



City of Gahanna

Meeting Minutes

Property Appeals Board

200 South Hamilton Road
Gahanna, Ohio 43230

Sarah Pollyea, Chair
Matthew Pugh, Vice Chair
Jason Ruark
Elizabeth Smith
William Sweeney

Jeremy A. VanMeter, Clerk of Council

Thursday, December 7, 2023

6:30 PM

City Hall, Council Chambers

A. CALL TO ORDER: Pledge of Allegiance & Roll Call

The Property Appeals Board met in regular session on Thursday, December 7, 2023, in Council Chambers. Sarah Pollyea, Chair, called the meeting to order at 6:30 p.m. Board member Jason Ruark led members in the Pledge of Allegiance. The agenda for this meeting was published on Monday, December 4, 2023.

Present 4 - Sarah Pollyea, Matthew Pugh, Jason Ruark, and Elizabeth Smith

Absent 1 - William Sweeney

B. ADDITIONS OR CORRECTIONS TO THE AGENDA:

None.

C. APPROVAL OF MINUTES:

[2023-0216](#)

PAB Minutes 4.27.2023

A motion was made by Smith, seconded by Pugh, that the Minutes be Approved. The motion carried by the following vote:

Yes: 4 - Pollyea, Pugh, Ruark and Smith

Absent: 1 - Sweeney

D. ADMINISTERING THE OATH:

Chair Pollyea asked if there was anyone in attendance that would be providing testimony during the hearing. There were none.

E. APPEALS - PUBLIC HEARINGS:

Withdrawn by Appellant:

[PAB-0002-2023](#)

SIDEWALK MAINTENANCE PROGRAM APPEAL, 948 RIVA RIDGE BLVD, PARCEL ID 025-00833400, ALLEN P. ADLER, APPELLANT; DEPARTMENT OF ENGINEERING, APPELLEE

Appeal withdrawn by appellant. Appellant requested a refund of the filing fee.

Filing Fee Refund Request:

Chair Pollyea sought clarification on whether the Department of Engineering would process the refund. Clerk VanMeter noted that Council Office would initiate the refund process.

A motion was made by Pugh, seconded by Smith, that the filing fee in the amount of \$50 for PAB-0002-2023 be refunded. The motion carried by the following vote:

Yes: 4 - Pollyea, Pugh, Ruark and Smith

Absent: 1 - Sweeney

F. UNFINISHED BUSINESS:

None.

G. NEW BUSINESS:

None.

H. POLL MEMBERS FOR COMMENT:

Sidewalk Program Updates:

Vice Chair Pugh asked if it would be possible for the Board to receive a brief overview of the status of the Sidewalk Maintenance Program, including the phases and any dates of which to be aware.

Tom Komlanc, Director of Engineering, noted the 2021 Sidewalk Program had been completed. The process for the five-year property tax assessment was underway for property owners choosing to have the costs assessed. Property owners that otherwise chose to make the payment of the cost due have done that. Regarding the 2022 Sidewalk Program, Komlanc reported that notices were issued for opting out and self-performing the work, along with notice to all the residents remaining in the program regarding performance of work scheduled for 2024. This coincides with the work for the 2024 program, which follows the City's annual street maintenance and reconstruction program. Komlanc also noted that the Department would then be back to a normal cadence with the program year and work performed in the same year. As the

Department examines roadways that require maintenance or rebuilds, they will also be addressing sidewalk maintenance activities associated with that. Komlanc stated that the Department intends to seek from City Council in the first couple months of 2024 permission to bid the annual street program. The Department plans on issuing notice to residents in the 2025 Sidewalk Program in the first or second quarter of 2024. Komlanc believed this would provide more flexibility to residents with respect to performing the work on their own should they opt to do that. The work for those remaining in the 2025 program would then occur in 2025. Additionally, Komlanc highlighted the change in city code which included a 50 percent cost share associated with sidewalk maintenance activities. When the City is reconstructing a street or initiating major utility work, since there would likely be changes to the grades of the roads, driveway approaches, etc., this would be an opportune time to correct the ADA facility, or pedestrian accessible route, through the identified corridor at no cost to the resident. After these kind of projects are completed, Komlanc said the property owners would be responsible for ongoing maintenance.

Attorney Mularski noted that one of the main reasons the City formed the Property Appeals Board was due to the Sidewalk Program. Now that the City is paying 50 percent, Mularski anticipated fewer people contesting the notice of defects. He was unsure as to how this would impact the frequency of board meetings. Mularski believed it was beneficial to help out the residents by picking up 50 percent of the bill. Additionally, he noted the City was going back to those in the first year of the program to readjust so they would not pay the full amount, but rather 50 percent.

Board member Smith inquired as to the percentage of people who decided to perform the work on their own. Director Komlanc responded that prior to the code change, there were 10 or 12 properties of the 219 in the 2021 program. In the 2022 program, also prior to the code change, there were 18 to 20 residents who opted to self perform the work. Komlanc said that with the code change, the Department sought an appropriation from Council to provide the cost share, which was viewed as equitable. Komlanc believed that had they known about the cost share, they might have stayed in the program and taken advantage of this feature.

Special Recognition for Vice Chair Pugh:

Chair Pollyea pointed out that this meeting was Vice Chair Pugh's last meeting, as he did not seek reappointment. She presented Vice Chair Pugh with a certificate of recognition on behalf of the Board for his service on the inaugural Property Appeals Board. She thanked him for

being part of assisting the City in navigating the nuances involved in the Board's work. Fellow members of the Board and those in attendance offered their thanks and applause for Pugh's service.

I. ADJOURNMENT:

With no further business before the Board, the chair adjourned the meeting at 6:42 p.m.

Jeremy A. VanMeter
Clerk of Council

APPROVED by the Property Appeals Board, this
day of 2024.

Sarah Pollyea