



City of Gahanna

200 South Hamilton Road
Gahanna, Ohio 43230

Meeting Minutes Committee of the Whole

Brian D. Larick, Chair
Stephen A. Renner, Brian Metzbower
Nancy R. McGregor, Karen J. Angelou
Michael Schnetzer, Jamie Leeseberg

Kimberly Banning, CMC, Clerk of Council

Monday, March 28, 2016

7:00 PM

Council Committee Rooms

CALL TO ORDER

President Renner called the meeting to order at 7:00 p.m.

ADDITIONAL ATTENDEES: Chief Dennis Murphy, Lieutenant Jeff Spence, Diana Redman, George Mrus, Jeff Kessler, Jeff Gilger, Jeannie Hoffman, Mark Thomas, Fire Chief Brad Shull, Jennifer Teal, Mayor Tom Kneeland, Abby Cochran, Dottie Franey, Rob Priestas, Anthony Jones, Assistant City Attorney Tom Weber, Fire Chief Fred Kauser, Press.

Present 5 - Stephen A. Renner, Brian Metzbower, Nancy R. McGregor, Karen J. Angelou, and Michael Schnetzer

Absent 2 - Brian D. Larick, and Jamie Leeseberg

UPDATES FROM THE FIRE DEPARTMENTS

1. Mifflin Township

Fire Chief Fred Kauser said they are trending an average of 32 runs per 24 hour shift; said they had 778 EMS incidents; 117 were motor vehicle accidents; have been very busy; had a significant loss of fire vehicles; no significant loss of residential; moving into spring and will see an increase; specifically with motorcycle accidents and also those on bicycles and pedestrians; will begin to move into the outside fire season; deck fires and fires that result from and relate to cooking with propane, charcoal and other gases; will have additional public safety information coming up on their site; Michael Grossman, a 29 year veteran of the Division was recently promoted to the number 2 position with the Fire Division; this week we will publish our public notice to hire for firefighter-paramedics; have several prepared to retire in the next 3 years; takes about 12-14 months for a firefighter to begin the process and be ready to serve on staff; is a long process and considerable investment; take that process very seriously; identical to our Civil Service standards and the practice is fairly standard; if you know

anyone interested, please send them that way; asking for approval to conduct a live fire training exercise in late April or early May at a vacated single family residential property at 5875 Taylor Road; will communicate with our Service Department; hope to continue the good relationship; will also be seeking Board of Trustee approval to implement a Fire Inspection and Code fee structure for occupancy planning and review and inspections related to Fire and Life Safety Codes; have been socializing this for about 8 months; once we have answered all questions with our staff, we will proceed at the Township level; will work in conjunction with the City's permit and fee structure; did not see any conflict or contradiction; they are continuing to work with our staff on the Hamilton Road widening project; they are ensuring they are delivering services around those properties; they had two significant construction events that have impacted Fire Division operations; will work collaboratively with the City to coordinate safety; cannot express how efficient and reliable the communication has been with their department and our City staff.

2. Jefferson Township

Fire Chief Brad Shull passed around a briefing document; excited to report they were able to apply for a local grant for the potential of replacing the dispatch consoles; the final grant is roughly \$460,000; Chief Murphy and Lieutenant Spence have been instrumental in getting the paperwork set up; there is \$9.5 million left in grants set aside in the next year they will apply for; said they have been working with Matt Holdren to research connecting Jefferson to the MECC via existing fiber optic infrastructure; said there are members of our Service staff that have assets they have not had access too; appreciates the expertise; recently traveled to Underwriter Laboratories near Chicago to witness and learn from groundbreaking research on how modern construction and fire suppression techniques impact fire incidents in new residential structures; found that new construction and furnishings burn nine times faster than legacy materials; the materials we are using now are burning faster; it poses a challenge for the Fire Department as times are suppressed; closing your doors at night when you sleep reduces the chances of fire entering your room and increases the chance of survivability; very compelling information; excited to plug that into the community.

