



City of Gahanna

Meeting Minutes

Development & Parks

Office of the Clerk of Council
200 South Hamilton Road
Gahanna, Ohio 43230

*Brian D. Larick, Chair, Stephen A. Renner,
Karen J. Angelou*

Kimberly McWilliams, CMC, Clerk of Council

Monday, February 23, 2015

Caucus Library

Immediately Following Finance

Members -

Present 3 - Brian D. Larick, Karen J. Angelou, and Stephen A. Renner

Additional Attendees -

Present: Council President Tom Kneeland, Jennifer Teal, Tony Collins, Anthony Jones, Jeannie Hoffman

ITEM - From the Director of Parks and Recreation

Director of Parks and Recreation Supporting Documents

1. Transfer Funds to the Foundation from the Alice Brooks Donation

Collins brought forth a request to move funds donated from Alice Brooks to the Parks & Rec Foundation; when Alice Brooks passed away, she left almost \$20,000 for Senior Facility needs; spent on tables and chairs, etc; as the foundation grew, senior members were invited to attend; asked if they could move money to Parks & Rec Foundation; in the Foundation, the funds are able to gain 12% interest and do more than what they are doing today; City Attorney looked it over; allowed Senior Center Board to approve expenses for this money; won't get confused with this Foundation money; have strong Finance Board on Foundation; far more protected in specialized funding; as a result the money is safe in a much better way; who decides how money is spent asked Angelou; Collins replied a meeting every Wednesday to talk about what is going on in the Senior Center; Board discusses the needs and brings information to the Foundation Board; Kneeland asked if there was any risk; Collins said City has full control of funding and money is safe; Kneeland asked if the Veteran's Memorial funds should be in Foundation; just received a check for \$400 from Cardinal Health; it permits the ability to deposit to foundation and it is 501(c)3; they have attorneys set up to watch it;

Collins said he'd bring that up to the Board; Larick asked if it would be appropriate to designate a body and establish who is the administrator; Angelou said it seems similar to CIC; this Board is very passionate; Larick noted he would like to see this as a standardized path.

Collins noted the meeting on pools from last Wednesday was very successful; impressed with input from the community; will be creating an implementation team; residents that will focus on discussion; 10 people have expressed interest.

RECOMMENDATION: Consent Agenda

UPDATE - From the Director of Planning & Development

Director of Planning & Development Report to Council

Jones gave an update on permit turn-around for the Six Sigma Project; defined goals, measured status, and noted improving for quality; is a step by step process; Ron Calhoun has attended the meetings; analysis done of overseeing the front desk; looking at ways to address all the same questions that are coming in; direct to terminals; hopes to get computer where the plans can be entered; challenges with current contractors; plan reviews can be done around the world; exhausting local contractors first; trying to determine best products; trying to deal with work flow and which projects to contract out or handle internally; hard for tracking; Larick asked if there is a short informational sheet that guides someone to get their questions answered; Jones said working through some of those processes; have a pretty good flow chart for commercial alterations permit; detailed an identifying controlled feature; one element will get a new software; we need to identify what is necessary to increase productivity; more challenging is getting support for contract services; met with Columbus and are going to copy what they are doing; more competitively to get things done; has helped in Kaizen process; what is the process asked Kneeland; Jones replied trying to minimize requests and accommodate communication without compromising customer service.

Collins said he is impressed with group; they want to be a part of the solution; benefit of doing the process and identifying the trail; a lot of variations of questions; very hard to identify a process; still able to come up with a list of small things and develop ways to come up with efficiencies; impressed on solutions; Dev & Planning have worked hard to get processes; Angelou said she enjoys having someone answer the phones; everyone wants to speak to a person; don't want to put people in voicemail; some want flexibility; try to provide that kind of customer service; Teal noted managing expectations of employees

should also be considered.

Jones noted there was a five hour meeting; had brief executive summary; study has been done in what is referred to as the effective market area; accommodate work flow; tenant facilities of the 17 highest profiles since 1998; one individual user; 17 of those buildings built as signature office buildings; analysis prior to labor force and other life style components; able to land those sites; this plan will help us get to where we need to be in the next 10 year period; based upon our competitive components; class B can double; don't have a lot of class A; based primarily upon rates; variables help us to be competitive and attract new jobs; will be another meeting on March 9, 2015; assumption to departmentalize and take puzzle pieces and find out where they can be placed; industrial use can support more; there is a demand that the market is showing; very low vacancy rate; need to build higher end and back fill; look at the region pipe line; had a 7 percent response rate; get ourselves acclimated and work together on mutual ideas; find a way to service people and get the word out; can support 300 hotel rooms; conference room space more challenging; full service hotels & operations, conference room and restaurant; doesn't recommend single family homes; plan gives rents; this plan will be introduced to Steering Committee; see where these ideas best fit; week of March 9 hosting four meetings with 10 CEOs in morning and 10 in afternoon; asking them questions to better understand variables and position ourselves; tax abatement and to consider all recommendations for retention; holidays set back on schedule a little; making good process; Ken has agreed to accommodate each section; have market assessment; sell investors; Buckles Tract and west side; Larick where of financial incentives were; Jones talked about the two business markets; office and retail; Kneeland said retail sticks out the most; compared to our office component; what does that make up for business revenue; Jones said there is an employment number; number of employees; return on investment by sq ft; would like to know break down; Angelou said retail is becoming minuscule because people are shopping on line; Jones noted this is the first round and numbers will change; will keep everyone posted.

Larick adjourned the Development and Parks Committee at 9:11 p.m.