

**Mayor's Report  
City of Gahanna  
Regular Council Meeting – April 5, 2021  
Mayor Laurie A. Jadwin**

The following is respectfully submitted on behalf of the Mayor's Office for Monday, April 5, 2021:

**General Information**

- City Hall has reopened to the public with limited access as of today, April 5.
  - Hours are 8am – 5pm, with the building closed for lunch from 1-2pm.
  - All persons entering the building will be required to comply with COVID protocols, including temperature checks and sign in.
  
- Vaccination Updates:
  - As of March 29, vaccinations are open for any individual age 16 and older.
  - To sign up, or for more information on vaccination locations, go to:  
**[GetTheShot.coronavirus.ohio.gov](https://gettheshot.coronavirus.ohio.gov)**
  - Community Paramedic, Kenny King, of the Mifflin Township Fire Department (MTFD), has been designated as a state-authorized COVID-19 vaccination provider. If you or anyone you know are unable to leave home to receive a COVID-19 vaccination, please contact Mr. King at [vaccinations@mifflin-oh.gov](mailto:vaccinations@mifflin-oh.gov) to make arrangements for an in-home vaccination. Mr. King will compile a list of those in need in order to request the needed number of vaccinations from FCPH.
  
- Staffing Updates:
  - Caitlyn Ridge, P.E., joined our staff last Monday, March 29, in the position of Assistant City Engineer. Caitlyn, who holds a Master's Degree in Civil Engineering from Clemson, relocated to Central Ohio from North Carolina where she was a Professional Engineer at Kimley-Horn and Associates.
  - The Department of Parks & Recreation currently is hiring for seasonal positions for pools and camps. Applications and details can be found at [Gahanna.gov](http://Gahanna.gov).
  
- General Announcements
  - Two Proclamations are included with this Mayor's Report from the Mayor's Office:
    - The first Proclamation recognizes April as "Distracted Driving Awareness Month," urging Gahanna citizens to practice safe driving behaviors and to pledge to drive distraction-free.
    - The second Proclamation recognizes April as "Autism Acceptance Month," to increase awareness of Autism and foster acceptance of families impacted by Autism through support and opportunities in everyday life. The Proclamation also honors the work of Gahanna residents Gene and Gwendolyn Harshaw for their tireless efforts to advocate on behalf of families impacted by Autism spectrum disorders and to increase understanding of individuals with Autism.

## Department Updates

- *Gahanna Division of Police*
  - Staffing Updates
    - Director Winn extended a conditional offer of employment for the position of Police Officer to fill an existing vacancy. Following successful completion of medical and psychological examinations as well as a pre-academy physical fitness test, she will join the 135<sup>th</sup> Columbus Police Academy class beginning in June of this year.
    - The process to establish a new eligibility list is underway.
    - Detective Kim Glunt graduated from a three-month long polygraph examiner's course hosted by the Ohio State Highway Patrol.
  - Communications Center
    - The Smart 911 public information effort continues. Over 300 Gahanna residents have created Smart 911 profiles.
    - Work is progressing on the fiber connectivity plan that will carry the new communication center's 9-1-1 traffic.
  - General Operations
    - The Division assisted the U.S. Secret Service and area law enforcement agencies with security related to President Biden's March 23<sup>rd</sup> visit to Columbus.
    - The monthly civic association meeting was held by teleconference on Thursday, March 25.
    - The Division's 2<sup>nd</sup> quarter in-service training (firearms proficiency and State-required qualification) was completed on March 26. A make-up date will be required due to inclement weather on the 25<sup>th</sup>.
  - Investigations
    - Detectives continue their investigation into the Stoneridge homicide and felonious assault case.
    - On March 17, Division detectives and members of the Internet Crimes Against Children (ICAC) Task Force executed a search warrant on Daventry Lane related to child pornography investigation. An arrest in the case was made with additional evidence expected to be presented to a grand jury in the coming weeks.
- *Department of Public Service & Engineering*
  - 2020 Street Ratings/2021 Street Program
    - Bids were opened on March 5, Strawser Paving's bid has been recommended to Council as the lowest responsible bidder.
  - Private Development
    - 9 development projects are undergoing final engineering design and review.
    - 17 projects are in the active construction stage.

