

City of Gahanna

*200 South Hamilton Road
Gahanna, Ohio 43230*



Meeting Minutes

Monday, April 9, 2012

7:00 PM

Council Committee Rooms

Committee of the Whole

*Stephen A. Renner, Chair
Beryl D. Anderson
Karen J. Angelou
Ryan P. Jolley
Brian D. Larick
David L. Samuel
Brandon Wright*

Members Present: Stephen Renner, Brandon Wright, Beryl D. Anderson, Karen J. Angelou, Ryan P. Jolley, Brian D. Larick and David L. Samuel

Additional Attendees:

Mayor Stinchcomb, Dottie Franey, Karl Wetherholt, Sue Wadley, Mike Andrako, Gen. Williams, Chief Murphy, Lt. Spence, Anthony Jones, Shane Ewald, Jennifer Teal, Tony Collins, Isobel Sherwood, Tom Kneeland, Brian Hoyt, Jeff Kessler and Ron Wolfinger from Gahanna CIC, Chris Anderson and George Proicou from Tech Columbus, Press.

PENDING LEGISLATION:**ORD-0079-2012**

TO AUTHORIZE THE MAYOR TO ENTER INTO CONTRACT WITH THE COMMUNITY IMPROVEMENT CORPORATION FOR IMPLEMENTATION OF THEIR STRATEGIC GOALS; TO SUPPLEMENTALLY APPROPRIATE \$350,000 FROM THE URBAN REDEVELOPMENT TAX INCREMENT EQUIVALENT FUND TO THE GAHANNA COMMUNITY IMPROVEMENT CORPORATION (CIC).

Renner called the meeting for Monday, April 9, 2012, to order; first item is pending legislation to authorize the CIC contract.

Jones provided a power point presentation; a copy is available in the Council office; said would like to introduce guests; from CIC Jeff Kessler and Ron Wolfinger, and from Tech Columbus Chris Anderson.

Questions and comments;

Anderson said for the dollar amounts considered, is that a conservative or liberal amount; how did you get to those specific dollar amounts. Jones said it is based on what is available first; then which is most expensive to get the Entrepreneur Center established; GahannaNet has a strong need and this is a conservative estimate for them; their need is greater but we will get more bang for our buck with their initiatives; other communities have more funds to provide to this. Anderson said given that this would pass, when would you be rolling it out. Jones said when the funds are received, we can hit the ground running; we are beginning to lay out steps; the CIC has laid out a plan as well; anticipate it will be around the 3rd quarter. Anderson said how often would you report on this. Jones said we would provide updates in our Council reports and the CIC provides an annual report.

Samuel said what type of businesses would you be targeting for 181 Granville Street. Jones said anyone who needs a small office location; we need people; when they are there, then they can choose what services they would be interested in; we would target those who have broad based needs; we have seen significant interest; at meetings we are reaching companies and obtaining a greater understanding of what they use and then providing it to them; there is a similar center in Marysville that caters to agricultural ventures. Samuel said why have GahannaNet. Jones said they are able to provide access to 190 technology service providers at below market rates; since we are competing for businesses, this service increases our competitiveness and revenue potential at a reduced cost. Angelou said does this take a contract. Jones said yes and it is in the ordinance. Angelou said does it contain a clause that if other money is needed it would require another contract. Ewald said the agreement stands alone. Angelou said and do we have 200 HOP (home occupancy permit) businesses. Jones said we know of some; some are done with a permit, many just need to get out there; they have good potential; they can have an office work site and receive mail and adapt this to their work situation outside of their home; many would like to see centers where they can have access to rent an office for a couple hours or a couple of days; they don't need a permanent office; this gives them an address on a business card; this is effectively marketed as an Entrepreneur

Center to use instead of basing out of your home and has been successful in other communities; this is all they need. Chris Anderson said this is the same model we use for Tech Columbus; we have vital facilities in Dublin and New Albany for use when a company wants to look professional; they may want to use a cubical; then they may move to an office and have 2 or 3 employees; at the New Albany location space is filled; we have outgrown it so we are building out suites; getting out of the house to a business location is a popular solution.

Anderson said I would be in favor of having progress reports more frequently; it is fine for CIC to do an annual report, but I would like them to make regular progress reports; because it is just starting up I would like to see more regular updates.

