



6550 N. High Street
Worthington, Ohio 43085

T: 614-436-3100

Worthington City Council Agenda

Louis J.R. Goorey Municipal Building
John P. Coleman Council Chamber

Monday November 19, 2018 ~ 7:30 PM

CITY COUNCIL MEMBERS

Bonnie D. Michael
President

Scott Myers
President Pro-Tem

Rachael Dorothy
Council Member

Douglas Foust
Council Member

Beth Kowalczyk
Council Member

David Robinson
Council Member

Douglas Smith
Council Member

CITY STAFF MEMBERS

Matthew Greeson
City Manager

D. Kay Thress
Clerk of Council

1. Call To Order

2. Roll Call

3. Pledge of Allegiance

4. Visitor Comments

5. Special Presentation(s)

5.A. Daughters of the American Revolution - Wreaths Across America

Executive Summary: The Daughters of the American Revolution (DAR) will share information about the Wreaths Across America program taking place at Worthington area cemeteries.

6. Consent Agenda

Notice to the Public: There will be no separate discussion of Consent Agenda items as they are considered to be routine by the City Council and will be adopted by one motion. If a member of the City Council, staff, or public requests discussion on a particular item, that item will be removed from the Consent Agenda and considered separately.

To address City Council regarding an item on Consent Agenda, please submit a fully completed speaker's slip to the Clerk of Council prior to the beginning of the meeting.

6.A. Approval of the Minutes

6.A.I. Meeting Minutes - November 5, 2018

6.A.II. Meeting Minutes - November 13, 2018

Recommendation: Introduce and Approve as Presented

6.B. Ordinance No. 48-2018 Additional Appropriation - Sewer System Capacity Charges

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Accrued Acreage Fund Unappropriated Balance in the Amount of \$35,000.

Executive Summary: This ordinance appropriates \$35,000 for the purpose of paying for the sewer system capacity charges we have collected and now must pass-through to the City of Columbus.

Recommendation: Approve as Presented

Legislative History: Introduced on November 5, 2018

6.C. Ordinance No. 49-2018 NE Gateway Waterline Project Funding

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay for the Huntley Road Waterline Design as part of the NE Gateway Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

Executive Summary: This Ordinance appropriates \$48,000 for the design of a waterline relocation required for the Northeast Gateway project.

Recommendation: Approve as Presented

Legislative History: Introduced on November 5, 2018

6.D. Ordinance No. 50-2018 Code Change - Section 151.02 (Disposition of Records)

Amending Section 151.02 of the Codified Ordinances of the City of Worthington Concerning the Disposition of Records to be Consistent with Section 149.381 of the Ohio Revised Code.

Executive Summary: The Ordinance amends Section 151.02 of the Codified Ordinances to be consistent with the Ohio Revised Code regarding the disposition of public records

Recommendation: Approve as Presented

Legislative History: Introduced on November 5, 2018

6.E. Resolution No. 61-2018 Right-of-Way Agreement and Permit for SCG Fiber, LLC

Approving an Agreement and Permit for and between SCG Fiber, LLC, an Ohio Limited Liability Company, to Operate and Maintain a Telecommunications System Within the City of Worthington Pursuant to and Subject to the Provisions of Chapter 949 of the Codified Ordinances of the City of Worthington.

Executive Summary: This Resolution approves a right of way agreement with SCG Fiber for three years.

Recommendation: Introduce and Approve as Presented

6.F. Resolution No. 62-2018 Transfer of Funds

Adjusting the Annual Budget by Providing for a Transfer of Previously Appropriated Funds

Executive Summary: This Resolution authorizes the transfer of previously appropriated funds in the amount of \$34,371 in the General Fund and \$41,394 in the Revolving Fund to cover expenses as anticipated in the appropriate accounts.

Recommendation: Introduce and Approve as Presented

End of Consent Agenda

7. Public Hearings on Legislation

7.A. **Ordinance No. 47-2018** Appropriation - Curb, Gutter and Median Work at E. Wilson Bridge Road Rail Crossing

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of Curb Improvements at Wilson Bridge Road & the Railroad Crossing for the NE Gateway Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

Executive Summary: This Ordinance appropriates \$50,000 for curb, gutter and median work at the E. Wilson Bridge Road rail crossing.

Recommendation: Motion to Table

Legislative History: Introduced on November 5, 2018

7.B. **Ordinance No. 51-2018** Amend Section 1123.762 and Section 1147.01 the Planning & Zoning Code – Dog & Cat Care Center

To Amend Section 1123.762 and Section 1147.01 of the Codified Ordinances of the City of Worthington to Amend the Definition of Dog and Cat Day Care Center to Dog and Cat Care Center and Add Dog and Cat Care Center as a Conditional Use in the Neighborhood Commercial (C-1) District, Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) Zoning District.

Executive Summary: The Ordinance amends the Codified Ordinances to change the definition of Dog and Cat Day Care Center and add Dog and Cat Care Center as a Conditional Use in the C-1, C-2, and I-1 Zoning Districts

Recommendation: Approve as Presented

Legislative History: Introduced on November 5, 2018

8. New Legislation to Be Introduced

8.A. **Ordinance No. 52-2018** 2019 Operating Budget

Providing for the Adoption of the Annual Budget for the Fiscal Year 2019 and Appropriating Sums for Current Operating Expenses.

Executive Summary: This Ordinance adopts the City's annual budget for Fiscal Year 2019 and appropriates sums for current operating expenses.

Recommendation: Introduce for Public Hearing on December 3, 2018

8.B. Ordinance No. 53-2018 Compensation for Unclassified Employees

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2019 through December 31, 2019, and Adopting Class Specifications for Said Unclassified Positions.

Executive Summary: This Ordinance establishes the salaries for unclassified employees in the City for 2019.

Recommendation: Introduce for Public Hearing on December 3, 2018

8.C. Ordinance No. 54-2018 Public Health Contract - Columbus Public Health

Authorizing the City Manager to Execute a Contract Between the City of Columbus Board of Health and the City of Worthington for Health Services.

Executive Summary: This Ordinance authorizes the City Manager to enter into a contract with the Columbus Department of Health for \$66,153 for the provision of public health services to Worthington.

Recommendation: Introduce for Public Hearing on December 3, 2018

8.D. Ordinance No. 55-2018 Contract for Police Services - Village of Riverlea

Authorizing the City Manager to Enter into a Contract with the Village of Riverlea for the Provision of Police Protection.

Executive Summary: This Ordinance authorizes the City Manager to enter into a contract with the Village of Riverlea for the provision of police protection services for the Village for 2019.

Recommendation: Introduce for Public Hearing on December 3, 2018

8.E. Ordinance No. 56-2018 Contract for Plumbing Inspection Services

Approving the City Manager's Appointment of the Franklin County District Board of Health as the Provider of Plumbing Inspection Services in the City of Worthington.

Executive Summary: This is the annual ordinance that authorizes the City Manager to appoint the Franklin County District Board of Health as the provider of plumbing inspection services for the City of Worthington in 2019.

Recommendation: Introduce for Public Hearing on December 3, 2018

9. Reports of City Officials

9.A. Policy Item(s)

9.A.I. Liquor Permit Transfer - Blarney Stone Investments LLC

Executive Summary: The City has been notified by the Ohio Division of Liquor Control of requested changes to Blarney Stone's liquor permits.

Recommendation: Motion to Not Request a Hearing.

9.A.II. Liquor Permit - New (AV Nail Spa Worthington)

Executive Summary: The Ohio Division of Liquor Control has notified the City of a request for a new liquor permit for AV Nail Spa Worthington dba Anthony Vince Nail Spa located at the Shops of Worthington.

Recommendation: Motion to Not Request a Hearing.

9.A.III. Proposed 2019 Operating Budget - Presentations from Community Groups

Executive Summary: The Old Worthington Partnership and the Convention and Visitors Bureau will discuss their requests

9.A.IV. Follow Up - Proposed 2019 Operating Budget & Proposed 2019-2023 Capital Improvement Program

Executive Summary: Staff will provide a follow up report on the questions raised by City Council during discussions of the 2019 Budget and 2019-2023 Capital Improvements Program.

10. Reports of Council Members

11. Other

12. Executive Session

13. Adjournment



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: 10/26/2018
To: Matthew H. Greeson
From: Scott F. Bartter, Finance Director
Subject: Ordinance No. 48-2018 – Additional Appropriation

EXECUTIVE SUMMARY

This ordinance appropriates additional funds for the purpose of paying for the sewer system capacity charges we have collected and now must pass-through to the City of Columbus.

RECOMMENDATION

Approve as Presented

BACKGROUND/DESCRIPTION

The City of Worthington collects a sewer system capacity charge based on the size of the water taps that are installed in residential and commercial properties. Pursuant to our contract with the City of Columbus, we collect these fees and then disburse them to Columbus on a quarterly basis. We maintain a separate fund, Accrued Acreage Fund #825, to account for this activity.

We appropriate an annual amount in the operating budget and this year's budget ordinance included \$20,000 for these payments to Columbus. We have collected year to date \$45,663 and are therefore requesting the additional appropriation of \$35,000. This will allow us to pay the City of Columbus the amount collected to date and give us \$9,337 excess for any capacity charges collected in the 4th quarter of this year.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

\$35,000

ATTACHMENTS

Ordinance No. 48-2018

ORDINANCE NO. 48-2018

Amending Ordinance No. 41-2017 (As Amended) to
Adjust the Annual Budget by Providing for an
Appropriation from the Accrued Acreage Fund
Unappropriated Balance in the Amount of
\$35,000.00.

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the Accrued Acreage Fund unappropriated balance to:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
<u>Accrued Acreage Benefit Fund #825</u>		
825.2525.550952	Accrued Acreage Fees	\$ 35,000.00
Total Accrued Acreage Benefit Fund		\$ 35,000.00

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: October 30, 2018

To: Matthew H. Greeson

From: Daniel Whited, P.E. Director of Service & Engineering

Subject: **Ordinance No. 49-2018 - Funding NE Gateway Waterline Project**

EXECUTIVE SUMMARY

This Ordinance appropriates \$48,000 for the design of a waterline relocation required for the Northeast Gateway project.

RECOMMENDATION

Approve as Presented

BACKGROUND/DESCRIPTION

The Northeast Gateway project involves the relocation of numerous utilities. One of these relocations involves a 12" waterline. The City has received funding from the Ohio Public Works Commission for this project, with the expectation that construction will begin prior to June 1, 2019. In order to meet the deadline for beginning construction in the spring, staff recommends the City proceed with the replacement of the 12" waterline as the first phase of the project. This requires the waterline design to be accelerated and separated from the current plan drawings for the project as a whole, which are nearing completion. EMH&T, the City's engineering design firm for the Northeast Gateway, has proposed amending our current design services agreement and incorporating \$43,500 to complete this necessary work. A contingency of \$4,500 is recommended by staff, which brings the requested appropriation to \$48,000.

The OPWC funds are provided as a reimbursement. The City pays the upfront costs and submits to OPWC the cost of design and construction services for reimbursement.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$48,000

ATTACHMENTS

Ordinance No. 49-2018

ORDINANCE NO. 49-2018

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay for the Huntley Road Waterline Design as part of the NE Gateway Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533330 an amount not to exceed Forty Eight Thousand Dollars (\$48,000.00) to pay for the Huntley Road Waterline Design as part of the NE Gateway Intersection Improvement Project and all related expenses (Project No. 602-14).

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with the firm of EMH&T for the provision of the aforementioned services.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 2, 2018

To: Matthew H. Greeson

From: Tom Lindsey, Director of Law

Subject: **Ordinance No. 50-2018 Code Change - Section 151.02 (Disposition of Records)**

EXECUTIVE SUMMARY

The Ordinance amends Section 151.02 of the Codified Ordinances to be consistent with the Ohio Revised Code regarding the disposition of public records.

RECOMMENDATION

Approve as Presented

BACKGROUND/DESCRIPTION

Section 149.381 of the Ohio Revised Code sets forth the statutory process for the disposition of public records. The Worthington Records Commission is responsible for approving record retention schedules (RC-2) for all the City's public records. The RC-2 lists the various categories of public records and sets forth the time period that the records must be kept prior to disposition. The RC-2s are reviewed by the Ohio History Connection (formerly the Ohio Historical Society) and then approved by the Auditor of State. The statute was amended in 2011 to require the Ohio History Connection to designate on the RC-2s the particular records that will require a certificate of records disposal (RC-3) prior to the disposition of those records. The statute provides that the Records Commission shall submit an RC-3 for only the records required by the RC-2.

The proposed amendments to Section 151.02 of the Codified Ordinances will make it consistent with the statutory process set forth in ORC Section 149.381. The ordinance also provides for the name change from the Ohio Historical Society to the Ohio History Connection.

This ordinance was shared with the Worthington Records Commission on October 23, 2018. They had no concerns.

ORDINANCE NO. 50-2018

Amending Section 151.02 of the Codified Ordinances of the City of Worthington Concerning the Disposition of Records to be Consistent with Section 149.381 of the Ohio Revised Code.

WHEREAS, Section 149.381 of the Ohio Revised Code sets forth the process for the disposition of records pursuant to an approved schedule of record retention and disposition; and,

WHEREAS, the Ohio Historical Society has been renamed the Ohio History Connection; and,

WHEREAS, Section 151.02 of the Codified Ordinances needs to be amended to be consistent with the process set forth in Section 149.381 of the Ohio Revised Code and to correctly refer to the Ohio History Connection;

NOW, THEREFORE BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Section 151.02 of the Codified Ordinances be and hereby is amended to read as follows:

151.02 RECORD COMMISSION

(a) There is hereby created a City Records Commission composed of the Chief Executive, or the Chief Executive's appointed representative, as Chairperson, and the Chief Fiscal Officer, the Chief Legal Officer, and a Citizen appointed by the Chief Executive. The commission shall also appoint a Secretary, who may or may not be a member of the commission, and who shall serve at the pleasure of the commission.

(b) The functions of the commission shall be to provide rules for retention and disposal of records of the municipal corporation and to review applications for one-time disposal of obsolete records and schedules of record retention and disposition submitted by municipal offices. The commission may dispose of records pursuant to the procedure outlined in this section. The commission at any time may review any schedule it has previously approved and for good cause shown may revise that schedule.

(c) When the City Records Commission has approved any application for one-time disposal of obsolete records or any schedule of records and disposition, the commission shall send that application or schedule to the Ohio History Connection for its review. The Ohio History Connection shall review the application or schedule within a period of not more than sixty days after its receipt of it. Upon completion of its review, the Ohio History Connection shall forward the application for one-time disposal of obsolete records or the schedule of records retention and disposition to the auditor of the state for the auditor's approval or disapproval. The auditor shall approve or disapprove the application or schedule within a period of not more than sixty days after receipt of it.

ORDINANCE NO. 50-2018

(d) Before public records are to be disposed of pursuant to an approved schedule of records retention and disposition, the records commission shall inform the Ohio History Connection of the disposal through the submission of a certificate of records disposal for only the records required by the schedule to be disposed of, and shall give the Ohio History Connection the opportunity for a period of fifteen business days to select for its custody those public records, from the certificate submitted, that it considers to be of continuing historical value.

SECTION 2. That notice of passage of the Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 5, 2018

To: Matthew H. Greeson

From: D. Kay Thress, City Clerk

Subject: **Resolution No. 61-2018 Renewal of Right-of-Way Agreement and Permit for SCG Fiber, LLC**

EXECUTIVE SUMMARY

This is a renewal of a Right of Way Agreement and Permit for SCG Fiber, LLC. Section 949 of the City's Codified Ordinances requires that persons desiring to utilize the City's Rights of Way to provide public utility and/or telecommunications services, other than cable television service, obtain a Telecommunication and Utility Permit. The City has received an application from SCG Fiber, LLC for renewal of its permit that expired in July 2017. This Resolution authorizes the City Manager to sign the above-mentioned permit for the use of the Rights of Way in Worthington. The permit is for three years.

RECOMMENDATION

Introduce and Approve as Presented

ATTACHMENTS

Resolution No. 61-2018

Telecommunication and Utility Permit Agreement

RESOLUTION NO. 61-2018

Approving an Agreement and Permit for and between SCG Fiber, LLC an Ohio Limited Liability Company, to Operate and Maintain a Telecommunications System Within the City of Worthington Pursuant to and Subject to the Provisions of Chapter 949 of the Codified Ordinances of the City of Worthington.

WHEREAS, SCG Fiber, LLC, an Ohio Limited Liability Company, has requested authority to provide telecommunications services in the City of Worthington; and,

WHEREAS, the City of Worthington has enacted a comprehensive Right-of-Way Ordinance, Chapter 949 of the Codified Ordinances of the City of Worthington; and,

WHEREAS, City Council found the technical ability, and plan for services of SCG Fiber, LLC acceptable; and,

WHEREAS, SCG Fiber, LLC has facilities within the community under a permit initially approved in 2011; and,

WHEREAS, the authority is nonexclusive; and,

WHEREAS, SCG Fiber, LLC has certified that the company meets the criteria of Section 949.05 of the Codified Ordinances of the City of Worthington for the issuance of a permit.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That pursuant to Chapter 949 of the Codified Ordinances of the City of Worthington, an agreement between the City of Worthington and SCG Fiber, LLC, an Ohio Limited Liability Company, as attached hereto and made a part hereof is hereby authorized and approved and the City Manager is hereby authorized and directed to execute said agreement on behalf of the City, upon approval thereof by the Director of Law.

SECTION 2. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted _____

President of Council

Attest:

Clerk of Council

**TELECOMMUNICATIONS AND UTILITY PERMIT FOR THE USE OF PUBLIC
RIGHTS-OF-WAY WITHIN THE CITY OF WORTHINGTON, OHIO**


This Agreement is executed on this _____ day of _____, 2018, by and between SCG Fiber, LLC, an Ohio limited liability company, ("Company") and the City of Worthington, Ohio, an Ohio municipal corporation (the "City") pursuant to Resolution No. _____ passed by the Worthington City Council on _____, 20__.

Now, therefore, in consideration of the foregoing and of the covenants, promises and conditions hereinafter set forth it is hereby agreed as follows:


- I. That the Company, a limited liability company, organized under the laws of the State of Ohio, its successors and assigns, is hereby granted the non-exclusive right, privilege and authority in accordance with the provisions of Chapter 949 of the Codified Ordinances of the City to acquire, construct, maintain and operate a telecommunications system and/or utility in the City in and under, above, across and along the streets, alleys, thoroughfares, public rights-of-way, public property and easements as the same now exist or may hereafter be laid out in the City, with minimum interference with the proper use of same, for the provision of all competitive telecommunications services as authorized by the Public Utilities Commission of Ohio.
- II. The Company shall construct and operate the telecommunications and/or utility system in accordance with all laws, ordinances, construction standards, governmental requirements, FCC technical standards and any other standards incorporated by reference. Nothing in this Agreement permits the Company to provide any other utility services or cable television services.
- III. The Company shall comply with the applicable requirements of Chapter 949 of the City Codified Ordinances.
- IV. The Company shall pay the annual permit fee as determined by City Codified Ordinances Section 949.07.
- V. The Company agrees that all contractors and subcontractors proposed for work on construction, installation, operation, maintenance and repair of the system shall be properly licensed under the laws of the state of Ohio and all City ordinances.
- VI. Subject to the final requirements of this Section VI, in those areas where telephone and electric services are provided by underground facilities, the Company shall place all new facilities underground. In all other areas, the Company agrees to use its Best Efforts (as defined in Chapter 949 of the City Codified Ordinances) to place all facilities in the City right-of-way underground except for equipment which is customarily placed on or above the ground in conjunction with underground transmission facilities. In addition, where the City Manager or his designee determine that such transmission facilities should not be located underground, the City Manager shall have the authority to relieve the Company of the requirement to do so. In making such a determination, the City Manager may take into account unusual circumstances or physical characteristics including but not limited to the existence of underground facilities which might interfere with the operations of the Company, topographical features or use requirements which may interfere with existing facility locations. The City Manager may also relieve the Company of the requirement to locate transmission facilities underground when to do so in a particular circumstance

would not be in the best interest of the City. The installation of above-ground locator wire markers is prohibited.

- VII. The rights, privileges and authority hereby granted shall not be effective prior to acceptance of this Agreement by the Company and the City and shall terminate three years from the date of acceptance.
- VIII. The Company shall, at its sole cost and expense, fully indemnify, defend and hold harmless the City, its officers, public officials, boards and commissions, agents and employees from and against any and all lawsuits, claims, causes of action, actions, liability, and judgments for injury or damages in connection with this permit, the Company system, and construction, installation, maintenance, and repair thereof.
- IX. Whenever in this Agreement the City or Company is referred to, such reference shall be deemed to include the respective successor or assign of either, and all rights, privileges, and obligations herein contained shall bind and inure to the benefit of such respective successor or assign, in which the predecessor of such successor or assign is divested of all such rights, privileges, or obligations, whether so expressed or not.
- X. The terms and provisions of this Agreement are joint and several, and the invalidity of any part shall not affect the validity of the Agreement.
- XI. If this permit involves the installation of small cell facilities or wireless support structures in the right of way, then the Company shall also comply with the applicable requirements of Chapter 955 of the City Codified Ordinances. In the case of any conflict between the requirements of Chapter 955 and Chapter 949 of the City Codified Ordinances, the provisions of Chapter 955 shall control.




Witness



Witness

SCG FIBER, LLC

By: 

Name: Stephen Tucker
Title: CFO

CITY OF WORTHINGTON

Witness

Witness

By: _____
Name: _____
Title: _____

Approved as to Form:

Law Director, City of Worthington



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: 11/14/2018
To: Matthew H. Greeson
From: Scott F. Bartter, Finance Director
Subject: **Resolution 062-2018 - Transfer of Funds**

EXECUTIVE SUMMARY

This Resolution authorizes the transfer of previously appropriated funds in the amount of \$34,371 in the General Fund and \$41,394 in the Revolving Fund to cover expenses as anticipated in the appropriate accounts. Approval of this Resolution will not result in increased total appropriations.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The following transfers are requested within the Police Department Accounts. These transfers are necessary in order to capture expenditures in the appropriate account.

From: 101.2030.511026	Police Support Services – Communication Tech	
To: 101.2030.511029	Police Support Services – P.T Court Liaison	\$5,200.00
From: 101.2030.511151	Police Support Services – Overtime	
To: 101.2030.511158	Police Support Services – Detective on Call	\$1,000.00

Transfers in the Parks and Recreation Department are further outlined in the attached memo from the Parks and Recreation Director.

ATTACHMENTS

Resolution 62-2018
November 14th Memo from Darren Hurley



TO: Scott Bartter, Finance Director

FROM: Darren Hurley, Parks and Recreation Director

DATE: November 16, 2018

SUBJECT: 2018 Budget Transfer Request #2

The following is a list of funds I would like to transfer to accommodate general fund accounts which need additional monies to meet expenses.

Account Number		Account Description	Transfer From (-)	Transfer To (+)
101.4020	511038	Seasonal Workers	\$1,800	
101.4020	540563	Grounds Maintenance		\$1,800
101.4030	540560	Building Maintenance	\$500	
101.4020	540562	Cell Phone Service		\$500
101.4030	540560	Building Maintenance	\$4,500	
101.4030	521005	Maintenance Supplies		\$4,500
101.4030	511066	PT General Instructor	\$3,152	
101.4030	511067	PT Specialized Instructor		\$3,152
101.4030	511085	PT Lifeguard	\$709	
101.4030	511067	PT Specialized Instructor		\$709
101.4030	511085	PT Lifeguard	\$3,905	
101.4030	511084	PT Head Lifeguard		\$3,905
101.4040	511067	PT Specialized Instructor	\$859	
101.4030	511089	PT Fitness Attendant		\$859
101.4030	511091	PT Customer Serv Staff	\$1,992	
101.4030	511065	PT Support Staff		\$1,992
101.4030	511088	PT Child Care Attendant	\$575	
101.4030	511065	PT Support Staff		\$575

6.F. - Transfer of Funds

101.4040	511066	PT General Instructor	\$433	
101.4030	511065	PT Support Staff		\$433
101.4030	511080	Customer Service Coord.	\$5,000	
101.4030	511093	PT Comm. Coord.		\$5,000
101.4030	511080	Customer Serv. Coord.	\$1,800	
101.4010	511030	PT Secretary		\$1,800
101.4030	511080	Customer Service Coord.	\$2,946	
101.4030	511065	PT Support Staff		\$2,946
Totals			\$28,171	\$28,171

The following is a list of funds I would like to transfer to accommodate revolving fund accounts which need additional monies to meet expenses.

Account Number		Account Description	Transfer From (-)	Transfer To (+)
224.2424	511043	Summer Staff Wages	\$13,964	
224.2424	511065	PT Support Staff	\$9,168	
224.2424	511067	PT Specialized Staff		\$23,132
224.2424	550951	P&R Programming	\$5,799	
224.2424	511067	PT Specialized Staff		\$5,799
224.2424	550951	P&R Programming	\$12,463	
224.2424	511066	PT General Instructor		\$12,463
Totals			\$41,394	\$41,394

RESOLUTION NO. 62-2018

Adjusting the Annual Budget by Providing for a Transfer of
Previously Appropriated Funds.

