

# **City of Gahanna**

*200 South Hamilton Road  
Gahanna, Ohio 43230*



## **Meeting Minutes**

**Monday, June 24, 2002**

**8:00 PM**

**Council Committee Rooms**

## **Finance Committee**

*Debra A. Payne, Chair  
Karen J. Angelou  
L. Nicholas Hogan  
Robert W. Kelley  
John McAlister  
David B. Thom  
Michael O'Brien, ex officio  
W. Jerome Isler, ex officio*

**Members Present:** Debra A. Payne, L. Nicholas Hogan, Michael O'Brien, Karen J. Angelou, Robert W. Kelley, John McAlister and David B. Thom

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**ADDITIONAL ATTENDEES:**

White, Hall, Davies, Komlanc, Weber, Mitchell, Woodward, Murphy, Isler, Montgomery, Zapp, Wetherholt, Stinchcomb.

**PENDING LEGISLATION;**

**ORD-0124-2002**

TO AMEND ORD-0258-2001, THE ORDINANCE FOR SALARIES AND BENEFITS FOR UNCLASSIFIED PERSONNEL, TO ALLOW PAYMENT OF SALARY TO THE DIRECTOR OF HUMAN RESOURCES; AND TO DECLARE AN EMERGENCY.

**Recommended for Adoption, Consent**

**Director of Human Resources:**

Payne noted receipt of opinion from City Attorney regarding confirmation.

RECOMMENDATION: Motion resolution, consent agenda, to confirm the Mayor's appointment.

**ISSUES FROM PREVIOUS COMMITTEES:**

**85 South High Street:**

Thom stated Development Committee had discussed the possible purchase of the property; auction is this Saturday; White did give a brief report; building inspector did look at the house and reports minimal problems; was nothing major he could see; Larry Zapp with the Historical Society is here; Weber has advised that he would be the one that would represent us at the auction; he would like legislation that would set a maximum bid that we would go for; other problem is that now it's out what maximum is we would bid; Weber said still would need this as legislation authorizing a maximum; figure suggested at maximum is \$85,000. Weber stated discussed revolved around a special meeting on Wednesday; legislation would have to be done by waiver and emergency; Council should discuss if there are the requisite number of votes; no reason to call if it is a moot point; understand you are not bound by discussion here; emergency and waiver needed because auction is Saturday; if you are going to do it have to get approval and get check for \$5,000 for deposit and ceiling on amount that can be bid.

Angelou stated she felt the special meeting should be called and go into Executive Session to decide what the top number would be; most land acquisition is not discussed in open meeting; can ask representative only to go to a certain amount even if we would appropriate more than needed; can discuss in Executive Session; only reason to purchase would be to sell it back to Historical Society; can pay us some \$4,000 a year until it is paid off; understand they obtained their land in the past by City purchasing and then selling to them for \$1; they were comfortable with paying it back at \$4,000 to \$5,000 per year; are a couple of trees that do need taken down; whose responsibility would that be. Zapp stated that obviously it would depend on cost and believe the City has an in to getting something done better than the Historical Society.

Weber stated draft legislation is for \$109,900; can go into Executive Session and then

tell me to only go to \$60,000; as long as there is a maximum; needs to be a tacit understanding of what that would be; is a matter of some concern; however, need to know you have votes to pass; can we get a consensus that you support. Angelou stated she can support if we then sell it to the Historical Society. Hogan stated he needed to have the Historical Society have this deeded to them; need to be responsible for utilities, insurance, and everything as if they owned it; should have deed to it; all responsibility is theirs and not taxpayers; in reading their memos City can buy and they will buy back from us; no discussion on them paying insurance and everything else. Weber stated we have discussed a lease purchase arrangement as well as land contract; those things were not decided. Hogan stated he is concerned that they may not be able to go through with the purchase because of the additional costs and then we will have to put it back up for auction; may lose money. Angelou asked if it would be possible to get some kind of note from them that they would absolutely purchase the property back. Zapp stated you need to make certain that City has the control of the property to the extent you could take it back if Historical Society should default; can state in the land contract about maintenance, insurance, utilities being the responsibility of the buyer.

