



# 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*

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Monday, August 24, 2015

Council Committee Rooms

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#### Immediately Following Committee of the Whole

#### CALL TO ORDER

Chair Larick called the meeting to order at 9:43 p.m.

Additional Attendees: Jennifer Teal, Anthony Jones.

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

#### ITEMS FROM THE DIRECTOR OF DEVELOPMENT

##### 1. Building Department Contract with Toole & Associates

Jones said this is to enter into the same agreement with a company that is now under a new name; all terms will remain the same; increase in the fees, but that is expected; the agreement is through the end of 2015; requesting emergency to accommodate the contract being executed; Larick asked if we use them or if they are only back-up; Jones said we use them on a routine basis.

**RECOMMENDATION: Waiver of Second Reading, Adopt as Emergency, Consent Agenda.**

##### 2. Supplemental Appropriation - Contract Plan Review Services

Jones said we had this same challenge last year; try to best gauge the services but they change with the market; this is from being behind in the permits; the supplementals are for \$30,000 for contract plan review services and \$10,000 for electrical inspections; a lot of this is caused by the backlog of permits; Renner confirmed this will take us to the end of the year; Jones said yes, we have anticipated projects; said we have been busy with permit requests and help is needed, which costs us money; Larick confirmed we are fully reimbursed for these; Renner asked what is causing the number of permits; Jones said we have less people doing this work; historically we had two people working part-time on this as well as an Ohio State University intern; said our public records request have been outstanding this year;

believe banks are requesting this information; said it is our priority to overcome it; Teal said there were times where getting the entry of the permit into the database was a lengthy process; it is now a quick process due to updating the outdated module; Larick asked how much the current update will be; Teal said we may be divorcing the add-on and Development will be going independent; Jones said our systems are unique; Renner asked if they need a new system; Jones said yes, we do; currently are getting multiple proposals; believes it would be between \$60 - \$150k for the updated software; Teal said Sunguard was purchased in 2006 and the ERP (Enterprise Resources Planning) concept never worked for our City; we are minimally supported.

Larick asked about Tax Increment Financing (TIF) discussion; Jones said we have draft boundary for Central Gahanna; have met with the other departments to understand infrastructure needs; Angelou said she received a complaint on signs; Jones said should have something by the next committee meeting to bring forward on those districts.

**RECOMMENDATION: Consent Agenda.**

### **3. Supplemental Appropriation - Contract Electrical Inspections**

See previous discussion.

**RECOMMENDATION: Consent Agenda.**

[2015-0170](#)

Development Supporting Documents

**ADJOURNMENT: 9:55 p.m.**

**Kayla Holbrook, Reporting.**