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Legislation, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is made the following transfer of previously appropriated funds:

From Account No. General Fund (#101)	To Account No.	Amount
101.4020.511038	101.4020.540563	\$ 1,800.00
101.4030.540560	101.4020.540562	\$ 500.00
101.4030.540560	101.4030.521005	\$ 4,500.00
101.4030.511066	101.4030.511067	\$ 3,152.00
101.4030.511085	101.4030.511067	\$ 709.00
101.4030.511085	101.4030.511084	\$ 3,905.00
101.4040.511067	101.4030.511089	\$ 859.00
101.4030.511091	101.4030.511065	\$ 1,992.00
101.4030.511088	101.4030.511065	\$ 575.00
101.4040.511066	101.4030.511065	\$ 433.00
101.4030.511080	101.4030.511093	\$ 5,000.00
101.4030.511080	101.4010.511030	\$ 1,800.00
101.4030.511080	101.4030.511065	\$ 2,946.00
101.2030.511026	101.2030.511029	\$ 5,200.00
101.2030.511151	101.2030.511158	\$ 1,000.00
Total General Fund Transfers		\$ 34,371.00
Revolving Fund (#224)		
224.2424.511043	224.2424.511067	\$ 13,964.00
224.2424.511065	224.2424.511067	\$ 9,168.00
224.2424.550951	224.2424.511067	\$ 5,799.00
224.2424.550951	224.2424.511066	\$ 12,463.00
Total Revolving Fund Transfers		\$ 41,394.00

RESOLUTION NO. 62-2018

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in full in the appropriate resolution book.

Adopted _____

President of Council

Attest:

Clerk of Council



CITY OF WORTHINGTON
Worthington City Council Minutes
November 5, 2018

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Monday, November 5, 2018, in the John P. Coleman Council Chambers of the Louis J.R. Goorey Municipal Building, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 p.m.

ROLL CALL

Members Present: Douglas Foust, Beth Kowalczyk, Scott Myers, David Robinson, Douglas K. Smith, and Bonnie D. Michael, (Rachael R. Dorothy arrived at 7:45 p.m.)

Member(s) Absent:

Also present: City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Director of Law Tom Lindsey, Director of Finance Scott Bartter, Director of Planning & Building Lee Brown, Director of Parks & Recreation Darren Hurley, Chief of Fire John Bailot, Chief of Police Jerry Strait, Clerk of Council D. Kay Thress, Assistant City Clerk Ethan Barnhardt

There were 4 visitors present.

PLEDGE OF ALLEGIANCE

President Michael invited all to stand and join in reciting the Pledge of Allegiance to the flag.

VISITOR COMMENTS

APPROVAL OF THE MINUTES

- Regular Meeting – October 15, 2018

MOTION Mr. Robinson moved, Mr. Foust seconded a motion to approve the aforementioned meeting minutes as presented.

There being no additions or corrections, the motion to approve the minutes as presented carried unanimously by a voice vote.

NEW LEGISLATION TO BE INTRODUCED

Resolution No. 60-2018

Approving an Agreement and permit for and between Ohio Power Company, an Ohio Corporation, to Occupy and Use the Right-of-Way for an electric Distribution and Transmission System Within the City of Worthington Pursuant to and Subject to the Provision of Chapter 949 of the Codified Ordinances of the City of Worthington

Introduced by Mr. Smith

MOTION

Mr. Myers made a motion to adopt Resolution No. 60-2018. The motion was seconded by Ms. Kowalczyk.

Mr. Greeson detailed that this is a routine right-of-way agreement and permit renewal for American Electric Power.

There being no additional comments, the motion to adopt Resolution No. 60-2018 passed unanimously by a voice vote.

Ordinance No. 47-2018

Amending ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of Curb Improvements at Wilson Bridge Road & the Railroad Crossing for the NE Gateway Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

Introduced by Mr. Robinson

Ordinance No. 48-2018

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Accrued Acreage Fund Unappropriated Balance in the Amount of \$35,000.

Introduced by Mr. Foust

Ordinance No. 49-2018

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay for the Huntley Road Waterline Design as part of the NE Gateway

Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

Introduced by Mr. Smith

Ordinance No. 50-2018

Amending Section 151.02 of the Codified Ordinances of the City of Worthington Concerning the Disposition of Records to be Consistent with Section 149.381 of the Ohio Revised Code.

Introduced by Mr. Myers

Ordinance No. 51-2018

To Amend Section 1123.762 and Section 1147.01 of the Codified Ordinances of the City of Worthington to Amend the Definition of Dog and Cat Day Care Center to Dog and Cat Care Center and Add Dog and Cat Care Center as a Conditional Use in the Neighborhood Commercial (C-1) District, Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) Zoning District.

Introduced by Ms. Kowalczyk

The Clerk was instructed to give notice of a public hearing on said ordinance(s) in accordance with the provisions of the City Charter unless otherwise directed.

REPORTS OF CITY OFFICIALS

Proposed 2019 Budget – Departmental Overview



- City Charter, Section 4.02
- July -Input by Council on Schedule and Issues
- August – September – Internal budget submittals and review
 - What do we look at?
 - How do we maintain service continuity and effectiveness?
 - Council priorities
 - Known issues, trends and cost implications,
 - Opportunities for process and programmatic improvement
 - Adopted City plans
 - Known citizen concerns, Advisory Board desires
- October – Release of Budget & CIP
- October, November, early December – Public Presentations and Adoption



Mr. Greeson explained the budget process and how that earlier in the budget season we talked at more of a high level, discussing trends and more recently presenting the five-year forecast. Now we are diving into the operating budget during the November meetings, going department by department.

The operating budget is affected by many things outside of this formal three- or four-month process. As we develop it, we take into consideration Council's priorities expressed at the retreat and subsequent Council meetings. We take into consideration the adopted plans of the City which are an expression of priorities in a given area, based upon public input processes. Additionally, conversations and thoughts that are received year-round by

advisory boards, residents, and businesses are incorporated into the process. We do all of this mindful that cities do have some core services that continue year after year and must be continually invested in to ensure that we continue to provide exemplary services.

Often times requests exceed available revenues, and this creates the challenge of how we maintain a high level of service in our core areas while meeting new demands or inspirations of the community. In the operating budget we have sought to strike a balance between those things.

At Council's request, we have highlighted on slides the objectives that tie into discussions had earlier in the year at the Council Retreat. We have added some information on things that are being worked on that may not have budget implications but are priorities that Council should be aware of. Also included are budget objectives as they are stated in the budget document, when the budget is adopted the objectives essentially become staff's work plan for the year.

Items that are continued to be worked upon that were identified at the last Council Retreat include the top four priorities: Community Visioning and Strategic Planning, the United Methodist Children's Home Site, Communication, and Sustainability. Age-Friendly/Livable Communities was something Council wanted to learn more about, while not ranked as a top priority, time from staff and the Community Relations Commission has been spent on this.



City Council Retreat

- Community Visioning & Strategic Planning
- United Methodist Children's Home Site
- Communication
- Sustainability
- Age-Friendly/Livable Communities

Items that connect to the retreat priorities will be bolded throughout the presentation.



City Council Retreat

- | | |
|--------------------------|------------------------------|
| • Energy Efficiency | • Small Cell Technology |
| • Staff Turnover | • SwimInc |
| • Bike/Ped Master Plan | • OSU Airport Master Plan |
| • Holiday Inn | • School Facilities |
| • Northeast Gateway | • Anthem Redevelopment |
| • Job Loss | • Wilson Bridge Road |
| • Budget & Fund Balance | • Electric Aggregation |
| • McCord Park Plan | • Railroad Quiet Zones |
| • Murals | • National Church Residences |
| • SR-161 Recommendations | • COTA Turnaround |
| | • Nondiscrimination |



Additionally, there are other items that were identified as important efforts or issues that are, "On the Plate." These are things that were being worked on or that were facing the City. They are issues of importance that will be highlighted.

The Mayor's Court has no notable changes in the management discussion. The 2019 objectives include implementing new ways of accepting payments and implementing new case management software.



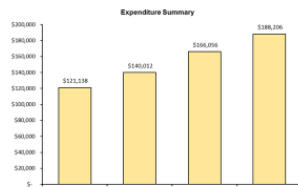
Mayor & Mayor's Court: Expenditure Summary

Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 88,820	\$ 104,886	\$ 106,058	\$ 107,294
Additional Personal Services	\$ 27,195	\$ 34,030	\$ 34,995	\$ 36,091
Supplies & Materials	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 11,030	\$ 21,700	\$ 22,450	\$ 22,450
Total	\$ 127,045	\$ 160,616	\$ 163,503	\$ 165,835



Legislative & Clerk: Expenditure Summary

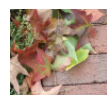
Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 59,116	\$ 58,640	\$ 58,640	\$ 58,640
Additional Personal Services	\$ 18,122	\$ 25,372	\$ 25,486	\$ 25,486
Supplies & Materials	\$ 15,501	\$ 16,700	\$ 37,850	\$ 60,000
Capital Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 28,398	\$ 39,300	\$ 44,080	\$ 44,080
Total	\$ 121,138	\$ 140,012	\$ 166,056	\$ 188,206



The Legislative, Clerk Administration, and Personnel budgets really have no notable budgetary changes. Economic Development is funded both in the General Fund and the Economic Development Fund. In the General Fund there are no notable changes. There are transfers from the General Fund to the Economic Development fund annually. If those funds are not fully spent, the balance in the fund carries over. We anticipate transferring less this year from the General Fund to the Economic Development Fund.

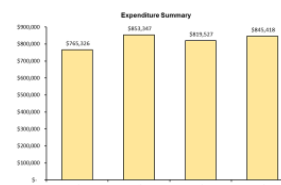
Mr. Robinson asked for clarification if all funds for the Economic Development Fund come from the General Fund. Mr. Greeson said that is correct, it is non-tax revenues. Mr. Bartter added that the repayment of ReCAP is the only other revenue other than the transfer from the General Fund.

In the Legislative and Clerk Department, the most important thing not included in the budget but listed is Community Visioning and Strategic Planning. We have recently enlisted a consultant to attempt to help frame that in relationship to the UMCH debate. We do not have funds allocated in the 2019 Operating Budget, but we may request an appropriation before the end of the year or seek to amend the 2019 operating budget. We want to further refine the scope and goals of that project before finalizing numbers.



Administration: Expenditure Summary

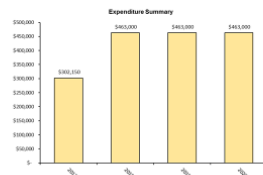
Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 455,890	\$ 487,549	\$ 483,040	\$ 496,736
Additional Personal Services	\$ 207,933	\$ 250,278	\$ 231,467	\$ 242,086
Supplies & Materials	\$ 14,483	\$ 18,000	\$ 18,000	\$ 18,000
Capital Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 87,020	\$ 97,520	\$ 87,020	\$ 88,596
Total	\$ 765,326	\$ 853,347	\$ 819,527	\$ 845,418





Economic Development: Expenditure Summary (ED Fund)

Economic Development - Fund (219)				
Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ -	\$ -	\$ -	\$ -
Additional Personal Services	\$ -	\$ -	\$ -	\$ -
Supplies & Materials	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 302,150	\$ 463,000	\$ 463,000	\$ 463,000
Transfers	\$ -	\$ -	\$ -	\$ -
Total	\$ 302,150	\$ 463,000	\$ 463,000	\$ 463,000



Included in this portion of the budget are many of the areas where the staff are supporting the goals of the whole organization. Included are many of Council's priorities including things such as Electric Aggregation, evaluation of the School Resource Officer, and redevelopment issues. In Personnel there are some policy and process improvement efforts that are underway.

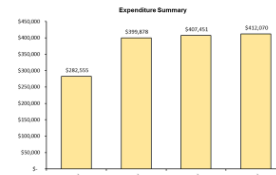
Mr. Smith explained that Lean/Six Sigma was discussed last year, and he wondered if that reflected in this year's budget as well or if it was not being done this year. Mr. Greeson replied that no one is currently scheduled, and specific funds have not been included. He shared that we do have two Lean/Six Sigma Black Belts on staff. There has been some discussion about spending some resources to bring in Lean consulting to review specific processes.

Mr. Myers asked if we currently have the ability to accept online payments for the Mayor's Court. Mr. Greeson stated that we do not. Mr. Bartter explained that we are beginning to look into online payments for a variety of things. Mr. Myers replied at the state level that is beginning to be the only way to pay now.



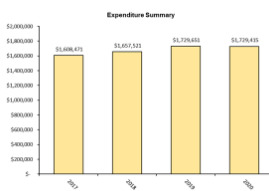
Personnel: Expenditure Summary

Personnel Department				
Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 191,355	\$ 279,139	\$ 281,084	\$ 283,067
Additional Personal Services	\$ 57,623	\$ 81,839	\$ 87,232	\$ 89,867
Supplies & Materials	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -
Contractual Services	\$ 33,577	\$ 38,900	\$ 39,135	\$ 39,135
Total	\$ 282,555	\$ 399,878	\$ 407,451	\$ 412,070



Finance: Expenditure Summary

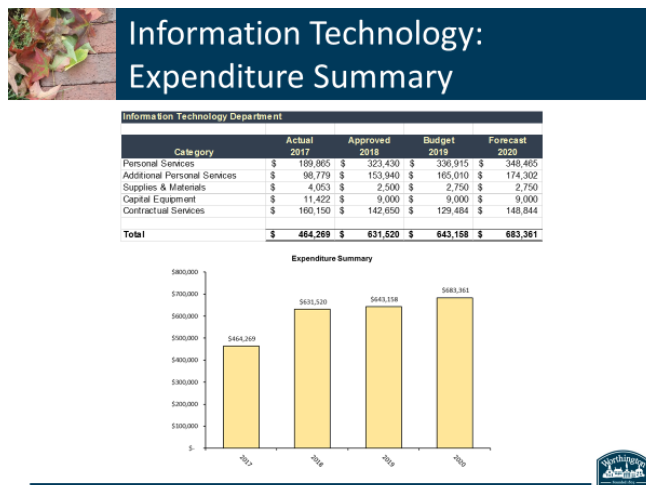
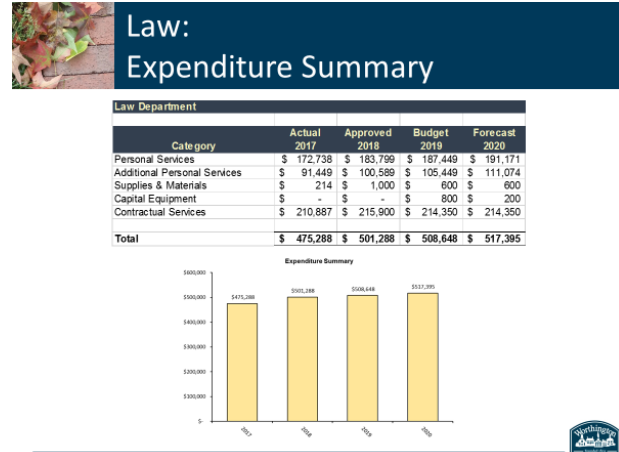
Finance Department				
Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 292,632	\$ 302,358	\$ 312,643	\$ 325,678
Additional Personal Services	\$ 154,279	\$ 173,743	\$ 184,288	\$ 195,317
Supplies & Materials	\$ 3,912	\$ 4,100	\$ 2,800	\$ 3,300
Capital Equipment	\$ 983	\$ 500	\$ 220	\$ 220
Contractual Services	\$ 1,196,665	\$ 1,176,820	\$ 1,229,700	\$ 1,204,700
Total	\$ 1,608,471	\$ 1,657,521	\$ 1,729,651	\$ 1,729,415



Mr. Bartter explained that there is an uptick in the consultant line to do a full examination of the Parks and Recreation fees. We will be looking at what our subsidy levels are and bring that information back to Council. We are also looking to convert our budget to a Comprehensive Annual Financial Report (CAFR), currently we do Basic Financial Statements. A CAFR is more robust and it would include an audit annually as opposed to biannually. However, this is something that we would be doing anyways as part of expending Federal

funds as part of the Northeast Gateway. It is not actually funded in the Finance Department budget, it is funded under County Auditor expenses. President Michael asked if this is additional funding that is coming from the City to pay for this or if it is offset by funds coming from the Auditor's office. Mr. Bartter remarked that this is not being offset by funds from the Auditor's office. It is not an increase, but it is not a reduction. Because in 2018 we had an audit, it would typically go down, instead we are keeping that funding the same. President Michael inquired about the average cost of the audits. Mr. Bartter replied they are between \$12,000 to \$15,000.

Mr. Bartter reported there being no major changes in the Law Department. The Law Department's objectives are to continue to provide legal support to both Council and staff.



Mr. Oliver explained how the City engaged in an external IT assessment that was completed in 2017. We have taken action on the assessment and have begun focusing on three broad categories: People, Technology, and Process.

People



Under the people aspect, we have onboarded a new IT Director. The first year has focused on operational improvements and strategic priority development. The 2019 focus will be on sustaining operational excellence and better on strategy execution. We also onboarded a Help Desk Technician who has assisted to increase project capacity for the rest of the IT staff.



Technology



Mr. Oliver highlighted three of the technology improvements being focused on. First, the majority of our infrastructure was eight to ten years old and having service issues that impacted the reliability of systems used by Police and Fire, as well as employee productivity. We replaced most of the network security and storage infrastructure, secured maintenance and support contracts, and implemented server virtualization. These changes have stabilized the environment. We implemented Office 365, initially focused on email. The next steps include improvements to file sharing and collaboration. Lastly, we have improved our back-up and retention schedule while reducing costs.

Process

Regarding process changes, we are looking at becoming a more efficient and effective IT organization. We recently made improvements to project management and priority setting, security, PCI compliance, and the IT service desk.

 <h3>Information Technology: 2019 Objectives</h3> <ul style="list-style-type: none"> • OPERATIONS & SUPPORT: Operations—improve service quality, reliability & security <ul style="list-style-type: none"> – Update the disaster recovery/business continuity plan, develop priorities for remediation, and begin implementation of improvements. This is expected to be a multi-year effort. – Continue to implement process improvements for managing risk and improving security. – Implement service desk system. – Implement password reset self-service. 	 <h3>Information Technology: 2019 Objectives</h3> <ul style="list-style-type: none"> • STRATEGY: Data <ul style="list-style-type: none"> – Develop a city-wide and integrated data model. – Use this model to develop descriptive (what has happened), predictive (what might happen next), and prescriptive (what should we do to prevent an occurrence) analytics reports. – Improve existing data reporting workflows and process. • STRATEGY: Employer Attraction and Retention <ul style="list-style-type: none"> – Develop business models, partnership models, and implementation strategies for the use of fiber and complementary services as a tool for attracting and retaining new employers.
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 <h3>Information Technology: 2019 Objectives</h3> <ul style="list-style-type: none"> • OPERATIONS & SUPPORT: Systems—improve systems used by other departments to deliver city services <ul style="list-style-type: none"> – Coordinate implementation of Telestaff, a scheduling tool used by Police and Fire. – Analyze, plan and coordinate implementation of Computer Aided Dispatch (CAD) and Records Management System (RMS) replacement as well as other ancillary services requested by Police and Fire Departments. – Coordinate implementation of Permitting system. – Improve adoption of document management system. 	
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Mr. Oliver detailed how the 2019 budget is flat year after year. There is an approximately \$100,000 reduction of phone system costs that is not reflected in this budget. This occurred due to the adoption of a different technology for call delivery. This process started in

October 2017 and took longer than expected due to issues working with the incumbent carrier. The Internet Expense line item increased by approximately \$6,000 due to improvements in call delivery and additional internet capacity that primarily benefits the Community Center.

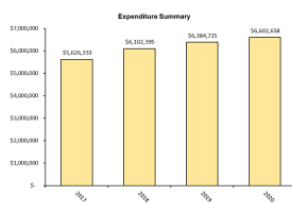
Mr. Oliver explained how his focus is to shift from operational to strategic. There are a couple programs he would like to provide a brief overview for. The overarching goal of data is to provide better data to decision makers. The outcomes for this program are to develop an integrated data model, to assess what data do we have, how can it be integrated and synthesized to help prevent unfavorable outcomes. For employer attraction and retention, how can we leverage technologies such as fiber and access to regional data and cloud resources to build and sustain a competitive workplace. Operations is still important including updating the IT component of the disaster recovery and business continuity plan. Lastly, we want to coordinate improvement to systems used by other departments, including implementation of TeleStaff, changes in dispatch and records management, and the permitting system.

Mr. Robinson explained that the email interface being used currently is dreadful and he wanted to know if that is an Office 365 product. Mr. Oliver replied it was. Mr. Robinson wanted to know how the decision was made to acquire that particular platform and if in the future when such a major decision was being made if there was a way for Council to look at it and comment on it before the decision is made. Mr. Oliver explained that the decision was made because we currently use the Exchange environment which has been in use for many years. We thought it was best to maintain continuity, so essentially, we changed it from being hosted on premises to moving it to the cloud. There are multiple interfaces available with Exchange and there are other ones that may provide better functionality. Mr. Robinson asked how the decision was made and if it was circulated with staff or was it an industry standards-based decision. Mr. Oliver replied that the focus was to maintain the look and feel that staff and users were familiar with, then we looked at the costs and benefits of outsourcing that infrastructure and other capabilities.

Ms. Kowalczyk commented on the references to retention and attracting of employers. She wanted to know if there were any specific examples being investigated regarding this. Mr. Oliver replied that fiber has been deployed as an asset to different companies to reduce their communication costs. Once you can put in fiber, in addition to reducing costs, you can also get access to other data centers and cloud services with greater bandwidth. Ms. Kowalczyk asked if the fiber technology was something we would initiate. Mr. Oliver emphasized that we would be more of a facilitator/business partner instead of putting our own fiber in the ground.

Police: Expenditure Summary (General Fund)

Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 3,976,082	\$ 4,243,370	\$ 4,397,174	\$ 4,537,448
Additional Personal Services	\$ 1,294,158	\$ 1,520,702	\$ 1,639,671	\$ 1,726,828
Supplies & Materials	\$ 26,133	\$ 35,600	\$ 34,200	\$ 34,200
Capital Equipment	\$ 3,652	\$ 3,600	\$ 3,500	\$ 3,500
Contractual Services	\$ 326,309	\$ 299,323	\$ 310,180	\$ 300,682
Total	\$ 5,626,333	\$ 6,102,395	\$ 6,384,725	\$ 6,602,658



Chief Strait explained that the costs for the Division of Police remain flat other than there have been some shortages which have led us to look for some new personnel. We have expended a lot of money into backgrounds. One item

that was on the retreat agenda was job transition and that is currently what the Division of Police has been trying to overcome in 2018 and will continue into 2019. It takes an average of nine months for a new officer to be trained.

We spend quite a bit of time and money to get to that point in backgrounds and polygraphs, so we did add some funding to our Administrative Support line in anticipation of new officers in transition. Part of that is uniform allowance as well as items that are included in the collective bargaining agreement. Because of aging equipment, we have been working with IT and the Division of Fire to come up with a new solution. We are also in the midst of looking at consolidation again. This is not just a Worthington issue, it is a broader issue with CAD/RMS entities being bought up.

Objectives in 2019 include maintaining communications staffing through full time and part time positions during the consolidation examination and implementation. We are also looking at integration with our Lexipol so that we get both our policies and procedures updated to meet the needs of the City and reduce risk. Our big focus is to maintain a professional appearance and an exceptional level of service to the City, meeting both our training and technology needs. We are also focusing on maintaining partnerships with entities such as the Worthington Board of Education, the Northeast Regional Emergency Communications Center, the Central Ohio Interoperable Radio System, and the Columbus Board of Health. Also, our communications outreach with our Citizens Academy, the National Night Out, mentorships, and ALICE training.

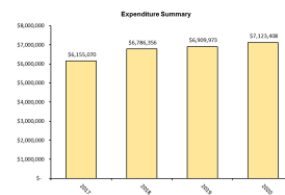
Mr. Robinson inquired about the Personal Services numbers and the Additional Personal Services. He assumes by Personal Services we mean wages and salaries. Mr. Bartter said that was correct. Mr. Robinson then clarified that Additional Personal Services includes benefits. Mr. Bartter again agreed. He explained that it encompasses health insurance contributions, pension, Medicare, and fringe benefits. Mr. Robinson noted that there are variations between departments of the increases to those categories. He then questioned whether the increases in benefits would be proportional to the wages and salaries, but between departments it varies quite a bit. Mr. Bartter reported the difference, particularly with Police, is because many employees are at a lower step so that is causing the lower jump year-to-year. Mr. Foust shared that 7% is reasonable for health insurance.