- Annual National Pollutant Discharge Elimination System (NPDES) report
  - We submitted our Annual NPDES report as part of our MS4 permit with the Ohio EPA. The annual report has multiple requirements that ensure entities are taking appropriate steps to keep our streams and waterways clean.
- 2020 Consumer Confidence Report (CCR)
  - We have been working over the past few weeks to complete our annual CCR report. The consumer confidence report provides information about our water quality and is a requirement under the Safe Drinking Water Act. The report is available on our website and a link is provided in all of the water bills.
- Monthly Utility Billing
  - The first monthly bill will be mailed this week for roughly one-third of the City. By June, all City of Gahanna residents will be on a monthly billing schedule.
- ADA Transition Plan
  - A virtual public presentation has been set for Wednesday, April 7 at 7pm to gather public input. The presentation can be accessed through our website. All input and feedback should be submitted via email to [ada@gahanna.gov](mailto:ada@gahanna.gov).
- Sidewalk Program
  - A virtual public presentation has been set for Wednesday, April 7 at 7pm to gather input. The presentation can be accessed through our website. All input and feedback should be submitted via email to [ada@gahanna.gov](mailto:ada@gahanna.gov).
  - Working on draft code for the proposed program, to be presented to Council after soliciting and evaluating public input.
- Creekside Garage
  - A river gauge located at the Granville Street Bridge has been authorized for construction. This gauge will automatically alert critical staff of real-time river levels and flood risks.
  - We have submitted a proposed corrective action plan to FEMA that outlines actions already taken as well as next steps to address identified issues.
- US62 and Cherrybottom Street Light Install
  - We are working with a contractor to install three (3) new streetlights at the intersection of US62 and Cherrybottom. The streetlights will provide increased lighting for the pedestrian crossings as well as the intersection. The work is expected to be completed in the next two months.
- Taylor Rd west of Rice Rd Trail Crossing - Rectangular Rapid Flash Beach (RRFB)
  - We are working with a contractor to install an RRFB at this well-traveled pedestrian crossing. The RRFB will provide increased notification to

commuters that pedestrians are crossing the road. The work is expected to be completed in the next two months.

- East Johnstown Bike Trail Extension
  - Finalized and executed our contract with Korda/Nemeth Engineering, Inc. for the design of the East Johnstown Road Bike trail between YMCA Place and Riva Ridge Blvd. Design work has begun and is expected to be completed in Summer 2021.
  - Field Survey is underway, and residents should be on the lookout for crews in the area.
  
- East Johnstown Drainage Improvements
  - IBI Group is preparing construction drawings for drainage improvements along East Johnstown Road near Larry Lane.
  - Field Survey is underway, and residents should be on the lookout for crews in the area.
  
- SCADA Update (Water and Sewer Management System)
  - We are in the process of updating our software, which includes moving to a new virtual server. The updates will ensure safe and reliable management of the water and sewer network, including increased security.
  
- Wynne Ridge Culvert Rehabilitation
  - We are in contract negotiations for the design of rehabilitation measures for a culvert under Wynne Ridge Court.
  
- Cherry Bottom Road Stabilization
  - S&ME, Inc's proposal has been recommended to Council for authorization.
  
- Taylor Station/Claycraft Road Intersection
  - Preliminary design is underway.
  
- Big Walnut Trail Section 8
  - The Engineering Division is coordinating with the Parks and Recreation Department and American StructurePoint to select a design alternative for Big Walnut Trail Section 8 over I-270.
  
- City of Columbus Hamilton and Morse Rd Widening
  - The City of Columbus and the contractor, Shelly and Sands, have used the favorable weather to kick off the construction season ahead of schedule
  - Traffic has been shifted to temporary pavement to allow the contractor to construct the opposite side of the street. Columbus expects this traffic plan to be in place for the majority of 2021.
  - Columbus has been addressing concerns over numerous potholes and temporary pavement quality. The contractor will be inspecting and

repairing the pavement daily and may add an additional layer of asphalt once asphalt plants have reopened.

- A baseline schedule has been approved, and the expected substantial completion date will be summer 2023. Absent unforeseen delays, a majority of the work is expected to be completed by the end of 2022. It is too early in the project to provide hard dates.