Hogan stated he did have some other problems; what if another nonprofit like Kiwanis or Lions came to us and wanted the same kind of deal; we aren't a bank. Weber stated there needs to be some way of securing or knowing we're going to get our money back; need to keep title until the money is repaid; we don't want to transfer the property; does Historical Society have enough money to make a down payment. Zapp stated there is a reserve for a down payment; improvements are essential; will have to put money into improvements immediately; some things might have to wait two or three years. Payne asked if we could get some kind of document in time for meeting. Zapp stated he was unclear as to what it should say; Historical Society will enter into a contract ; and our expectation is that we could purchase. White stated that she and Weber would have 30 days to finalize; can work out the lease purchase in that time; are things we could do like lease purchase or land contract; wouldn't want to give them deed at this point; all those things can be worked out in lease agreement - paying taxes, insurance, etc; negotiable items and then we can report back to Council; if that couldn't work out can see if we are further obligated; Historical Society does want to have it and doesn't have money; there is nothing to say we will get it through the auction.

Kelley asked if we are successful will they have funds for all those extras plus their payment;. Zapp stated there is a reserve available currently; are a 501(c)(3) entity. Hogan stated we are looking at a \$4,000 expense to repay the city, about \$2,000 in utilities, \$900 in taxes, and insurance of \$400 a year for approximately \$7,200 a year to break even; Historical Society can do a lot with that kind of money; do they want to put that much into this; as a Council Member don't want to get stuck with a piece of property we don't want; if I had a contract that said you have everything accounted for wouldn't have a problem with this. Zapp stated that what you have is our expectation we could purchase over 25 years; we do have limited resources but think we could raise the money. Payne stated there is a concern we get stuck with something we don't want; could be hard to unload; outside is asbestos. O'Brien stated he felt it was better for us to buy for partial public use; can use back of property to add some parking spaces; Wetherholt is trying to work that out; does buffer residential on Clark and Oklahoma from future encroachment of business; can do a long term lease with Historical Society; take their first year's lease payment and put into lease hold improvements and the people of Gahanna retain the property for partial public use; long term lease to do what they want with the property; can use as an archive for historical documents and art work. Kelley stated he can only support if it is sold back to the Historical Society; all this discussion and question if we even have time to do this. Hogan stated he is not saying he is voting against. O'Brien stated he does not think Historical Society can pay for it;

figures have got to be pretty accurate that Hogan just worked out.

Zapp stated they had gone through the figures on Thursday and are in the \$6,500 range; question becomes is there an iron clad guarantee over a 25 year period that the Historical Society will continue to exist; can't say that; safety net for the City is that the City has the ability and right to retain the deed to the property; has absolute control if there was a default; intent is there; but it is an item that was not in their budget; can't say funds are readily available; reserve is there that could carry it for a period of time; members of the Historical Society would be asked to help build the funds so it pays for itself in the early years; how those funds can be raised is another issue. Hogan stated he would be more comfortable with a letter; can't support unless they are going to buy. Payne reiterated Weber's comment that there is no need to have a special meeting if the support is not there to move forward; McAlister has stated he could not support; everybody else would have to feel comfortable. Hogan stated he goes back to Kelley's questions; working on the premise that they are going to buy. O'Brien stated that we can't convey the deed until property is paid for; maybe we can't get a firm contract; could get a letter of intent but would not have specific figures. Hogan stated he did not want to get in to specific prices; but if we pay too much and they can't afford to buy then we are stuck; at what level are you comfortable. Zapp stated a figure had been discussed and that figure was more than discussed tonight. Thom stated that even with a letter there are no hard numbers; some type of arrangement now doesn't mean that in 8 to 10 years it will still be viable.

In response to question, White stated there had not been a Sheriff's sale on this property; was transferred by quit claim deed; was mis-information at the Auditor's office. Payne polled members and consensus was to hold a special meeting Wednesday evening to go into Executive Session to discuss land acquisition and then possibly act on legislation.

Zapp stated he could have a letter of intent to purchase and make payments of approximately \$3,500 to \$4,000 a year; could do that letter; didn't have purchase price so we were using 25 years as a base. Weber stated he would need authorization to go up to a certain amount. Payne stated a meeting would be held at 6:00 p.m. on Wednesday evening.

RECOMMENDATION: 1st reading at Special Meeting on Wednesday, June 26.