Larick said it is a challenge with the CIC; the funding is what is needed to accomplish any significant work so currently they are limited; would you accept the required updates from the members of Council which would be myself and Renner; we report on any activity that has occurred with CIC. Anderson said I understand their action is limited by funding, but once it begins I would like them to address progress in each of the silos. Larick said it is a responsibility of the members of the CIC to meet your expectations. Anderson said are we saying the same thing; I would like to know how many contracts with strategy results in more detail on each of the categories, and how much we have spent so we can have a sense of how this is going before the annual report. Larick said I agree; we are on same page. Wright said I don't; it sounds like you are looking for more of a formal report like what is done on a quarterly basis for Finance; I do not see this on that same page; it is not formal in nature. Anderson said I would like it to be a more formal report like the Finance Director gives. Angelou said along the way it will be molded and structured to give us what is needed; this is fluid; if it is not done like that now, give it time to be a success; you heard from Wright and he makes a good point that it is fluid and is going to take some time in the beginning; CIC did a large marketing plan and Council and Development will give us updates. Anderson said a representative of CIC should give us monthly, quarterly and annual updates. Angelou said CIC meetings are open to anyone who wants to come if you want information every meeting; we do want total transparency and to know how the money is used; for them it doesn't seem to be a great deal, for us it is; we are putting it out there so they will be successful and able to replenish it; I hope that is right. Wright said this was a good idea and I am glad you ask for this; this gives us a scope on the action items; if you want a quarterly report, put it in the legislation then there is no misinterpretation on it.

Jones said Development provides quarterly updates; we could do a mid year that is more detailed; some of these need to ramp up; on the Council reports we provide more frequent information.

Samuel said an interesting component is the educational services that do some things with Tech Columbus. Chris Anderson said we do events; we provide 260 events a year; don't attend all but the team attends many of those; we market business boot camp and every month we have talks about essentials like when to quit your day job and how to land and leverage clients; we cover a lot of information particular to SBDC and ECDI. Angelou asked for clarification on the acronyms. Chris Anderson said SBDC is the Small Business Development Center for traditional businesses. Jones said ECDI is Economic Community Development Institute. Samuel said and these carry no cost. Chris Anderson said no cost to the businesses; they network and build relationships; we do events so they know where to go and provide good content which helps them grow. Anderson said I know this is a new venture and it takes awhile to get ramped up and I know about meetings; to go back to my request, I would like a more formal, written or presentation style report at least semi annually if not quarterly and show that in the legislation as well as the contract. Larick said with this timing they have no funds to do anything until May; so to go halfway to allow some opportunities for things to start moving along would mean a report about August or September. Anderson said that is helpful; the report would be multipurpose; there might be someone in the room when

given that will see something that needs to be done and it will spur them on; if everyone is in agreement with midway, then let's do semi annual; I know it is not in the middle this time, but have the legislation say semi annual. Ewald said this is in Section 4 of the contract; I suggest we modify the contract to leave it to Council's discretion; then it could be laid out in committee meetings rather than have a stated interval in the contract. Anderson said it will give it force. Ewald said I prefer "as set by Council"; not just providing information to comply; CIC does regular progress reports and an annual report; this language allows more fluidity. Anderson said as long as there is an understanding of what we want. Ewald said go to semi annual; don't lock them into a time frame that won't work out.

Wright said at Tech Columbus do you work with the Urban League or any other organizations on promotions. Chris Anderson said we have had meetings with the Society of Black Engineers; we have had coffee with women's groups.

Samuel said Section 5 of the agreement says CIC will keep complete and accurate records and the City has the right to examine them with reasonable notice. Angelou says does it mention audit. Samuel said yes in Section 5.

Ewald said I will send the updated language out to Council. Sherwood said I will provide a hard copy of that in the Friday packets.

Recommendation; 2nd Reading, Amended by Substitution, Consent Agenda.

Recommended for Substitution and Adoption

ORD-0084-2012

TO ENACT CODE CHAPTER 908, SIDEWALK DINING, AND NON-PERMANENT AMENITIES INSTALLED WITHIN PUBLIC RIGHT OF WAY, OF THE CODIFIED ORDINANCES OF THE CITY OF GAHANNA.

Renner said the next item is sidewalk dining.