- o *Department of Parks & Recreation*

- o Projects

- Splash pad: Onsite utilities have been located and marked for design consideration. We have asked for the review of the Vortex play elements to be added to the agenda for the April 14 Planning Commission meeting.
    - Playgrounds: Midstates Recreation has been selected for the designs of the playground replacements at Headley Park and Woodside Green. We have requested the design review to be added to the Planning Commission agenda for the April 14 meeting.
    - Price Road Renovation: M&A has been selected for the design and engineering of the property. A 3D scan of the floorplan has been scheduled.
    - Parking lots: RFP was sent to 4 firms for the design and engineering for Gahanna Woods and Price Road parking lots and Trapp Park path. The deadline for submission is April 5.
    - Big Walnut Trail Section 8: StructurePoint has presented multiple alignments to be considered. Staff will engage with ODOT to discuss the preferred alignment in coordination with the bridge replacement.

- o Recreation

- Pool memberships went on sale March 15. 110 passes have been sold thus far. 10% off membership price continues through April 30.
    - Summer camp registration opened on March 22. Camp Hannah is sold out. A waitlist is available for interested families in the event the most recent COVID limitations are expanded or relaxed. Camp Friendship is 50% sold.
    - 3,965 meals have been provided to seniors within the Gahanna community since the onset of COVID.
    - Registration is open for spring/summer programming, including Paddle programs, Bally Sports, Amazing Athletes, Fit Kids and Invictus fitness.
    - 74 Spring Break Crates were sold to Gahanna residents. The Crates were created as an option for families to enjoy camp while remaining safe at home and included a variety of activities such as fitness, outdoor education, arts and crafts and athletics.
    - Community garden plots sold out at Hannah Park and Friendship Park. Gardens opened April 1.

- Arbor
  - Arbor team provided an orientation and training with Columbus Academy Environmental Club on invasive removal at Academy Park.
  - Marked and rented equipment to grind stumps throughout parks
  - Ordered trees for spring planting
  - Completed 2020 chemical data to Public Service & Engineering
  - Inspected and contracted hazardous tree on communication line (Cherry Bottom and Misty Oak)
  - Seeded and strawed wildflower mix on the hill at Golf Course
  - Completed hazard tree removals
  - Prepared Community Gardens for opening
  - Trees pruned: 6
  - Trees removed: 8
  - Trees resident/contractor calls: 17
  - Trees resident/contractor meetings: 5
  - Trees zoning application reviews: 5
  - Hazard tree evaluations: 1
  
- Parks & Facilities
  - Responded to 13 resident concerns
  - Creekside bathroom lights replaced and installed
  - Replaced 2 sections of boardwalk handrail from storm damage
  - Spread limestone in the Gahanna Swimming Pool drive
  - Painted Hunters Ridge bathrooms
  - Installed/replenished playground mulch
  - Caulked Creekside water wall
  - Creekside Rock fountain start-up
  - Power washed, painted, caulked, and started Creekside lagoon pump systems
  - Installed new sand filters at Hunter's Ridge Pool
  - Aerated, seeded and performed drainage improvements at Pizzurro Dog Park. East area will remain closed for 2-3 weeks
  - Cleaned and broomed parking lot at Shull Park
  - Aerated and seeded sport fields
  
- Golf Course
  - Continued spring start up and maintenance of greens
  - Accepted quote to install additional fencing near new Big Walnut trail Section 4 as safety measure
  - Golf course is open for the 2021 season.
  
- *Department of Economic Development*
  - Working with Gahanna business on inquiry into purchasing city property for business expansion project.

- Engaging with ODOT Jobs and Commerce to discuss funding of various roadway projects in city's industrial zone.
- Finalizing the Crescent Development Agreement and preparing legislation for same.
- Mill Street project: Continued negotiations with developer on proposed development agreement and design of building.
- Working with One Columbus on a project that involves a business interested in relocating to Gahanna's industrial zone.
- Finalized the incentive offer letter from Jobs Ohio to support a new business in Gahanna (an affiliate of an existing business).
- Finalizing the RFQ for Creekside Master Development Plan. We anticipate that the RFQ will be sent later this week.
- Working with the Mayor's Office and Communications & Marketing team on a plan to promote National Economic Development Week (first week of May).
- Working with a regional industrial broker/developer on the construction of a 100,000 sf building on land off Morrison Rd
- Partnering with engineering and planning on roadway improvement project to enhance business attraction.
- Met virtually with Mayor and existing Gahanna business to discuss future expansion interests and opportunities to assist business in growth.
- Partnering with Department of Communications & Marketing to redesign the development page of City's website to provide needed information in a more user-friendly approach and define a call to action. As part of an overall strategical plan for development marketing for the City, the Development Department is working with the Communications & Marketing Department to develop a program for video testimonials from existing Gahanna businesses.
- ***Planning, Building & Zoning***
  - Zoning Code:
    - Held virtual meeting with consultant to discuss formatting, layout, and specifics of content; high level discussion on the pros and cons of having geographically based design districts in lieu of zone districts; next steps.
    - Discussion of options for strategic citizen engagement in code rewrite.

