



City Council Agenda

Minutes

Monday, November 1, 2021 at 7:30 pm

6550 N. High Street, Worthington, Ohio 43085

1. Call to Order

Minutes:

Worthington City Council met in-person in Regular Session on Monday, November 1, 2021. President Michael called the meeting to order at or about 7:30 p.m.

2. Roll Call

Minutes:

Members Present: Peter Bucher, Rachael Dorothy, Beth Kowalczyk, Scott Myers, David Robinson, Doug Smith and Bonnie Michael

Member(s) Absent:

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, Chief of Police Robert Ware, Chief of Fire & EMS Mark Zambito, Clerk of Council D. Kay Thress

There were three members of the public in attendance.

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:

Ms. Thress read a comment made by Mr. Garrett Guillozet via the City Council Online Form submittal which read:

"I wanted to share with Council the recent vandalism at Wilson Hill Park that occurred over the weekend. I would like to pose the question on whether or not video security could be installed at our various parks? While no one likes the feeling of constant surveillance, perhaps the combination of visual recording and signage could deter such actions from taking place in the future."

Lastly, I'd like to thank the residents who went out of their way to clean up the graffiti.

Special Presentation(s)

5. Resolution No. 45-2021 Express Appreciation to Daniel Whited

Expressing the Appreciation and Best Wishes of the Worthington City Council to Daniel W. Whited for his Outstanding Service as City Engineer and Director of Service and Engineering for the City of Worthington and for his Service to the Community.

Minutes:

Introduced by Mr. Bucher

MOTION Ms. Kowalczyk moved, seconded by Mr. Smith to adopt Resolution No. 45-2021.

There being no comments, the motion to adopt Resolution No. 45-2021 passed unanimously by a voice vote.

Mr. Greeson made remarks about his colleague and friend, Dan Whited, who joined the City almost six years ago after serving the City of Delaware and having a distinguished engineering career in the private sector. When Mr. Whited was hired as Director of Service and Engineering, the City had recently reorganized, merging Service and Engineering, and after the retirement of our longtime City Engineer, we needed someone who could help us realize some of our goals with our new public works structure. We needed someone with the ability to manage complex projects and to effectively build teams, with high ethics and integrity. Over the past week, there have been discussions with all of the Service and Engineering staff to gain insights into where we go next, but what we heard was about how Mr. Whited had exceeded our expectations and built a strong department. We heard about teamwork, positive culture, personal and professional growth, openness to technological advancement, and overall improvement. He trusted his staff, empowering them without micromanaging, and having the ability to try adjustments and improve. Mr. Whited is an athlete and has brought that energy and team mindset to Worthington. With his leadership, we have advanced major infrastructure projects that will benefit Worthington residents.

Ms. Stewart commented how she has always been impressed with how Mr. Whited has grown the Service and Engineering Department, integrated Engineering with Service, and growing his team. That leadership has been greatly appreciated by the entire organization. At the start of this year, she has had the opportunity to work more closely with him, he has always been very supportive and valued the changes made. She has appreciated his teamwork and camaraderie.

President Michael and Mr. Greeson provided Mr. Whited with a framed copy of Resolution No. 45-2021 and a shadow box with his framed nameplates from the Council dais.

Mr. Whited expressed how much he appreciates the recognition and it has been a great time with the City of Worthington. He is sorry to leave but is excited about his new opportunity. In regards to some of the comments made earlier tonight, he conveyed how it is not hard to build a good team when you have great players on

that team. We are all blessed with the fantastic staff at Service and Engineering and they will do fine in the future.

Approval of the Minutes

6. Approval of Minutes - October 4, 2021, October 11, 2021 (Special), October 11, 2021, October 18, 2021 (Special), and October 18, 2021

Minutes:

MOTION: Mr. Myers moved, seconded by Ms. Dorothy to accept the City Council meeting minutes of the October 4, October 11 (Special), October 11, October 18 (Special) and October 18.

The motion carried unanimously by a voice vote.

Public Hearings on Legislation

7. Ordinance No. 48-2021 General Fund Additional Appropriations

Amending Ordinance No. 44-2020 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the General Fund Unappropriated Balance.

Minutes:

The Foregoing Ordinance Title was read.

Mr. Bartter explained how a few weeks ago we had a transfer resolution, which differs from this one that is an actual appropriation. Previously we were transferring money between lines, but this is a new appropriation of funds for \$125,000 between two lines. \$100,000 is for retirements payout for employees separating service with the City, the other \$25,000 for parks maintenance as they have seen additional people coming to the parks and require additional funds to service those parks.