Wetherholt said last year we had a request for this from the Mayan Grill; we don't have any provision to allow this to happen on a public sidewalk right of way; first thing we did was to check and see if there was enough room; Columbus had a Code that they have been using for many years, so we took that and made it more suitable for Gahanna; since then, the original restaurant has changed hands but the new one still wants sidewalk dining; we created an ordinance working with Development and the Council office so now we need to make the Code Section compatible with what we do; if someone wants to have this they can submit an application; then it goes to Planning Commission for approval; if needed it could go through Zoning; a lease agreement is the next step; it is in your packet; each case would be passed by Council; once passed, the applicant could implement sidewalk dining; that is the code you have.

Anderson said what does it mean from the setback. Wetherholt said they must maintain a 6 foot corridor for passersby to have continuous access if they section off the area.

Anderson said like Mezzo's. Wetherholt said theirs is not in the right of way but it is similar in feel; this is on the street. Anderson said like the Wine Guy; Wetherholt said no again not in the right of way; this is the sidewalk when walking to Sharon's Beauty Salon; they plan to put 2 tables against the building using about 12 feet. Angelou said is there enough room. Franey said yes we measured. Angelou said so this like where Lola's is. Wetherholt said that is in their parking lot.

Wright said what happens when a business changes ownership. Wetherholt said they have to re apply. Samuel said the contract looks comprehensive enough. Franey said it was sent to our insurance so all liability is covered with a rider. Jolley said I see this as an enhancement; a resident out walking a dog can stop and sit with a pet rather than going home; it will enhance walkability for pet owners.

Ewald said is the application pending. Sherwood said the lease is pending. Franey said emergency would help.

Angelou said is there a time frame when they will not still be outside; sometimes in summer they have long hours and could be out at 2:00 A.M. making noise. Ewald said the hours are in the lease agreement not in code. Anderson said the timeframe should be

consistent when you do the leases. Wetherholt said I don't think we will see a flock of 20 of these. Angelou said if they are close to a residential area they need to be respectful.

Recommendation; 2nd Reading, Amended by Substitution, Consent Agenda.

Recommended for Substitution and Adoption

ORD-0076-2012

TO AUTHORIZE THE MAYOR TO ENTER INTO PURCHASE AGREEMENT WITH KEY CHRYSLER, FOR THE PURCHASE OF TEN REPLACEMENT POLICE CRUISERS FOR THE POLICE DEPARTMENT OFF THE HAMILTON COUNTY COOPERATIVE PURCHASING AGREEMENT; AND TO DECLARE AN EMERGENCY

Larick said I went back through my notes; my question is not specific to the Police cruisers but for the supplementals; I clearly understand the need for cruisers and parks equipment, but since these items come from carryover, what is the plan for ongoing sustainability so we will not be here again in 5 years; these items do not last indefinitely; what is the moving forward plan.

Teal said there is a big difference between this occurrence and ongoing replacement; we have had a few years of no funding, but there will always be expenses on the table; so where does the money come from; the usual way in years past we could fund some things and not fund something else; in 2011 we saw a significant increase in revenue; some one time funds increased; the highest priority we have is capital maintenance; last year we saw 2 million in income tax; with that we had a sufficient comfort level to allow these 3 requests. Larick said so these 3 come from the additional revenue from 2011; we expect this to be our near term model for capital on an ongoing basis.

Faney said today I did a quick analysis; if we had been doing a program of every year having 1/10 in reserve; the last column shows how much in each would be in reserve today; for Police, for all the equipment we would need \$640,000 in reserve; we would need \$163,000 every year to keep going; doing analysis for moving forward every year, I believe we could get there; it could be done. Larick said we have needs as we move forward with budgeting just as we have needs today; it is very important to understand this.

Anderson said what is the rate of depreciation on equipment like a cruiser. Franey said they last 4 years or 75,000 plus miles; in an emergency we can keep them running.

Anderson said what is the lead time in getting the current order. Spence said we are looking at 90 days; then we need 45 to 60 days to convert them to police cars; they will hit the street late summer. Mayor said it is important to remember that we are playing catch up; we do not usually buy 10 cruisers at once; we reviewed the process in the presentation 2 weeks ago, we show a plan to sustain the funds and be able to purchase these over time; this is operating money; to maintain what we have comes in through the budget; we set our standards and measurements and they are currently under review; we are not out of the woods and it is important to separate ongoing maintenance from enhancements.