- Building Division:
  - Issued 59 permits in last two weeks
  - Average permit issuance: 6 days (includes processing, review, and resubmittals; State allows 30 days per submittal)
  - Continue review of permit applications to simplify and reorganize forms, with goal of avoiding errors, improving accuracy of information, reducing submittals, improving customer experience
  - Engaged permitting software provider to improve permitting submittal, review and reporting
  
- Code Enforcement:
  - Conducted 243 inspections in last two weeks; 78 new violations
  - Held final interviews with four (4) candidates for new full-time Code Enforcement Officer position.
  - Working with IT Department on implementation of new Rental Registration Code, including digital accessibility, development of forms, payment processing
  - Reviewing 2018 SOPs with goal to update to improve consistency and timeliness
  
- Planning/Zoning:
  - Held final interviews with three (3) candidates for Planning & Zoning Administrator position
  - Working with contractors, homeowners, etc., to educate on new ability to submit certain permits online
  - Created document outlining recent fence code changes for distribution to fence contractors
  - 2021 Projects Approved:

Project	Number	Investment \$	Job Creation
New Construction (Approved)	3	\$26 M	430
Expansion and Renovation (Approved)	2	\$3.3M	5



- 2021 Projects Pending:

Project	Number	Investment \$	Job Creation
New Build (Pending/Tentative)	8	\$107M	408
Expansion/Renovation (Pending/Tentative)	0	0	0

o *Department of Human Resources*

o Benefits

- Reconciled and paid Dental, Vision and Life Insurance invoices
- Attended monthly COHCC Board of Directors meeting

o HRIS

- Entered updates in FinPlus and Munis for payroll and benefits
- Working with Finance and IT to secure demonstration of new time and attendance system
- Held meeting with current time & attendance vendor and MUNIS payroll to find a solution to import time into MUNIS payroll
- Go-live date projected for MUNIS payroll is May 2021.

o Wellness Program

- Finalizing the 2021 wellness calendar
- Planning for meeting with Wellness Center (ExpressMed) and Mt. Carmel to discuss new opportunities.

o Recruitment and Hiring

- Currently accepting applications for the following applications:
  - Seasonal positions through May 30
  - Team Member (part-time) through May 30
- Held meetings with Director of Parks & Recreation and Parks Superintendent, and Mayor, to discuss staffing plan for transition to full-time workforce; worked with Director of Finance to review and evaluate budget impact.

o Civil Service Hiring Updates

- 911 Dispatcher
  - Civil service exam completed the week of March 22. Working to establish the eligible list.
  - Former police trainee Morgan Milliken accepted a position as 911 dispatcher, effective April 5, 2021.

- Police Officer
  - Testing window closed March 12, 2021. Next step is the physical fitness examination which will be held during the month of April. Applicants notified of test scores and scheduled PT tests.
  - Conducted Chief's interview and issued conditional offer for police officer vacancy.
- Maintenance Worker, Facilities Maintenance Worker, Horticulturist, Code Enforcement Officer
  - Established eligible lists for Civil Service Positions and notified candidates.
  - Conducted interviews for all positions and issued conditional offer of employment letters
- Senior Utility Billing Specialist
  - Created new position and posted position. Posting closed March 31, 2021. Working to schedule civil service exam.
- o Unclassified Hiring Updates
  - Project Inspector - scheduled interviews for the first week of April
  - Planning & Zoning Administrator - interviews conducted March 31, 2021. Conditional offer of employment pending.
  - Director of Economic Development - issued conditional offer of employment
  - Team Member (part-time) Public Service - completed interviews.
  - Clerk of Council - assisted Council President Larick to issue a conditional offer of employment
  - Deputy Clerk of Council - working with Council President Larick and Krystal Gonchar to revise the job description and post the position to accept applications.
  - Summer Recreation Seasonal positions -
    - Met with recreation to determine onboarding and orientation process (modified due to COVID-19 protocols)
    - Sent conditional offers to candidates
    - Working with drug screen vendor to set up a schedule for summer seasonal candidates
    - Continuing to update seasonal hiring checklists
- o Leave Management
  - Regular weekly leave management and working with supervisors and employees on temporary restrictions and return to work
  - Opened new FMLA claim
  - Working with three employees regarding ADA as part of interactive process
- o Safety
  - Logged Parks weekly safety training sessions

- Labor Management
  - Signed MOU with USW to create the Senior Utility Billing Clerk position. This position will serve as a team lead for the Division of Utility Billing in the Department of Public Service & Engineering.
  - Held follow-up meeting with USW labor team to discuss overtime lists.
  