ORD-0122-2002

TO AUTHORIZE THE DIRECTOR OF PUBLIC SERVICE TO AWARD AND THE MAYOR TO ENTER INTO CONTRACT WITH ARCON INTEGRATED, INC., FOR REMODEL OF A PORTION OF THE SECOND FLOOR; GAHANNA CITY HALL; TO SUPPLEMENTALLY APPROPRIATE \$14,714; AND TO DECLARE AN EMERGENCY.

Hogan stated this had been discussed in Service; Colonel will have more numbers to us by Friday; going with one about \$7,000; basically is Option 4 with modification. Payne stated it was a 2-1 committee recommendation; was a difference of opinion. Hogan stated that Option 1 would cost about \$2,500, Option 2 was about \$7,000, Option 3 which was recommended was at \$14,700 and Option 4 didn't have figure; it is really Option 1 but with a little extra eliminated out of it like the extra file room; was going to be more than Option 3; By doing Option 3 would have to change all air conditioning, etc; there are 3 offices under Option 4; since it is really option 1 with partitions and doors should be no more than \$7,000; should have figures on Friday; and recommended it on regular agenda. Stinchcomb stated we really need to get people moving; administration still stands by Option 3 which provides for 3 offices of the approximate same size will be multi functional; still think Option 3 is the best choice; Option 4 with a modification would work; have studied this thoroughly and looked at options; still feel that Option 3 is the best. Thom stated he would go with the Mayor's recommendation;

three offices that will be about the same size seems appropriate; how far do we want to micromanage. McAlister stated he agreed with Option 3. Kelley stated he was not sure what the differences were between Option 3 and Option 4. Hogan stated one requires moving 2 walls; think Option 1 and adding two doors. O'Brien stated he pretty much accepts what General Williams recommended; did walk it with him; did a lot more study concerning different scenarios; agreed with his option; they are close in money. Kelley stated Option 3 moves a wall. Stinchcomb stated it makes 3 offices the same size for maximum flexibility in the future. Thom stated he would not like to see one gigantic room and two small offices by partition; would go along with Option 3. Was noted that majority supports option 3 and going ahead on regular agenda.

**Recommended for Adoption**

**ISSUES:**

**2003 Budget:**

Payne stated that budget is a plan; not a designation of money at this time; strictly a plan; not appropriation; is the tax budget and a mid year review.

Isler stated that revenue projections are truly projections; room for a lot of surprises between now and November; no guarantee of how we will be at that time; general fund increase of 6%; possibly a little better than you hear from other cities; believe that's achievable; local government fund won't get cut; will lose money and it is a percentage of what State brings in and they are not bringing in the same; that is not big money to us; our income tax is holding up well; that's our real key; was a lot of work among all the departments going into this on how they could trim and work; please keep that in mind. Payne stated original go around was a lot larger than what we have in front of us; will go through each page and hold capital for the end.

Revenue Pages: Isler stated that on General Fund estimates interest rate is assumed at 2% on what can be invested; any movement will be about .25% unless something major happens. For estimated revenue all funds page note that CopsFast drops off; that grant program is done.

Page 1, Council: Stinchcomb noted that in every case, including Council, did cut Seminars and Meeting accounts to the level of 2002 appropriations; requests were higher; add back if you wish. FLAG FOR APPROPRIATIONS

Page 2, Mayor: Question was raised on expense going up \$1,500. Isler stated that expenses in general are going up; note that Froman and I both reviewed and feel it is warranted.

Page 3, Human Resources: In response to question, Isler stated the training budget is for city wide training; any training for whatever needs done and is mandated or necessary. Isler agreed that physical fitness should be \$600; 2002 budget is for a partial year; \$24,720 for health insurance should be \$16,500; PERS also looks wrong; will relook numbers on all benefits for Department of Human Resources.

Page 4, Finance: In response to question from McAlister, Isler stated that salary increases are based on 3-1/2%; some are by contract; some by projections; to try to keep unclassified at same level as contracts. In response to question on GAAP Consultant going down, Isler stated we will be doing a lot more work internally; health care was planned with 15% increase which is minimal increase we will have; will probably be closer to 20%.

Page 5, Auditor: No questions.

Page 6, Tax: In response to question, it was stated that Bank Charges are wrong; should be \$2,200 not \$200. O'Brien asked about health care reduction. Isler stated everybody is switched to the preferred plan instead of the traditional plan.