Anderson said can you flush out defining what the expectation is; we want to make sure we continue to operate at the level we have been. Mayor said that was fully answered several years ago with the survey; our elected officials hear from citizens; we have special boards and commissions; I think it is an ongoing conversation with our citizens because we are so diverse; we have an economic divide; some residents are ready and able to pay for services while others are not; that changes; stuff that was on the radar short term fell off or got pushed back.

Anderson said so these police cruisers put us back to the level we should be for right now. Mayor said we have not had a new cruiser in 3 years; we are looking at them on an annual basis and would have 4 to 5 in rotation.

Recommendation; 2nd Reading, Consent Agenda.

Recommended for Adoption, Consent**ORD-0077-2012**

TO AUTHORIZE THE MAYOR TO ENTER INTO PURCHASE AGREEMENT WITH CENTURY EQUIPMENT, FOR THE PURCHASE OF THREE TORO 4000-D LARGE AREA MOWERS FOR THE PARKS AND RECREATION DEPARTMENT OFF THE STATE CONTRACT; AND TO DECLARE AN EMERGENCY

Sherwood said Parks has asked to amend this. Collins said we have had another mower failure; it is our only greens mower; we would like to amend this request to include this; we are currently using a piece of equipment on loan from the Toro dealer; we are requesting authorization to replace the mower that our fleet maintenance has deemed not repairable. Renner said how much does it cost. Collins said \$26,079. Angelou said did you consider leasing. Collins said it was not advisable. Angelou said but you did look at it. Collins said we looked at it; Euton and Creps did the research and determined that leasing was not advisable as well as buying used this time of year; because of the use, buying new is the best option.

Samuel said what kind of training do they receive to operate this equipment. Collins said the guys in fleet maintenance that are full time mechanics are very knowledgeable on the equipment and besides the maintenance and upkeep are well trained along with Creps on how the equipment best works; the dealership provides training when purchasing and we keep a file of vendors that do training as it takes year round professional maintenance for a golf course; most of our guys have 7 or 8 years experience.

Anderson said what is the depreciation rate on this. Franey said this piece would be expected to last 2500 hours; possibly last 10 years; this was an 2002 model with 2934 hours; it is used up.

Recommendation; 2nd Reading, Amended by Substitution, Consent Agenda.

Recommended for Substitution and Adoption**ORD-0078-2012**

TO AUTHORIZE THE MAYOR TO ENTER INTO PURCHASE AGREEMENT WITH BUCKEYE POWER SALES, FOR THE PURCHASE OF FOUR SCAG ZERO TURN MOWERS FOR THE PARKS AND RECREATION DEPARTMENT OFF THE STATE CONTRACT; AND TO DECLARE AN EMERGENCY

Larick said all my questions on this have been answered in the earlier discussion. Anderson said I would like to again know about depreciation. Franey said it is similar to those being replaced; can last from 5 to 10 years depending on use. Collins said every piece is on the list; they are budgeted to last a certain number of hours and years; this one was farther down on the list but we felt it balanced out with the trade in value; in this case, we would have had a net \$5,000 loss to wait until next year; by doing the purchase this year we get a greater value on the trade in. Anderson said I understand the concept; I did not know about the sheet; so are the others living up to what is expected; are we consistently getting the most bang for our buck. Franey said they rank high for replacement; currently we use John Deere; Euton has chosen a different brand mower he likes. Collins said about every 3 years we change up brands; with the smaller mowers, we have had problems; X Mark had a front broom we liked; we found out they spend more time broken than fixed; so we went with the Scag which we think will be best for this service.

Recommendation; 2nd Reading, Consent Agenda.

Recommended for Adoption, Consent**ISSUES - From Mayor's Office:****Community Survey**

Mayor said I included details of this in the report; are there any questions; this is our 3rd survey in 6 years; a small supplemental request of \$3,500 goes along with this because of concerns the conductor of the survey has with reaching an adequate sample; we are changing 100 residents surveyed to those who no longer have land lines and we will use U.S. Mail to reach them.

Angelou said how do we choose the questions. Mayor said we start that in week one; prepare draft questions; some carry over and there are some benchmark questions; for some information that is relevant and needed at this time we will work with the surveyor to put the questions together. Angelou said the questions can be written to get a specific answer. Mayor said we have chosen Dr. Hugh Clark, a well known professional in this field; he would not let us do that; he has knowledge and experience in doing this; works hard to make it transparent; the resident has the opportunity to make comments at the end of each survey and we publish all comments; we add every one; all are on the website; it is important to do this survey; it is a valid mechanism to talk to the people; it is important to make sure we reach out on a regular basis and get good timely information; we are changing the timeframe; we will do it earlier in the year about June or July to avoid the political rush for the election in November; that is more in line with when we need the results for decision making during appropriations.

