

**Mayor's Report
City of Gahanna
Regular Council Meeting – September 7, 2021
Mayor Laurie A. Jadwin**

The following is respectfully submitted on behalf of the Mayor's Office for Tuesday, September 7, 2021:

General Information

Facilities:

- City Hall is open to the public as follows:
 - City Hall Hours are 8am – 5pm.
 - The building is closed for lunch from 1-2pm.
 - At this time, for the safety of staff and visitors, masks are required for any person who is not vaccinated. We are continuing to monitor CDC recommendations and will update if processes are revised.

Upcoming Community Events:

- Midweek at the Creek: Extended through September, every Wednesday, 6 – 8pm, Creekside Plaza
- Creekside Blues & Jazz Festival presented by Visit Gahanna, Sept. 17-19, Creekside District
- Mill Street Market presented by Gahanna Historical Society, Sun., Sept. 26, 9am-4pm
- Creekside Hops & Vines presented by the Gahanna Parks & Recreation Foundation, Sat., Oct. 2

Department Updates

- *Gahanna Division of Police*
 - General Updates
 - The Division hosted National Night Out at Sunpoint Park on Tuesday, August 3.
 - Officer Doug Reisinger and Officer Brenda Johnson have successfully entered Phase B of the Division's Police Officer Training (PTO) Program.
 - Conditional offers have been extended to three police applicants, with interviews to be conducted next week for two additional applicants still in the lateral entry process.
 - Participated in a community meeting hosted by the Royal Manor Block Watch group at Royal Manor Elementary School on September 1. Many members of the Division and City leadership met with residents to discuss issues and trends.
 - Conducted interview for the position of Program Compliance Manager (CALEA Accreditation).

- New Communications Dispatchers Seth Meadows and Jessica Hruby have been onboarded and currently are in the third week of the Division's six-month long training program.
- Chief Spence held his monthly Civic Association meeting on August 26. The next meeting will be held in the Police Conference Room on Thursday, September 30.
- We have had initial consultations with Mission Critical Partners and Mifflin Township as we prepare to draft a series of Memorandums of Understanding to finalize our working relationships and operational obligations related to the joint communications center.
- Deployment of all body-worn cameras to Division officers is complete. The additional Computer Aided Dispatch (CAD) integration process is underway, with an expected completion in the next few weeks.
- Additional training on the body-worn camera system's redaction and records management process will occur over the next two weeks.
- Working with the Director of Administrative Services in preparation for upcoming collective bargaining discussions with the FOP representing sworn police officers and the FOP/OLC representing the Dispatchers. Current contracts expire December 31, 2021.
- Third quarter in-service training is scheduled for the week of September 20-24. This will include Use of Force policy review, Taser, Baton and OC re-certification, Defensive Tactics, and Use of Force Scenario training.
- Chief Spence, representing the Franklin County Chiefs Association, engaged the Division in a county-wide program that included the majority of police departments in Franklin County as well as the Sheriff's Office. The *#25United Campaign*, which had a 24-hour operational period from Sept. 2 – 3, focused on reducing violent crime through enforcement intervention and education. While overall county-wide program totals will be distributed separately, below are statistics for the Gahanna Division of Police during the program period:

Traffic Stops Total	62
Traffic Stop Citations	38
Traffic Stop Warnings	23
Warrant Service Attempts	35
Warrant Arrests	6
Misdemeanor Arrests	4

OVI/No License	1
Stolen Vehicles Recovered	1
Impounded Vehicles	1
Juvenile Arrests	2
Direct Citizens Contacts	36
Total Calls For Service	172
Mutual Aid Assists	3

