to insert language as outlined above in Section 2. and renumbering the remainder of the resolution.

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

**Resolution 61-2020 (As Amended) passed unanimously by a voice vote**

Mr. Bucher asked about whether the City intends to work with I Am Boundless to advertise their proposal. Mr. Greeson replied that the City would absolutely work to help amplify the not-for-profits marketing efforts to the community about their services.

#### **b. Velca Grill TREX Application**

Acknowledging Velca Grill as an Economic Development Project by Authorizing the City Manager to Sign the TREX Application

##### **Minutes:**

Mr. McCorkle detailed how this is a request for a TREX, which we have not done for several years. State law allows an organization to request to transfer a liquor permit into a municipality if that municipality is at or exceeding their quota for that type of license. This is a request for both a D-5 and D-6 license into the City of Worthington. The TREX says that this is an economic development project. Velca Grill is an Albanian restaurant that plans to open in early April. They are requesting that Council recognize this as an economic development project and authorize the City Manger to sign the TREX application. If authorized to do so, Mr. Greeson will sign the TREX application, which will go back to the Division of Liquor Control, and the superintendent there will make the final determination on whether it is an economic development project and allowing the transfer of the licenses. A D-5 license allows for liquor, beer, and wine, and a D-6 is for Sunday sales. However, they are not going to be selling liquor, only focusing on beer and wine sales. They have about \$150,000 in total investment and recommend that they be determined to be an economic development project with 12 employees and annual payroll of \$250,000 which is worth \$6,000 to \$7,000 in income tax revenue.

**MOTION:** Mr. Myers moved, seconded by Ms. Kowalczyk to approve the City Manger signing the TREX permit because this is an economic development project for the City.

**The motion passed unanimously by a voice vote**



Mr. Myers expressed that he has had multiple inquiries about what is going into the former Brueggers Bagels site. Mr. McCorkle replied that an authentic Mexican street food restaurant going into that space.

### **c. Finance Report - November**

Discussing the Financial Report for November 2020

#### **Minutes:**

Mr. Bartter explained that Councilmember have the November 2020 financial report. Of note is we received a second Bureau of Workers Compensation premium refund. Additionally on \$24 million in income tax collections, the estimate made from September 2019 is within approximately \$40,000.

Mr. Robinson asked for a general sense of what comprises the \$2.2 million in encumbrances in the General Fund. Mr. Bartter replied that includes health insurance, the dollars to be distributed to non-profits, a legal settlement appropriation, and refuse collection amongst other things. Mr. Robinson asked if the health insurance was predictable and ongoing. Mr. Bartter responded affirmatively. Mr. Robinson asked about the General Fund overview where the revenue amount and expenses show a discrepancy. Mr. Bartter replied you have to combine several lines from the 2020 budget and encumbrances from previous budgets.

**MOTION:** Mr. Myers moved, seconded by Mr. Robinson to accept the November 2020 financial report.

#### **The motion passed unanimously by a voice vote.**

Mr. Greeson brought up that the Council retreat is scheduled for January 8th and 9th. In consultation with Councilmembers, it has been decided to hold it virtually. We have been working with Marty Jenkins who is willing to facilitate the retreat virtually. He will be reaching out to each Councilmember regarding the retreat. One of the main topics will be the next steps for the visioning process.

## **Reports of Council Members**

### **9. Reports of Council Members**

#### **Minutes:**

Mr. Robinson commented on the anticipated topics in the new year. He was gratified to see that body cams are to be discussed again. In light of recent events in Columbus, it illustrates the importance of this subject.

Ms. Dorothy said she had a meeting with the cemetery board. They are going slower than anticipated for the office for the Flint Road Cemetery at the Ozem Gardner property. It is a work in progress.

Mr. Bucher brought up that he a meeting with local government peers from across the state with the Power Clean Future Ohio effort to work on more sustainability across local governments in the state. There are a lot of resources there we may be able to take advantage of.

President Michael asked if there was any action that needed to be taken if it is

decided not to hold the third City Council meeting of the month. Mr. Lindsey replied that it will require a majority vote of those present at the meeting in the form of a motion to not hold a regularly scheduled meeting.

## Other

### Executive Session

#### 10. Motion for Executive Session

**Minutes:**

**MOTION** Ms. Dorothy moved, Mr. Smith seconded a motion to go into Executive Session to consider the appointment of a public employee or official, Economic Development and Negotiations.

**The motion carried unanimously by a roll call vote.**

Council adjourned to executive session at 8:54 p.m.

**MOTION** Mr. Bucher moved, Ms. Kowalczyk seconded a motion to return to open session at 10:18 p.m.

**The motion carried unanimously by a roll call vote.**

### Adjournment

#### 11. Motion to Adjourn

**Minutes:**

**MOTION** Mr. Smith moved, Mr. Myers seconded a motion to adjourn. The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 10:19 p.m.

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Contact: D. Kay Thress, Clerk of Council (Kay.Thress@worthington.org 614-436-3100) | Minutes published on 12/30/2020, adopted on 01/04/2021

/s/ Ethan C. Barnhardt  
Management Assistant

Attest

/s/ Bonnie D. Michael  
President of Council