There being no additional comments, the clerk called the roll of Ordinance No. 48-2021. The motion carried by the following vote:

Vote Results: Ayes: 7 / Nays: 0

8. Ordinance No. 49-2021 COHCC Joint Self-Insurance Agreement (2022-2024)

Amending, Adopting and Ratifying the Amended and Restated Central Ohio Health Care Consortium Joint Self Insurance Agreement and Approving Participation by the City of Worthington in the Central Ohio Health Care Consortium for the Three-Year Period Beginning January 1, 2022.

Minutes:

The Foregoing Ordinance Title was read.

Mr. Greeson detailed how we are partners in a number of intergovernmental efforts, including the Central Ohio Healthcare Consortium. This is our self-insurance agreement where we essentially agree to continue to participate in that effort. Ms. Trego and Mr. Bartter are our representatives to that entity, and we are glad to answer any questions.

Mr. Bartter commented that nothing much is changing in this agreement. In 2022 we are going to have a 0% increase from 2021, so we are seeing a lot of success.

Mr. Myers asked about how a few years ago our losses were leading the pack in this consortium. He asked if we have improved with that. Mr. Bartter replied that we still

lead the pack.

There being no additional comments, the clerk called the roll of Ordinance No. 49-2021. The motion carried by the following vote:

Vote Results: Ayes: 7 / Nays: 0

9. Ordinance No. 50-2021 Creating American Rescue Plan Act (ARPA) Fund

Authorizing and Directing the Establishment of a Fund for the Purpose of Receiving Revenue and Accounting for Expenditures of Funds Received from the American Rescue Plan Act of 2021.

Minutes:

The Foregoing Ordinance Title was read.

Mr. Barter overviewed how this fund will be established to receive ARPA funds. We have already received \$769,501 which was distributed in August. This fund is the legislation needed to actually set up the fund. We anticipate a second distribution of the same amount in the summer of 2022. This year's proposed CIP suggests using these funds to cash fund waterline projects in 2023. However, there are a number of uses for these funds including supporting public health expenditures, addressing economic impacts from the health emergency, providing premium pay for essential works, and infrastructure projects.

There being no additional comments, the clerk called the roll of Ordinance No. 50-2021. The motion carried by the following vote:

Vote Results: Ayes: 7 / Nays: 0

New Legislation to Be Introduced

10. Resolution No. 46-2021 Re-Appointments to Boards and Commissions

Re-appointing Members to Various City Boards and Commissions.

Minutes:

Introduced by Mr. Robinson

MOTION Mr. Bucher moved, seconded by Ms. Kowalczyk to adopt Resolution No. 46-2021.

Mr. Greeson explained how Council occasionally does groupings of reappointments and tonight, this resolution suggests the reappointment of two members of the Board of Zoning Appeals, two members of the Municipal Planning Commission, and two members of the Architectural Review Board.

Ms. Dorothy thanked everyone for their service to our boards and commissions. These groups are very important to the future of our city.

There being no comments, the motion to adopt Resolution No. 46-2021 passed unanimously by a voice vote.

11. Ordinance No. 51-2021 Establish New Fund (Unclaimed Funds)

Authorizing and Directing the Establishment of a Fund for the Purpose of Holding Unclaimed Funds.

Minutes:

Introduced by Mr. Smith.

12. Ordinance No. 52-2021 Anthem Subdivision

Approving the Subdivision and Platting of an Access Easement on a Property at 6700 N. High St. (Advance Civil

Minutes:

Introduced by Mr. Myers.

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

13. Policy Item(s)

a. Department Budget Reviews - Administration, Personnel, Economic Development, Information Technology, Law, Finance, Police, Service & Engineering, Planning & Building, Fire, and Other Department/Funds

Minutes:

Mr. Greeson overviewed the process and approach to the adoption of the City's Operating Budget and Capital Improvement Program. Tonight, staff will cover a number of departments and their proposed budgets. There are two themes in this budget, first is trying to maintain current services with no reductions. We are seeking to make the necessary investments to continue success in the areas that we have chosen to provide services in. Additionally, another theme is the revenue uncertainties with income tax collections and Parks and Recreation revenues. The Administration Department, which includes a number of smaller but important functions including Council and Clerk, Economic Development, Mayor's Court, Personnel, and IT. Of note, we have heard from Council and from our visioning survey results, that we could expand some of the communications capabilities which are included here. For Personnel, every employee in 2021 participated in implicit bias training, there is additional funding to expand our training budget and support the efforts of the Diversity, Equity, and Inclusion Committee. Lastly, investment in our computer security is a priority that is reflected in this budget. In the Legislative area, there is not a notable change. Some goals in 2022 include a focus on racial justice, age-friendly, and youth initiatives. For the Mayor's Court, the budget is flat, and their budget goals include electronic records and a review of unfinished cases. Further in Administration, there is an increase this year, including the expansion of the use of video and other digital communication tools and exploring options to update the website. There is also support for the work of the Visioning Steering Committee focused on action planning related to the adopted visions. He noted we increased the Intern Line, which would allow us to hire multiple interns or a year-round intern. We have been able to get high-quality work for a relatively low cost from some of the interns that have served the City. We also value investing in our region's future public leaders. The intern's time would be focused on moving forward with many of the Council's priorities. In Personnel, we have historically been too lean with 1.5 FTEs and will be asking to increase that to 2.0 FTEs. Personnel is where we staff the Diversity, Equity, and Inclusion team. This department also plans and schedules city-wide training programs

and works on planning for transitions in staffing. In Economic Development, we see a return to a normal year from an evident spike as reflected on the chart from the transfer of funds to meet a couple of needs including the CIC to purchase properties and funds for the development agreement for the High North project. Economic Development will be working to support initiatives including the CIC parcels on East Wilson Bridge Road, the Worthington Gateway site, occupancy of the Anthem Building, the High North development, and strategies focused on minority-owned and disadvantaged businesses. The IT budget is relatively flat, and they will continue to invest in infrastructure, security, and analytics. The IT department has been playing a critical role that supports every operation of the City. The Law Department is also flat aside from normal inflationary adjustments, and they provide legal support for activities and issues.

Mr. Bartter overviewed a slight uptick in Finance Department expenditures in 2022. Finance is where expenditures related to income tax collections and refunds are housed. Because we increased refunds in 2022, that increase is reflected here and with RITA collection fees. The budget added a .5 FTA for a Finance Specialist to increase the Finance staff to four (4). There would be some shifting of responsibilities with the new person responsible for accounts receivable and payroll along with other functions. It is hoped that we will be able to spend some more time on income tax compliance efforts. Department goals include implementing a new payroll and accounting software, evaluating fees for services, and hiring and training a new Finance Specialist. The Division of Police, we do not have a contract with the FOP, so there is not much change. The changes that were made included \$4,800 in personnel for a wellness phone app for police officers and \$28,000 for a new RMS software maintenance agreement. Goals include the development of an Officer Wellness program, consideration of organizational structure, continued review of data related to community support strategies, enhancing youth initiatives and engagement, and exploration of accreditation. The Service and Engineering Department has added an additional full-time maintenance person and money for contractual services to help administer the CIP.

Mr. Whited overviewed the Service and Engineering 2022 budget goals. They will work to continue to advance our CIP projects including the Northeast gateway, Northbrook Relief, and Kenyonbrook Sewers, implementation of the Sanitary Sewer Evaluation Studies, waterline projects, traffic signal timing improvements, and replacing HVAC systems in various City buildings. We will also continue our comprehensive City building assessment and project identification, as well as the continuance of our regular maintenance activities. The proposal in the budget is to add an Engineering General Services Consultant to be an extension of staff plus one Maintenance Technician. There will also be some minor tweaks to our organizational structure. Over time we have lost some staff in the organization, with the increase in our operations and

initiatives, we have not been able to maintain a proactive approach to what we do. Our sustainability limit is very close to being met and we will not be able to maintain the level of services that we have as we continue to add new projects. We are a public works organization, and public works is the combination of physical assets, management practices, policies, and personnel necessary for government to provide and sustain structures and services essential to the welfare and acceptable quality of life for its citizens. Some of the things that are really overwhelming right now are the sewer repair and replacement projects, and there is still a significant amount of work to be done. Waterline repair and replacement are also significant, and we are advancing recommendations from our master plan to repair and improve our aging infrastructure. We have not really been able to practice preventive maintenance anywhere near what we should, and we have been reactive. The Cartegraph program will allow us to plan and program our improvements to be more efficient and responsive to our residents. There are several initiatives including sustainability and mobility that focus on critical issues for our community, which take time and planning. The Engineering General Services Consultant will be someone who can offer expertise in a variety of areas. We also work hard to maintain compliance and a Engineering General Services Consultant can keep us abreast of changes. Lastly, one thing that was a goal of his was to have our agency accredited by the American Public Works Association, and the accreditation would force us to set standard policies and procedures that allow us to operate consistently and help to train new staff and create appropriate succession planning. With the addition of new staffing, we are looking to add the Engineering General Services Consultant that reports to the Director and works with the GIS section manager and adding a Maintenance Technician. The tweaks are to take the custodians out of the Maintenance Technician group and have them report to the Facilities Division to streamline communication. The Signs and Signals person would report to the streets division. Engaging an Engineering General Services Consultant will broaden our department's technical skills, allowing a focus on priorities, maintaining the quality of our infrastructure, reducing inefficiencies, and addressing city-wide goals and priorities. Adding a Maintenance Technician limits the deferral of maintenance, improves the ability to focus on proactive maintenance, maintains a long-term high level of service to residents, and enhances the condition of our infrastructure. The tweaks to the organizational chart will enhance the clarity of reporting and communication, clarify goals and responsibilities, improve response times, and enhance the condition of our infrastructure.