[2016-0111](#)

Fire Department Updates

UPDATES FROM THE DIRECTOR OF DEVELOPMENT

1. CIC Annual Report

George Mrus and Anthony Jones presented the 2015 Community Improvement Corporation (CIC) annual report; Mrus thanked administration and Mayor Kneeland for their support; looking forward to strengthening the relationship; also thanked Sharon Patterson for all her work; thanked Council and specifically Brian Larick for their support on the CIC; also the volunteers for the CIC; Jeff Kessler and Jeff Gilger are here tonight; Mrus reviewed the roster of the CIC; 5 agreements make up the contract obligations between the City and the CIC; gave a brief summary of the 2015 goals and action plans broken up by the Business-Development/Marketing, Finance, Real Property, and Technology; Angelou asked if all the goals listed were reached; Jones said will touch on that; Mrus gave a quick snapshot of the financial overview; total revenue was \$218,979 and total expenses were \$166,233; the 2015 land bank program shows they acquired 2 properties last year; 158 Douglas Drive, it was vacant land that no one came to buy at the Sheriff's sale; they gave the property to the CIC free and clear; McGregor asked if that is the house they found mold in; Jones said it not, that was in 2014 and that one was demolished several years ago; the City reimbursed the CIC \$75,000; Jones said it was a partial reimbursement; Mrus said the finance committee update is that they accurately maintained financial records, implemented 2014 audit recommendations and reviewed and analyzed any potential investment opportunities; the business and development and marketing update is that they have updated the website, they have class A office building due diligence; the Groundhog Day event was a success; made a \$2,133 profit; the CIC hosted an event at the Blues and Jazz Festival; the technology update is that GahannaNet Services expanded to a total of 10 Gahanna Businesses; their revenue stream increased to over \$15K annually; the 2016 goals are to functionally support and enhance City economic development and business growth and other additional goals; they balance a number of the legal issues on their three attorneys serving on the CIC; their committee goals and action plans for 2016 were summarized; they plan to implement the Economic Development Plan goals; close 181 Granville; Angelou asked for information on it; Mrus said no one on the CIC is a real estate expert; we asked Alterra last summer/early fall to come up with a business model and see if it was viable; the building is 50 years old and in a sense, falling apart; wanted the CIC to invest X dollars; the real estate experts suggested considering closing; the CIC then discussed that; Jones said in the 2015 financial report, they made roughly \$100K; confirmed there are a lot of businesses in that building; we are entrepreneurial but that requires finances; they saw there were significant construction improvements that needed to occur; had to invest nearly \$50K to do that and there would be no way to recoup those dollars; also saw the need to extend a road to Friendship Park; Angelou asked if the mortgage was paid off; Jones said it was not; Angelou asked if they can destroy the building then;

Jones said their banker is involved and aware but they are still working through the process; Angelou said the roadway is not in process at this point, asked what happens when the building is gone and there is nothing there; Kneeland said the roadway is not in the works; this was a collective decision, not by just administration, but also Council and members of the CIC; there was a push to make this building go dark with the risk involved in the building; Mrus added that the parking lot needed replaced; Kneeland said it would be good to have a Committee meeting with all members and a full discussion; this has been a discussion item for the last 2 1/2 years; Angelou said we do not get a ton of information back on CIC meetings but it is important to know this information as an elected official; Mrus said he would be happy to meet with Angelou to discuss; Jones said they had a financial choice to make and felt it was the best decision to make; believes if there is a bi-annual update from the CIC it is appropriate; said they are doing more now than ever and would be happy to share; McGregor asked if the minutes are available online; Mrus said yes at gahannaohiousa.com; Mrus moved back to the committee goals and action plans; said the state required audits have been completed; they plan to increase GahannaNet revenue stream to \$25K; Jones said they are looking to bring on more but it is challenging and takes time and money; going back and forth with a lot of property owners; Angelou asked if Wide Open West is still involved; Jones said yes; Kneeland said this has been very important to them and when looking at businesses who want to expand and move to Gahanna; this has been very important to business retention; Mrus said the fiber program with Bexley and Whitehall is moving but slowly; Angelou said in terms of the fiber program, asked if it had to be used within a certain time; Kneeland said within 3 years; Whitehall is in control of that; working through some engineering issues; confirmed we would spend the money before the window closes; Mrus said they have a 2016 estimated financial forecast.

[2016-0113](#)

CIC 2015 Annual Report Presentation

2. **The Residential Growth Policy**

Jones said they have been experiencing an increased level of inquiries for those interested in annexing into the City for residential properties; our Economic Development Strategy anticipated some of these demands; we have a legal framework that we would like to pursue; would like to discuss this evening so we can take any concerns into consideration; the first step is to get a pre-annexation agreement; typically annexation requests without agreements are petitions and they can come in under any zoning they choose after going through Planning Commission; an agreement will give us control; we have a template pre-annexation agreement; would be