o *Department of Public Service & Engineering*

- o 2020 Street Ratings/2021 Street Program (Ongoing)
 - Strawser Paving has completed this year's program on time and under budget. Their crews will continue to be visible for the next few months as they make repairs and touch up any outstanding minor work.
- o Private Development (Ongoing)
 - 7 development projects are undergoing final engineering design and review.
 - 18 projects are in the active construction stage.
- o Granville St Traffic Signal Repairs (Ongoing)
 - Following the required bidding process, Miller Cable Company was selected as the lowest responsive and responsible bidder for the project to repair/replace signals at Flint Ridge/Granville, Lincoln Circle/Granville, and Mill St./Granville. The proposed contract was presented to Council on August 23.
- o US EPA Water Infrastructure Needs Survey and Assessment (Ongoing)
 - The US EPA has once again selected Gahanna to participate in the 2021 Survey, which is intended to capture the infrastructure needs of the utility and report those needs to Congress. Results of the survey will help to determine funds allocated to the Federal Drinking Water State Revolving Fund (DWSRF) in Ohio. The City will work with the OEPA throughout the year to provide needed information.
 - A meeting was held representatives from the OEPA late last month to review data gathered thus far. Follow up data will be gathered over the next few weeks. OEPA expects to share their report with the USEPA's consultant within the next months, with the final report to be shared with Congress.
- o Big Walnut Fiber Redundancy Loop (Ongoing)
 - Preliminary construction plans are being finalized for a redundant fiber connection across the Big Walnut. This will utilize existing fiber conduit installed as part of Big Walnut Trail Section 4 and will connect back to the

existing network. The new line will create redundancy for city services, safety services, and businesses utilizing the fiber network.

- Western Gahanna SSES (Ongoing)
 - A virtual town hall meeting is planned for September 14, to provide updates on the project to residents within the study area.
- Tri-Annual Lead and Copper Testing
 - The EPA requires the City to perform lead and copper testing every three years. Testing was completed as required and all samples collected have met EPA guidelines.
- ADA Transition Plan (Ongoing – No Updates)
 - The 2021 2nd Quarter Update was provided to FHWA on July 1.
- Sidewalk Program (Ongoing)
 - An RFP was prepared and published to engage an engineering firm to assist with implementation of program. EMH&T was selected as the most qualified firm to assist the City. A proposed contract for professional services was presented to Council on August 23.
 - Pending approval of the contract, a program area for the initial sidewalk program will be presented to Council at an upcoming committee meeting.
- Creekside Garage (Ongoing)
 - A corrective action plan has been submitted to FEMA that identifies actions already taken as well as next steps to address identified issues.
 - An RFP to design the necessary improvements to the structure was advertised on July 26. Multiple firms requested more time to submit proposal. An addendum was issued to extend the due date until September 13.
- Havens Corner Waterline Replacement
 - Gahanna's Havens Corner Waterline Replacement project was selected by the Franklin County Engineer's office to be prioritized for grant funding through House Bill 168.
 - Water Resource Engineer Jim Turner prepared and submitted the application to the Ohio Department of Development, who will determine which projects receive funding.
 - Of the 80 applications Franklin County received for this grant, this project ranked #7 on their priority list.
- General Engineering Services (Ongoing – No Changes)
 - An RFP was issued to seek consulting firms to streamline the process for acquiring professional services for smaller projects and to provide supplemental review of right of way permits and development projects.
 - Responses have been received and contract negotiations with qualified firms are underway.

- Recycling Cart Tagging Program (Concluded)
 - The final cart tagging took place on June 22. A final survey was sent to all who participated in the initial survey.
 - A final report is expected to be issued by SWACO in September.

- Utility Rate Study RFP (Ongoing – No Changes)
 - The Rate Study is expected to be finalized by the end of 3rd quarter in 2022.
 - The study will provide a comprehensive review of utility rates to ensure that charges are reasonable, competitive, and sufficient to meet the needs of the utility (including necessary maintenance and rehabilitation of infrastructure).

- East Johnstown Bike Trail Extension (Ongoing – No Updates)

- East Johnstown Drainage Improvements (Ongoing – No Updates)

- SCADA Update (Water and Sewer Management System) (Ongoing – No Updates)

- Wynne Ridge Culvert Rehabilitation (Ongoing)
 - American StructurePoint is in contract with Gahanna to design rehabilitation options for this culvert.
 - Preliminary design for the culvert is underway.
 - Gahanna has applied for Grant funds through ODOT's Municipal Bridge Program. ODOT is currently reviewing applications.