Page 7, Miscellaneous: In response to question on Settlements and Judgements, Isler stated this is a best guess on what we have coming through based on various lawsuits. Angelou questioned the Hunters Ridge Loan. Isler stated it is not going away; probably should have a separate committee meeting on this issue; has been no payment again.

Page 8, Public Service: In response to question on Service Director's salary going down, Davies stated Colonel Hall says he's leaving at the end of the year; this anticipates his retirement.

Page 9, Land and Buildings: In response to question on property clean up services, Isler stated we just did a \$3,000 supplemental for this year because nothing was appropriated; is in for next year. In response to question from Payne, Davies stated the cell phones charged to Land & Buildings are hers and Franey's.

Page 10, Engineering: No questions.

Page 11, Mayor's Court: In response to question, it was stated that Magistrate hasn't had an increase for a couple of years; planned increase is in that account.

Page 12, Civil Service: No questions.

Page 13, City Attorney: In response to question, Isler stated that negotiations are done; felt we could cut back on Special Counsel Account. Angelou questions the Landfill Legal Consultant. Sherwood stated we are above that at this point this year; bills are just starting to come in; would like to review at appropriations. FLAG FOR APPROPRIATIONS.

Page 14, Police: Kelley stated he was pleased to see shift differential broken out. Isler stated this area of the budget has been changed; wanted to have dispatchers separate; we corrected appropriations to make the dispatchers more visible; are further book in the budget; will now be looking at apples to apples; did pull out and correct for shift differential; will have it shown separate next year. In response to question on insurance claims deductible, Isler stated this is for when we have to pay the deductible on any insurance claims; already at \$20,000 this year.

Page 15, Police, continued: McAlister asked how much of the line item was crime prevention and how much was DARE. Murphy stated that almost all goes to DARE. McAlister stated that some cities have eliminated the DARE program like Toledo and Fort Worth. Kelley questions the police radio maintenance account; just bought two brand new consoles; do we need \$20,000. Murphy stated this account is for maintenance on everything electronic - repeaters, antennas, not just consoles which will be under warranty; also includes the radios in cruisers and all portables.

Page 16, Safety: O'Brien questioned if we had a secretary and a Clerk. Isler responded yes. Kelley stated that second position was approved last year.

Page 17, Emergency Management: In response to question on seminars and meetings going up, it was stated that we are not sure what homeland security meeting

requirements will be; can put back at \$750 and review at appropriations. FLAG FOR APPROPRIATIONS.

In response to question on Prisoners, Isler stated that is what we have to pay the County; that could be increased if they start charging more; also depends on the number of prisoners we have.

Page 18, Communications/Dispatch: Isler stated that when we had a Director of Communications we wanted to separate out the dispatchers; moved out the money that had been appropriated; looking at comparable; in 2002 shows 5 dispatchers; in 2003 is the 7 full time and part time went from 1 to 3.

Hogan asked where in safety is the overtime budget. Isler stated it was broken into each category. Hogan stated that one of the reasons for hiring additional dispatchers was to eliminate overtime. Murphy stated you can never eliminate overtime completely; due to sickness or emergencies we may be down and have to bring someone in; can't run without overtime; seminars/meetings was for the director; dispatchers would have seminars also but don't have breakdown for all other expenses; only thing in here is salaries and benefits. In response to question from Angelou, Isler stated it is included in the police budget; just have not been able to break it out at this point; can have it broken down appropriately by the end of the year. FLAG FOR APPROPRIATIONS.

In response to question on health insurance which went from \$10,000 to \$86,000, Isler noted it went from 1 person to 7; communications and dispatch is new; some monies are still in other places until we are able to split it out.

Page 19, Zoning: White stated that health insurance may be off in zoning; that could be an error; only 2 people should be covered. Mumma stated one person changed from single to family coverage for next year. In response to question from McAlister, Isler stated the city does pay dependent coverage.

Page 20, Planning Commission: No questions.

Page 21, Development: Angelou asked if at some point we would be discussing the Administrative Assistant; that would be Murdock; was supposed to be done after contracts were completed. Stinchcomb stated that OPBA has not been passed; have intentions to bring back to Finance Committee in the next month or so. FLAG FOR APPROPRIATIONS.