Wright said regarding his methodology, sounds like it was very well thought out with what you should be doing; but I am still concerned about the small mail option; we are relying heavily on land lines which skews the survey results; honestly I believe only the older residents use land lines. Mayor said we know it is a fact that people of all ages are getting rid of land lines; the problem is there is no phone book or directory for cell phones; there is no real way to survey or find appropriate numbers; we made it clear in the report that we are aware of this; the entire survey community is struggling with how to deal with this; how do we reach all segments; certainly tech savvy people are ones we want to reach and this is Dr. Clark's proven approach.

Wright said are we sure we are reaching out to all in Gahanna, the sample number seems small. Mayor said if we double the size we double the cost; so what is the number; what is valid; Dr. Clark feels this sample is a legitimate size for our population. Wright said maybe next time he could encompass email to allow this sample to be more comprehensive. Mayor said we can pass that along; we believe with email sometimes results are skewed; have to have ways to determine appropriate users and to protect the validity of the data, which we are doing when the questions are mailed to specific addresses without a land line; we are using a current ward list and finding registered voters between the 4 wards. Larick said is this valid to plus or minus 4%. Hoyt said 4.2%; there are some benchmarks used; some known things; demographics; we validate that. Jolley said it is closer to 3.2% at that level.

At the end of the meeting, Mayor said Hoyt looked this up; in 2008 we had 920 residents final on the survey it was 3.2%; in 2010 with 400 samples it was plus or minus 4%; since we were within .8% we did not want to double the money.

Recommendation; 1st Reading, no need to come back; 2nd Reading, Consent Agenda.

ISSUES - From Director of Development:

Hamilton Road Corridor Plan

Jones said we have a contract for this plan with Bird Houk; this includes the Buckles track; our goal with this is to develop a policy and to establish an urban design framework that will facilitate the development and redevelopment of properties along all of Hamilton Road; the project was started in 2009 and then delayed in 2010; we lost a planner; then White left as Development Director; in transition this was not a priority; meanwhile there have been significant changes in the corridor in the last year and a half; we have the Urology group moving in; the construction of Clark Hall; even the

McDonald's changes; we would like to conclude the final plan and bring it to committee; then adopt it; we have the funding in place.

Samuel said does the plan include visuals. Jones said it is similar to the Olde Gahanna Vision Plan.

Wright said is the overall vision to make it more walkable. Jones said yes; even with this as a major street in Gahanna, we would like to make sure we add walking space.

Recommendation; 1st Reading, no need to come back; 2nd Reading , Consent Agenda.

ISSUES - From Director of Finance:

Supp. App./Emergency Management Director

Teal said I hit the main points in my report; the position is extended every 2 years and the salary is set and reaffirmed by Council; also in 2010 General Williams took a voluntary pay reduction to help us economically; he stayed at that reduced level in 2011; for 2012 the Ordinance was not taken in to account; with the ordinance in place we needed to bring it forward to increase his pay.

Angelou asked is it retroactive. Teal said yes. Mayor said it is not an hourly rate so it is not retroactive. Teal said you are correct; it is the number of hours allocated to be worked so it is not retroactive.

Anderson said we thank you to Gen. Williams for taking the voluntary reduction in hours and for your service to the City.

Recommendation; 1st Reading, no need to come back; 2nd Reading , Consent Agenda.

ISSUES - From Previous Meeting:

Vision/Mission Statement

Renner said the last item is the vision/mission statement.

Mayor said I have nothing to add.

Renner said why did it come back to committee. Sherwood said because no decision has been made on whether to change it; you may postpone it again until next committee.

Larick said do we have to take action. Sherwood said no; there is no legislation; you could just let it go away.

Recommendation; Return to Committee of the Whole in 2 weeks.

Miscellaneous

Angelou said I am sure everyone got one of these; it is health care information from the Ohio Public Entity Consortium. Teal said she had also received the information.

Angelou said she just wanted to be sure Teal had it.

Della Brandenberger, Reporting