- Cherry Bottom Road Stabilization (Ongoing)
 - Preliminary testing and surveying is complete. S&ME is moving forward with design of sheet pile retaining walls.

- Taylor Station/Claycraft Road Intersection (Ongoing)
 - Design is underway. EMH&T and their subconsultants have completed preliminary soil testing and survey.
 - Following a review of the preliminary design, EMHT is preparing concept drawings, cost estimates, and right of way documents.

- Big Walnut Trail Section 8 (Ongoing – No Updates)
 - The Departments of Public Service and Parks & Recreation are working with ODOT on next steps to advance the project. Development of this next trail section is intended to align with ODOT's planned work on the Hamilton Road bridge in 2023.

- City of Columbus Hamilton and Morse Rd Widening (Ongoing)
 - Traffic has been shifted to the 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 and the contractor are still working through a few outstanding utility conflicts. Approved schedule delays are expected due to the ongoing utility conflicts.
 - The contractor has encountered rock while installing the storm on Hamilton Rd on the northern end, which has caused some minor delays.
 - Crews are working on preparing the road subgrade for paving on Hamilton Rd between Morse and Thompson Rd.
 - North of Thompson, Crews are working on storm and will soon start various water line lowering.
 - 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 Streetlight Painting Program (Concluded)
 - The streetlight painting project was completed in August, weeks ahead of schedule.
- o Fleet Division
 - Implementation of the new fleet management software (Dossier) is currently underway. New user training was held in August for staff on the new fleet management software (Dossier).
- o Streets and Utilities Divisions
 - The annual street sign replacement program is in full swing. The 2021 goal is to replace all signs in poor or very poor condition. Having a street sign maintenance program is required by Federal Highway Administration (FHWA). Thus far, crews have replaced 188 signs within Gahanna.
 - The annual hydrant painting program is underway. Over 200 fire hydrants have been painted to date.
- o *Department of Parks & Recreation*
 - o Projects
 - Splash pad: Vortex equipment has arrived at the Gahanna Swimming Pool. Construction will be complete by the end of the year.
 - Playgrounds: The rebuild of the Woodside Green playground is complete and open to the community. The Headley Park playground rebuild has been delayed due to a fire that occurred in the vendor's distribution center warehouse. As a result, installation has been pushed to September.
 - Price Road Renovation: M&A has provided multiple designs for staff to review. A code review has been completed with city staff. Mechanical, electrical and plumbing designs are now being completed.
 - Parking lots: The project kickoff has begun with StructurePoint for the design and engineering for Price Road House parking lot, Woodside Green parking lot and Trapp Park walking path. Trapp Park will be completed this fall.

- Big Walnut Trail Section 8: The RAISE grant has been submitted in coordination with Franklin County and MORPC.
 - Community Wide Trail Plan: Prince Kwarteng-Crooklynn, MORPC intern from the Easton Future Vision Fellows program, completed his project with the Department in mid-August. His project focused on assessing the impact and feasibility of current trail concepts as well as identifying disparities within the trail system throughout the City. Prince received special recognition for his project and will be representing the City of Gahanna at MORPC's State of the Region.
- o Recreation
 - Gahanna Summer Day Camps wrapped up the week of August 9, after 9 weeks of camps at both Friendship and Hannah Park, with 5 additional days for Summer Kick-Off and Back-to-School days. 484 total students participated in camper week, with over 561 spaces after including the additional 5 days. 142 total unique campers participated in day camps.
 - A Celebration of Life for Steve Nye was held at the Gahanna Swimming Pool on Aug 14. A swim-a-thon, free swim, and small service were held on site in his memory.
 - Gahanna Senior Center reopened its doors on July 15. Since then, fifteen (15) different reoccurring programs have been offered on a limited schedule of operations. The facility will be open 5 days a week, beginning Sept 7.
 - The Muddy Miler was held on August 15. A total of 444 people participated in the 17 obstacles over the 1-mile long muddy course.
 - Outdoor Explorer Series: Fishing, Foraging, and Flight was held on Aug 21. 11 participants learned about safe handling of fishing poles and how to cast, safety and precautions for foraging for food, and caught insects to identify different species and their interesting adaptations.
 - Moonlight Paddle: Blue Sturgeon Moon held on Aug 21. The evening kayaking adventure provided a Paddling SmartStart introduction to paddling, required equipment and instruction from certified instructors SOLD OUT with 25 participants.
 - Supporting Gahanna Together Day was held on Sept. 4. Individuals and groups volunteered for multiple service projects throughout the City, businesses offered specials, a chalk it up event was held at parks throughout the City, and entertainment was provided at Creekside in the evening.
 - o Parks & Facilities
 - Weekly mowing, string trimming & grounds maintenance
 - Removed old dugouts and had new concrete installed at 7 diamonds at Academy Park
 - Hunters Ridge basketball back board was destroyed by vandalism. Reported to police and juveniles are being charged.