Ms. Dorothy thanked Mr. Whited for his service to the City of Worthington and for bringing us into a new era. In her personal job, they use a lot of consultants, and they are very helpful to the City of Columbus for the same reasons outlined in this presentation. She recommends that the City implement that and additional people. She emphasized her appreciation for the lifecycle changes to

the roadways and the implementation of energy efficiency upgrades that will have an impact.

Mr. Myers asked if the Engineering General Services Consultant would be a retainer agreement as opposed to in-house. Mr. Whited replied it would be partially retainer but there may be task orders for small jobs. There is some discussion about how there needs to be a professional engineer on staff in the interim, which is him currently. The consulting firm's individual could be the City's PE.

Mr. Greeson explained how in the Planning and Building Department, the budget is relatively flat except for one notable increase with \$100,000 for consulting work. There are several things we have been thinking about, and in budgets, you sometimes put in placeholders for future strategic investment. This is preparing for investment in a planning effort to be determined based on discussion with the City Council. There are a number of things heard in conversation about what would be worth undertaking in 2022. For example, for long-term planning, periodically people say we need to update our Comprehensive Plan, or out of visioning there may be a push to update some element of that. We want to make sure we are budgeting for that type of planning effort. We have talked at times about the need to update sections of our Planning and Zoning code but is difficult to run a process that goes systematically through that without some additional help. Some of these funds could go towards this. Another topic that comes up internally, is as we look at what is happening with the Northeast Gateway and our industrial corridor, there is potential there and we may want to explore corridor planning to examine how we could revitalize that area and take advantage of the transportation infrastructure investments that are being made. We do not have an answer on which of those options will be of interest to the Council, but if approved staff will spend time next year talking about which things to do strategically and invest in.

For the Division of Fire, there is a modest increase with the addition of a position and the Chief will be able to overview why it is important to invest in a new Assistant Chief of Emergency Medical Services and Community Risk Reduction. Chief Zambito explained how there is a request to add a new FTE for Assistant Chief of EMS and Community Risk Reduction. EMS relates to responding to acute illness and injuries and transporting those people, community risk reduction is a process to identify, prioritize local risks while acting to reduce their occurrences and/or impact. 75-80% of our call volume is EMS, including heart attacks, falls, strokes, and auto accidents among others. Currently, our EMS is organized and coordinated by our line supervisor who works every third day. We are trying to improve the interactions we have between our paramedics and our EMS coordinator. Our Community Risk Reduction is minimal due to our maxed-out bandwidth, this covers mostly our Fire Prevention Lieutenant. The duties for this position will be split 50% EMS and 50% community risk reduction and they will serve in an executive function, putting more energy into our quality assurance

program which reviews acute runs that are high priority. We want to review all of our calls, such as falls that may not look like a priority, but in reality, are an extreme priority. Additionally, providing leadership and coaching to our paramedics. We also want to be able to focus on high-utilizer follow-ups which are the folks who call us multiple times for many needs, such as falls, and we can get more aggressive with our fall prevention program. Other communities have seen success from fall prevention programs. The goals for the position are to continue to develop an already phenomenal EMS program and to improve the quality of life for our residents through injury, illness, and fire prevention.

Ms. Kowalczyk commented that she is excited to see this new position and it will be a great benefit to the community. Getting into early intervention will allow folks to access services and mitigate risk in the future.

Ms. Dorothy echoed Ms. Kowalczyk and it is a great way to keep leaning into age-friendly initiatives. Hopefully, we are more cognizant about getting the right people at the right incident and time to reduce the risk and harm for everyone involved.