Chief Bailot explained that the Division of Fire & EMS also have a sizeable budget wrapped up in Personal Services. Their primary goal is the safety and security of Worthington's citizens and businesses. Their lines are flat as well, but there are some relatively minor increases. His division is very busy with approximately 5000 runs per year and 80% of those are medical. It takes many people to manage those runs. In 2019, the Division is continuing their forward



Fire & EMS: Expenditure Summary

Fire Department				
Category	Actual 2017	Approved 2018	Budget 2019	Forecast 2020
Personal Services	\$ 3,778,234	\$ 4,046,725	\$ 4,098,282	\$ 4,229,877
Additional Personal Services	\$ 1,870,767	\$ 2,140,530	\$ 2,192,362	\$ 2,299,183
Supplies & Materials	\$ 124,757	\$ 136,000	\$ 144,000	\$ 137,450
Capital Equipment	\$ 40,246	\$ 47,700	\$ 66,700	\$ 47,700
Contractual Services	\$ 341,066	\$ 415,400	\$ 419,629	\$ 409,198
Total	\$ 6,155,070	\$ 6,786,356	\$ 6,909,973	\$ 7,123,408

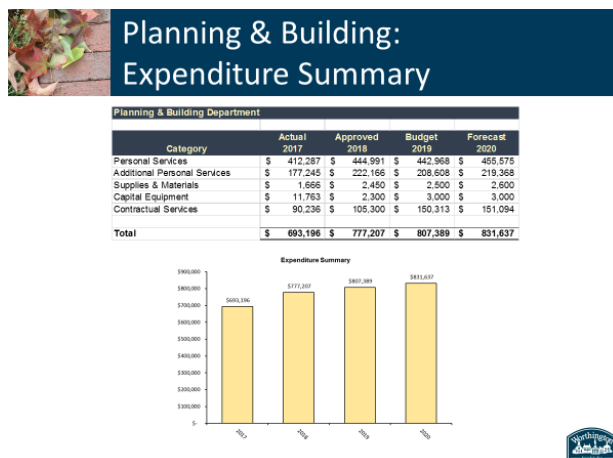


progression with the administrative team and filling important vacancies due to retirement. Their main focus is maintaining high quality employees to meet the needs and expectations of the community.

Chief Bailot explained how the Fire Station is like a second home and there are some comforts that are not found in other departments throughout the City. One focus is trying to do minor renovations over a period of time, updating the building which was built in the early 1990s. We want to build a good working atmosphere for our quality employees. Additionally, we want to maintain and enhance our partnerships with Perry Township, Sharon Township and the Village of Riverlea.

Objectives in 2019 include promotions, establishing a new policy and rules manual, and improved community involvement. We are also capitalizing on improved technology with the support of the IT team including new scheduling software, online training, and report writing and various equipment tracking.

Mr. Robinson asked to be educated about what is included under Contractual Services and specifically what was the cause of the bump from 2017-2018 of over 20%. Chief Bailot said that he could not speak specifically to the aforementioned bump in 2017-2018. However, he explained that Contractual Services includes things such as, repairs, fueling, EMS billing, building maintenance, and other things needed to operate the Division. Mr. Robinson stated that it is a curious description for those expense items.



Mr. Brown detailed how there is a slight increase of \$30,000 under Contractual Services associated with the new work management software that will accept online payments to provide better service for residents, property owners, and businesses wanting to come to Worthington. It will allow for all of our application submittals to be done online and we will have better interaction with applicants

missing documentation. This goes towards Council's goals of communication, outreach and transparency. The Department processes over 1,200 building permits a year, over 200 complaints due to property maintenance, handles code enforcement with a response time of 24-48 hours, permits working with the Service and Engineering Department, and over 200 MPC, ARB, and BZA applications. Much of that work will be more easily tracked and the ultimate goal will be to click on a property and see the history and materials associated with that property.

Other focuses throughout the year in addition to the software rollout and board and commission meetings is related to redevelopment opportunities within Worthington, whether that is the Stafford Village redevelopment, the Holiday Inn redevelopment,

UMCH, the Harding site, Anthem, or the Wilson Bridge Corridor. Additionally, there will be the continuation of the Wayfinding program and the streetscape improvements throughout the City.

Mr. Brown explained how under their Additional Personal Services portion of the budget, things such as conferences, dues, local meetings and training are included. The reason for the big increase in Contractual Services is due to the software rollout which is an additional \$36,000 per year.

Ms. Dorothy commended the new work management software, in her experience working with municipalities that utilize similar software, it makes interactions much smoother. Mr. Brown shared that it helps us be more competitive with our peers and neighbors. Other jurisdictions they have talked to have seen a decrease of people coming into the office, getting more things completed on-time, and have had the ability to allocate more time for other projects and initiatives in the office.

Mr. Robinson asked what Mr. Brown's current understanding is about the status of the Comprehensive Plan and the UMCH update from 2014 as it pertains to UMCH. Mr. Brown stated that it is an adopted policy document that was adopted by the City Council. Mr. Robinson asked for clarification if it remains in force the same as it did a year ago. Mr. Brown responded that we would review any applications that came through our boards and commissions, ultimately to the City Council for any development that would occur on the site.

Other Accounts:	Other Accounts:
Dept. 1414 – Law Enforcement Trust Dept. 8150 – MMVLT Dept. 1616 – Enforcement/Education Dept. 1818 – Court Clerk Computer Dept. 2020 – FEMA Grant Dept. 4010 – Special Parks Dept. 2525 – Accrued Acreage	Dept. 5353 – Bicentennial Dept. 9010 – General Bond Retirement Dept. 1111- Special Assessment Bond Retirement Dept. 3333 – O.B.B.S. Dept. 9020 – TIF/CRA/PACE Funds

Mr. Bartter went over the status of other accounts. County Auditor Deductions are where the CAFR funding is contained. The Board of Health account will need to be increased slightly due to mosquito spraying. Transfers include the funding of the upcoming 27th pay in 2021, so there will be a transfer to fund that. In the Lodging Tax account, there will be a reduced amount with the reduction in Hotel/Motel tax collections from the current status of the Holiday Inn. The Cultural Arts Center is the McConnell Arts Center, who will be in next week to discuss their funding request.

Mr. Robinson asked Mr. Bartter about all the other funds, because the General Fund accounts for approximately 61.7% of total City revenue. The other 38.3% encompassing

all the other funds, he wondered if there is a place in the budget where the revenue can be seen and where it comes from. Mr. Bartter replied that currently there is not, but the final produced document will incorporate revenue for all funds. Ms. Dorothy stated she would like to see where we get the gas tax from the state and actual revenues from that. They have been over estimated, and she would like to see it actually reflect more of what we get.

Ms. Kowalczyk asked for more information on what the Bicentennial Fund is, she knows there are some funds in there and would like to know what might happen to those funds. Mr. Bartter said it was established for the Bicentennial and it is currently sitting to be used for the next celebration. Those funds are at Council's discretion to spent. Mr. Greeson explained that those dollars were raised and were not completely used for the Bicentennial. The organizers of that event benefitted from some dollars that were raised for a previous event, so the original intention was for them to pay it forward a little bit for a future event of that sort. Ms. Dorothy asked if that account accrues interest. Mr. Bartter responded that it does currently accrue interest. President Michael asked how much is currently in the account. Mr. Bartter responded that there is approximately \$71,536.32 in the account.

Mr. Robinson asked about Income Tax revenues and the assumptions that are used to develop those projections. Mr. Bartter stated the big one is a 4% spike in 2019 that reflects the re-filling of the Anthem Building. That is the equivalent of \$40,000,000 in wages if all that revenue is generated from Income Tax withholding. He goes month by month and applies a three-year average to each month. There are adjustments made for any significant outliers such as the bonus that was paid in 2017. Mr. Robinson asked if he spoke with any major employers or consult with Mr. McCorkle. Mr. Bartter stated that he and Mr. McCorkle for the first time this year reached out to and met with some of our largest withholders so that we could get a feel for what they had going on in their industry.

REPORT OF COUNCIL MEMBERS

Ms. Dorothy thanked the Parks and Recreation Department for their help planting trees at Park Boulevard Park.

Mr. Smith said that he represented the City at the Ohio Municipal League conference last week. It was a good event as always. The Ohio Department of Transportation has a new program where they provide training assistance specifically for projects like Complete Streets Programs. They will provide the training for free, help us set up those policies, and is one example of a dozen different programs they have. He will collect those documents and bring them to staff.

President Michael asked if the City was doing something with MORPC regarding Complete Streets projects. Mr. Greeson responded we have a technical assistance grant from MORPC which Mr. Whited is working on and we are trying to marry it with our Bicycle and Pedestrian Master Plan process. Mr. Whited said that he would be meeting with MORPC within the week to discuss some of the classification of streets. President Michael requested an update on this, detailed where we are on it and where we are headed.

Mr. Robinson thanked Anne Brown for getting Issue 39 into the national press about what a municipal government is doing regarding clean energy and cost savings.

President Michael mentioned that it looks like there are some interesting thoughts coming up from the Visitor and Convention Bureau regarding consolidation and community members working together. She stated she believes this is going to be a good plan that is going to be brought forward. The community is working together in a really good way.

EXECUTIVE SESSION

MOTION Mr. Myers moved, Ms. Dorothy seconded a motion to meet in Executive Session to discuss compensation of employees, the appointment of public officials, and conference with an attorney for the City concerning disputes involving the City that are the subject of pending or imminent court action.

The clerk called the roll on Executive Session. The motion carried by the following vote

Yes	7	Robinson, Kowalczyk, Dorothy, Foust, Smith, Myers and Michael
No	0	

Council recessed at 8:32 P.M. from the Regular meeting session.

MOTION Ms. Dorothy moved, Mr. Foust seconded a motion to return to open session at 9:19 P.M.

The motion carried unanimously by a voice vote.

ADJOURNMENT

MOTION Mr. Myers moved, and Ms. Kowalczyk seconded a motion to adjourn.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 9:19 P.M.

*APPROVED by the City Council, this
19th day of November, 2018.*

Assistant City Clerk

Council President



CITY OF WORTHINGTON
Worthington City Council Minutes
November 13, 2018

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Tuesday, November 13, 2018, in the John P. Coleman Council Chambers of the Louis J.R. Goorey Municipal Building, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 p.m.

ROLL CALL

Members Present: Rachael R. Dorothy, Douglas Foust, Beth Kowalczyk, Scott Myers, Douglas K. Smith, David Robinson, and Bonnie D. Michael

Member(s) Absent:

Also present: City Manager Matthew Greeson, Assistant City Manager Robyn Stewart, Director of Law Tom Lindsey, Director of Finance Scott Bartter, Director of Service & Engineering Dan Whited, Director of Planning & Building Lee Brown, Director of Parks and Recreation Darren Hurley, Chief of Police Jerry Strait, Chief of Fire John Bailot, Clerk of Council D. Kay Thress, and Assistant City Clerk Ethan Barnhardt

There were 8 visitors present.

PLEDGE OF ALLEGIANCE

President Michael invited all to stand and join in reciting the Pledge of Allegiance to the flag.

REPORTS OF CITY OFFICIALS

Policy Item(s)

- Proposed 2019 Budget – Presentations from Community Groups

Mr. Greeson explained how the 2019 proposed budget includes funding for community groups. Tonight we have representatives from the McConnell Arts Center and the Worthington Historical Society who will give presentations. The proposed budget includes a total of \$220,000 related to the McConnell Arts Center that is separately budgeted for because it is a unique relationship. The City owns the building and we

essentially lease it to a non-profit to operate as the community arts center. The Worthington Historical Society is part of the larger special group allocation. There is approximately \$111,250 in the current preliminary budget related to other community groups. One of the tasks in this budget process is to properly allocate that.

McConnell Arts Center – Jon Cook, Executive Director

Mr. Cook reported that the McConnell Arts Center (MAC) is coming up on their tenth year of operation. He mused upon the idea of the arts in our lives and in our community and what it means to us. He shared statistics detailing how surveys show that 81% of individuals believe that the Arts are a positive experience in our world and 90% of those people agree that arts institutions are important to quality of life. Institutions include museums, theatres, and concert halls, and the MAC is a microcosm of all these different institutions. The Center is one of a few facilities in the area that provides visual arts, performing arts, and educational opportunities under one roof.

He shared a story about how he was travelling and encountered a pilot who knew of Worthington and gave effusive praise to the community and the MAC.

Within the annual report, the impact within the community is measured. The MAC serves more than 85,000 people per year and annually supports 526 artists in paid and unpaid opportunities. Since 2010 MAC attendance has grown quickly, particularly since 2015. 38% of persons come to the MAC from within the Worthington School District which has been growing due to the influx of younger persons and families into the community.

The grant dollars from the City of Worthington leverages a significant amount of outside funding from other organizations. When people come to the McConnell Arts Center, the average patron contributes an additional \$29.00 in the community.

The economic impact of the MAC has generated \$11.5 million in new audience spending in Worthington since opening in 2009. This represents things such as restaurant receipts, gas purchases, clothing, lodging, and others. When someone comes to the MAC, they are actually spending another \$30.00 within our community once they are here as a visitor. It is incredible to see what arts can do within our own community.

The grant money from the City of Worthington represents about 27% of the MAC's budget, decreasing as an overall percentage over the past several years.

Program partners include organizations such as Ballet Met, Columbus and Franklin county metro Parks, Songs at the Center, Worthington Pools and more.

In 2018 there was an 8% increase in educational attendance. There was a record crowd of 27,000 attendees at the 26th Annual Arts Festival. This included nearly 130 artists that had average sales between \$3,000 and \$8,000 for the weekend. The Depth of Field photo exhibit in partnership with MetroParks was a great opportunity to be involved with something outside of the walls of the MAC. They are always looking at creating a larger,

more diverse audience with more family programming provided. Looking outside of the walls they continue to provide visual arts and orchestra masterclasses to primary and secondary schools at no cost. They produced a project book for the 4-H program at the state level and it won some national awards.

Mr. Cook described how they are in the midst of their third strategic plan and have met as a board to look at serving additional audiences in the future. They are well on the way to make that happen.

Ms. Brandt who is the Board President of the MAC described the transition period for the organization while Mr. Cook retires from the MAC. She described how Mr. Cook has laid an amazing foundation for the organization and how his leadership will be missed. The board is currently in the process of looking for a new Executive Director who will continue the success of the organization. Strategic planning for the next three years is currently being discussed. They have been conversing how they are refining and defining their audiences and create programming for that audience. There is also a continued focus on financial responsibility and fiscal stewardship that includes sharing measurements and engagement levels. There will be a 2019 fall celebration for the 10-year anniversary of the MAC in the Worthington community, with more details to come.

She remarked how the MAC considers themselves the leading arts center by offering a comprehensive arts experience for people when they come through their doors. Something like the MAC draws in smart people who want to have art and culture in their lives and that makes the community that much better.

Ms. Kowalczyk asked if there are challenges as the MAC strives to expand their reach and what still needs to be overcome. Mr. Cook responded that the physical limitation of the space is a major challenge. They need to look into how to serve the community outside of the physical walls of the building. Additionally, the continued sustainability of the organization should always be concerning. They started a reserve fund at the Columbus Foundation and have started an endowment for individuals who may have a planned or legacy gift for the organization. Finally, capital needs for the organization from the wear and tear on the building is concerning. There needs to be a program put in place to fund that over a 5-7-year period, so they can replace equipment as it ages out.

Ms. Kowalczyk wondered who they see as the MAC's competitors. Ms. Brandt explained that they recently did a board exercise where they sat down and plotted out who they thought were potential competitors. This included other arts organizations in Columbus and surrounding communities. They discovered numerous specialists out there such as BalletMet, the Chamber, and others. The MAC is more of a generalist in a good way. People can come and experience art in a meaningful way while still keeping it accessible. Mr. Cook added that the competitors are from the entry level to the high end in different ways and different areas.

Mr. Myers inquired if there was any benefit from Songs at the Center. Mr. Cook said that public television market is a weird animal because they do not recognize revenue off of

that. But there is national recognition and people do connect it with the MAC. Mr. Myers asked how the delegation of funding for the community arts groups is going. Mr. Cook responded that they are waiting to hear back on the impact of those grants. These are small \$1,000 to \$2,000 grants. Measurement of success for those is something they are continuing to work on. In the past there has been support but there has been the question on what that means to us as a community. They are in the midst of the second round right now and hopefully it will expand. Mr. Myers asked for the next Executive Director to discuss this in the future because he can foresee a discussion about making sure the money is being directed in a way that Council would approve of. Mr. Cook responded that he would do that.

Mr. Foust thanked Mr. Cook and Ms. Brandt for the presentation and the statistical summary. He remarked that despite driving past the MAC multiple times a day it can be easy to forget what a gem it really is.

Ms. Dorothy said that Mr. Cook has been an inspiration in the Worthington community and beyond. To grow this from next to nothing into something known across the country, it is an amazing story she hopes continues for a long time to come. She thanked Mr. Cook for his service.

President Michael said she worked on the MAC starting 12 years before the doors opened and she never imagined we would have this great of a facility. How far Mr. Cook and the board have taken it is phenomenal.

Mr. Robinson quoted John F. Kennedy saying, "If art is to nourish the roots of our culture, society must set the artist free to follow his or her vision wherever it may take them." He wished Mr. Cook the best of luck and expressed his thanks.

Worthington Historical Society – Kate LaLonde, Executive Director

Ms. LaLonde described many of the different things that the Worthington Historical Society (WHS) does on an annual basis, and some of the projects that they have going on. They are actively undertaking preservation of their properties including the Orange Johnson House, the Old Rectory, and the Jeffers Mound. They are also continuing preservation of all their collections including photographs, archives, objects, historic clothing, and the doll collection. Many of their programs will be continued including Pioneer Days for every third grader in the Worthington school district, the Ghost Tours at Walnut Grove Cemetery, and they are looking forward to the Home Tour in 2019. The Orange Johnson House will be celebrating its 200th anniversary and that will be the center piece of the Home Tour. There are also bus tours and walking tours. They expanded the bus tours to allow diving into the stories and the people a little more in-depth.

One big thing coming up in 2019 is the Orange Johnson House bicentennial. They have begun the Bicentennial Project and there is an ambitious fundraising effort underway. The replacement and restoration of the front entrance was done in July. They are hoping

in early 2019 to address all of the masonry that is on High Street, the planters, and the wall on the northside of the property which was all constructed during the restoration in the 1960s. That is a big undertaking that will cost close to \$150,000 which is the same amount it cost for the previous restoration.

She explained how they have been working on improving community engagement, becoming more visible in the community, making sure people know how they can interact with the WHS, and how Worthington history fits into their lives. It is important people attend their events, that they are available for research, to help them learn about the place and people who were here before them. They worked with the City over the summer by doing some social media showing how places have changed over time. That helped the WHS increase their reach for their projects. Because their profile in the community is increasing, the board has decided to expand the role of the director and she will be increasing her hours from 20 hours per week to 30 hours per week.

President Michael explained how some older organizations, particularly historical organizations, have had trouble getting young individuals involved. She wants to know what is being done to get younger people involved. Ms. LaLonde explained that is something they have been working on. They have been working with different programs and the board and volunteers have been supportive of trying new things. Several years ago, they started having the farm animals at the Spring Opening and that event brings in families with preschoolers. Doing an event like that at a historical site has helped to bring people back. While everyone may not become members, they start watching their calendar. The Ghost Tour brings out a totally different demographic and those people are learning about history in a different format. They had a Lunch and Learn at the Worthington Inn and she was surprised at how many of her peers were at that luncheon.

Ms. Kowalczyk asked what the challenges are going forward. Ms. LaLonde said that a major problem is keeping up with the maintenance of buildings. They cannot use city funds for building maintenance, so they must be on top of how they are raising funds to take care of those properties. Once people get to their sites, they are impressed but it is all about getting them onto the site. Ms. Kowalczyk noted that their volunteers are really fantastic, knowledgeable, and interesting. Ms. LaLonde said it is important to get young volunteers involved. With her increased number of hours in the office they can be more flexible with how people can volunteer. They have 8-10 volunteers who are working at some level which is really exciting.

Ms. Dorothy asked what other areas have been expanded into as far as researching their properties. Ms. LaLonde said that if it falls within Worthington, they will do their best to help figure it out. Ms. Dorothy explained how Ms. LaLonde's research has been outside of just the downtown area. Ms. LaLonde shared that if the area is outside of the Old Worthington area, they are excited to dive into those projects too. Ms. Dorothy said that they are becoming a go-to center that is something that does not have an equivalent in other communities.

Mr. Myers commented that the WHS is an incredible resource for research and is so helpful. It is a huge resource for the Worthington Community. Ms. LaLonde added that doing research is why they exist, to provide people with information that they are trying to learn about. It is fun to find the answers.

Mr. Smith reported that in the last meeting there was mention of a specific fund, the Bicentennial Fund, that has some money in it. He would not advocate for using that for many things, but it is fortuitous there is the bicentennial of the Orange Johnson House coming up. He thinks it may be appropriate to use some of that money to support the bicentennial of the Orange Johnson House. President Michael noted that City funds cannot be used for the capital improvements of a facility not owned by the City. Mr. Smith clarified that using the money for programming is appropriate.

Mr. Foust noted that Ms. LaLonde mentioned doing some programming with the schools. He asked if third grade is still devoted to Worthington history. Ms. LaLonde said that is correct. President Michael added that there has been a slight expansion in the past 20 year with the Live Government in the Worthington Municipal Building, giving students the historic as well as the current. Mr. Foust said that this ties in to the discussion about getting people engaged with Worthington history and that is a great step. He applauds what is being done.

Mr. Robinson said that he agrees with Mr. Smith's idea for usage of the monies in the Bicentennial Fund.

Mr. Greeson detailed that the MAC's request is the same from the previous amount of \$220,000 appropriated in 2018 and is reflected in the 2019 preliminary budget. The WHS request was for \$32,500 which reflected \$5,000 more than the amount appropriated for 2018. We must discuss whether we increase the total pot or decrease funding to some of those groups that we allocate after the first of the year.

- Proposed 2019 Budget – Departmental Overview

Service and Engineering

Mr. Whited explained how the Service and Engineering Department is experiencing the largest turn over in staff since the early 1990s. This is largely due to retirement because we have had an aging workforce. The turnover requires an increase in their training budget and an increased focus on technology that helps with retention, succession planning, and strengthening our in-house capacity rather than hiring out contractors. Also, there has been a change in leadership and management philosophy to help maintain top-level performance in the face of a strain on the budget and infrastructure.

When discussing the Service and Engineering Department, it is difficult not to blend some of the discussion operating and capital budgets. One urgent need is to assess, repair, and replace our aging waterlines, as well as other aging infrastructure. The operating budget includes significant money for those assessments. Additionally, the idea of using

training and technology to increase our service capabilities and focus on understanding lifecycle and infrastructure.

We have a sustained need for continued accommodation in pedestrian and bicycle traffic. This includes working with the Parks and Recreation Department, working with MORPC and the Complete Streets policy, and incorporating that with the Bicycle and Pedestrian Master Plan. Also, in regard to infrastructure, there is a shifting of focus from reactive to proactive pavement preservation in the Street Improvement Program. Energy Efficiency initiatives will provide benefits such as increased energy savings with better, more efficient systems as well as the need for replacing aging equipment and infrastructure. Energy efficiency also includes replacing street lights with LED components.

Storm Water continues to be a growing concern with our residents and the Ohio EPA. They are starting work in the Rush Run watershed and addressing areas in the community that have encountered flooding issues. There are also some issues at the Service Complex that continue to be addressed. The Northeast Gateway continues to take a great deal of their time and effort. It is beginning to pick up momentum with the acquisition of 124 real estate parcels necessary for the project. They are close to being able to relocate some utilities and hope to initiate construction of a waterline replacement. They will start on the demolition of some of the structures out there and begin on the roadway upgrades.

Other projects include sanitary sewer upgrades, and there are some large projects with the Northbrook and Kenyonbrook sewers coming up. It is important from a sustainability perspective because they do things to increase the water quality in our community. We will also begin contracting soon for the East Wilson Bridge Waterline Replacement Project that will begin mitigating some of the breaks occurring out there. We are continuing the management of our solid waste and storm water programs. This includes looking to implement some new programs concerning food waste recycling. There is a SWACO grant available to begin piloting that project.

Steve Tennant, the Maintenance Superintendent has spearheaded a pilot program for a Direct Liquid Application program for snow and ice control. This program has significant sustainability advantages as well as operating advantages. We will be able to create our own liquid application of brine that we can use before and after a snow and potentially in lieu of salt during the snow. It cuts down on the use of salt by about 50%. This will be implemented on our mains before expanding it to other areas in the future. Mr. Tennant has been working with ODOT on this, and they have come in and done a regional training session.

The Complete Streets policy and Bicycle and Pedestrian Master Plan with guidance documents will be drafted and brought in early 2019. They are also organically upgrading the GIS system and project/permit tracking software systems.

Ms. Kowalczyk suggested that there are many things being worked on that incorporate sustainability and energy efficiency, including the City's internal Green Team working on these issues. She asked how we can compile what is being done into a plan to show the community the initiatives we are undertaking because it is one of Council's goals. If we can bring to light what we are doing, we can think about other things we can do. We are already doing a lot, but she does not believe people know about it. Mr. Whited shared that we are working with MORPC's Sustainable 2050 program and have not had the time to put into that effort, but we need to. President Michael offered that maybe a story could be shared in the City's newsletter and perhaps Anne Brown could write up what green things are going on in the community.