- Shut down of Gahanna Swimming Pool; cleaned and removed filters, pump, chlorine pumps, chemtrol, lifeguard chairs etc.; winterized building and boilers
- Installed new lights on front & rear waterwall at Creekside
- Installed new sink, faucet & mixing valve at Friendship shelter
- Repaired obstacle course equipment at Pizzuro dog park
- Responded to 22 resident questions or concerns
- o Arbor
 - Pulled tree stakes from fall 2020
 - Began stump grinding list for fall 2021
 - Community garden maintenance
 - Commercial Applicator training for Parks staff
 - Saw and chain maintenance
 - Marked trees for winter removal in parks
 - Trees pruned: 17
 - Trees removed: 12
 - Trees resident/contractor calls: 21
 - Trees resident/contractor meetings: 5
 - Trees zoning application reviews: 20
 - Hazard/emergency tree removals/clean-up: 11
- o *Department of Economic Development*
 - o Development Marketing
 - Working on coordinating joint marketing efforts with the Marketing & Communications team focused on three key areas:
 - Website Improvement
 - o Anticipated improvements include the future integration of Catalyst database to support site selectors and brokers exploring sites & buildings in Gahanna
 - o Streamlining information on available resources/tools/incentives
 - Quarterly Newsletter production/distribution
 - o Finalized a template for a recurring economic development-focused newsletter, targeting members of the City's citizenry as well as private development community, highlighting recent successes, momentum, and general activity.
 - o First edition is planned for end of September and will run quarterly.
 - Ecosystem-based marketing resources to support existing industries while growing opportunities in the City.
 - o Engaging the Marketing and Communications team on the needs of this initiative to explore and if this would be served internally or through external resource development.

- Business Retention
 - Continuing to meet with local employers to evaluate return to work/office needs as well as general growth trends.
 - Meeting with employers and engage the business community. Topics and recurring themes include:
 - Workforce
 - Availability and Compensation
 - Training
 - Supply Chain concerns
 - General Expansion opportunities
 - Connected a business with JobsOhio/One Columbus to evaluate broader levels of available support related to support a proposed expansion.

- Business Attraction
 - Crescent
 - Legislation for creation of the New Community Authority is on-hold due to a recent health development by one of the parties (delay in obtaining necessary signatures for the Petition).
 - A bricklaying ceremony is scheduled for Thursday, September 9th at 11 AM.
 - Speculative Development
 - Working with Leveck Construction on their speculative project Taylor Road and Eastgate Parkway
 - A groundbreaking is expected in the coming weeks/month.
 - Continuing to engage developers exploring industrial opportunities as well as mixed-use/residential.

- Other Development Activities
 - Small Business Development
 - Engaging the small business community, highlighting opportunities from the Ohio Department of Development (ODOD) to support small businesses as well as potential JobsOhio funds to support WBE/MBE/DBE businesses located in Gahanna.
 - Canvassed 30 businesses to explore partnership with the Supporting Gahanna Together Day, including emails and personal visits
 - Residential/Mixed Use
 - Continuing discussions to engage a development team on a proposed residential development to be located along Mill Street.
 - Met with Mitch Rubin re: his redevelopment project in the Creekside District as well as his proposed project in west Gahanna.