required from our standpoint; with that we would enter into a new community authority; it was created by Ohio Revised Code (ORC); it creates a new subdivision that can assess charges; New Albany is a new community authority; these are tools we have to assess fees the market may occur so we can offset our expenses; that is our mechanism; we would charge additional property taxes on these homes; we have worked with the property owners who have showed interested; thought it was appropriate to bring to Council at this time; Kneeland said this is a policy he wants to standardize; with some of the interest that has grown over the last couple months and what we need to do for the services; it only makes sense to annex with additional revenue to cover those costs; Schnetzer asked what a new community authority is; as we may have property that is all over the map; Angelou asked if it could be a single property; Jones said yes; district is probably not a word that is best to use; it is a jurisdiction that we could assess the additional charges; there are limitations as to where the dollars can go; can go to schools or help develop new property; would need to be a petition from the potential property owner; sales tax is a little challenge as we need to go to the County or State; it was created for new communities but it has become a tool that other communities are using; Schnetzer asked if the authority overlapped the City, the existing properties would not be subject to this; Jones said that is correct, they would need to petition to be a part of it; Schnetzer asked what the primary driver is; Jones said that the housing interest has been all different property types; have had high-end and then product types that are condominium style; recognizing there are pockets that are not being fully developed or utilized; recognize the interest will not go away; we want to offset our costs; we have not met resistance; they have understood and communicated all of the elements; Schnetzer said it makes sense to have rules of how we will operate; Mayor Kneeland added that for a lot of these properties, we are no longer annexing 200-300 acre parcels; had they been easy to develop in the past they likely would have been done; Angelou confirmed on the new authority it would be new properties annexing for residential purposes; not already property owners already in the City; Jones confirmed that was correct; Angelou asked if revenues like that are used in a savings account for when the road needs to be done; Jones said there are three identified by the Ohio Revised Code; Angelou asked if it could be used in any place in the community; Jones said only in that area; for example in New Albany they have a fund that helped build their school; that is how some communities have used those tools; we would have the flexibility to spend those dollars; Angelou said the pre-annexation agreement looks good and interesting; said we should be asking people to become part of the community; Jones said that is one of the Mayor's goals; people want to be here; McGregor asked if this was ongoing, like forever; Jones said either, can set a deadline; McGregor asked if it

could be used to widen the road; Jones said it could but the Ohio Revised Code (ORC) language needs interpreted; said there is additional revenue available to fund those; Metzbower asked about the fee structure and if it will be standard or based on each parcel; Jones said they have been advised that they can allow for some differences with the charges based on the use; residential is easier to have one standard charge; leveraging income tax would not be as effective but it could on commercial operation; Mayor Kneeland said with the market they are preparing for it would be property tax and it would be standardized based on the parcel; Metzbower asked if the taxation and fee structure will be based on the NCA; Jones said it would be cumbersome to have more than one; make it easier to manage; Renner said he strongly supports the creating of a standardized policy; talked about impact on the schools, asked if Jones can add to the impact on the neighborhoods in the area; Jones said we tried to be a good partner with Jefferson Township; they have their zoning and community code; the developer sees our uses as more dense and an opportunity for more homes; we want a community fit for each project; manor homes was a unique project; it was slightly denser than the homes around but the traffic was minimized and self-contained; try to take into consideration traffic; always fear that it will impact the property value; taking that into consideration; also looking at a new bike path and if that would benefit the community; try to incorporate the densities as best as possible; if the infrastructure does not support it they have a hard time supporting it; communities grow over time; understands our code is different than the Township; want to look at the benefit.

[2016-0104](#)

Reports to Council for 3/28/2016 Committee

ITEM FROM THE POLICE DEPARTMENT

1. Volunteer Peace Officers' Dependents Fund (VPODF) Board

[ORD-0037-2016](#) AN ORDINANCE CREATING AND ESTABLISHING A BOARD TO ADMINISTER CLAIMS OF THE VOLUNTEER PEACE OFFICERS' DEPENDENTS FUND (VPODF); AND TO DECLARE AN EMERGENCY.

Lieutenant Spence said this is for an Ordinance to establish a board to comply with the Senate Bill 11, the Jason Gresko Act that was passed late last week; the Bill helps support families of volunteer and part-time officers killed or hurt in the line of duty; we have volunteer officers that work for the City; currently have 5; in Mr. Gresko's case, the family was unable to receive any benefits after his death; this legislation request took us by surprise; have reached out to our special counsel, Brian Zets to get further review and input on the requirements