Mr. Foust said that he is looking at the general fund summary and the aforementioned loss of more experience staff. Looking at the budget and the forecast between 2019 and 2020, there is a 3% increase in personal services. But there is almost a 5% increase from 2018 – 2019. He is struggling to understand why it is up instead of being more level. Mr. Bartter responded that one thing that was done with this budget process was to consolidate some lines and make the budget document friendlier. Previously overtime was spread over 10 different lines and 4 different funds. All of those were put into one line that has spiked it for 2019. Mr. Foust asked if that was driven by overtime then. Mr. Bartter explained it is the same allocation for overtime, but it is now all in one line in the General Fund as opposed to ten lines. President Michael shared that previously some of the things were spread out over multiple accounts but were consolidated into each department. Personnel and overtime used to be in one place, and everything else was somewhere else. Mr. Foust asked if the way the '18 and '19 numbers were calculated were different from each other, or if it is truly a 5% increase. Mr. Bartter replied that they were different from each other.

Mr. Robinson asked in the final budget, if there are changes in the accounting procedures there be an asterisk put in to show that there is a difference and we are not looking at like to like. Mr. Bartter replied that is a good idea and we will make some kind of delineation to point that out. Mr. Robinson asked why supplies and materials bumped up between 2017 and 2018 before dropping back down. Mr. Bartter explained it is not an apples to apples comparison when looking at 2017 actual versus 2018 budgeted. Actual expenses are always going to be lower than budgeted. We do not spend everything that is budgeted. It is not an equal comparison. Mr. Robinson asked for further clarification for the difference and Mr. Bartter said that he would conduct research into it. Mr. Robinson asked about contractual services and how it increased in 2019 before going back down in 2020. Mr. Bartter explained that increase is for the Waterline Assessment and Traffic Signal Study which is a spike of one-time expenses. Mr. Robinson asked about the Complete Streets policy and Bicycle and Pedestrian initiatives and if there is a current dollar cost to doing that. Mr. Whited replied that the Complete Streets policy has been coordinated through the Service and Engineering Department and there are not costs other than internal costs for staff due to the grant from MORPC, supplying their professional services. He cannot speak for the Bike and Pedestrian and defers to Mr. Hurley about that. Mr. Robinson explained how he did not know of a plan being approved or of any funds committed in anticipation of or what the status was.

Mr. Bartter responded with additional information to a previous question by Mr. Robinson and explained how fuel was moved to a new fuel card which allows us to more accurately budget fuel costs. One of the things done with the fuel costs was to split it out between departmental usage. Previously it had all been allocated in the Fleet Department. So, the supplies line has dropped precipitously because we have spread that out to the appropriate departments.

Parks and Recreation

Mr. Hurley explained how most of the changes in Parks and Recreation Department were concerning the Revolving Fund costs being transferred into the General Fund. Most of that had been programming funds, whether that is instructors or other kinds of contractors. Those costs are going from a separate Revolving Fund into the General Fund. He noted that the Urban Forestry dollars were moved from the Capital Improvements Program into the Operating Budget.

In terms of management discussion, there are several initiatives going on outside of the department's normal programming including the Parks Master Plan implementation and Bicycle and Pedestrian planning. The consultant team that has been working on the Bicycle and Pedestrian planning have been continuing the process of community input. The timeline for having the planning completed has been extended into the first quarter of 2019 in order to get additional community involvement. The consultant team will be back later in the month and we will get to see their ideas and drafted recommendations for the first time. In January they will come to Council and the community with some drafted ideas and recommendations for feedback.

Speaking of sustainability, there are a lot of facility renovations with the HVAC and energy conservation measures being implemented. We are just about at a point at the Community Center and Griswold Center to be able to start those measurements and see how those things are going to work. The South Building roofing project at the Community Center is just about completed.

2019 objectives include next steps on McCord Park, Bicycle and Pedestrian improvements, and a project reviewing Parks and Recreation Department fees. They are celebrating 15 years of the Community Center with the expansion that opened in 2003. They will work with outside help to look at fees, cost recovery, and how we sit in the market. There is also the anticipation of several key retirements in the department's leadership in the next several years. In next year's budget there may be a consideration of a slight reorganization.

Staff is working on many great things on a day to day basis when it comes to the general operating side. The department is putting a big focus on wellness and health, not only in the Community Center but out in the community with walking programs, nutrition, fitness challenges and things of that nature. Also, memberships at both of our facilities continues to grow.

The Parks and Recreation Department continues to grow when it comes to events and how they bring the community together. On average, nearly every month out of the year has an event that brings in over 1,000 people. The Marketing and Events team has continued to do an excellent job looking at opportunities. The most recent was the Paws in the Park event that despite the rain brought in a huge crowd with new people that have not been seen at other events. We are also seeing more and more interest in getting out into the parks and giving back with park clean-ups and invasive species removal. Sustainable Worthington is celebrating ten years at Moses Wright. We are seeing small groups doing really neat things in our parks and adding value while getting involved and educated.

Mr. Robinson asked about the Revolving Fund if you add the General Fund expenses to the Revolving Fund Expenses, comparing them year to year, you would be comparing like to like. Mr. Bartter said that is correct. Mr. Robinson said when you do that for 2018, total expenses are just shy of \$6 million. In 2019 if you do the same thing, you come up with \$6.3 million. He asked then in 2020, it dips back down to approximately \$6 million, he wanted to know what causes that. Mr. Bartter replied that we have to appropriate in the Revolving Fund transfer, so \$475,000 is appropriated in 2019 in Revolving Fund that is the transfer of any remaining balance in that fund. Mr. Hurley clarified that it is an expense, albeit an internal money expense.

Mr. Smith asked what the original debt amount was to pay for the Community Center and when that debt comes off of our plate. Mr. Bartter said the debt falls off in December 2021. He does not recall the exact amount of the debt, but it was between \$7 -10 million.

Ms. Kowalczyk mentioned reaching out to hard to reach populations such as tweens and teens and asked what is being done to reach them. Mr. Hurley said it is not a new challenge reaching out to that population because they do not like a lot of structure. However, younger people have responded to scheduled open gym times that have advertised times blocked off. They are also continuing to work on what can be done considering the location of the Griswold and Library for teens and tweens to be able to drop in. Staff has been challenged to reach out to those partners to see what types of things could be done. They have had a lot of luck with teens who volunteer. Recently, the Halloween event had 100 high school and middle school students volunteer.

Mr. Robinson asked approximately what the percentage of the budget may to be attributed to the Community Center. Mr. Hurley said approximately 63% of the total budget went to the Community Center. Mr. Robinson asked how revenues compare to the total expenses of the Community Center. Mr. Hurley said that cost recovery is difficult with the consideration of allocating direct vs indirect costs and staff time. Broadly, we are recovering about 65% of those expenses, but that doesn't include the Capital Improvement Program or a lot of expenses that may be attributed to the Community Center.

Information Item(s) - Financial Report – October 2018

Mr. Bartter provided the following highlights for the City's financial report for October:

- *The Fund balances for all funds increased from \$26,697,378 on January 1, 2018 to \$32,397,681 as of October 31, 2018.*
- *The Fund balances for the General Fund increased from \$13,491,664 as of January 1, 2018 to \$15,526,883 as of October 31, 2018.*

MOTION Mr. Myers moved, Mr. Foust seconded a motion to accept the Financial Report.

The motion carried unanimously by a voice vote.

Mr. Greeson said there have been questions about updated Investment and Fund Balance policies. The original thought was to bring these to Council for consideration next week, but we would like to discuss them during the meeting for the first week of December.

REPORT OF COUNCIL MEMBERS

Mr. Foust said that he attended another meeting of the Columbus Energy Special Improvement District (E-SID) with Mr. McCorkle. They approved four new projects and the E-SID is now up to 16 members with 19 projects approved in the three-year existence of the group. They are focused on PACE funding, energy efficiency, and several buildings in the Columbus area. It has been a successful effort so far and continues to expand.

Ms. Smith said there was a Community Investment Corporation (CIC) meeting last week and they discussed the future transformation of the ReCAP program.

Ms. Dorothy attended a MAC board meeting and reported that there were several resumes received for the Executive Director position. They hope to have a new Executive Director by December. They were happy with the resumes received and the candidates that are being interviewed. She explained how she enjoyed an evening with Ms. Kowalczyk and the Partnership. She also noted that she appreciates the lights that have been put up by the City and how beautiful it looks downtown

Ms. Kowalczyk explained how the windows in Old Worthington have been decorated through a partnership between the Old Worthington Partnership and the Ohio State University's Colleges of Interior Design and Fashion Retail. Students are receiving three credit hours of independent study to design these windows, working with the shop owners. There was a reception last week that was really a great event that was well attended. She was able to speak with representatives from Ohio State and they loved the idea. She was asked to encourage continued involvement with this idea. Students presented on their windows and they spoke about giving back to the community. She also had the opportunity to attend an event that was an overview of the recent election, Impact

Ohio. It was encouraging to hear everyone talking about the Local Government Fund and restoring resources in some fashion to local governments. She is encouraged and hopes we can engage our Representatives in the State House to advocate for what we need to support the City.

President Michael said that the Ohio Municipal League sent out a summary encouraging people to be in touch with local governments and encourage the Local Government Fund. Also, to do what they can to help the infrastructure needed throughout the state of Ohio and not usurp anymore rights of local government. She also attended the CIC meeting and there are some interesting things coming. She attended the Partnership meeting and cannot say enough about how wonderful the downtown windows are. It was exciting to hear the students explain their windows and how the ideas came to them.

EXECUTIVE SESSION

MOTION Mr. Foust moved, Mr. Smith seconded a motion to meet in Executive Session to discuss Collective Bargaining, Union Negotiations, and Board and Commission appointments.

The clerk called the roll on Executive Session. The motion carried by the following vote

Yes	7	Robinson, Kowalczyk, Dorothy, Myers, Foust, Smith, and Michael
No	0	

Council recessed at 9:10 P.M. from the Regular meeting session

MOTION Mr. Myers moved, Mr. Robinson seconded a motion to return to open session at 9:35 P.M.

The motion carried unanimously by a voice vote.

ADJOURNMENT

MOTION Mr. Smith moved, and Mr. Foust seconded a motion to adjourn.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 9:35 P.M.

Assistant City Clerk

*APPROVED by the City Council, this
19th day of November, 2018.*

Council President



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 1, 2018

To: Matthew H. Greeson

From: Daniel Whited, P.E. Director of Service and Engineering

Subject: **Ordinance No. 47-2018 – Appropriation - Curb, gutter and median work at E. Wilson Bridge Road Rail Crossing**

EXECUTIVE SUMMARY

This Ordinance appropriates \$50,000 for curb, gutter and median work at the E. Wilson Bridge Road rail crossing.

RECOMMENDATION

Motion to Table

BACKGROUND/DESCRIPTION

The Ohio Rail Development Commission (ORDC) has approved the preliminary engineering plans for City-related construction to take place at the rail crossing on East Wilson Bridge Road. These improvements will construct new curb and gutter, in addition to concrete traffic islands, which will eliminate the ability for vehicles to circumvent the gates and risk a train-car collision. The improvements will work in conjunction with new signals, gates and detection systems being installed by ORDC, and CSX and Norfolk Southern Railroads.

Earlier this year, staff asked for permission to bid the project. However, the engineering estimates came back under our threshold for requiring public bidding; just under \$50,000. As such, staff will be reaching out for quotes to local firms of good reputation we know can complete the work this coming spring. Once those quotes have been received, the Ohio Rail Development Commission will review them and recommend a firm to contract for the work. Staff originally anticipated receiving proposals for this work in time for this public hearing however the final design work by our consulting engineers and the coordination with the Ohio Rail Development Commission is taking longer than expected. Staff requests this Ordinance be tabled until the quote process can be completed.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$50,000

ORDINANCE NO. 47-2018

Amending Ordinance No. 41-2017 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of Curb Improvements at Wilson Bridge Road & the Railroad Crossing for the NE Gateway Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533330 an amount not to exceed Fifty Thousand Dollars (\$50,000.00) to pay the cost of curb improvements at Wilson Bridge Road and the Railroad Crossing for the NE Gateway Intersection Improvement Project and all related expenses (Project No. 602-14).

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: October 31, 2018

To: Matthew H. Greeson

From: R. Lee Brown

Subject: **Ordinance No. 51-2018 - Amend Section 1123.762 and Section 1147.01 the Planning & Zoning Code – Dog & Cat Care Center and add the use as a Conditional Use in the C-1, C-2 and I-1 Zoning Districts**

EXECUTIVE SUMMARY

The Ordinance amends Section 1123.762 and Section 1147.01 of the Codified Ordinances of the City of Worthington to amend the definition of Dog and Cat Day Care Center to Dog and Cat Care Center and add Dog and Cat Care Center as a Conditional Use in the Neighborhood Commercial (C-1) District, Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) Zoning District. (AZP 01-18)

RECOMMENDATION

Approve as Presented

BACKGROUND/DESCRIPTION

The City received a request to locate a franchise of Preppy Pet Columbus LLC, which is a business that has overnight boarding, day care and grooming for dogs, at 5787 Linworth Rd. in the C-1 Zoning District. The property is at the northwest corner of Linworth and Godown Roads., and was formerly home to Cannell Graphics. The parcel is bordered by a Time Warner Cable Midwest facility on the north side, which is also in the Neighborhood Commercial (C-1) Zoning District, and railroad tracks to the west. Across the street to the east and south are single family residential houses in the City of Columbus.

The proposed combination of uses is not currently defined in the Planning & Zoning Code, and the C-1 Neighborhood Commercial district does not currently contain uses that allow for the care and boarding of animals. The business owner is asking for the Planning & Zoning Code to be modified to add a definition that would accommodate the business as an allowable use in the Neighborhood Commercial (C-1) Zoning District.

Planning and Zoning Code:

The current Planning & Zoning Code has two similar definitions:

“Dog and Cat Day Care Center” is currently allowed as a Conditional Use in the (Community Shopping Center (C-2) and the Restricted Industrial (I-1) Zoning Districts.

1123.762 DOG AND CAT DAY CARE CENTER

“Dog and cat day care center” means an acoustically controlled facility for the care, schooling, or grooming of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A dog and cat day care center shall be limited to 4,000 square feet and forty boarding animals maximum. Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.

Veterinary Care Centers, as defined below, are currently allowed as a Conditional Use in the Community Shopping Center (C-2) and Institutions & Offices (C- 3) Zoning Districts, and as a Permitted Use in the Restricted Industrial (I-1) Zoning District.

1123.761 VETERINARY CARE CENTER

“Veterinary care center” means an acoustically controlled facility directly managed by a veterinarian for the care, schooling, grooming or treatment of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A veterinary care center shall be limited to 4,000 square feet and forty boarding animals maximum and may include indoor runs for overnight boarding of group-socialized animals, so long as the space devoted to such overnight boarding occupies less than fifty percent (50%) of the net usable area of the facility. Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.

The difference in the definitions is overnight boarding, which is only permitted when the facility is directly managed by a veterinarian. Both definitions do not allow outdoor exercise areas, and limit the building size and number of pets in the facility in the same way. A veterinarian would not be involved with Preppy Pet Columbus LLC request.

Proposal:

Modifying the definition of Dog and Cat Day Care Center as follows:

1123.762 DOG AND CAT DAY CARE CENTER

*“Dog and cat ~~day~~ care center” means an acoustically controlled facility for the care, schooling, or grooming of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A dog and cat ~~day~~ care center shall be limited to 4,000 square feet and forty boarding animals maximum, **and may include indoor runs for overnight boarding of group-socialized animals, so long as the space devoted to such overnight boarding occupies less than fifty percent (50%) of the net***

usable area of the facility. *Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.*

Because Veterinary Care Centers with overnight boarding are already allowed in the C-2 and I-1 Zoning Districts, this change should not impact those districts. By leaving Veterinary Care Centers as the only use allowable in the C-3 Offices and Institutions District, any such facility would be directly associated with a veterinarian's office, and therefore may be more appropriate for that district.

The revised definition of Dog and Cat Care Centers would be added to the C-1 Zoning District. The use would be a Conditional Use, with approval by the MPC required. The Neighborhood Commercial (C-1) District properties in the City are typically small, and in addition to the parcels on Linworth Rd., are located in various spots along N. High St., and at the Worthington-Galena and Huntley Rds. intersection. A map highlighting the C-1 District properties in red is included at the end of this memo.

Land Use Plans:

Worthington Conditional Use Permit Regulations

The following basic standards apply to conditional uses in any "C" or "I" District: the location, size, nature and intensity of the use, operations involved in or conducted in connection with it, its site layout and its relation to streets giving access to it, shall be such that both pedestrian and vehicular traffic to and from it will not be hazardous, both at the time and as the same may be expected to increase with increasing development of the Municipality. The provisions for parking, screening, setback, lighting, loading and service areas and sign location and area shall also be specified by the applicant and considered by the Commission.

Worthington Code Basic Standards and Review Elements The following general elements are to be considered when hearing applications for Conditional Use Permits:

1. Effect on traffic pattern
2. Effect on public facilities
3. Effect on sewerage and drainage facilities
4. Utilities required
5. Safety and health considerations
6. Noise, odors and other noxious elements, including hazardous substances and other environmental hazards
7. Hours of use
8. Shielding or screening considerations for neighbors
9. Appearance and compatibility with the general neighborhood

Recommendations:

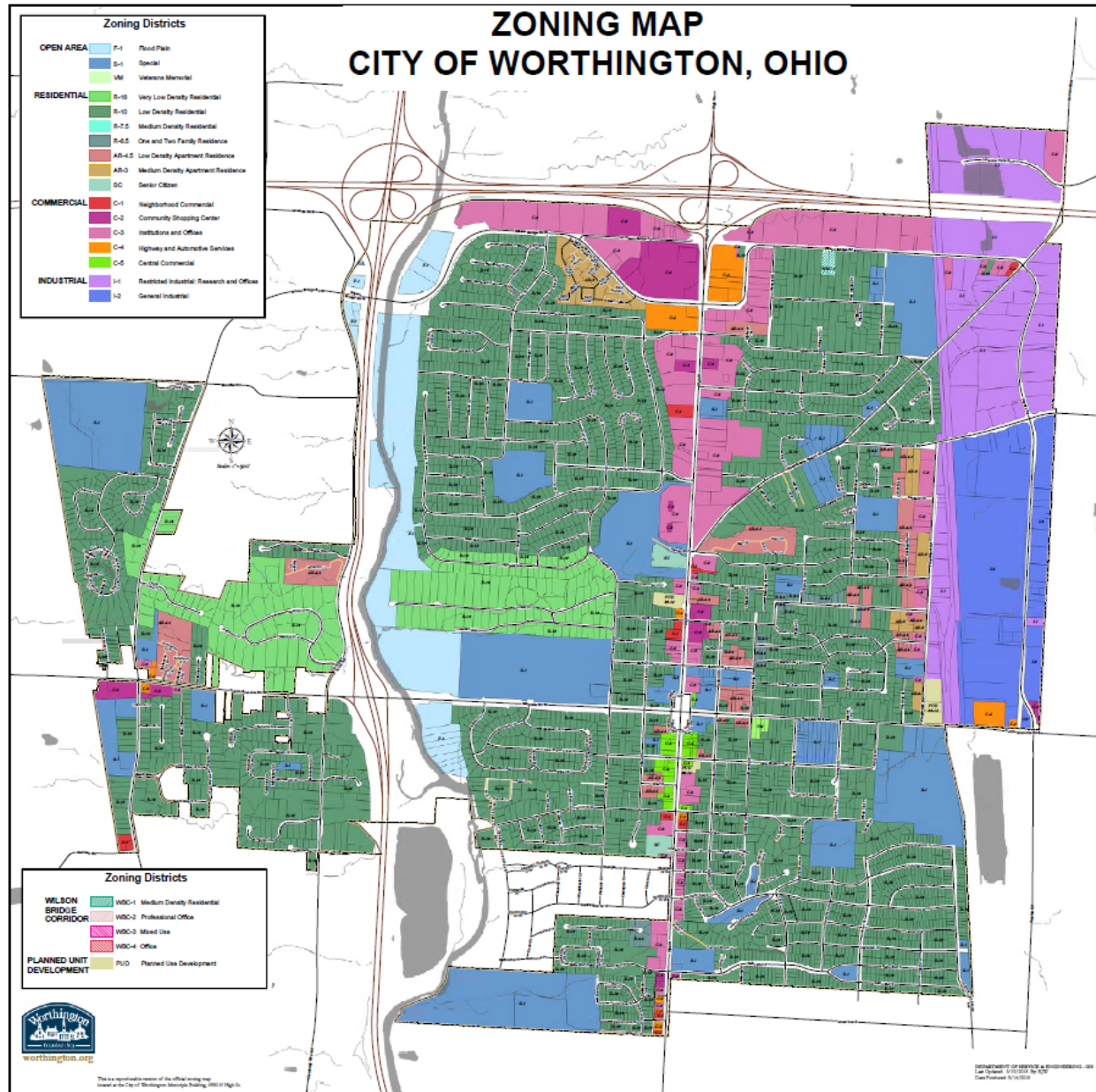
The Code Review Committee reviewed the proposed change and addition, and felt comfortable with the use being considered as a Conditional Use and having to go before MPC for approval.

Staff is recommending approval of an amendment to change the Planning & Zoning Code as it pertains to the modifications to the definition of a Dog and Cat Care Center, and that they

be permitted in the C-1, C-2 and I-1 Districts as a Conditional Use, thus subject to MPC for approval.

On October 11, 2018 the Municipal Planning Commission recommended approval to City Council.

Zoning Districts:



FINANCIAL IMPLICATIONS/FUNDING SOURCES

N/A

ATTACHMENTS

- Ordinance No. 51-2018
- October 11, 2018 ARB-MPC Meeting Minutes

ORDINANCE NO. 51-2018

To Amend Section 1123.762 and Section 1147.01 of the Codified Ordinances of the City of Worthington to Amend the Definition of Dog and Cat Day Care Center to Dog and Cat Care Center and Add Dog and Cat Care Center as a Conditional Use in the Neighborhood Commercial (C-1) District, Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) Zoning District.

WHEREAS, it is the wish of City Council to monitor and revise the Planning and Zoning Code of the City to ensure economic viability and preserve the character of the City; and,

WHEREAS, the Municipal Planning Commission, on recommendation of City staff and the Code Review Committee unanimously passed a motion to recommend approval to amend the definition of Dog and Cat Day Care Center to Dog and Cat Care Center and to add Dog and Cat Care Center as a Conditional Use in the Neighborhood Commercial (C-1) District, Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) District; and,

WHEREAS, it is the desire of City Council to approve this amendment to accommodate this use where appropriate.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Section 1123.762 of the Codified Ordinances is amended to read as follows:

1123.762 DOG AND CAT CARE CENTER.

“Dog and cat care center” means an acoustically controlled facility for the care, schooling, or grooming of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A dog and cat care center shall be limited to 4,000 square feet and forty boarding animals maximum, and may include indoor runs for overnight boarding of group-socialized animals, so long as the space devoted to such overnight boarding occupies less than fifty percent (50%) of the net usable area of the facility. Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.

ORDINANCE NO. 51-2018

SECTION 2. That Section 1147.01 of the Codified Ordinances be and hereby is amended by adding Dog and Cat Care Center as a Conditional Use in Neighborhood Commercial (C-1) District, Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) Zoning District, and removing Dog and Cat Day Care Center as a Conditional Use in the Community Shopping Center (C-2) District and the Restricted Light Industrial (I-1) Zoning District.

SECTION 3. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



PORTION OF THE MINUTES OF THE REGULAR MEETING
WORTHINGTON ARCHITECTURAL REVIEW BOARD
WORTHINGTON MUNICIPAL PLANNING COMMISSION
October 11, 2018

The regular meeting of the Worthington Architectural Review Board and the Worthington Municipal Planning Commission was called to order at 7:00 p.m. with the following members present: Mikel Coulter, Chair; Edwin Hofmann; David Foust; Amy Lloyd; and Richard Schuster. Also present were: Scott Myers, Worthington City Council Representative to the Municipal Planning Commission; Lee Brown, Director of Planning & Building; Lynda Bitar, Planning Coordinator and Clerk of the Municipal Planning Commission. Commission members Thomas Reis, Vice-Chair; Kathy Holcombe, Secretary, were absent.

A. Call to Order – 7:00 p.m.

1. Roll Call
2. Pledge of Allegiance
3. Minutes of the September 27, 2018 meeting were not distributed, and will be voted on at the next meeting on October 25, 2018.
4. Affirmation/swearing in of witnesses

B. Architectural Review Board

C. Municipal Planning Commission

D. Other

1. Amendment to Planning & Zoning Code – Dog & Cat Daycare & Overnight Boarding in C-1 Zoning District **APZ 01-18**

Mrs. Bitar reviewed the following from the staff memo:

Findings of Fact & Conclusions

Background & Request:

The City received a request (attached at the end of this memo) to locate a franchise of Preppy Pet Columbus LLC, which is a business that has overnight boarding, day care and grooming for dogs, at 5787 Linworth Rd. in the C-1 Zoning District. The property is at the northwest corner of

Linworth and Godown Rds., and was formerly home to Cannell Graphics. The parcel is bordered by a Time Warner Cable Midwest facility on the north side, which is also in the C-1 Zoning District, and railroad tracks to the west. Across the street to the east and south are single family residential houses in the City of Columbus.