- Other Initiatives
 - In conjunction with the Mayor's Office, engaged M+A Architects in the development of a private development-focused strategy for the Creekside area of the City.

- Meetings are ongoing re: masses of sites and possible areas for targeted redevelopment.
- Continued work on a proposed school compensation agreement
- Working on implementation of an economic development-based CRM, focused on streamlining activities and reports for local stakeholders

○ *Planning, Building & Zoning*

- Zoning Code:
 - Review of working draft of zoning code is ongoing. Draft at this stage is too preliminary for public discussion/engagement. Meeting with consultant forthcoming to discuss draft. Follow up steps will be additional edits prior to stakeholder engagement.
 - Discussion of options for strategic citizen engagement in code rewrite.
 - Evaluating topics for citizen engagement.
 - Ongoing discussion with Planning Commission regarding reoccurring issues they face and how the zoning code rewrite can address these issues.
- Building Division:
 - 158 permits issued in month of August
 - Average permit issuance: 7 days (includes processing, review, and resubmittals; State allows 30 days per submittal)
 - 215 inspections performed in month of August
- Code Enforcement:
 - 398 inspections conducted in month of August
 - 159 new cases: 60% proactive, 40% citizen-driven
 - 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
 - Two part-time officers resigned. Filling vacant positions with one full time officer.
- Planning/Zoning:
 - Updated applications for streamlining and consistency
 - Working with Gahanna Division of Police, Department of Parks & Recreation, Department of Public Service & Engineering, and Mayor's Office on new Mobile Food Vendor code
 - Reviewing various City website pages to identify information to be updated regarding department activities, emails, phone numbers, fee schedule, code links, etc.
 - Planning Commission applications are in review for:
 - multifamily development located in the Crescent at Central Park
 - multifamily development located on W. Johnstown Rd near Stygler Rd.

- multifamily development located on Morrison Rd and Waterbury Ct
- office/flex industrial at Tech Center/Science Blvd
- 28 Planning Commission applications are currently in review
- 2021 Projects Approved:

Project	Number	Investment \$	Job Creation
New Construction (Approved)	7	\$85 M	679
Expansion and Renovation (Approved)	3	\$3.6M	30

- 2021 Projects Pending:

Project	Number	Investment \$	Job Creation
New Build (Pending/Tentative)	9	\$117M	451
Expansion/Renovation (Pending/Tentative)	1	\$5.2M	93

- *Department of Human Resources*

- Munic HRIS
 - Continuing to work through health insurance vendor electronic transfer of information from Munis to vendor
 - Auditing employee data/updating records as necessary for proper system reporting functions
- Wellness Program
 - 2022 Health and Wellness Fair will be held October 13, 2021
- UKG Time and Attendance
 - Time clocks ordered, installation scheduled for second week of Sept.
 - Build review of system completed Sept. 3; testing scheduled to start mid-September/early October
 - HR/Finance completing UKG system training
- 2021 Employee Recognition and Awards Program
 - Program to be held on December 1, 2021
- HR Policy Review
 - Mayor signed Controlled Substance and Alcohol Policy for DOT Drivers

- Final edits are being made to the Alternate Work Arrangement Policy and Drugfree Workplace Policy
 - Employee Handbook is under review for needed updates
 - Compensation Study and Pay Plan updates are in final stages of review by the City's consultant
- o COVID Response
 - Reviewing facial covering protocols
 - o Performance Evaluations for City Staff and PD
 - Testing workflow for City Staff
 - Training PD on new system
 - o 2022 seasonal hiring
 - Working with Recreation Team to create hiring timelines and recruitment strategies
 - o Recruitment and Hiring