we need to meet; need to form the board and Council needs to elect two Elected Officials to sit on the board; two members of the board will be elected from the reserve officers and will be handled by the Police Department and the other member of the board will be chosen by those 4 board members but must be a resident; Weber said does not believe the board is comprised of two members of Council; does not believe that is the intent; Spence said to be on the safe side we could elect two members of Council; this needs to be done within 30 days; on a tight timeframe; Angelou asked if any other communities have implemented this yet; Spence said not that they are aware of; under a tight timeline; Renner confirmed they need to create the board and pass the legislation within 30 days; Spence said the Police Department will handle the internals of those elected from the reserve officers; Renner asked when the duties and roles will be fulfilled; Spence said believes we just need the board and legislation passed by April 22nd; McGregor said they can appoint Council members temporarily until everything is worked out; Angelou asked what happens if they do not meet the deadline; Weber said there is no penalty clause; Angelou asked if the \$300-\$500 is per member; Spence said it is per municipality and based on the City's property valuation; McGregor asked if they knew this was coming down; Spence said no, they knew legislation was working its way through but we did not have any dates and details of the requirements; Renner said they will choose two members of Council who will look into this and they will get a greater definition of the roles and members; Renner would like to volunteer; McGregor also volunteered.

1st reading; back to Committee;

ITEM FROM ADMINISTRATION

1. GoFoward Gahanna - Strategic Plan

[2016-0082](#)

GoForward Gahanna Strategic Plan - Supporting Documents

Angelou asked if we were waiting on giving this until all of Council is present; Teal said can postpone but can also give a brief update; Mayor Kneeland said wanted Council to be able to get an update at this time; Dottie Franey passed around a packet of information; Teal said this was informational to her today; looked back at the timeline of what we are doing and for how long; the first email was sent out on March 19, 2015; we are now at our anniversary of developing our walk through for the project; the scope we identified incorporated the public engagement and the listening and learning sessions; the development of the plan, with the 5 strategic priorities, Council and the Mayor worked through back in February; and then the development of the details for each department; when discussing passage and adoption in

the past we referred to the adoption of the policy; the implementation is part of the project and the contract scope; the plan is attached to your agendas tonight; last week there were two consultants from Managing Results here; we had 20 implementation plan workshop sessions; of those they spent 4 hours on each with multiple staff attending; this was a hive of activity last week; looked at how we can do this ambitious thing; the template of how we work through that is here; we walked through each strategic result and the development of the plan itself; asked who our customers were and what their experience would be; they then developed the strategies and tactics they will use; we didn't plan each activity; the implementation plans are not done; they will change and update; they identified the lead for each of the strategic results and the team that will be involved, the resources involved; identified budget resources broadly; they also added opportunities for public involvement for each of these; they developed these drafts last week; they have not been reviewed in one place by herself or the Mayor yet; this is the first bit; they have some tasks ahead of them; they need to get them organized and schedule things out; we need to also be able to look at these and put them all together; they need to focus on communication and how each of these will get executed; want to let Council and the community know what they have achieved; they expect quarterly reporting by the end of July; one of the results is to keep this information up-to-date and online; we are also working on how we will meet on a routine basis and check how things are going forward; they came out of this last week energized; it was a lot of work but great to think about shaping the future and the community; saw a lot of positivity; said Council worked very hard to get it where it is now, they are now ready to move forward and take action; it is exciting to have a plan; Mayor Kneeland added that his staff was incredible through the process; looking forward to implementing this action plan and assign goals and expectations to our department heads and departments; the document we are asking to have Council's blessing on is not the action plan, but just the overall strategic plan; as we move forward we will begin the implementation; this is not just 5 years and we are done; we will be working on this constantly and looking at the next phase; it helps him to work with his staff to establish goals and expectations; know there was some discussion about holding this off; we will begin implementing this immediately.

ITEM FROM THE DIRECTOR OF HUMAN RESOURCES

1. Medical Examination Services Agreement with ExpressMed

[ORD-0031-2016](#) TO AUTHORIZE THE MAYOR TO ENTER INTO A MEDICAL EXAMINATION SERVICES AGREEMENT WITH EXPRESSMED TO PROVIDE SERVICES AS A BACK-UP FOR DRUG AND ALCOHOL SCREENINGS.

Cochran said this is a request to have the Mayor sign a Medical Services agreement with ExpressMed; an urgent care facility located across from the Police Department on Rocky Fork Boulevard; they have evening and weekend hours; would like to use their services as back-up to our current provider of drug and alcohol screenings; when an employee needs screening after regular hours we use an on-call service at an additional expense; ExpressMed has evening and weekend hours; we will reduce our costs and the administrative burden of the staff.

RECOMMENDATION: Consent Agenda

REPORTS FROM DEPARTMENTS - FOR INFORMATION ONLY

[2016-0104](#) Reports to Council for 3/28/2016 Committee

ADJOURNMENT

8:35 p.m.

Kayla Holbrook, Reporting