



City of Gahanna

Meeting Minutes

Development & Parks

Office of the Clerk of Council
200 South Hamilton Road
Gahanna, Ohio 43230

Stephen A. Renner, Chair, Ryan P. Jolley, Michael Schnetzer

Kimberly McWilliams, CMC, Clerk of Council

Monday, September 22, 2014

Law Library - Council Office

Immediately Following Finance

ATTENDEES:

Additional attendees present: President Larick, Anthony Jones, Tony Collins, Jeannie Hoffman, Joann Bury, Brian and Kristn Zeltman

Committee Members-

Present 3 - Stephen A. Renner, Ryan P. Jolley, and Michael Schnetzer

Items - From Council

[2014-0135](#) Planning & Development Supporting Docs - Development & Parks

1. Economic Development Literature on Pools

Jones said this is the first time to count metrics in various categories; development is behind the eight ball; information is not in IMCA; within that frame work on page 110, attached in the International Economic Development Council (IEDC), it captures that sports and recreation was used for top five; having access to sports and recreation is frequently used factors used in Economic Development; sports and recreation was number 6 out of a total of 22 diff EDO were attempted to measure pools; all encompassing; viewed this through out the country; not much on planning side; this shows how it is quantified.

Schnetzer said it was all encompassed; hard to narrow down to pools out of the metrics.

Jolley said if this is only thing we have to quantify; that would be a challenge.

Schnetzer asked if this is self reporting type of structure; Jones said this is a blanket request to EDO and not sure how it was selected.

Jolley said he wanted data from of Association of Realtors, MORPC, ED statistics on property values in regard to relationships pertaining to aquatics facilities.

Larick asked if there a pool association or organization for other ways to measure; national parks association maybe; Jones doesn't believe there are any data reports out on this; MORPC doing study on trails and job growth and income related to the trail use; not a lot of studies out there right now for pools; Steve Nye provided him with some interesting reports but more related to competitive swimming; talked more about swim meets and schedules.

Schnetzer said take an inventory in Ohio; look at consensus bureau; Collins said this study cost \$100K; research on a way to get this information through funding; properties adjacent to parks have increased value.

Jolley said that was just one more data that we can get from this; looking at potential way to get this; just because not everyone benefits doesn't mean they won't use it.

Collins said learned quickly the reason that there may not be a lot studies due to hard to track data; how do you track it through real estate if pool is one properties away from the pool or in your backyard; ornless desirable part of community; is declined because of the trial or pieces of these studies make this difficult; all studies it is very hard to define job impact; could be one of the things; could be key indicator; usually perception and not in data point.

Renner asked Collins are universe with expectations already set higher than non-urbanized settings; immediate comparison; is to immediate comparisons to suburban and not cities as big as Columbus; Jones said keep in mind they have \$44 million budget for parks; keep in mind that we are not Johnstown and sit right next to Columbus.

2. Development Permit and Review Process

Larick said he has had several conversations with Anthony Jones on his department; identified lengthy process for permits; get understanding of structure of permits and review process to find ways to speed up process; have that understanding; maybe man hours; have a lengthy time lag; Jones said that two points; development is down one part-time employee and higher work load; making more and spending less on staff; over time that becomes incrementally challenged; front desk clerk handles calls, walk ins, 20 to 25 a day; one full-time front desk who handles all building intake; processes payments; takes money and issues some permits herself; chief building that oversee all permits for structures and signs off

on all permits; building inspector does residential inspections; hired two additional firms to contract with them when needed; they have also lost staff in contractor firms; a lot of demand for inspectors; behind in invoices; limited capacity on the private sector; in house or contractor has different time lines; zoning has a part-time person that manages when full-time person is at lunch; chief building official then watches front desk when both are out; he can't review permits if he's stuck at the front desk; goal is to have building process to run effectively and efficiently; solutions: 1. update fee schedule, have antiquated list takes time to process impact of fees needs; to be more efficient and will bring comprehensive fee change to Council in November and comparing to other communities 2. simultaneously do Kaizen process for most frequently used building permit - to outline process, takes time and energy, FDP took 6 wks., goal to have fee simplified and evaluate software system; Sungard is only system they have for permits and application process; not supported by system and stand alone, can't track permits; takes time and money; issues that they have not been able to effectively address; meantime review what we do to help alleviate concerns; having additional access to plan reviewers; approach other communities to utilize these services when needed; during peak time pull on other communities to get this moving; second step always very hesitant any long term addition to staff; however; short run is a challenge; need to address; LY \$600,000 in revenue; \$209,000 profit in revenue over expenses, generated from high volume activity and having a temp surge; bring up plan review inputs; due to lack of staff to handle the front desk elements that would free up the building fee technician; building official can't be pulled away; need front desk help to get caught up; system analysis, fee update, more access to staff for service.

Jolley said Sungard is tracking system; never had capability to track with this software Collins said; Jolley asked does that system push permit information; Jones said it is manual entering; said software upgrade will help; answer will come during Kaizen process; Jones said that it would depend on process; Jolley said need software that would pull instead of pushing from staff; Jones said they need automation.

Renner said make sure iron out process before software is purchased or looking for something that will help but know how to do it before; Jones agreed.

Larick; when is the Kaizen process; Jones said limited time to get that done with staff; Collins said they are having first black belt process and have them expand our capacity; Larick said he would entertain using consulting firm to get action on this quickly; Jones said he would be supportive of this help; Larick said normally it is performed in one week, intensive, concise methodology; do not have capacity for staff be off duties for a week Jones said; can't stop the business.

Jolley asked if more free time seasonally; Jones said no.

Larick said he can reach out to consultants to see if they can make it fit for developments availability; he said they have funds

appropriated; he said with Council's support to use consulting money set aside; all Council Members present agreed that it would benefit department; to move forward; Larick said will work with the team to see what fits in their schedule to get this done; learning stage to show their methodology for the learning opportunity; Jones considered doing it himself; he reviewing all methods: fees, software, process, efficiencies.

Renner asked Jones to give what is safety inspections for standards; he state adopted Ohio Building Code (OBC) and implement the State of Ohio; unique system instead of creating the code in the City; inspectors use their guidelines as well; Renner asked if they go in the structure to make sure it's up to code; Jones said it comes down to what is on the plans; architect submits X and it is really Y; take what is done and then get it on plan so that it is properly approved; challenge is there are 600 pages of documents and it takes time to get to that; the County does plumbing; outsource electrical;

Jolley inquired have ever looked at cost benefit analysis for outsourcing inspections; Jones said have talked to other municipalities; they developed a list of pros and cons to go to County; Collins said brought inspections in and it was demonstrated to have more value; have done process and are making money by how they are currently handling the inspection.

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Adjourned at 8:44 p.m.

Kimberly McWilliams, CMC, Reporting