The proposed combination of uses is not currently defined in the Code, and the C-1 Neighborhood Commercial district does not currently contain uses that allow care and boarding of animals. The business owner is asking for the Code to be modified to add a definition that would accommodate the business as an allowable use in the C-1 Zoning District.

Planning and Zoning Code:

The current Code has two similar definitions:

“Dog and Cat Day Care Center” is currently allowed as a Conditional Use in the C-2 and I-1 Zoning Districts.

1123.762 DOG AND CAT DAY CARE CENTER.

“Dog and cat day care center” means an acoustically controlled facility for the care, schooling, or grooming of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A dog and cat day care center shall be limited to 4,000 square feet and forty boarding animals maximum. Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.

Veterinary Care Centers, as defined below, are currently allowed as a Conditional Use in the C-2 and C- 3 Zoning Districts, and as a Permitted Use in the I-1 Zoning District.

1123.761 VETERINARY CARE CENTER.

“Veterinary care center” means an acoustically controlled facility directly managed by a veterinarian for the care, schooling, grooming or treatment of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A veterinary care center shall be limited to 4,000 square feet and forty boarding animals maximum and may include indoor runs for overnight boarding of group-socialized animals, so long as the space devoted to such overnight boarding occupies less than fifty percent (50%) of the net usable area of the facility. Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.

The difference in the definitions is overnight boarding, which is only allowed when the facility is directly managed by a veterinarian. Both definitions do not allow outdoor exercise areas, and limit the building size and number of pets in the facility in the same way. A veterinarian would not be involved with Preppy Pet Columbus LLC.

Staff Analysis:

1. One way to accommodate the proposed use would be modifying the definition of Dog and Cat Day Care Center as follows:

1123.762 DOG AND CAT ~~DAY~~ CARE CENTER.

“Dog and cat ~~day~~ care center” means an acoustically controlled facility for the care, schooling, or grooming of healthy, group-socialized cats and/or dogs. “Acoustically controlled” shall mean that the decibel level of sound emitted from animals in this facility shall not exceed forty-five decibels at any time when measured at the property line. A dog and cat ~~day~~ care center shall be limited to 4,000 square feet and forty boarding animals maximum, and may include indoor runs for overnight boarding of group-socialized animals, so long as the space devoted to such overnight boarding occupies less than fifty percent (50%) of the net usable area of the facility. Outdoor exercise yards and the storage of vehicles for animal transport are prohibited. Ancillary sale of pet care products including food shall not occupy more than ten percent (10%) of the gross floor area of the structure.

Because Veterinary Care Centers with overnight boarding are already allowed in the C-2 and I-1 Zoning Districts, this change should not impact those districts. By leaving Veterinary Care Centers as the only use allowable in the C-3 Offices and Institutions District, any such facility would be directly associated with a veterinarian’s office, and therefore may be more appropriate for that district.

The revised definition of Dog and Cat Care Centers would then need to be added to the C-1 Zoning District. The use should be a Conditional Use, with approval by the MPC necessary. The C-1 properties in the City are typically small, and in addition to the parcels on Linworth Rd., are located in various spots along N. High St., and at the Worthington-Galena and Huntley Rds. intersection. A map highlighting the C-1 properties in red is included at the end of this memo.

2. A second way to accommodate the use would be rezoning the property as a Planned Unit Development (PUD). Although the PUD process is typically intended for larger or multi-use developments, it is also a way to allow a particular use on a specific parcel.
3. There are potential nuisance problems with this use such as noise and bad smells, but limiting the size, number of animals, and not allowing outdoor exercise may help eliminate those issues. Existing facilities in the City with overnight boarding in close proximity to residential have not had reported or noticeable issues. The Code Review Committee reviewed the change and was only concerned with the possible impacts.

Land Use Plans:

Worthington Conditional Use Permit Regulations

The following basic standards apply to conditional uses in any "C" or "I" District: the location, size, nature and intensity of the use, operations involved in or conducted in connection with it, its site layout and its relation to streets giving access to it, shall be such that both pedestrian and

vehicular traffic to and from it will not be hazardous, both at the time and as the same may be expected to increase with increasing development of the Municipality. The provisions for parking, screening, setback, lighting, loading and service areas and sign location and area shall also be specified by the applicant and considered by the Commission.

Worthington Code Basic Standards and Review Elements The following general elements are to be considered when hearing applications for Conditional Use Permits:

1. Effect on traffic pattern
2. Effect on public facilities
3. Effect on sewerage and drainage facilities
4. Utilities required
5. Safety and health considerations
6. Noise, odors and other noxious elements, including hazardous substances and other environmental hazards
7. Hours of use
8. Shielding or screening considerations for neighbors
9. Appearance and compatibility with the general neighborhood

Recommendation:

If the MPC feels the proposed use should be accommodated, either of the two presented options would likely allow the use without having a negative impact on the community. Both would allow a business and property to be scrutinized based on location.

Discussion:

Mr. Coulter asked if this business was required to be licensed by a state agency and Mrs. Bitar said she did not know. Mr. Tim Webber, 381 W. Dublin-Granville Rd., Worthington, Ohio, said he is the Realtor for the location, and the applicant had to leave for an emergency situation. He said his client would like to use the building for overnight pet boarding, doggy day care and any other allowable use for pet industry. Mr. Schuster asked if that would include breeding and Mr. Schuster said no, but the business does offer adoptions at some of its other locations. There are currently seventeen other locations with five more locations in the works. Mr. Webber said they also offer grooming.

Mr. Myers asked Mrs. Bitar to clarify the change in the language would be the same for both the non-vet clinic and the vet clinic. Mrs. Bitar said the only difference would be that the City allows animal care centers in C-3 which is the office district. She said this use is more of a retail type use and not something the City would want to have on C-3 so they talked about just merging the definitions but the City already has a couple of animal care centers in C-3 so they do not want to open that up to the more retail use in the office district. Mr. Foust asked if this would be a Conditional use then residents who live nearby could still voice their opinion and Mrs. Bitar said, "Correct." Mr. Coulter asked if there was anyone present who wanted to speak for or against this application and no one came forward.

Motions:

Mr. Foust moved:

THAT THE REQUEST TO MODIFY THE ZONING CODE DEFINITION OF DOG AND CAT DAY CARE CENTERS, AND INCLUDE THE USE AS A CONDITIONAL USE IN THE C-1, C-2 AND I-1 ZONING DISTRICTS, AS PER CASE NO. APZ 01-18, BE RECOMMENDED TO THE CITY COUNCIL FOR APPROVAL BASED ON THE PLANNING GOALS OF THE CITY, AS REFERENCED IN THE LAND USE PLANS AND ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.

Mr. Hofmann seconded the motion. Mrs. Bitar called the roll. Mr. Coulter, aye; Mr. Hofmann, aye; and Mr. Foust, aye. The motion was recommended to City Council.

C-1 Zoning District in Red:





STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 14, 2018

To: Matthew H. Greeson

From: Scott F. Bartter, Finance Director

Subject: **Ordinance 52-2018 - 2019 Operating Budget**

EXECUTIVE SUMMARY

This Ordinance adopts the City's annual budget for Fiscal Year 2019 and appropriates sums for current operating expenses.

RECOMMENDATION

Introduce for Public Hearing on December 3, 2018.

BACKGROUND/DESCRIPTION

The City Council has held a series of budget workshops over recent weeks. The scheduled workshops conclude this week. This Ordinance adopts the City's operating budget for Fiscal Year 2019. It is introduced with blanks pending the conclusion of the budget presentations and discussion. The amounts will be filled in for the public hearing on the Ordinance, which is scheduled for December 3, 2018.

The proposed 2019 Operating Budget and the presentations provided during the budget workshops are available on the City's website at www.worthington.org/budget.

Staff has noted several changes to the Proposed 2019 Operating Budget that should be included in the adopted budget:

1. Regional Development Program (101.1070.540628): Increase from \$5,500 to \$6,218 to account for increased costs for Mid-Ohio Development Exchange membership.
2. Police Support Services – Contractual System Support (101.2030.540631): Increase from \$9,600 to \$24,000 for VIPER 911 contract with Columbus for our 911 calls.
3. Columbus Board of Health (101.1100.540533): Increase from \$65,000 to \$66,200 to account for increase in contract.
4. P&R Maintenance Supplies (101.4030.521005) reduced by \$1,000.

8.A. - 2019 Operating Budget

5. P&R Street Tree Maintenance (101.4020.533010) reduced by \$1,000
6. P&R Parks Maintenance (101.4020.540563) reduced by \$1,000
7. P&R Training (101.4020.512216 & 101.4030.512216) increased by \$2,000 & \$1,000, respectively.
8. All salary lines, with the exception of the member of the FOP, increased from 2% to 3% with corresponding adjustments to Medicare, worker's comp and applicable pension contributions.
9. Finance/Personnel Analyst (101.1050.511016) increased \$7,000 to provide for 12 weeks of part-time coverage while full-time staff is on maternity leave.

There may be additional recommended changes based on the City Council's final budget workshop on November 19th.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

The proposed 2019 Operating Budget document includes information about the cost of the City's services and programs and projected revenue sources.

ATTACHMENTS

Ordinance No. 52-2018

ORDINANCE NO. 52-2018

Providing for the Adoption of the Annual Budget for the Fiscal Year 2019 and Appropriating Sums for Current Operating Expenses.

WHEREAS, pursuant to the provisions of Section 2.07, paragraph 3, of Article II of the Charter of the City of Worthington, Ohio, the City Council is authorized to adopt the Municipal Budget for the Fiscal Year beginning January 1, 2019 and ending December 31, 2019; and,

WHEREAS, the City Manager has submitted a proposed budget with estimates and an explanatory message; and,

WHEREAS, hearings have been held on said Budget estimates as required by Section 4.03 of Article IV of the Charter;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, Franklin County, State of Ohio:

SECTION 1. That the Annual Budget submitted by the City Manager in accordance with the provisions of Section 4.02 of Article IV of the Charter be and the same hereby is adopted by Council.

SECTION 2. To provide operating expenditures for General Government, Department of Service/Engineering, Department of Public Safety, Department of Parks and Recreation, and Department of Planning and Building during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the General Fund:

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.1010	Legislative and Clerk: Personal Services All Other	\$
101.1020	Mayor & Mayors Court: Personal Services All Other	\$
101.1030	Department of Administration: Personal Services All Other	\$

ORDINANCE NO. 52-2018

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.1040	Department of Personnel: Personal Services All Other	\$
101.1050	Department of Finance & Taxation: Personal Services All Other	\$
101.1060	Department of Law: Personal Services All Other	\$
101.1070	Economic Development: Personal Services All Other	\$
101.1080	Legal Advertising	\$
101.1090	County Auditor Deductions	\$
101.1100	Board of Health	\$
101.1110	Transfers	\$
101.1120	Contractual Services/Refuse	\$
101.1140	Special Group Activities	\$
101.1150	Contingency Account	\$
101.1160	Information Technology: Personal Services All Other	\$
101.1170	Lodging Tax	\$

ORDINANCE NO. 52-2018

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.1180	Cultural Arts Center	\$
101.1190	Kilbourne Memorial Library	\$
Total General Government		<hr/> \$
Department of Safety: Division of Police		
101.2010	Administration:	
	Personal Services	\$
	All Other	
101.2020	Community Service:	
	Personal Services	\$
	All Other	
101.2030	Support Service:	
	Personal Services	\$
	All Other	
Total Division of Police		<hr/> \$
Department of Service/Engineering		
101.3010	Administration:	
	Personal Services	\$
	All Other	
101.3040	Buildings & Structures Maint:	
	Personal Services	\$
	All Other	
101.3050	Grounds Maintenance:	
	Personal Services	\$
	All Other	
101.3060	Sanitation	\$

ORDINANCE NO. 52-2018

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.3070	Fleet Maintenance: Personal Services All Other	\$
Total Department of Service/Engineering		<hr/> \$
Department of Parks & Recreation		
101.4010	Administration: Personal Services All Other	\$
101.4020	Parks Maintenance: Personal Services All Other	\$
101.4030	Community Center Programs: Personal Services All Other	\$
101.4040	Recreation Programs: Personal Services All Other	\$
101.4050	Senior Citizen Programs: Personal Services All Other	\$
Total Department of Parks & Recreation		<hr/> \$
Department of Planning and Building		
101.5010	Planning and Building: Personal Services All Other	\$
Total Department of Planning and Building		<hr/> \$

ORDINANCE NO. 52-2018

Sub-Total General Fund		<hr/>
<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
Department of Safety: Division of Fire		
101.6060	Administration: Personal Services All Other	\$
101.6070	Operations: Personal Services All Other	\$
101.6080	Training & Prevention: Personal Services All Other	\$
Total Division of Fire		<hr/> \$
TOTAL GENERAL FUND		<hr/> \$

SECTION 3. To provide operating expenditures for the Street Maintenance and Repair Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Street Maintenance and Repair Fund:

202.2050	Administration: Personal Services All Other	\$
202.2060	Street Maintenance, Construction & Equipment: Personal Services All Other	\$
202.2070	Street Cleaning	\$
202.2080	Street Drainage	\$

ORDINANCE NO. 52-2018

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
202.2090	Traffic Control Systems:	
	Personal Services	\$
	All Other	
Total Street Maintenance & Repair Fund		<hr/> \$

SECTION 4. To provide operating expenditures for the State Highway Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the State Highway Fund:

203.0010	State Highway Improvement:	
	Personal Services	\$
	All Other	
Total State Highway Fund		<hr/> \$

SECTION 5. To provide operating expenditures for the Water Distribution Fund for the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Water Distribution Fund:

204.6010	Maintenance & Repair:	
	Personal Services	\$
	All Other	
Total Water Distribution Fund		<hr/> \$

SECTION 6. To provide operating expenditures for the Sanitary Sewer Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Sanitary Sewer Fund:

205.7010	Maintenance & Repair:	
	Personal Services	\$
	All Other	
Total Sanitary Sewer Fund		<hr/> \$

ORDINANCE NO. 52-2018

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
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SECTION 7. To provide operating expenditures for the Police Pension Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Police Pension Fund:

212.1212	Personal Services	\$
	Total Police Pension Fund	<hr/> \$

SECTION 8. To provide operating expenditures for the Law Enforcement Trust Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Law Enforcement Trust Fund:

214.1414	Law Enforcement Trust	\$
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SECTION 9. To provide operating expenditures for the MMVLT Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the MMVLT Fund:

215.8150	Contractual Services	\$
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SECTION 10. To provide operating expenditures for the Enforcement and Education Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Enforcement and Education Fund:

216.1616	Education Supplies	\$
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SECTION 11. To provide operating expenditures for the Court Clerk Computer Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Court Clerk Computer Fund:

218.1818	Computer Supplies	\$
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SECTION 12. To provide operating expenditures for the Economic Development Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Economic Development Fund:

219.1919	Development Efforts	\$
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SECTION 13. To provide operating expenditures for the Law Enforcement Continuing Education Fund during the fiscal year ending December 31, 2019, the

ORDINANCE NO. 52-2018

following appropriations are hereby made in the Law Enforcement Continuing Education Fund:

221.2121	Law Enforcement CED	\$
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SECTION 14. To provide operating expenditures for the various Revolving Funds during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Revolving Funds:

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
224.2424	Parks & Recreation: Personal Services All Other	\$
825.2525	Accrued Acreage Fees	
	Total Revolving Funds	<hr/> \$

SECTION 15. To provide operating expenditures for the Special Parks Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Special Parks Fund:

229.4010	Capital Expenditures	\$
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SECTION 16. To provide operating expenditures for the Capital Improvements Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the Capital Improvements Fund:

308.8110	Capital Expenditures	\$
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SECTION 17. To provide operating expenditures for the General Bond Retirement Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the General Bond Retirement Fund:

409.9010	Debt Service	\$
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SECTION 18. To provide operating expenditures for the O.B.B.S. Fund during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the O.B.B.S. Fund:

830.3333	O.B.B.S. Surcharge	\$
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ORDINANCE NO. 52-2018

SECTION 19. To provide operating expenditures for the TIF/CRA Funds during the fiscal year ending December 31, 2019, the following appropriations are hereby made in the TIF/CRA Funds:

910.9020	TIF Distribution (Worthington Station)	\$
920.9020	TIF Distribution (Worthington Place – The Heights)	\$
930.9020	TIF Distribution (933 High Street)	\$
935.9020	TIF Distribution (Downtown Worthington)	\$
940.9020	TIF Distribution (Worthington Square)	\$
945.9020	TIF Distribution (W.Dublin Granville Rd)	\$
999.9020	PACE Fund (Columbus Finance Authority)	\$

ORDINANCE NO. 52-2018

SECTION 20. Sums expended from the above appropriations which are proper charges against any other department or against any firm, person, or corporation, if repaid within the period covered by such appropriations shall be considered reappointed for such original purpose; provided that the net total of expenditures under any appropriation shall not exceed the original total.

SECTION 21. Section 2.07 (11) of the City Charter requires City Council to annually review the investment policy of all funds held by the City. This review was completed as a component of the annual budget process for the fiscal year beginning January 1, 2019 and ending December 31, 2019.

SECTION 22. That this Ordinance shall become effective on the first day of January, 2019, as provided in Section 4.05 of the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: 11/14/2018
To: Matthew H. Greeson
From: Scott F. Bartter, Finance Director
Subject: **Ordinance 53-2018 - Compensation for Unclassified Employees**

EXECUTIVE SUMMARY

This Ordinance establishes the salaries for unclassified employees in the City for 2019.

RECOMMENDATION

Introduce for Public Hearing on December 3, 2018

BACKGROUND/DESCRIPTION

This Ordinance establishes compensation for the City's unclassified employees for 2019. Compensation for classified employees is established via a separate Resolution. City positions are classified, except for those positions designated as unclassified by the City's Charter.

This Ordinance will be introduced with blanks, which will be filled in for the public hearing on this Ordinance. The amounts in this Ordinance will be consistent with the amounts included in the 2019 Operating Budget.

ATTACHMENTS

Ordinance 53-2018

ORDINANCE NO. 53-2018

Establishing Compensation for Certain Unclassified Positions of the Municipal Service for the Period of January 1, 2019 through December 31, 2019, and Adopting Class Specifications for Said Unclassified Positions.

WHEREAS, the salaries for unclassified positions of the Municipal Service must be fixed by City Council;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. The salary of the City Manager (Class Specification No. 20) shall not exceed \$_____.

SECTION 2. The salary of the Director of Finance (Class Specification No. 22) shall not exceed \$_____.

SECTION 3. The salary of the Director of Parks and Recreation (Class Specification No. 24) shall not exceed \$_____.

SECTION 4. The salary of the Director of Public Service and Engineering / City Engineer (Class Specification No. 31) shall not exceed \$_____.

SECTION 5. The salary of the Assistant to the City Manager/Personnel Director (Class Specification No. 27) shall not exceed \$_____.

SECTION 6. The salary of the Assistant City Manager (Class Specification No. 30) shall not exceed \$_____.

SECTION 7. The salary of the Court Clerk (Class Specification No. 52) shall not exceed \$_____.

SECTION 8. The salary of the Administrative Assistant/Service Department (Class Specification No. 167) shall not exceed \$_____.

SECTION 9. The salary of the Assistant to the City Manager/Information Technology Director (Class Specification No. 244) shall not exceed \$_____.

SECTION 10. The compensation rate for the Clerk of Council shall be not less than \$25.00 per meeting. In lieu of monetary compensation, the Clerk of Council may be granted compensatory time.

SECTION 11. The salary of the Administrative Assistant/Public Information and Community Relations Officer (Class Specification No. 202) shall not exceed \$_____.

ORDINANCE NO. 52-2018

SECTION 12. The salary of the Chief Building Inspector (Class Specification No. 223) shall not exceed \$_____.

SECTION 13. The salary of the Director of Law (Class Specification No. 226) shall not exceed \$_____.

SECTION 14. The salary of the Assistant to the City Manager/Economic Development Manager (Class Specification No. 229) shall not exceed \$_____.

SECTION 15. The salary of the Director of Planning and Building (Class Specification No. 236) shall not exceed \$_____.

SECTION 16. The salary of the Administrative Assistant/Finance Manager (Class Specification No. 243) shall not exceed \$_____.

SECTION 17. The salary of the Deputy Director of Safety/Fire Chief (Class Specification No. 180) shall not exceed \$_____.

SECTION 18. The salary of the Executive Assistant to the City Manager/City Clerk (Class Specification No. 248) shall not exceed \$_____.

SECTION 19. The provisions of this ordinance supersede Ordinance No. 46-2017, as Amended, passed December 4, 2017, as it pertains to positions specified in Sections 1 through 17 and Ordinance 09-2018, passed March 19, 2018, as it pertains to the position specified in Section 18 above for the period of January 1, 2019 through December 31, 2019.

SECTION 20. That Ordinance No. 46-2017, as Amended and Ordinance No. 09-2018 be and the same are hereby repealed.

SECTION 21. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: 11/14/2018

To: Matthew H. Greeson

From: Scott F. Bartter, Finance Director

Subject: **Ordinance 054-2018 - Public Health Contract - Columbus Public Health**

EXECUTIVE SUMMARY

This Ordinance authorizes the City Manager to enter into a contract with the Columbus Department of Health for \$66,153 the provision of public health services to Worthington.

RECOMMENDATION

Introduce for Public Hearing on December 3, 2018

BACKGROUND/DESCRIPTION

The City has contracted with Columbus Public Health (CPH) for public health services for many years. We have a good working relationship with CPH and they are very responsive to City staff and the public. They provide such services as restaurant, pool and school inspections; mosquito trapping, testing and fogging; support services for prevention of and response to drug and alcohol addiction; residential sewage disposal inspections; and assistance with public health questions and issues raised by residents. Additionally, Worthington residents have access to the poison control and immunization clinics offered by Columbus Public Health. A more complete list of services is included in the attached contract document.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

2018 Contract Price = \$63,000

2019 Contract Price = \$66,153

ATTACHMENTS

Ordinance 54-2018

2019 Contract

ORDINANCE NO. 54-2018

Authorizing the City Manager to Execute A
Contract Between the City of Columbus Board of
Health and the City of Worthington for Health
Services.

WHEREAS, the City of Columbus Board of Health has indicated its intention to provide health services for the City of Worthington during calendar year 2019; and,

WHEREAS, the provision and maintenance of health services within the City of Worthington is a municipal service requiring uninterrupted service; and,

WHEREAS, the City Manager has received a proposed contract for the provision of health services to the City of Worthington by the City of Columbus Health Department;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the City of Columbus Board of Health for the purpose of providing health services to the City of Worthington, said service to commence January 1, 2019, and remain in full force and effect until December 31, 2019.

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington Ohio.

Passed _____

President of Council

Attest:

Clerk of Council

AGREEMENT
FOR PUBLIC HEALTH SERVICES

This Agreement is entered into this ____ day of _____, 2019, by and between the City of Columbus Board of Health (hereinafter referred to as "Columbus") and the City of Worthington (hereinafter referred to as "Worthington") for the purpose of having Columbus provide public health services to Worthington on a contractual basis.

WHEREAS, by virtue of Section 3709.01, Ohio Revised Code, Columbus and Worthington are each a City Health District; and,

WHEREAS, Columbus has established a Board of Health in accordance with provisions of Chapter 3709, Ohio Revised Code; and,

WHEREAS, the Columbus Board of Health is organized and equipped to provide certain public health services; and,

WHEREAS, Section 3709.08, Ohio Revised Code permits a city constituting a City Health District to enter into a contract for public health services with the chief executive, or his duly designated representative of another city constituting a city health district, with the approval of a majority of the members of the legislative authority of such city; and,

WHEREAS in accordance with Section 3709.08, Ohio Revised Code, Worthington has proposed and approved, by a majority of the members of its legislative authority, that Columbus provide general public health services to Worthington;

NOW, therefore, it is agreed by and between the Cities of Columbus and Worthington that Columbus will provide the following public health services to Worthington as outlined in the following sections:

SECTION 1. SCOPE OF SERVICES

A. ENVIRONMENTAL HEALTH SERVICES

Services will include animal bite investigation and quarantine, food service operations and retail food establishments inspection and licensure, swimming pool inspection, general sanitation, determination of need, planning, and consultation services, mosquito adulticiding and larvaciding, body art facility inspection and licensure, on-site sewage disposal oversight, inspection, and certification, residential sewage disposal inspections, emergency response for chemical emergencies, placarding all licensed establishments with the appropriate sign for public disclosure, maintaining a web presence for all licensed establishments, tobacco 21 services and any other services as mutually agreed upon.