Mr. Myers asked why this new position should come in at the Assistant Chief level. Chief Zambito replied that it is the comparable rank to other agencies, but to have that authority over all the firefighter-paramedics in the building. We need someone to come in and be an experienced mentor and educator to be able to answer those questions and take them under their wing.

Mr. Bartter reviewed the Board of Health contract which is anticipated to see a 5% increase with the City of Columbus Board of Health. Also, with Dispatching Services with NRECC, we will see a decrease of \$150,000 from what is in the proposed budget. Next week's budget presentations will include the McConnell Arts Center, the Worthington Historical Society, the Worthington Partnership, and Parks and Recreation.

Mr. Bucher expressed how much he appreciates the emphasis on adding bandwidth throughout the City's departments to continue doing great work and adding some new things along the way.

Mr. Myers expressed how this is the first additive budget in a while, and it looks like we are finally able to add some full-time positions and that is encouraging.

Mr. Greeson conveyed how we are trying to be strategic in how we are doing that because we have been watching for years the service demands increasing as well as the consequences of previous reductions. In some areas, we will use consulting dollars which is beneficial to get assistance without adding a full-time position. These are investments in the core services of our community.

Mr. Greeson forecasted the next few Council meetings. At the next meeting in addition to budget discussions, there will be several special presentations including the School Facilities Task Force consultant, recognizing some of the members of the two high school bands, and spotlighting some staff members who helped to save the life of a gentleman on the Community Center fitness floor. At the third meeting in November, staff will come back with answers to

questions about the budget along with work in response to questions about debt. The first meeting in December will have the East Wilson Bridge Road rezoning and based on the MPC meeting last week, that will include a lot of participation. The next meeting will also have a significant zoning case for the UMCH application. With larger meetings, staff wanted Council direction on whether we should hold the December meetings virtually or establish some other protocols.

President Michael asked Mr. Myers about his thoughts on how the virtual MPC meetings have been. Mr. Myers expressed that they allow for greater participation, despite what some members of the public may think. We can only fit so many people in the room, and not everyone can be in the room physically to stand at the podium. If we anticipate a large number of people participating, virtual tends to work a whole lot better because more people can participate, and it is easier to manage. The MPC has had great success with it, but it does not speed the meeting up. Ms. Dorothy asked if there is any minute limitation at the MPC/ARB. Mr. Myers responded that there is not and there is no limit on the number of times someone can offer opinions. President Michael explained that Council's policy is to have five minutes. Ms. Dorothy expressed that maybe the MPC should streamline their policies to be more in line with Council. Mr. Myers asked if there would be a vote at the third meeting on the budget. Mr. Greeson replied that it would be on the first meeting in December and the third meeting would be reserved to recognize the outgoing Councilmembers.

President Michael expressed that if we are going virtual for meetings, we need to let members of the public know as soon as possible. It is important to be transparent.

Mr. Bucher stated that if there have been no hiccups in Mr. Myer's experience at the MPC, virtual may be the best method to avoid crowding given the pandemic. Ms. Dorothy and Ms. Kowalczyk agreed with Mr. Bucher's statement.

President Michael said that there is a consensus on Council and staff can do what is necessary to let the public know.

Reports of Council Members

14. Reports of Council Members

Minutes:

Ms. Kowalczyk reported that the Age-Friendly steering committee is now beginning focus groups, seeking older adults to participate in focus groups to learn more about aging and what ways we can improve. Those will be held both in-person and virtually over the next two weeks.

Mr. Smith thanked Mr. Greeson for going out to Wilson Hill Park to see some of the vandalism there over the weekend. The residents stepped up and cleaned it up as best as they could and as quickly as they could.

Mr. Myers expressed how Mr. Whited will be sorely missed, particularly his PowerPoint

skills. We have never had someone in Worthington who demonstrates his level of expertise, but also a level of humor when doing presentations. On a serious note, whenever a resident comes to him with a service issue, he can go to Mr. Whited knowing that something will be done.

Mr. Robinson shared his appreciation for Mr. Whited and his experience looking at the Kenyonbrook project.

President Michael reported that next week is going to be the COMMA meeting with a packed agenda and she will have a report next week on different topics that are coming up.

Other

Executive Session

Adjournment

15. Motion to Adjourn

Minutes:

MOTION: Mr. Myers moved, Ms. Dorothy seconded a motion to adjourn.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 8:56 p.m.

Contact: D. Kay Thress, Clerk of Council (Kay.Thress@worthington.org (614) 436-3100) | Minutes published on 10/28/2021, adopted on 11/15/2021

/s/ Ethan C. Barnhardt
Management Assistant

Attest

/s/ Bonnie D. Michael
President of Council