- COVID response
  - Continued to monitor employees on quarantine.
  - Discussion on COVID vaccines and updating workplace guidance
  - Held meetings with each Director and with Mayor to discuss April 5 reopening and protocols
  
- Training
  - Arranged for customer service training for select group of employees who regularly interface with public
  - Registered April Customer Service Training for second group of employees.
  - Working with Divisions of Parks & Fleet for equipment training.
  - Held meeting with Director of Parks & Recreation to identify training opportunities for staff.
  
- Other
  - Continue to monitor fraudulent unemployment claims and follow up with employees on steps to report and monitor credit.
  
- *Department of Finance*
  - The 2020 audit is in progress. Please respond to any audit inquiries as soon as possible. If you have any questions or need assistance, please let me know.
  - Preparation of the 2020 CAFR is in progress. We are on schedule to provide the draft to the Auditor of State by May 30 as required by Ohio Revised Code.
  - We have scheduled a demo for the upgraded versions of our timekeeping and scheduling systems to view the products before moving forward with an upgrade.
  - We have identified a temporary solution to begin processing payroll in MUNIS while implementation of the upgrade takes place.
  - Working with Mayor's Court on banking relationships.
  - Once we are fully implemented with MUNIS and complete the upgrade with Kronos for timekeeping and scheduling, the City will be able to fully recognize the savings associated with the new system. There already have been a number of efficiencies and savings with the processes already converted to MUNIS.

- *Department of Information Technology*
  - City Council Livestream Technology Assessment
    - The project officially kicked off with a site visit and engineering last week.
    - Complete designs are under way and project schedule will be delivered next week.
    - It is anticipated the vendor will need approximately 90 days to fully implement the designed solution.
  - Parks & Recreation Point-of-Sale Upgrade
    - All components of the POS have been procured and are in house awaiting deployment.
    - It is anticipated the equipment will be fully implemented by the time seasonal staff are training in May.
  - Surveillance Camera Continuity Planning & Strategy
    - The Price Road implementation has been released to the vendor.
    - The quote for the Parks Maintenance Facility is under a second review based on existing site condition.
    - The Parks Maintenance upgrade should be released to the vendor by the end of next week.
  - Facilities Master Plan
    - A draft of the final Facilities Master Plan was delivered and is under review.
    - Meeting requested with GJPS to discuss priorities and partnership opportunities.
  - New Communications Center
    - Cabling and console equipment installation should be concluded this week.
    - Installation of the CAD Workstations will commence once the above work is completed.
    - City Network Equipment is installed and is now being configured.
    - Discussions are underway to provide redundant fiber between secondary PSAPs and the new center.
  - Asset & Workorder Management System with Citizen Engagement
    - RFP responses were due on April 2. Review of the responses and short listing will take place over the next couple of weeks.
    - We anticipate selecting a vendor and entering negotiations by the end of April.
- *Department of Marketing & Communications*
  - GovDelivery is up and running. Two emergency alerts were sent via the email distribution list in the last two weeks.