MOSQUITO ABATEMENT SERVICES	\$12,390.00
INSPECTION OF PUBLIC AND NONPUBLIC SCHOOL BUILDINGS	\$ 8,558.00
SMOKE-FEE AIR PROGRAM	\$ 1,208.00
ANIMAL BITE INVESTIGATIONS	\$ 6,143.00
CHEMICAL RESPONSE	\$ 1,355.00
 TOTAL SECTION A	 \$ 29,654.00

B. ADDITIONAL COSTS RELATED TO FEE-BASED SERVICES

Food License Fees-Direct Costs- Additional actual inspection costs not included in license fee paid by Worthington establishments- \$0.00

Food License Fees-Indirect Costs- Additional actual indirect costs associated with inspecting Worthington establishments that are not included in license fees paid by the establishment- \$8,925.00

Pool License Fees- Direct Costs- Additional actual inspection costs not included in license fee paid by Worthington establishments- \$1,208.00

Pool License Fees-Indirect Costs- Additional actual indirect costs associated with inspecting Worthington establishments that are not included in license fees paid by the establishment- \$1,418.00

TOTAL SECTION B	\$ 11,551.00
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C. COMMUNITY HEALTH CARE SERVICES

Services will include immunization clinics held regularly by Columbus staff, available to the citizens of Worthington. Staff consists of the equivalent of 5 hours per month for two Public Health Nurses.

TOTAL SECTION C	\$12,080.00
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D. GENERAL SUPPORT OF COMMUNICABLE DISEASE CONTROL PROGRAM AND COMPREHENSIVE SEXUAL HEALTH SERVICES

Services will include, but are not limited to, disease investigation, contact investigation, outbreak response, consultation to medical providers, day cares and school nurses, and communicable disease prevention efforts (vaccines, education, etc.)

TOTAL SECTION D	\$12,868.00
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TOTAL CONTRACT AMOUNT	<u>\$66,153.00</u>
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SECTION 2. BILLING AND PAYMENT

Columbus will invoice this annual amount (\$66,153.00) over four equal quarterly invoices of \$16,538.25. Said billing shall include, at a minimum, a statement of the number and types of services rendered, including a breakdown of each different type of service rendered as specified above. Worthington shall, after verifying its accuracy, pay said invoice within thirty (30) days following receipt.

In no event shall the cost for any year exceed that set forth above, unless specific authorization is given in writing to Columbus by Worthington.

SECTION 3. STAFF LIAISON

The responsibility for the administration of this Agreement for the City of Worthington is vested in the Worthington City Manager. It is, therefore, agreed that Columbus will maintain appropriate contact with said City Manager and shall keep him fully apprised of all matters relating to the condition of the general public health services rendered by Columbus under this Agreement.

SECTION 4. DURATION, MODIFICATION, AND NOTICE OF INTENT

That this agreement shall take effect and be in force from and after January 1, 2019 and shall remain in full force and effect until December 31, 2019, subject to any mutually agreed modifications in the scope of services following the end of the first six months. All modifications shall be incorporated in written amendments to this Agreement.

To facilitate the budgetary planning process of each of the parties, written notice of each party's intent with respect to renewal of this Agreement shall be required to be served on the other party at least ninety (90) days prior to the expiration of this Agreement.

SECTION 5. AUTHORIZATION

Worthington has entered into this contract under authorization of Ordinance No. _____ passed _____.

Columbus has entered into this contract under authorization of Ordinance No. _____ passed _____.

IN WITNESS WHEREOF, the City of Columbus, acting through its Board of Health, and the City Of Worthington, by its City Manager, have set their hands and have executed this Agreement on the day and year first written above.

CITY OF WORTHINGTON

COLUMBUS BOARD OF HEALTH

By: _____
City Manager

By: _____
President Pro Tempore

By: _____
Andrew J. Ginther, Mayor
City of Columbus

By: _____
Health Commissioner

APPROVED AS TO FORM

OHIO DEPARTMENT OF HEALTH

By: Jon Lindy 11-1-18
Worthington Attorney

By: _____
Director

By: _____
Columbus Attorney

DEPARTMENT OF FINANCE CERTIFICATE

It is hereby certified that the amount of \$66,153.00 required to meet the contract, - agreement, obligation, payment of expenditure, for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process of collection to the credit of the _____ Fund and is free from any obligation or certificates now outstanding.

Dated: _____

By: _____
Director of Finance
City of Worthington, Ohio



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: 11/14/2018
To: Matthew H. Greeson
From: Scott F. Bartter, Finance Director
Subject: **Ordinance 055-2018 - Contract for Police Services - Village of Riverlea**

EXECUTIVE SUMMARY

This Ordinance authorizes the City Manager to enter into a contract with the Village of Riverlea for the provision of police protection services for the Village for 2019.

RECOMMENDATION

Introduce for Public Hearing on December 3, 2018

BACKGROUND/DESCRIPTION

The Village of Riverlea contracts with the City of Worthington for police services. These services include routine patrol services as well as investigative services. This Ordinance authorizes the agreement for 2019. The 2019 increase in the cost of the contract is 3%.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

Under the contract, Riverlea pays the City \$6,078.40 per month, plus \$46.44 per hour for investigative services, to a max of \$15,000 for investigative services for the year.

ATTACHMENTS

Ordinance 55-2018
Village of Riverlea Contract

ORDINANCE NO. 55-2018

Authorizing the City Manager to Enter into a
Contract with the Village of Riverlea for the
Provision of Police Protection.

WHEREAS, the provision of services for police protection is necessary for the safety and security of the Village of Riverlea; and,

WHEREAS, the Village of Riverlea, Ohio, has agreed to enter into a contract with the City of Worthington for police protection services;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the Village of Riverlea to provide police protection services.

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed _____

President of Council

Attest:

Clerk of Council

**CONTRACT BETWEEN THE CITY OF WORTHINGTON, OHIO
AND THE VILLAGE OF RIVERLEA FOR POLICE PROTECTION**

AGREEMENT, entered into by and between the City of Worthington, Ohio (“Worthington”) and the Village of Riverlea (“Riverlea”), both of which are Ohio municipal corporations.

WITNESSETH:

WHEREAS, the parties hereto desire to have Worthington provide police protection services to Riverlea pursuant to the authority granted by Ohio Revised Code Section 737.04 and upon the terms and conditions hereinafter states; and,

WHEREAS, the respective legislative authorities of Worthington and Riverlea have authorized an agreement for such purposes:

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises and the terms and conditions hereinafter set forth, Worthington and Riverlea hereby agree as follows:

1. Police Protection Services

Commencing January 1, 2019, Worthington shall provide Riverlea approximately 22 hours of police protection services per week, up to a maximum of 1,144 hours of such services per year.

As used herein the term “police protection services” means the following activities:

- (a) routine traffic and residential patrol of Riverlea streets, as well as routine Animal Control consistent with the service provided to Worthington residents;
- (b) response to emergency calls and citizen complaints other than the performance of police in investigative services;
- (c) appearance time by members of the Worthington Division of Police in any court relating to the prosecution of traffic or criminal charges brought in connection with this contract;
- (d) The Worthington Division of Police shall maintain records of action taken in Riverlea in accordance with current public records law, and will submit a monthly and annual activity report to the Village of Riverlea. Worthington shall also perform investigative services upon the request of Riverlea.

2. Compensation by Riverlea to Worthington

In consideration for services provided by Worthington hereunder, Riverlea shall pay Worthington a monthly fee of Six Thousand Seventy-Eight Dollars and Forty Cents (\$6,078.40). There shall be an additional fee of Forty-six Dollars and forty-four Cents (\$46.44) per hour for police investigative services up to a maximum of Fifteen Thousand Dollars (\$15,000.00). All such services performed during a given calendar month shall be billed on the 5th day of the following month and shall be payable on the 15th day of such month.

3. Reimbursement of Increase in Workers' Compensation Premium Contribution

In the event any member of the Worthington Division of Police is injured or dies during the existence of this contract, while engaged in rendering services pursuant to this contract, and the premium contribution assessed against Worthington for Workers' Compensation benefits subsequently increases as a result of such injury or death, Riverlea shall pay Worthington in the first year of such increase and in each of the three (3) years thereafter, a sum equal to the lesser of One Thousand Dollars (\$1,000.00) or four percent (4%) of such increase. Payments pursuant to this paragraph shall be made by Riverlea once each year within ten (10) days after receipt of a signed statement from Worthington indicating the amount owed and showing how such amount was calculated. It is understood and agreed that regardless of the number of injuries or deaths incurred by members of the Worthington Division of Police while engaged in rendering services pursuant to this contract, the maximum amount which Riverlea must reimburse Worthington is One Thousand Dollars (\$1,000.00) per year for four (4) consecutive years. It is also understood and agreed that Riverlea's obligations under this paragraph shall survive the termination or expiration of this contract for any reason whatsoever.

4. Term and Termination

The term of this contract shall be for one year commencing January 1, 2019, unless either party terminates the agreement sooner upon at least 90 days advance written notice to the other party.

This contract shall be reviewed at the end of each contract period and any revisions included at that time. Any modifications during the life of the contract must be agreed to in writing by both parties.

The parties acknowledge and accept the terms and conditions of this Contract evidenced by the following signatures of their duly authorized representatives. The effective date of this Contract is the date that the final signatory executes this Contract.

VILLAGE OF RIVERLEA

Eric MacGilvray, Mayor	Date
------------------------	------

Approved As To Form:

Leah Reibel, Solicitor	Date
------------------------	------

Village of Riverlea

CITY OF WORTHINGTON

Matthew H. Greeson, City Manager	Date
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Approved As To Form:

Tom Lindsey	Date
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Director of Law
City of Worthington



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: 11/14/2018

To: Matthew H. Greeson

From: Scott F. Bartter, Finance Director

Subject: **Ordinance 056-2018 - Contract for Plumbing Inspection Services**

EXECUTIVE SUMMARY

This is the annual ordinance that authorizes the City Manager to appoint the Franklin County District Board of Health as the provider of plumbing inspection services for the City of Worthington in 2019.

RECOMMENDATION

Introduce for Public Hearing on December 3, 2018

BACKGROUND/DESCRIPTION

The City utilizes Franklin County District Board of Health to provide plumbing inspection services which are scheduled through the City's Department of Planning & Building. The City annually authorizes an ordinance which continues the services for the next year.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The cost of the service is paid by the applicants for building/plumbing permits via the permit fees. There is no change to the fees for 2019.

ATTACHMENTS

Ordinance 56-2018

ORDINANCE NO. 56-2018

Approving the City Manager's Appointment of the Franklin County District Board of Health as the Provider of Plumbing Inspection Services in the City of Worthington.

WHEREAS, it is necessary and desirable to provide the inhabitants of Worthington with plumbing inspection services; and,

WHEREAS, the Franklin County General Health District Advisory Council shall have the right to provide such inspection services, charge and receive from the City of Worthington payment for said services in accordance with the contracts and provisions therein set forth for reimbursement at a rate of sixty (60%) of all plumbing inspection fees collected by the City of Worthington; at the same inspection fee as now charged by the Franklin County District Board of Health; and,

WHEREAS, the City Manager has received a proposed contract for the provision of plumbing inspection services to the City of Worthington by the Franklin County District Board of Health;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the Franklin County District Board of Health for the purpose of providing plumbing inspection services in the City of Worthington, said service to commence January 1, 2019, and remain in full force and effect until December 31, 2019.

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington Ohio.

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 15, 2018

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Liquor Permit Transfer - Blarney Stone Investments LLC**

EXECUTIVE SUMMARY

The City has been notified by the Ohio Division of Liquor Control of requested changes to Blarney Stone's liquor permits.

RECOMMENDATION

Motion to Not Request a Hearing.

BACKGROUND/DESCRIPTION

The Ohio Division of Liquor Control has notified the City of a request to change the name associated with a liquor permit for Blarney Stone Investments LLC to BS Tavern LTD dba Blarney Stone Tavern. In a separate notice, the City was notified that the tavern is located within 500 feet of Linworth Park. The City may request a hearing on either of these two issues.

The Blarney Stone has a D5 permit which allows for the sale of spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m. and a D6 permit which allows for Sunday sales.

ATTACHMENTS

Notices from the Ohio Division of Liquor Control

NOTICE TO LEGISLATIVE
AUTHORITYOHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

0346999		TRFO		BS TAVERN LTD DBA BLARNEY STONE TAVERN 2245 W DUBLIN GRANVILLE RD & PATIO WORTHINGTON OH 43085
PERMIT NUMBER				
02	01	2018		
ISSUE DATE				
10	26	2018		
FILING DATE				
D5 D6				
PERMIT CLASSES				
25	297	B	F21265	
TAX DISTRICT		RECEIPT NO.		

FROM 10/30/2018

07472650001				BLARNEY STONE INVESTMENTS LLC DBA BLARNEY STONE TAVERN 2245 W DUBLIN GRANVILLE RD & PATIO WORTHINGTON OH 43085
PERMIT NUMBER				
02	01	2018		
ISSUE DATE				
10	26	2018		
FILING DATE				
D5 D6				
PERMIT CLASSES				
25	297			
TAX DISTRICT		RECEIPT NO.		



MAILED 10/30/2018

RESPONSES MUST BE POSTMARKED NO LATER THAN. 11/30/2018

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.
 REFER TO THIS NUMBER IN ALL INQUIRIES **B TRFO 0346999**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
 THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council☐ Township Fiscal Officer

CLERK OF WORTHINGTON CITY COUNCIL
 KAY THRESS
 6550 NORTH HIGH STREET
 WORTHINGTON OHIO 43085

Commerce Division of Liquor Control : Web Database Search

OWNERSHIP DISCLOSURE INFORMATION

This online service will allow you to obtain ownership disclosure information for issued and pending retail liquor permit entities within the State of Ohio.

Searching Instructions

Enter the known information and click the "Search" button. **For best results, search only ONE criteria at a time.** If you try to put too much information and it does not match exactly, the search will return a message "No records to display".

The information is sorted based on the Permit Number in ascending order.

To do another search, click the "Reset" button.

SEARCH CRITERIA

Permit Number

0346999

Permit Name / DBA

Member / Officer Name

Search

Reset

Main Menu

Member/Officer Name	Shares/Interest	Office Held
Permit Number: 0346999; Name: BS TAVERN LTD; DBA: DBA BLARNEY STONE TAVERN; Address: 2245 W DUBLIN GRANVILLE RD & PATIO WORTHINGTON 43085		
TRACEY MARKS	5% MEMBER	

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OHIO DEPARTMENT OF COMMERCE-DIVISION OF LIQUOR CONTROL

6606 Tussing Road, P.O. Box 4005,
Reynoldsburg, Ohio 43068-9005 Ph (614) 644-2431

INSTITUTION NOTICE FOR LIQUOR PERMIT

Name of Institution To: CONTROLLING AUTHORITY	Type of Application Re: TRFO
LINWORTH PARK	Application Number 0346999
5971 LINWORTH RD	Applicant Name BS TAVERN LTD
WORTHINGTON OH 43085	DBA: BLARNEY STONE TAVERN
	Address: 2245 W DUBLIN GRANVILLE RD & PATIO
	Address: WORTHINGTON OH 43085

Dear Institution Representative:

Approx. Distance 65 Feet

A liquor permit has been applied for at the above captioned location. The Division of Liquor Control is required to notify any church, school, library, public playground, or township park that is located within 500 feet of a proposed permit premises. Your institution, as well as the local legislative authority, is being given the opportunity to object to the issuance of this permit. This is your opportunity to object to the above referenced permit application.

Please complete and return this form no later than 30 days from the date of this notice. Include the name, title, address and telephone number of the representative of the institution who is to attend the hearing. If an objection is filed and a hearing is scheduled, your representative should appear and testify in support of the objection. Otherwise the objection will be overruled. Objections based solely upon philosophical opposition to alcohol consumption are not sufficient grounds for sustaining an objection. You may wish to retain legal counsel to represent your interests, as the hearing is a legal proceeding.

PLEASE CHECK THE APPLICABLE BOX AND RETURN THIS FORM WITHIN 30 DAYS

- ☐ We do not object to this Permit.
- ☐ We request the Division of Liquor Control document our objection to the issuance of this permit but we do not request a hearing. In choosing this option I understand that it is only an objection for the record and will not adversely impact the issuance of this permit.
- ☐ We object and request a hearing on the advisability of issuing of this permit. Please hold the hearing in Columbus.
- ☐ We object and request a hearing on the advisability of issuing of this permit. Please hold the hearing in the county seat of the premises.

(Signature of Authority in Control of Institution)

(Telephone Number)

(Date)

(Name, Title of person to Attend Hearing)

(Address)

CERTIFICATE OF SERVICE

The above notice was served to

CITY OF WORTHINGTON 6550 HIGH ST WORTHINGTON OHIO 43085

(Name)

(Address)

614-436-3100

(Telephone)

, the authority in control of subject institution on

11-7-18

(Date)

by

☐ CERTIFIED MAIL, RETURN RECEIPT REQUESTED or ☒ PERSONAL SERVICE or ☐ STOREFRONT

(Signature and Title of Recipient)

(Title)

(Compliance Officer, Unit #, Date)

JOSEPH C OLDHAM #500

(Print Name and Title of Recipient)

CERTIFIED MAIL #



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 15, 2018

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Liquor Permit - New (AV Nail Spa Worthington)**

EXECUTIVE SUMMARY

The Ohio Division of Liquor Control has notified the City of a request for a new liquor permit for AV Nail Spa Worthington dba Anthony Vince Nail Spa located at the Shops of Worthington.

RECOMMENDATION

Motion to Not Request a Hearing.

BACKGROUND/DESCRIPTION

An Anthony Vince Nail Spa is opening at the Shops at Worthington Place. They are an upscale nail salon and have more than 50 locations across the country. They have applied for a liquor permit under the Community Entertainment District at the Shops at Worthington Place. The D5J permit allows for sale of spirituous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m., within the Community Entertainment District.

ATTACHMENTS

Notice from Ohio Division of Liquor Control

NOTICE TO LEGISLATIVE
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL

6606 TUSSING ROAD, P.O. BOX 4005

REYNOLDSBURG, OHIO 43068-9005

(614)644-2360 FAX(614)644-3166

TO

0336450		NEW		AV NAIL SPA WORTHINGTON	
PERMIT NUMBER		TYPE		PLACE LLC	
11 02 2018		D5J		DBA ANTHONY VINCE NAIL SPA	
ISSUE DATE		PERMIT CLASSES		7227 N HIGH ST STE 108	
FILING DATE		25 297 B		C15866	
TAX DISTRICT		RECEIPT NO.		WORTHINGTON OH 43085	
FROM 11/13/2018					

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	



MAILED 11/13/2018

RESPONSES MUST BE POSTMARKED NO LATER THAN. 12/14/2018

IMPORTANT NOTICEPLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.REFER TO THIS NUMBER IN ALL INQUIRIES **B NEW 0336450**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council☐ Township Fiscal Officer

CLERK OF WORTHINGTON CITY COUNCIL
 KAY THRESS
 6550 NORTH HIGH STREET
 WORTHINGTON OHIO 43085

Commerce Division of Liquor Control : Web Database Search

OWNERSHIP DISCLOSURE INFORMATION

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The information is sorted based on the Permit Number in ascending order.

To do another search, click the "Reset" button.

	SEARCH CRITERIA
Permit Number	0336450
Permit Name / DBA	
Member / Officer Name	

[Search](#) [Reset](#) [Main Menu](#)

Member/Officer Name	Shares/Interest	Office Held
Permit Number: 0336450; Name: AV NAIL SPA WORTHINGTON PLACE LLC; DBA: DBA ANTHONY VINCE NAIL SPA; Address: 7227 N HIGH ST STE 108 WORTHINGTON 43085		
THAN LAN THI DO	MANAGE MEM	CEO

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STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 16, 2018

To: City Council

From: Matthew H. Greeson, City Manager

Subject: **Proposed 2019 Operating Budget - Presentations from Community Groups**

EXECUTIVE SUMMARY

The Old Worthington Partnership and the Convention and Visitors Bureau will discuss their requests

BACKGROUND/DESCRIPTION

Representatives from the Convention and Visitors Bureau will be present to discuss their organization and funding. A memorandum is attached with details regarding the current status of the Convention and Visitors Bureau.

The City has received a grant application from the Old Worthington Partnership, which is attached. The Partnership has requested a continuation of \$50,000 in funding plus the costs incurred from police and city services during the annual Picnic with the Partnership event (2018 costs were \$5,864). The Old Worthington Partnership is funded through the Special Groups portion of the budget. In addition to the Old Worthington Partnership and the Worthington Historical Society (which presented in front of City Council on November 13th), the Special Groups allocation in the budget is used for the community groups funded by the City through the smaller grant program that is typically run after the first of the year.

The Historical Society also asked for an increase in funding. If City Council decides to grant the requested increase to the Partnership and/or the Historical Society, the Special Groups allocation in the proposed budget would need to be increased, or the Special Groups allocation could stay consistent with the proposed budget and the amount of funds available for the other grants would be less in 2019.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The Old Worthington Partnership has requested \$50,000 plus the cost of police and city services during the annual Picnic with the Partnership event. In 2018, these costs equaled \$5,864. They would be slightly higher in 2019 due to increases in personnel costs.

ATTACHMENTS

Memorandum regarding current status of Convention and Visitors Bureau, with attachments.

Grant Application – Old Worthington Partnership



Office of the City Manager

MEMORANDUM

TO: Worthington City Council Members

FROM: Matt Greeson, City Manager

DATE: November 15, 2018

SUBJECT: CONVENTION & VISITORS BUREAU

Since the retirement of its Executive Director, the Worthington Convention and Visitors Bureau (CVB) has been exploring its operations and structure. It recognizes the current closure and anticipated redevelopment of the Holiday Inn impacts bed tax collections and funding available for its activities.

In the past six months several activities have occurred:

- The CVB Board contracted with the Old Worthington Partnership (Partnership) for Interim Executive Director services. The Partnership hired a part-time employee to assist in these endeavors. A report submitted to the CVB Board regarding their recent activities is attached.
- The CVB Board President created an Industry Task Force to assist in evaluation of the CVB's future. This resulted in a recommendation, which is attached, that the Partnership and CVB "join forces."

Recently, I was asked to help facilitate a portion of the CVB's Board meeting where they discussed the Task Force recommendation. Minutes of this meeting are attached. The Board approved a motion that the CVB dissolve its corporation by the end of 2018 and return all assets to the City for redistribution to the Partnership for the purposes of travel and tourism in Worthington.

The CVB will be reporting these recommendations to the City Council as part of its budget presentation. Staff is evaluating the budgetary and legal actions necessary to effect this change and will report to the City Council on recommended next steps.

The Partnership will be evaluating the steps it may need to take in order to fulfill these activities in addition to its current mission. They will not be prepared to present on these steps Monday night given the recent nature of this issue. Staff will work with the Partnership in the coming weeks on this matter.



To: Bill Purpura
From: Aaron Brown
Cc: Matt Greeson
Date: October 30, 2018
RE: Partnership Update on CVB Contract

The Old Worthington Partnership has been working diligently in the last several months to carry out the mission of the Worthington Visitor's Bureau, as per our contractual agreement. Our mission to attract visitors to Worthington and to promote the historic district are not too far apart, and we have enjoyed learning about the tourism industry and have immersed our contracted employee, Elizabeth Dekker in the tourism world. Below are some highlights of the impacts of the projects we have been working on since the contract began.

IMPACTS

Social Media

In preparation for the change to a reduced marketing budget, we have made significant strides in building our social media audience and reach.

- We have updated and linked our accounts on both Facebook and Instagram and recreated the profiles with our refreshed branding.
- Post reach, the number of times our posts appear in other user's feeds, is up on Facebook 485% since we began posting in August. And post engagement, the number of times our posts are "liked," "shared," or commented on, is up 636%.
- On Instagram, we have grown our followers to almost 500 people in two months, with an average rate of 40 "likes" per photo.
- Our feed is full of bright and vibrant photos, with a mix of experiences, events, history, and businesses.
- A strategic social media marketing plan is still in the works, but this period has been a vital testing ground to hone a "voice" for the Worthington CVB – one independent from other Worthington feeds.
- Over the last few months, Experience Worthington has focused on evoking the emotion of what Worthington has to offer for out of town guests: the beauty, warmth, and overall welcoming environment.
- Although sharing events and city news is important, creating an irresistible virtual environment that entices people to come and experience our city themselves is important.
- As the discussion continues around the future of the CVB, we now have vital information on engagement and social media presence and a clear way forward for potential collaboration with the Old Worthington Partnership feeds. We look forward to creating a long-term social media identity and marketing strategy with this information in mind.

Experience Columbus

Our strong relationship with Experience Columbus continues as we work with the co-op and the Leisure Group Travel Network to bring in interested industry parties and show them all that Worthington has to offer.

- Beth has managed and run three FAM tours in the last few months.

- Beth is also an active member of CATA, the Capital Area Tourism Association, which includes central area CVBs and their directors in a bi-monthly educational meeting.

Connection

Over the last three months, Beth has met with over a dozen prominent Worthington leaders, including Kate Lalonde of the Worthington Historical Society, Jon Cook of the McConnell Arts Center, Erica Gnezda of Songs at the Center, Steve Weaver of The Candle Lab, and Melissa and Darrin with Parks and Rec.