O'Brien stated that the part time planner was still in here; thought that was going to go away after this year. White stated that the part time planner is a person who works with Gahanna Events Inc and events programming; decided not to take it out while preparing the budget. Thom stated he also thought it was coming out; if White feels strongly that it needs to be continued then can agree to leave it in. Angelou stated she agrees with the position and feels it should be left in. Thom questioned the MORPC annual dues; we were paying based on a higher census; will that be reduced White stated an adjustment will be made for the lower census but dues may be going up; may be offset. McAlister questioned if we had to belong to MORPC; what do we get for our \$14,000. Payne stated that MORPC is required to exist; communities have an option to participate; they have put focus groups together in the past; do all transportation planning; traffic studies come from them; is interaction with all different entities. McAlister stated that MORPC picks up more responsibility but seem to have nothing to do with planning. O'Brien stated there are some social services also that we would have to do ourselves; greenways monies are administered through them; they are required by law to manage

transportation dollars; doesn't say you are limited; whatever expertise they have they can advise. In response to question, Payne stated she would provide copies of the MORPC budget to Council. O'Brien stated we could choose not to opt in to MORPC; but what it would cost us to pay for their expertise would end up costing us much more. Hogan questioned increase in development promotion. White stated that you will note that planning and promotion total the same; just split out differently for next year; expect to use more for promotion and less for planning; is not promotion towards what CVB does; promotion is the ads in magazines, the promotional material that we send out to developers and those interested in Gahanna; are changing and doing in house some of our reports; that's the kind of promotion; over all city perspective, but not come and participate; is not retail promotion. Stinchcomb noted total for school district compensations; is based on tax abatement although included in development budget it is a city expense not a development expense.

Page 22, Development, continued: No questions.

Page 23, Building: Question was raised on contract plan review dropping by \$30,000. Isler stated this is Benatec and Mecham & Apel; is a function of how much building gets done; there is offsetting revenue in there; supplemental may need done at some point if building increases.

Page 24, Refuse: In response to question on new office expense account, Davies stated that is cover their portion of the new machine and the proportional envelope costs, etc.

Page 25, Board of Zoning & Building Appeals: No questions.

Page 26, Information Technology: In response to question on web site at \$20,000, Stinchcomb stated this is additional web site development; was in Development Department budget last year and moved to information technology where it belongs; we just did basic; hopefully this is phase 2.

McAlister questioned the Physical Fitness that is in everyone's budget. Isler stated that McGregor started a fitness incentive program; if an employee passes the test they get this financial incentive. In response to question, Isler stated he did not know the total figure spent last year. Mitchell stated that if you look at national figures these types of programs work; corporations are doing big time; survey people who take part; and they like the programs; health and health care costs are affected; are classes that must be attended as well as walking; Collins could give you a rundown. Isler stated he will get the total numbers; is more of an on going program.

Page 27, TIF, etc: Was noted that CVB is offset by revenue.

Page 28, GIS: Isler stated this is a basic representation of one person.

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Page 29, Creekside: No questions.

Page 30, Parks. No questions.

Page 31, Recreation: No questions.

Page 32, Golf Course: No questions.

Page 33, Senior Services. Mitchell noted increase in senior service programs; are planning more programs; is offset by revenue.



Page 34, Parks & Rec Board: No questions.

Page 35, Garage: In response to question on cell phone usage going down, Davies stated John Kring no longer is carrying one.

Page 36, Joint Maintenance Facility: No questions.

Isler noted this is the end of the general fund and now starting the proprietary funds.

Page 37, Streets: No questions.

Page 38, Streets, continued: No questions.

Page 39, State Highway: In response to question on salary, Isler stated this is part of Russ Sims' salary; most of salaries, state highway ends up as overtime; a portion of it is charged when it snows as we have to do state highways first.

Page 40, Tax Increment Equivalent: No questions.

Page 41, Storm Water: No questions.

Page 42, Fed Law Enforcement, etc: No questions.

Page 43, Police Duty Weapons: No questions.

Page 44, Water: In response to question on seminars and meetings, Davies stated there are a lot of different OSHA and EPA regulations; employees have various certifications which must be maintained; mandated so many contact hours per year; have to keep our certifications.

Page 45, Water, continued: No questions.

Page 46, WSCI: No questions.

Page 47, Sewer: No questions.

Page 48, Sewer, continued: No questions.

Page 49, SSCI: No questions.

Payne stated that we will stop for the night; begin tomorrow night at 7:00 p.m. with the capital budget.

**ISOBEL L. SHERWOOD, Clerk of Council, reporting.**