Position	Employee Type	Department	Application Dates	Status
Administrative Assistant	Part Time	Planning	Open until September 12, 11:59pm	Accepting applications
Administrative Coordinator	Full Time	Planning	Open until September 12, 11:59pm	Accepting applications
Code Enforcement Officer	Full Time - USW	Planning	Eligible List established	Certifying list to Hiring Managers
Police Officer		PD	Eligible List established	Conditional offer of employment pending
911 Dispatcher		PD	Eligible List established	Background process to begin
Manager- Finance	Full Time	Finance	Open until filled	Interviews being conducted

- *Department of Finance*

- Currently working through discovery on time keeping and scheduler. The timekeeping system will be operational in the fall, followed by the scheduler early in 2022.
- Providing support to Mayor's Court to prepare for the New Albany transition.
- 2022 Budget - Department operating budgets are almost finalized, and preliminary numbers will be provided internally for discussion by the end of September. Delivery of the 2022 budget request to Council is planned for the last committee in October.
- ARPA Funds – Continuing to identify eligible projects in light of updated guidance. The 2022 budget request will include projects identified for 2022. There is a four-year window to use the funds and requests for appropriations will be made annually.
- Payroll/HR transition to MUNIS – Successfully processed 5 pay periods. Issues are being addressed as they arise.
- The City and Department of Finance was awarded the Distinguished Budget Presentation Award from GFOA for its January 1, 2021 budget.

- *Department of Information Technology*

- New Communications Center
 - The City and MECC continue to press toward completing our prerequisites to Solacom installation.
 - Mission Critical Partners has been provided documentation and status for each of the major components needed prior to full center operation
 - The City continues to monitor the secondary fiber connection needed before installation can begin.
 - Targeting Sept 27 to begin installation, with training to follow on or around October 18.
 - Anticipating a December 1 full cutover to the new Center.
- Asset & Workorder Management System with Citizen Engagement
 - A kickoff meeting is scheduled for September 13, 2021
 - All involved departments have assigned a core project team
 - Discovery is scheduled for the week of October 4
 - System Ecosystem Assessment is scheduled for week of October 11
- Verizon to T-Mobile Cellular Plan
 - Mobile Device Management System profiles have been created.
 - Devices are on order and awaiting configuration. Rollout to begin by the end of September.

- 5G equipment will be acquired for existing City cell phone users.
- This transition is anticipated to save the City approximately \$10k annually.
- Phone System Contract Review
 - Given expiration of existing vendor contract, a Request For Quotation was published to select vendors on August 20, 2021, per city practice
 - Quotations were evaluated by a committee of five city staff members
 - Brief system demonstrations were held, and responses are being evaluated. A recommendation will be presented in the coming weeks.
- City Council Livestream Technology Assessment
 - Additional configuration to the Extron touch panel are underway and should wrap up by mid-September
 - This will provide a simpler workflow for the live meetings environments.
 - These enhancements are the last remaining items before project will be considered closed.
 - References are being requested by iVideo for us to showcase our implementation. We will accommodate when possible.
- *Department of Marketing & Communications*
 - Developed Fall Programming Guide for Parks & Recreation Department; mailed to Gahanna residents week of August 30.
 - Prepared stories for ThisWeek News, as well as for Channel 10 (regarding issuance of police-worn body cams – story aired on Sept. 6)
 - Met w/ Department Directors for bi-monthly touch points on upcoming communications/marketing issues
 - Assisted Gahanna Division of Police in editing, finalizing and publishing monthly police bulletin
 - Attended neighborhood community meeting with members of the Gahanna Division of Police, Mayor's Office, and several council members
 - Created and published marketing materials for Supporting Gahanna Together Day; promoted event on social media and website
 - Supporting Mayor's Office in organization of Sept. 11 commemorative event, in partnership with Mifflin Township administration
 - Developed recruitment graphics and posts for promotion of open positions at City