- During these meetings, we asked them all the same question: what do you want out of a CVB?
- Though responses obviously varied some, almost all answered that they wanted an active partner in building events, experiences, and getting the word out about what their group does.
- At the last CATA meeting, we were encouraged to bring our community's Parks and Rec representative, and Melissa Hindman was excited to join. We were treated to a great presentation by Tony Collins, director of the Columbus Rec and Parks, on how best to connect city organizations to their CVBs. Melissa and Darrin have shared the financial importance of out-of-town visitors to their events and facilities, and we are looking forward to some great collaborations to help bring even more visitors to the area.
- In August, we hosted a table at the Summer in the 614 festival on the Green. We met and talked with over 200 people who were excited to learn about Experience Worthington and our mission to share Worthington with visitors and tourists.

Ohio Travel Association

It was suggested by Brian Cheek, the Destination Grandview Executive Director, that the Ohio Travel Association had been a vital part of Grandview's growth as a CVB and, after approval from Mike Clevenger, we became members of the group. This group focuses on tourism education, leads, and connections with over 225 DMO (Destination Marketing Organizations).

- Joining OTA has proven to be an invaluable education and immersive experience for Beth. In late September, Beth attended the Ohio Conference on Travel. It was a three-day experience in tourism of groups big and small, and we were proud to bring Worthington to this conference for the first time. The connections and friends Beth made there have already been incredibly helpful.
- Beth also plans to join the Ohio Travel Leadership Academy in 2019 to further her education in this arena.

Visual Identity

Due to the success of the collaboration on the website ExperienceWorthington.com by the CVB and the Old Worthington Partnership, we were excited to draw more of a connection between the website identity to the CVB.

- More and more convention and visitors bureaus are leaving behind the more traditional "CVB" moniker for something easily understandable to the layperson, and because Experience Worthington was the name of the site, we used the sub-brand created for that to update the logo. We kept the CVB's green and the iconic compass rose with cupola as our mark, and added the navy blue of the website.
- We brought the visual identity to life in our newly refreshed "Visitor's Center," where we painted the original CVB offices and refreshed the furniture, creating a front office space, seating area, and brochure display. The moveable dividing panels also hide a large table perfect for meetings. The room is already often used for board meetings, volunteer gatherings, and workspace. We have loved being a vibrant part of the Griswold Center.

Makers

One of Beth's passion projects is to further highlight all the great "Makers" in Worthington, including, but not limited to, The Candle Lab, Shift Studios, AR Workshop, Sew to Speak, Igloo Letterpress, The Madery, Branchline Leather, and others.

- Beth has a long-term plan to create a Maker's Trail, where participants can pick up a "passport" at Maker locations to stamp when they complete a class or project. When it is completely filled, they can turn it in for a prize (such as a Worthington T-shirt or tote bag).
- One of the first steps into this world was the creation of the Partnership's new event called the Craft Crawl that, in its first year, received national attention from Realtor.com and was a huge success in the neighborhood. We were able to bring over 200 people to the downtown and get them into merchants and restaurants – and over 64% were from outside the 43085 ZIP code.

Recommendation on Marketing Focus

With the destruction of the Holiday Inn and its conference center, and the repurposing of the Worthington Inn banquet space, it no longer makes sense for the CVB to market to group bus tours. Although The Whitney House, Dewey's, Half Pint, and the Inn are friendly and hospitable, we currently do not have any spaces that can accommodate groups of more than 20 people in one area for a meal. In fact, the majority of our local experiences have stated that 20 is about the max number of people they can accommodate at a time for a class, project, or group. In the past, we have worked with these numbers by splitting groups and welcoming them to different experiences simultaneously, but this was never ideal. And without any conference space in town, even when the new hotel comes back online, large tours cannot be our target audience.

When looking at other similar-sized CVBs, we note a distinct shift from a focus on bus tours to smaller groups, such as family travel, girls'/guys' trips, or add-on day trips from nearby towns. With the surplus of entertaining experiences for all ages, we feel it is necessary to shift our marketing focus to smaller groups and working with them, and the merchants, to extend their day and time here in Worthington.

This refocus will allow us to utilize far less expensive marketing avenues, like social media, influencer trips, travel writer collaboration, and shorter print runs for marketing material.

A Proposal for the Future Development of Tourism for the City of Worthington

William J. Purpura, Board President
Worthington Convention & Visitors Bureau

Background

The Worthington Convention & Visitors Bureau has served the city of Worthington since 1995, funded primarily from 66 percent of the city bed tax collected from Worthington's primary hotel, the Holiday Inn. Recent developments calling for the demolition of the Holiday Inn in 2018 to make way for a more modern hotel establishment forced the bureau to scale back on its marketing efforts in order to ensure that it could maintain a workable budget through the anticipated two-year reconstruction project. The bureau's scaled-back budget included a board decision to move its director, Mindy Mace, to a temporary part-time position.

In April 2018, Mindy retired from her position, as did the board's Treasurer, Mike Clevenger. It should be noted that Mike, a volunteer like all other CVB board members, continues to play an important role as the bureau moves forward.

Mindy's retirement led to the hiring of Beth Dekker as interim director through the end of 2018. She reports to CVB board member Nina Parini, director of Old Worthington Partnership, who in turn provides reports back to me as CVB board president. That relationship is working well to date.

Different Missions

Old Worthington Partnership, which receives \$50,000 annually in city funding, states that its mission is to "enhance the Old Worthington experience." Its primary benefactors include downtown merchants and those residents and visitors who take advantage of the organization's many events, most notably the Worthington Farmers Market, widely recognized as one of the region's best. It should be noted that most of the funding for Old Worthington Partnership comes from proceeds earned from these events.

The mission of the Worthington Convention & Visitors Bureau is to promote the greater Worthington area as a unique visitor destination. The bureau serves as a vital economic catalyst for the city by marketing the area's assets to professional meeting and convention business associations, group tours and individual leisure travelers. It is directly responsible for promoting area hotels, attractions, restaurants, retail establishments and events across the city.

While the missions of these two organizations are quite different, there are clear crossovers. This fact has pulled the CVB and Old Worthington Partnership together in much more collaborative efforts, including the joint design of a new Worthington website now known as Experience Worthington.

A New Opportunity

With the razing of the Holiday Inn, its financial impact on CVB funding until the opening of a new hotel property, and the announcement of the retirement of the CVB director, the time seemed right to step back to look at the possibility of rethinking the organizational structure of Worthington's different promotional organizations and the city's assistance in working to fund them.

Worthington CVB Industry Task Force Strategic Recommendation Discussion

On Sept. 7, 2018, a team of travel industry marketing professionals was called together for the purpose of analyzing the best interests of the future of Worthington tourism. Specifically, the group was charged with answering the Big Question: Moving forward, should the Worthington CVB stand alone or should it merge somehow with Old Worthington Partnership?

This task force included:

Bill Purpura, editor, AAA Magazine and Worthington CVB board president

Aaron Brown, executive vice president of Fahlgren Mortine and board chairman of Old Worthington Partnership

Amy Weirick, Weirick Communications

Scott Dring, executive director of the Dublin Convention & Visitors Bureau

Roger Dudley, Tourism Sales director for Experience Columbus

Moderating the task force meeting was Amir Eylon, president and partner of Longwoods International.

Throughout the afternoon-long meeting, Amir led the task force in an open and honest SWOT (Strengths, Weakness, Opportunities, Threats) analysis of the charge at hand. The task force goal was simply to come to a resolution as to whether the CVB should survive on its own going forward or be merged somehow with Old Worthington Partnership.

The Recommendation

After much thoughtful discussion and its SWOT analysis, the task force concluded that the Worthington CVB and Old Worthington Partnership should join forces under "one roof."

The benefits of bringing the two organizations even closer together include the consolidation of funding, the establishment of a fresh and engaged board, and the opportunity to create a clear Worthington brand.

A full report of the task force's SWOT analysis can be provided to any interested parties.

William J. Purpura

Board President, Worthington Convention & Visitors Bureau

**Convention & Visitors Bureau of Worthington
Board Meeting Summary
October 31, 2018**

Attendance:

Bill Purpura, CVB President
Michael Clevenger, CVB Treasurer
Kathryn Paugh, Chamber of Commerce
John Snouffer, Worthington Historical Society
Nina Parini, Old Worthington Partnership
Aaron Brown, Old Worthington Partnership
Anne Brown, City of Worthington
Matt Greeson, City of Worthington
Bonnie Michael, City of Worthington (by phone)

Call to Order

President Bill Purpura called the meeting to order at 11:01 am

Treasurer's Report

Michael Clevenger reported on the financial picture for January 1 – October 31, 2018. Started the year with a balance of \$156,039. October 31, 2018 balance is \$174,636.

- Bed tax income was less than projected. \$83,500 at budget approval. \$67,119 as of 10/31/18. Will not make \$83,500 by the end of the year.
- Professional services — \$16,000 is the contract with PARTNERSHIP for executive director paid through the end of December.
- Salary was Mindy's salary and benefits through her time as director.
- Middle column shows same period prior year, but doesn't compare because we had a full service hotel at that time.
- Under advertising/marketing... had planned for \$9,000 in budget. That was for participating in 2019 spring Experience Columbus Visitors Guide. These funds would pay for that at the end of the year. Is still available.
- John Snouffer asked if we planned to do this ad, and Nina Parini replied that yes, they would plan on doing that. Bill agreed that it is a good idea. Mike stated that it is a good network and provides for a good audience.

Budget Projection:

- Yesterday, Mike talked with City Planning and Building Director Lee Brown to get a feel for the timeframe for the hotel project. He indicated that they don't anticipate the hotel completion until late 2020. He had already done the 5-year projection and just left it as is.
- As of 10/31/18, have \$174,600 cash balance. Through the end of the year can expect bed tax of \$1,850.
- The expenses are \$1,000 to group tour council, \$3,000 for the visitors guide.
- Left the payroll account open at this time.
- Sound have \$175,000 in the bank at the end of 2018.
- Mike has assumed a level of \$950/mo for bed tax or \$11,000/year from Econolodge.
- Membership fees remain the same.
- Advertising and marketing is only for the Experience Columbus Visitors Guide. Anything over would need to be accounted for.
- Filled in other items that we know at this time, membership for tourism groups and executive director continuing on as contracted and other miscellaneous items.

- At the end of these projections... the ending cash is expected to be still in the black by 2023, at a projected \$31,291.
- Bonnie Michael asked that, when the hotel reopens, could we see an increase in the cash balance. Mike confirmed that yes, it would bring in more bed-tax so the cash balance could increase.
- Mike summarized that based on these projections, the CVB would be ok as is for the next 5 years.

Bill asked for a motion to approve the Treasurer's report. John Snouffer moved, Kathryn Paugh seconded, all approved.

Executive Director's report (Nina Parini)

Nina reviewed the memo that she sent Bill and Bonnie yesterday, which outlined the actions taken to carry out the mission of the CVB based on the contractual agreement. It is broken down into the impacts over the past several months.

- Social media — they have expanded the reach to a larger audience through Facebook and Instagram. Interim Executive Director of the CVB, Beth Dekker, is creating a "voice" for the CVB. Sharing the beauty and features that make people want to come to Worthington.
- Beth ran three tours and has a good relationship with Experience Columbus.
- Beth has met with Worthington leadership and asked what they want out of the CVB. They want a partner to work with. She has worked closely with Parks and gotten them involved in what the CVB does.
- Had a table at the Summer in the 614 event.
- Ohio Travel Association is a new professional organization they are getting involved in to meet other destination marketing representatives. She went to the conference, along with Bill Purpura. Good connections.
- Have worked to brand the CVB as Experience Worthington and cement the visual identity with the website.
- Made improvements to the office at the Griswold. Worked to remake it as a visitors center.
- Worked to increase visibility of "makers" in Old Worthington. Established the Craft Crawl event. Want to continue marketing Worthington as a destination for "makers"
- Recommendation for marketing focus, since the City is losing large banquet and meeting space, they feel they should not focus so much on bus tours since there is no room for larger groups. They are recommending a change in focus to small groups, families, day-trips, etc...
- Bill asked if we would turn down bus tours? Nina said we wouldn't turn anything down... but, the marketing dollars would be better spent on focusing on those smaller group travel trips.
- Mike said that historically we didn't say we were targeting bus tours... Bill clarified that some of the conferences Mindy went to targeted bus trips.
- Nina said that with all they are doing on social media and online, hopefully some of the people who google "what to do in Worthington" would hit on some of the activities and attractions on line.
- John said, in the past, that some of the big groups would not come to visit the Historical Society. He asked if that would be changed with a new focus toward smaller groups? Nina said that Beth has met with Kate at the Historical Society and they are brainstorming ideas to create experiences with a historical theme.
- Anne asked about getting bus tours through Experience Columbus. Would we continue that relationship? Nina said yes, but we need to be mindful that there would not be a large place for dining. We would need to be creative. Kathryn agreed that we are more limited in the number of choices we can offer to people because of limited large dining and meeting space. J. Liu is the only option now. Kathryn has approached them for discounts for community groups and they have not agreed to do that.

- Bill thanked Nina and Beth for the good job they've been doing. They've taking on a big job and done it well.

Bill asked for a motion to approve the Executive Director's report (via Nina) Mike moved, John seconded, all approved.

President's Report

- Bill Purpura discussed action that has been taking place to determine future of CVB. He distributed a proposal for the future development of tourism for the City.
- He reported that a few months ago the Worthington CVB Industry Task Force met to discuss a Strategic Recommendation for moving forward. The task force included: Bill Purpura, Aaron Brown, Amy Weirick, Scott Dring of Dublin CVB, Roger Dudley of Experience Columbus. The session was facilitated by Amir Eylon, president and partner of Longwoods International.
- Went through SWOT (Strengths, Weakness, Opportunities, Threats) analysis.
- The task force agreed that the Partnership and CVB seemed to make sense for them to fall under the same umbrella. That could take on many different forms. That form was not discussed... they just determined that this relationship made sense and they should be connected.
- Bill asked Aaron Brown and Matt Greeson to help frame the options.
- Matt said he sees 3 options.
 1. Pursue the traditional CVB model, hire an executive director, meet more regularly and become a more active board. Not talking much about that.
 2. Contract for service model. Continue to contract with Partnership for executive director. CVB board would still remain as "caretaker" role. Provide oversight with the Partnership as management organization... contracting with them. Upside, this group stays involved. Downside, probably not taking advantage of the full depth of the Partnerships offerings. Not as inclusive as all the people who could be engaged in this effort.
 3. Consolidation model: this is where you support the recommendation of the task force and decide to combine the CVB functions with the Partnership. The Partnership would take on the role of the CVB.
- The City's codified ordinances allow the bed tax to be designated to a group like the Partnership. They could be legally designated as the recipient of the funds.
- Things to consider: PARTNERSHIP has active board and volunteers, staff is in place, there is already an overlap in services and events and are already partnering.
- The PARTNERSHIP would need to broaden its mission; provide a forum for community organization to gather and offer input and direction; have a tourism focused board member(s) representing CVB perspective on the board.
- Steps for accomplishing this model: Council would need to approve dispersing new bed tax funds to Partnership instead of CVB. At the end of the year transfer the fund balance to the City to be distributed to Partnership with their allocation in 2019.
- Mike asked about the Ohio statute that says this additional bed tax funding has to go to a CVB, is that a hurdle? Matt said as long as the bed tax funds the visitors purpose, it would be in alignment with Ohio law.
- Kathryn asked about merging a 501c6 and 501c3? Matt said disbursing back to the city would be the cleanest since it came to use as public funds and went back out to the city of public funds it wouldn't make a difference. We'd still need to have a conversation about disillusion... about how you file your taxes and what would need to be accomplished. Nina said there are a lot of models to follow if we go this route. Lots of Main Street organizations receive bed tax. Bonnie said that to be aware that at some point the CVB would have to be dissolved. Mike said that he likes the idea that the CVB dissolves,

returns the money to the City, then dissolves the corporation with the IRS before starting with the new agreement and disbursement.

- Kathryn shared that in the 70's the CVB was a part of the Chamber for a few years. Bonnie was on the CVB board at the time. Kathryn doesn't know if there is any merit in looking at that process from the past.
- Bill said what we had been looking at was a short term solution, but we needed to also look at the long term solution.
- Bonnie says she thinks consolidation makes sense, but that we need to work with the Partnership to change bylaws, expand scope, board focus.
- Aaron stated that the visitors function could look different in the future, but that the Partnership has committed to supporting through the short term and see what it looks like in the future.
- Matt said that either options works in the short term. The consolidated model pre-supposes the Partnership as being the long-term single entity that serves the function of being a Main Street organization and the CVB. Go into the consolidation process thinking that they will perfect the outcome of the CVB as time goes by. The contract for services model says we'll keep the ship moving but we don't know exactly what the model looks like. We are not supposing the Partnership is the CVB when we're done.
- Mike says from his perspective... he doesn't see a value of continuing a CVB board when we can see that this strategy can be built without having those bed tax dollars roll in. Nina says there's not a lot of risk.
- Mike says he has not seen the CVB as the active, vibrant board providing the CVB services. We could have had more board members, done more but we didn't. He prefers the option to consolidate and have the next couple of years to perfect the relationship. Sees vision to have the one organization with the standard brand and message, now is the time.
- John says he agrees with everything especially the function of the board. He says from the time he's been on the board it's been come to meetings and lunches, not done much else. It is not a functioning board. Mindy just seemed to do it all.
- Matt said it was structured to have delegates from organizations representing the organization. Not, like the Chamber or Partnership, because their board members are passionate and committed to the mission and board expectations of volunteerism. Kathryn says its giving time, talent and treasure. Matt says this is a good opportunity to create good outcomes.
- Bonnie thinks the long term consolidation makes sense but we can't quickly turn around the Partnership board structure or bylaws overnight... but we should work toward it for the long term. Bill asked the board their opinion, John, Anne, Kathryn concurred that it is a good idea to consolidate and work toward the long term relationship.
- Matt said the Partnership and CVB are scheduled to come to council for budget discussion. He thinks it's a good idea to brief council. One approach would be to say that we're prepared to designate the funds to the Partnership, along with the fund balance. We expect dissolution by a certain date. Bonnie said she's a little uncomfortable turning everything over without a commitment from the Partnership for the future. Arron and Nina agreed there is a commitment from the Partnership and there are good examples of how to do that. It will not be a huge undertaking.
- Bonnie reiterated that we need to have something in writing about how you all will work together. Nina said, yes... we will do that. Matt said the budget presentation is a good opportunity to talk about the transition. The exact dollars and dates don't need to be a part of the initial conversation. It is to get buy-in from Council.
- Bonnie wanted to make sure that it is in the minutes that the Partnership is committed to this consolidation and will support the transition and working toward the long term relationship.
- Aaron said one of the points of urgency is locking down who will be the staff person. Beth is locked in through the end of the year, but we're not sure if her intention is to extend and stay on in this role, or if they need to find someone else.

- Matt said he would think about board expertise in vacation and travel, is there a need for bylaw changes, and how to incorporate community input. There needs to be an approach developed for those three priorities.
- Bill stated that he is hearing a unanimous voice to roll over the CVB into the Partnership and the funds would be returned to the City to re-disperse those funds to the Partnership.

Mike made the following motion: The CVB commence immediately to dissolve the corporation by 12/31/2018, return all assets to the City of Worthington for redistribution to the Partnership for the purposes of travel and tourism in Worthington and authorize the president of the CVB to act as its agent to sign all documents and work with the Partnership and the City to affect the same.

John seconded the motion.

All voted affirmative and Nina abstained

Meeting adjourned at 12:15 pm

Summary submitted by Anne Brown - 11/2/2018



APPLICATION FOR GRANT FUNDING - 2019

CITY OF WORTHINGTON

Application Deadline: November 9, 2018

The City of Worthington has granted funds to community groups for a number of years. The City Council has identified three groups, the McConnell Arts Center, the Old Worthington Partnership and the Worthington Historical Society, for consideration of funding during the 2019 budgeting process.

This application provides information regarding the funding requests from each of these organizations so the City Council can determine a level of funding for 2019. The application seeks to collect the following information:

- a) Goals and objectives of the organization seeking funding
- b) Financial information that clarifies the financial capability of the not for profit and the specific use of proposed funds
- c) Activities to be funded and the public benefit of those activities

GENERAL INFORMATION

Please provide the following general information:

APPLICANT ORGANIZATION: Old Worthington Partnership

EXECUTIVE DIRECTOR: Annina Parini

ORGANIZATION PHONE NUMBER: 614.547.7334

STREET ADDRESS: 777 High Street

MAILING ADDRESS: P.O. Box 534

ZIP: 43085

GRANT CONTACT PERSON: Annina Parini

TELEPHONE NUMBER OF CONTACT PERSON:

(Primary) 614.547.7334

(Secondary)

E-MAIL ADDRESS: oldworthingtonpartnership@gmail.com

APPLICANT'S FISCAL YEAR BEGINS: January 1

AMOUNT REQUESTED FOR CITY FISCAL YEAR 2017: \$50,000 + costs incurred from police & city services during the annual Picnic with The Partnership event (2018 costs were \$5,864)

ADDITIONAL GENERAL INFORMATION REQUIRED AS ATTACHMENTS TO THE APPLICATION:

ATTACHMENT I:	List of Board Members and Officers of the Not for Profit
ATTACHMENT II:	Federal and/or State Not for Profit documentation
ATTACHMENT III:	Federal 990 tax filing s
ATTACHMENT IV:	Copy of most recent audit for not-for-profit or predecessor agencies. If the agency did not conduct a Certified Professional Audit, please provide a financial review by a Certified Public Accountant (CPA). Please submit the audit or financial review with a letter signed by the organization's CPA and a current balance statement and income statement
ATTACHMENT V:	Fiscal Year End financial statements for two most recently completed Fiscal Years

If not provided to the City in the past three years or there have been changes made to the documents provided most recently to the City, please provide:

ATTACHMENT VI:	Articles of Incorporation, By-Laws, resumes of key administrative personnel, policies and procedures, and organizational chart(s)
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GENERAL INFORMATION

In the space provided below, please provide the mission statement for your organization and a description of its goals.

The Old Worthington Partnership is a volunteer-based 501(c)(3) non-profit organization focused on enhancing the geographic heart of Worthington. We promote the essence of community by designing special occasions to gather; supporting the advancement of local businesses; and beautifying and enhancing our historic district. We stand as a strong and unique community advocate for growth, **sustainability, collaboration, and engagement**. Earlier this year we invested in strategic planning and a consultant who helped us work on our long range goals for 2025 and steps we need to take to achieve these goals.

2025 Goals & Steps for 2018

1. Be the most connected suburb in Columbus
 - a. Engage with other groups to partner & do pilot programs (SMART Columbus, Dublin, OSU, COTA)
 - b. Attend Smart Cities workshop
 - c. Investigate Hopper Carts
 - d. Research Big Table event to discuss connectivity issues
2. Grow the Business District (both “up” and N/S)
 - a. Focus on connecting with businesses from 161 to North Street
 - b. Develop a plan to improve the streetscape from 161 to North (needs to match the 500-600 block)
 - c. Research a walking tour app—partner with Historic Society?
 - d. Extend Farmers Market to Village Green
 - e. Design Charrette 2.0
 - f. Make crossing 161 easier/safer
 - g. Educate citizens on how cities are funded...importance of development re: income tax
3. Worthington is a monthly destination for region
 - a. Farmers Market extends to become a “makers” event; close streets; kids interactive events/technology options
 - b. Create an experience based monthly event
 - c. MAC collaboration/adult event
 - d. Sip and stroll event
 - e. Benchmark other communities’ events
4. Partnership has another FT or PT staff and a storefront office
 - a. Explore shared space (new developments)
 - b. Bring on a PT volunteer/intern (benefits?)
 - c. Funding base---buckle down on fundraising
 - d. Broach integration with CVB with city staff and CVB
 - e. Build relationships with landlords

PURPOSE OF GRANT

Describe specifically how you propose to use the grant funds. Please attach a budgetary breakdown for the use of the grant funds.

The grant funds will be used to help supplement the operating budget of the Partnership. We are a Main Street Organization, and their model includes a “3-legged stool approach”, but includes government funding as one of the “legs” of the stool. The other components of our funding are proceeds from events (i.e. Farmers Market, Chocolate Walk, etc.) and donations from corporations and individuals.

FINANCIAL INFORMATION

Provide a detailed budget of revenues and expenses showing the current year adopted budget and projecting/forecasting revenues and expenses for four (4) additional years. Please provide a sufficient breakdown of revenues and expenses to clearly demonstrate how the City’s funding fits within the revenue picture. Is the City’s funding necessary for the program/project? Will it be used to leverage funding from other sources?

The City’s funding is absolutely critical to the success of our organization. Without the funds, we would not have the means to pay a full-time executive director, our programs would be drastically reduced. More importantly, the impact of the Old Worthington Partnership to merchants, residents and visitors would be diminished to levels detrimental to the Old Worthington Experience. The ED has been instrumental in all of our success’s to date, and our momentum is entirely based on the relational connections that must be sustained for continued success. The ED will assist in the fundraising projects, as well as pursue other funding sources for additional projects. As an affiliate member of the Main Street (Heritage Ohio) organization, we aspire to follow its funding model that prescribes one-third funding from City/government, one-third funding from events, and one-third funding from fundraising.