- Smart 911: Signboards have been ordered. Information will be rolled out beginning the week of March 1 on Gahanna.gov and social media channels. Press release in process. Met with Gahanna Division of Police on overall marketing and communication plan.
- Implemented ongoing updates to the website, primarily focused on accurate content. The team is currently reviewing the 100's of pages on the website for needed content updates.
- Distributed *Columbus Business First* press release, highlighting Walnut Creek Surgical Suites plans moving forward for the Crescent at Central Park.
- Prepared and finalized the 2021 State of the City is underway, with filming of videos and interviews, and video editing. SOTC was released on March 30 and is available for viewing on Gahanna.gov (and on the City's YouTube channel).
- Continued development of an overall communications strategy and policy are in process; meetings to be held in the next two weeks with larger departments.
- Work continues with Development Department to develop an overall marketing plan and toolkit to support the Development Department and development initiatives; quotes are being obtained from consultants to assist in devising an overall marketing strategy.
- Drafted signs for the new Creekside Arboretum and sent to Fab Lab at GLHS for construction.
- Weekly COVID updates are posted every Thursday on Gahanna.gov, unless a significant change occurs. Vaccination information, including listing of providers, continues to change daily. For latest information, please visit [coronavirus.ohio.gov](https://coronavirus.ohio.gov).
- Completed interviews for our feature story for the first edition of *Uniquely Gahanna* have been completed. Conducting final editing for first issue.
- Worked with Department of Public Service & Engineering, City Attorney and Mayor's Office, and IT Department in finalizing plans for public engagement regarding the ADA Transition Plan as well as the Sidewalk Maintenance Program
- RFQ submitted to consultants regarding building out existing brand citywide.
- Ongoing projects:
  - Responded to resident questions and inquiries on social media

- Working with the Department of Human Resources, Department of Parks & Recreation, and Gahanna Division of Police on development of promotional materials for job postings and recruitment efforts
- Attend weekly meetings with Parks & Rec team
- Write and distribute weekly "Senior Spotlight" e-newsletter
- City and Parks and Rec monthly newsletters were sent out April 2.
- Published PD monthly bulletin and posted on Gahanna.gov and Facebook.

- o *Office of the Mayor*

- o Participated in call with representatives of Congresswoman Beatty's office to discuss and explore federal funding opportunities for projects in Gahanna
- o Communicated with Congressman Balderson's office to schedule meeting to discuss funding and project opportunities within Gahanna
- o Continued negotiations with developer, developer's representative, and Development Consultant Jennifer Syx on Mill St. project; participated in discussions with several Gahanna businessowners and residents re feedback on project
- o Participated in virtual meeting with members of the Gahanna Senior Center, together with Director of Public Service & Engineering, Grant Crawford, to update members on upcoming projects within the City
- o Held onsite meeting with existing Gahanna business and Development Consultant Jennifer Syx to discuss business' interest in expansion, site opportunities for expansion within Gahanna, and opportunities for city support in project
- o Continued work on development of Sustainability Task Force, including review of suggested outline and timeline for creation, research on similar organizations in peer communities
- o Held virtual meetings with several Gahanna businesses and Development Consultant Jennifer Syx to discuss interests in expanding and discussion of opportunities for partnership with City to support expansion
- o Participated in final interviews for Police Officer candidates and for the position of Planning & Zoning Administrator
- o Worked with Communications & Marketing Department on filming for 2021 State of the City and final editing of address

- Worked with Communications & Marketing Department on marketing campaign approach for development for *Columbus Business First* advertisements
- Worked with Director of Public Service & Engineering, City Engineer, Communications Manager and City Attorney to finalize first draft of ADA Transition Plan and to finalize approach to public presentation; drafted and exchanged communications with organizations within the Central Ohio area that represent individuals with disabilities, to advise of upcoming public presentation (scheduled for Wednesday, April 7, at 7 p.m. on Gahanna.gov)
- Continued meetings with Department of Public Service & Engineering, City Attorney, and Department of Parks & Recreation on development of Sidewalk Program
- Responded to resident concerns regarding code enforcement violation(s)
- Continued work with Development team and outside legal counsel on evaluation of incentives for proposed development agreement for Crescent at Central Park
- Held discussions with Chief Spence and IT Manager Schultz regarding fiber needs for continued development of new Communications Center
- Worked with Gahanna Area Chamber of Commerce to discuss opportunities for alignment of initiatives, including diversity efforts
- Participated in Chief Spence's monthly Civic Association meeting with representatives of Gahanna neighborhoods
- Worked with Director Ferrell in finalizing plans for staffing, as well as recruiting for seasonal positions
- Met (virtually) with Visit Gahanna and outside consultant to explore additional funding mechanisms to support downtown tourism efforts
- Regional Representation of Gahanna:
  - Attended virtual meeting of Central Ohio Mayors and Managers Association (COMMA)
  - Participated in virtual meeting with COMMA and MORPC
  - Attended MORPC's virtual State of the Region
  - Attended MORPC (virtual) meeting of Regional Housing Strategy

- Participated in OEDA webinar on CRA laws
- Held weekly touch base meetings with each department Director to receive update and provide direction on ongoing projects
- Continued work on ongoing/pending initiatives: strategic plan refresh, code development/updates