- Engaged with local organizations regarding upcoming events and cross-promotional opportunities
- Working with Department of Public Service & Engineering in preparation for upcoming town hall event to discuss ongoing sewer project; included publication of resident communication, development of graphics and promotional posts, creating and implementing registration link for participants
- Met w/ 614 Media Group, for debrief on Uniquely Gahanna editing process and discussion of best practices for magazine
- Held weekly team meeting on strategy for long-term projects, including staffing needs, equipment needs, and overall timing and strategy
- Produced and published promotional video for Parks and Rec month
- Ongoing/recurring projects:
 - Updates and addition of new content to website
 - Respond to resident questions and inquiries on social media
 - Attend weekly meetings with Parks & Recreation staff
 - Write and distribute weekly "Senior Spotlight" e-newsletter
 - Creation of multiple graphics for social media posts for announcements and events, as well as graphics for signage
 - Write and distribute monthly City and Parks and Rec e-newsletters
- *Office of the Mayor*
 - Development:
 - Continued meetings with developer of the Crescent at Central Park to discuss and support new medical users for northern property, as well as arrangements for bricklaying ceremony for third medical office building
 - Participated in multiple meetings with Director of Public Service, City Engineer, and City Attorney regarding resolution of outstanding sewer issue for ongoing condo development
 - Met with project team members of Mill St. project and Development Director to continue discussions on opportunities to move project forward
 - Participated in team project meetings for private development-focused strategy for the Creekside District
 - Joined Development team in meeting with representatives of Columbus Regional Airport Authority to review CRAA initiatives for business attraction and expansion as well as explore where the City can support or expand any initiatives
 - Continued negotiations with existing Gahanna business regarding COVID-related strategies and impact on operations in Gahanna
 - Planning:

- Working with Director of Planning on code enforcement processes and permitting processes to identify opportunities for improvements and streamlining
- Met with Director of Planning, Planning & Zoning Administrator, City Engineer and Director of Public Service to discuss implementation of sidewalk program and crossover between program and code enforcement
- o Public Safety:
 - Participated in several meetings with Mifflin Township and GPD to discuss outstanding issues related to new Comm Center and development of a Memorandum of Understanding to outline and solidify interests and responsibilities as project moves forward
 - Attended meeting with consultant regarding police peer support programming
 - Met with leadership of Gahanna Division of Police and representatives of GJPS
- o Participated in Ethics Training with Gahanna CIC Board members, held by Ohio Ethics Commission
- o Strategical Planning:
 - Continuing work with IT Manager Kevin Schultz and consultant on finalizing facilities assessment; continuing discussions with representatives of GJPS on opportunities for collaboration on facilities of mutual interest and benefits
 - Working with Director of Administrative Services and consultant in finalizing review and evaluation of mission, vision and values statement; outlining next steps for presentation and input re same, as well as next steps in development of updated strategical plan
 - Presented CNA requests to Council and worked with Directors to provide supplemental information in response to questions posed
 - Engaged consultant (InSite Advisory) to begin work on long-term capital improvement plan; working in conjunction with Council Finance Chair
 - Attended virtual meeting on State of Homelessness Briefing and tour of Community Shelter Board
 - Held meetings with department directors to discuss individual department long-term planning
- o Regional Representation:
 - Attended MORPC Commission & Transportation Policy meeting
 - Attended monthly meeting of COMMA (Central Ohio Mayors and Managers Association)
 - Attended virtual town hall held by Rep. Lightbody
- o Community Engagement:
 - Attended GPD National Night Out

- Attended ribbon cutting for ERA Realtors
 - Attended ribbon cutting and grand opening for Big Lots
 - Presented Proclamation to Gahanna Kiwanis at 60th anniversary celebration event on Monday, August 30
 - Prepared proclamations for resident and monthly recognitions
 - Attended Chief's monthly Civic Association meeting
 - Attended neighborhood community meeting to discuss public safety concerns
- o Working with City Attorney on pending projects, including finalizing updates to noise ordinance, revisions to Mobile Food Vendor Code, review and evaluation of drainage code, evaluation of housing-related legislation, resident inquiries, Sidewalk program, development projects, etc.
 - o Ongoing projects:
 - Held regular touch base meetings with each department Director to receive update and provide direction on ongoing projects
 - Working with resident volunteer on creation of Sustainability Task Force; working with internal team for launch of committee