PROGRAMMING

In the space provided below, please list and describe your programs or proposed programs. Also (on additional pages as necessary), please list organizations with which you will partner to provide programming.

**** SEE ANNUAL REPORT INFOGRAPHIC ****

Worthington Farmers Market: The Worthington Farmers Market is Central Ohio’s largest farmers market, boasting 70-85 vendors from Columbus and the surrounding areas. The market includes locally grown seasonal fruits and vegetables, locally produced cheeses, jams, jellies, honey, and maple syrup, high quality cuts of meat from carefully raised farm animals, eggs from pastured chickens, flowers, herbs, plants, homemade soaps, and foodstuffs. The market is a year-round tradition that is held in the heart of Old Worthington and at The Shops at Worthington Place.

Merchant Meetings, Resources, Training: These monthly meetings, hosted by a different merchant the last Tuesday of each month, are a vital resource for the business community. We share information and trends in our businesses, we plan for special events, we coordinate sales efforts and resources. Approximately 15-20 merchants attend each month, and many more participate via email and one-on-one visits with our ED. The Partnership also connects merchants to business resources via these monthly meetings. We have developed a Business Advisory Board, which is a curated list of professionals that our merchants can call upon for brief advice in specialized fields. We have also hosted 3 successful training workshops, and have the last one planned for December. The topics have included Social Media 201, Visual Merchandising, and Changes in Retail Habits. We also regularly send other resources to the merchants regarding free local or webinar training on various topics.

Sustainability Programs: This year we co-hosted a ride and drive event during the Green on the Green event. SMART Columbus was a wonderful partner, and we introduced electric vehicles to hundreds of visitors. We were one of the first public **Ride and Drive** events that SMART Columbus hosted. We also focused on educating the public on **reducing their use of straws**. Nearly all our local restaurants have agreed to not offer straws to their customers unless specifically requested. Lastly, we partnered with the City's Parks and Recreation Department to improve the **bike path access** to and from the Olentangy Trail and the historic district. We will be paying to improve signage along the trail to alert visitors to the business district, and improve safe biking and walking for residents along the route.

Holiday Open House: Old Worthington will host its annual Holiday Open House on Sunday, November 25 (always the Sunday after Thanksgiving) from noon until 5 p.m. Hundreds of residents and visitors come to enjoy the sights and sounds of the holiday season, including an iceless ice rink, horse-drawn carriage rides, live music and a visit from Santa. Local retailers will be offering special promotions and giveaways. Activities at each of the three Old Worthington churches are planned for the first time during this event. This event is closely coordinated with the City to lead seamlessly into the Holiday Tree Lighting that same day.

Illuminating Shopping: Visitors enjoy an evening with family and friends for dinner, drinks, shopping and live holiday music in historic Old Worthington. Amid festive luminaries lining High Street, local retailers will be open late to offer special sales as part of the annual Illuminating Shopping event Thursday, November 29 from 6 p.m. to 9 p.m. Many Worthington residents have made this longstanding tradition part of their holiday schedules.

Picnic with The Partnership: The third Annual Picnic with The Partnership was held Saturday, June 23, 2018. Over 600 people came out into the street to celebrate their love of Old Worthington and the community that makes it special. We closed down High Street and had a wonderful night of music, food, drinks and community. The 2nd successful implementation of the DORA at this event added a free-flowing atmosphere to the event, and increased the sales at the restaurants. We were glad that the DORA improved the function of the event and benefited the merchants however, the DORA does reduce our profits from the event, since the Partnership was unable to use an F2 permit to earn proceeds from alcohol sales. Funds raised are significantly reduced due to the costs incurred from City services. Our organization strategically divested the Arts Festival to the MAC, and replaced that fundraising event with the Picnic. We would respectfully request that our organization be given the same courtesy of complimentary services for our major fundraising event that other organizations are given for their events. If those City costs continue, we must find a way to restructure the event, with a higher priced ticket, and a smaller footprint.

Chocolate Walk: Guests enjoy a sweet stroll through our historic business district. With your paid ticket you will visit approximately 24 businesses and receive a treat at each one. Each business thoughtfully prepares a

chocolate treat for you to experience their business in a unique, yummy way. An estimated 250 guests from across Central Ohio attended this event and brought business to an otherwise slow time.

Craft Crawl: Modeled after our successful Chocolate Walk, the Craft Crawl was a partnership with 6 of our “maker” merchants. Guests who purchased tickets were able to make 2 crafts of their choice as well as received special pricing on Craft beers (taking advantage of the DORA), while exploring the historic district, hence the name “Craft Crawl”. Tickets sold out well in advance, and the event received loads of praise for its innovative set up.

It’s a Wonderful Window Contest: The Old Worthington Partnership has revamped its holiday window design contest for this 2018 season for the retailers of Old Worthington. The neighborhood merchants have joined with the Partnership for “It’s a Wonderful Window Contest” and look forward to transforming window displays into this year’s theme of “Sharing the Love”. The window display theme “Sharing the Love” promotes this kinship and the spirit of the Holidays by highlighting how our retailers support each other. Each window features product from a neighbor store in order to “give” space and “share” with another retailer. The host, or the “star” retailer is the main feature, with a nod or wink to the “guest star” retailer. This provides an opportunity for each store to get double exposure on the block + draw customers in. The windows will be designed and installed by students from two OSU colleges. We have partnered with Joyce Brooks, Fashion & Retail Board Director, and Rebekah Matheny, Assistant Professor, Interior Design at The Ohio State University. Our local creative partner, Faith Bartrug, Sr. Associate VP of CallisonRTKL (and Worthington resident!), with the two professors, will be supervising the graphic design, interior design, retail and fashion merchandising students throughout this project. The students will receive a 3-credit hour independent study for this project. We are so excited to be offering this kind of hands-on, real-world project to these talented students. We are also thrilled to offer Worthington residents and visitors this nostalgic holiday destination. This unique project will bring positive attention to our beloved city and to all those involved.

DORA: Our leadership efforts on this new ordinance for outdoor refreshment areas brought significant – and positive, progressive – attention to Worthington through local media coverage, as well as to other communities who want to emulate Worthington. Sales for our alcohol license holders is up significantly because of this new ordinance.

Parking solutions: Our Design committee is actively studying our various parking lots to layout fresh solutions to improve our parking resources. The Partnership did an inventory of the parking spaces, as well as produced a map of the parking lots available on our website to help educate visitors of all parking options.

Visitor Maps: The Partnership designed and printed a full color visitor map to be shared throughout the City, and this fall will produce an updated map.

experienceworthington.com: The Experience Worthington website is a collaboration between the Convention & Visitors Bureau of Worthington and the Old Worthington Partnership. The website is intended to be an easy-to-use resource for Worthington residents and visitors who are seeking unique and memorable experiences in our community. The website launched in October 2016. Year to date it has had 20k unique visitors. We average 2,000 visitors per month. The largest percentage of visitors come directly to the site, and the rest are from search engines or referred from social media.

Partners for programming:

Worthington Resource Pantry:

- The Worthington Farmers Market continues to support the fundraising efforts of the pantry, hosting a weekly table during market hours.
- The ice-less skating rink provided an opportunity for the community to donate directly to the pantry through the Partnership's event. Last year through a collaboration with our merchants, the Resource Pantry collected 145 pounds of food at the Holiday Open House, and gained \$497 in donations.
- The Partnership & WRP will continue the food donation program at the holiday season. Bags with grocery lists of items the pantry needs are placed in merchant locations, and guests are encouraged to shop for the listed items and return them to the Holiday Open House event. In 2017 the program yielded over 300 lbs of food.
- The Partnership continues to support the WRP's efforts by using our social-media resources by promoting their fundraiser.

Convention and Visitors Bureau of Worthington:

- We have been tasked to carry out the mission of the Bureau since June. On Wednesday, October 31, the board of the Bureau voted to dissolve their organization, turn over their funding and mission to the Partnership.
- We have worked together this year to continue to improve our joint website.
- We collaborate by sharing social media resources and developing blog content to promote Worthington's latest and best resources for visitors and residents.

McConnell Arts Center

- The Partnership was a sponsor of the MAC-run Arts Festival and encouraged through our booth functions the guests at the festival to explore Old Worthington.
- Continue to provide support to the MAC programming through our social media efforts.

City of Worthington:

- Brought forward the project of improving the bike path access for better visibility for the historic district to the users of the Olentangy Trail. The Partnership went door to door in the neighborhood to alert the residents to these improvements. We will also pay for the new signage in the neighborhood leading visitors to the historic district.
- Led the effort to proposed the DORA ordinance to enhance the dining and event experience in Old Worthington
- Serve as a resource for collecting merchant feedback for various events, and parking issues
- Provide resources for residents and visitors, such a new website and visitor map
- Establish positive relationships with City Staff and act as a bridge between the City and the Community.

The Ohio State University

- We are working with two programs, the Department of Design and the Fashion Retail Studies to design and install window displays around a common theme for the holiday season. 24 students formed 4 teams and each team had 6 retail windows to design.

COhatch:

- The Partnership was chosen as the first boost program for the new co-working space at COhatch. We encourage the ever-growing number of members of COhatch to use its space and talents to help reach our goals. COhatch also has recently signed on to be a major sustaining partner of the Partnership. Their

confidence in our organization and its ability to affect change in the community and bring vibrancy is flattering. We're excited to embark on an even deeper relationship with our friends at COhatch.

FCBank:

- This year, FCBank has chosen to sponsor this year's Holiday events: Holiday Open House, Illuminating Shopping and the "It's a Wonderful Window" displays. We are honored to be supported by our community bank.

Other partners:

Parks & Recreation Department
The Worthington Area Chamber of Commerce
The Worthington Historic Society
Old Worthington Association
Worthington City Schools
The Shops at Worthington Place
Leadership Worthington
The Kiwanis
Old Worthington Library
Sustainable Worthington

PUBLIC BENEFIT

Please outline (use data if available) the public exposure, participation, and public benefit being derived from the organization's programs and activities. Please include a description of the impact of the City's funds on this exposure, participation and benefit. What would be the impact to the organization if it did not receive funding from the City?

Without the funding from the City, the impact of our organization would be more than cut in half. The momentum that we have gained by being able to fund a full-time executive director during these last three years cannot be overstated. The Partnership enjoys an active volunteer Board of Directors, but the continuity provided by a full-time ED is what has brought stability and energy to all of our programs. The relationships the ED has built is what sustains our volunteer corp that powers our activities.

Through the efforts of the full-time executive director, with the generous contribution from the City, our organization provides the following benefits to the public:

1. **Worthington Farmers Market** is our largest and longest-standing activity, celebrating its 31st anniversary this summer. The market brings fresh produce and handcrafted goods to our city each week. This not only enhances the Old Worthington experience, but it brings significant economic stimulation to our business district. Many merchants state that their Saturday sales surpass the rest of the month combined. The Farmers Market also provides food-stamp beneficiaries in the SNAP and Veggie SNAP programs access to fresh, often organic, and local fruits, vegetables, meat, and other goods. Education is a key component of the market, with development of programs to educate guests on the importance of eating seasonally and locally, as well as educate the next generation of healthy eaters and local farmers. Thousands of people visit the market weekly (50 weeks per year in Worthington), and we have over 100 volunteers who participate throughout the year, as well as employing a part-time market manager. The market is open to the public and free of charge to visit.

On average, 60% of market shoppers visit merchants when attending the market. Those guests spend an average of \$15/visit at various merchant locations. Based on conversations with many merchants, during Saturday morning farmers markets, many of them make more profits in that 4 hour period than they do the rest of the week combined.

TIME & RESOURCE: Market Manager spends 25 hours per week on the Farmers Market, and the ED spends 10% of her time on the market. Thousands of volunteer hours. The Old Worthington Partnership pays its market manager \$25,000 annual to lead this program.

2. **Sustainability projects.** As part of our sustainability efforts, **we want to improve the bike and pedestrian path from the Olentangy Trail that leads to and from the historic district.** We also want to let the thousands of cyclists who use the trail each week know that our business district is just one mile from the trail. The Partnership approached the City of Worthington to make this project a priority, as well as invest in signage to alert cyclists to our nearby historic business district. The city's Bike & Ped Advisory Board, which provides recommendations to the City about the related bike and pedestrian priorities and projects, agreed with our recommendation. Currently, the sidewalk between Evening Street and Farrington (along 161) has been widened to allow easier sharing between cyclists and pedestrians, and the intersection at Farrington has been improved for safer crossing. We are awaiting signage estimates, but plan on funding new signs to alert visitors to the historic district and guide the path to and from the Olentangy Trail.

TIME & RESOURCE: Our Executive Director spent 10 % of her time on this project. Board members spent at least 100 hours on these projects. No funds have been allocated to these projects yet, as we are waiting for estimates on signage costs.

3. **Education.** Worthington's historic business district is home to many small businesses that have few resources available to them to invest in education related to running a business. The Old Worthington Partnership planned three workshops in 2018 for our merchants that help them stay current on the best practices that help keep their businesses healthy. Healthy businesses bring tax revenue to our town, provides jobs, and attracts visitors to our community. Our services keep the city vibrant and unburdens the government from putting resources into the business district.

TIME & RESOURCE: Our ED spent 10% of her time planning, arranging and executing these workshops.
RESOURCE: <\$500

4. **Events.** The events we host for the public allows us to bring publicity to Worthington, entertain visitors, as well as provide meaningful gatherings for our citizens. The events are well-attended and well-received, attracting people of all ages. These events, often organized in other towns by a government agency (for example, tourism, or parks and recreation), dramatically lessen the burden of government because our city could never produce the scale and breadth of events that we do. These events are one of the reasons people want to move to and visit Worthington. The recent Realtor.com article about the "Hottest Zip Codes" mentioned 2 of our events in their description of Worthington. Examples of events are Craft Crawl, The Picnic with The Partnership, Worthington Chocolate Walk, Holiday Open House and Illuminating Shopping.

TIME & RESOURCES: Our ED spends 30% of her time on events and fundraising around these events. Hundreds of volunteer hours are spent on these activities. We only charged for two events during the year (all others are free of charge). The charges for these events were minimal (\$20-25 dollars) just to cover expenses for marketing and print costs. RESOURCE: \$25,000

5. **Public Art.** We were an active participant in the Mural Taskforce run by the City. We hope that Council moves forward with a policy that will encourage public art. We are optimistic that Old Worthington could become a place for public art to flourish.

TIME & RESOURCE: Our ED spends 5% of her time on this project. Board members have spent 20+ hours on this project. RESOURCE: budgeted \$10k for mural, awaiting policy decision

6. **Website.** We partnered with the Worthington Convention and Visitors Bureau to develop a new online visitor experience. We worked with a local designer and combined our resources to better serve the community through an enhanced website. Websites serve as access to the community for many people, particularly people with disabilities and visitors who want to experience Worthington but are unable to physically, for a variety of reasons. Partnering with another non-profit agency to fund and develop this visitor experience lessened the burden of government.

TIME & RESOURCES: Our ED spent 15% of her time on this project last year. Board members spend 40+ hours on this project. In the future we hope to continue to drive traffic to the website by providing the latest offerings and news of our district. This resource for the residents and visitors is a service that the City could not provide. RESOURCES: \$300 annual fee plus freelance writing fees for blog posts. The Partnership is planning to develop an advertising plan for the website that will generate additional income for the organization

7. **Design.** The Partnership organized the first of many work days dedicated to improving the look and landscape of the U.S. Post Office. Because it is situated in the heart of the historic district, we want it to be landmark we can be proud of. We recruited 15 volunteers to help plant daffodils, weed, prune, trim, and pull ivy around the building. In the spring, we will plant more native plants and continue to maintain the landscaping with our own funding. We are also investigating what can be done to repair the flooding downspout and the sinking electric box.

TIME & RESOURCES: Our ED spent 5% of her time on these activities. Board member spent 40+ hours on this project. RESOURCES: \$200

8. **Volunteer opportunities.** The activities of the Partnership are significantly enhanced by volunteer man hours. Our activities provide opportunities for the community to engage in the heart of our community in various ways. We are currently undertaking a major volunteer drive. We have already gathered over 200 names and email address of interested volunteers.

CERTIFICATION

Old Worthington Partnership

NAME OF ORGANIZATION

I hereby certify that I have been authorized to make this application on behalf of the organization name above. I further certify that:

1. Any and all City funds received as a result of this application will be expended for a lawful public purpose.
2. Any and all City funds awarded as a result of this application will be expended to perform the activities described in this completed grant application.
3. The information in this application is true and correct in accordance with the organization's books and records.
4. If any City funds are appropriated for our use, we will consent to audit(s) of our financial affairs by the City.
5. Additional information will be provided in support of this application if requested. This additional information may include, but is not limited to, the organization's Article of Incorporation, By-Laws, resumes of key administrative personnel, policies and procedures, and organizational chart(s).
6. Our organization will abide by all ordinances of the City pertaining to these funds and their use.

By 

Print Name Annina M. Parini

Title Executive Director

Date November 9, 2018



10% increase in sales at participating restaurants



CONNECTED

OLD WORTHINGTON PARTNERSHIP

Annual Report 2017-2018

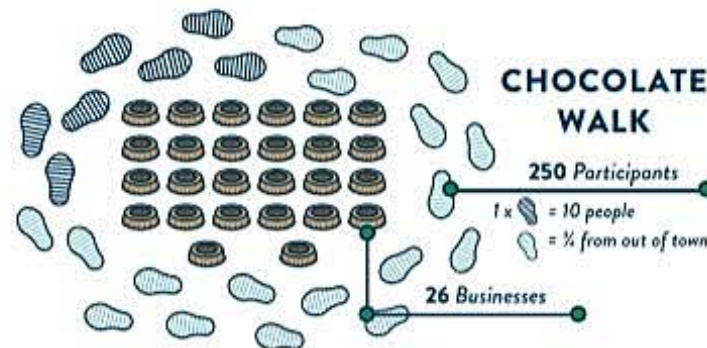
VOLUNTEER



HOLIDAY OPEN HOUSE



CONNECTING MERCHANTS TO RESOURCES



TOP FACEBOOK POSTS



The Partnership is a 501(c)(3) organization that depends on donations to enhance the Old Worthington experience. Please consider donating to our organization so that we may continue to serve our community.
You can text **PARTNERSHIP** to 77948 or visit experienceworthington.com/giveback



Old Worthington Partnership

2018 Grant Application Attachment I – List of officers and board directors

Aaron Brown – President

Sarah Winland Mullen – Vice President

Patricia Kelso – Secretary

John Drago – Treasurer

Elizabeth Dekker – Director

Joanna Dole – Director / Past-President

Rick Espe

Joseph Giannetti

Matt Gregory

Beth Kowalczyk – Director / City Council Representative

David McCorkle – Director / City Administration Representative

Kevin Rohyans

Nina Parini – Executive Director

Jaime Moore—Farmers Market Manager (contractor)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 25 2017

OLDE WORTHINGTON BUSINESS
ASSOCIATION
PO BOX 534
WORTHINGTON, OH 43085

Employer Identification Number:
90-0816050
DLN:
17053139312047
Contact Person: JASON T SAMMONS ID# 31616
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
August 18, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Your exemption under IRC Section 501(c)(3) is effective as of the date listed at the top of this letter. You were exempt under Section 501(c)(6) prior to this date.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities,

Letter 947



The State of Ohio

Bob Taft

Secretary of State

927027

Certificate

It is hereby certified that the Secretary of State of Ohio has custody of the Records of Incorporation and Miscellaneous

Filings; that said records show the filing and recording of: ARN

of:

OLDE WORTHINGTON BUSINESS ASSOCIATION

United States of America
State of Ohio
Office of the Secretary of State

Recorded on Roll 5372 at Frame 1354 of
the Records of Incorporation and Miscellaneous Filings.

Witness my hand and the seal of the Secretary of State at

Columbus, Ohio, this 27TH day of DEC ,

A.D. 19 95 .



Bob Taft
Bob Taft
Secretary of State

**ARTICLES OF INCORPORATION
OF
OLDE WORTHINGTON BUSINESS ASSOCIATION**

05372-1352
APPROVED
KN
12/27/95
\$25.00
95122807701

The undersigned, desiring to form a corporation, not-for-profit, under Section 1702.01 et seq., Revised Code of Ohio, do hereby certify:

FIRST: The name of said corporation shall be **OLDE WORTHINGTON BUSINESS ASSOCIATION**.

SECOND: The place in Ohio where the principal office of the corporation is to be located is in the City of Worthington, County of Franklin.

THIRD: The purposes for which the corporation is formed are:

(a) To promote an interest in downtown Worthington businesses.

(b) To engage in and carry on such other lawful acts and activities for which non-profit corporations may be formed pursuant to Chapter 1702, Ohio Revised Code; provided, however, the Foundation shall not possess or exercise any power or authority either expressly, by interpretation, or by operation of law that will prevent it at any time from qualifying and continuing to qualify as a foundation organized and operated exclusively as a business league, no part of the net earnings of which inures to the benefit of any members or individuals, and which does not participate in, or intervene in any political campaign on behalf of any candidate for public office, nor shall it engage directly or indirectly in any activity which would cause the loss of such qualification.

FOURTH: No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article Third hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting, to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under Section 501(c)(6) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

05070-1000

FIFTH: Upon the dissolution of the corporation, the Board of Trustees shall, after paying or making provision of the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) or Section 501(c)(6) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Internal Revenue Law) as the Board of Trustees shall determine. Any of such assets not so disposed of shall be imposed by the Court of Common Pleas of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

SIXTH: Every person who is or has been a trustee or officer of the corporation shall be indemnified by it against expenses and liabilities reasonably incurred by him in connection with either (1) any action, suit or proceeding to which he may be a party-defendant, or (2) any claim of liability asserted against him by the reason of his having been a trustee or officer of the corporation. Without limitation, the term "expense" shall include any amount paid or agreed to be paid in satisfaction of a judgment or in settlement of a judgment or claim of liability other than any amount paid or agreed to be paid to the corporation itself. The corporation shall not, however, indemnify any trustee or officer in respect to matters as to which he shall be finally adjudged liable for negligence or misconduct in the performance of his duties as such trustee or officer, nor in the case of a settlement unless such settlement shall be found to be in the interest of the corporation, (1) by the Court having jurisdiction of the suit involving his right to indemnification, or (2) by a majority of the trustees of the corporation then in office other than those involved (whether or not such majority constitutes a quorum), or, if there are not at least two trustees of the corporation then in office other than those involved, by majority of members, provided that such indemnity in case of a settlement shall not be allowed by such trustees or members unless it is found by independent legal counsel that such settlement is reasonable in amount and in the interest of the corporation.

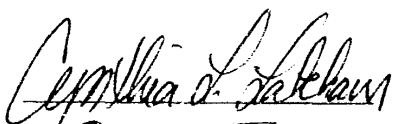

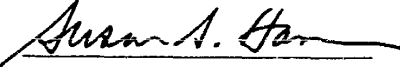
SEVENTH: The names and addresses of the persons who are the initial Trustees of the corporation are as follows:

CS070-1352

<u>Name</u>	<u>Address</u>
Cynthia Latcham	689 High Street, Worthington, OH 43085
Ann Tenwick	656 High Street, Worthington, OH 43085
Susan Hanson	649 High Street, Worthington, OH 43085

IN WITNESS WHEREOF, we have hereunto subscribed our names, this
27th day of December, 1995.

Cynthia Latcham
Ann Tenwick
Susan Hanson

65372-1352

**ORIGINAL APPOINTMENT OF AGENT
OF
OLDE WORTHINGTON BUSINESS ASSOCIATION**

The undersigned incorporators hereby appoint ANNE E.
TENWICK whose address is 656 HIGH STREET

in the City of Worthington, County of Franklin, State of Ohio
43085, and being a natural person resident in the county in
which the corporation has its principal office, upon whom any
process, notice or demand required or permitted by statute to
be served upon the corporation may be served.

Cynthia L. Latham
Susan L. Hanes

The undersigned hereby accepts and acknowledges appointment
as Statutory Agent of OLDE WORTHINGTON BUSINESS ASSOCIATION

Anne E. Tenwick

☐ UNIFORM COMMERCIAL
CODE FILING

☒ CORPORATIONS FILING

CORPORATIONS ONLY

☐ EXPEDITE
SERVICE

☐ PICK-UP

☒ MAIL

CORRESPONDENCE

PLEASE RETURN THE ATTACHED DOCUMENTS TO:

Olde Worthington Business Association
NAME OF YOUR FIRM OR COMPANY

Sue McNight
ATTENTION

05372-1352

815 Northbridge Lane Columbus Oh 43235
STREET, CITY, STATE, ZIP CODE

(614) 888-2658
TELEPHONE NUMBER

UCC ONLY

☐ MAIL

☐ PICK-UP

IF NOT CHECKED, IT WILL BE MAILED.

Short Form

OMB No. 1545-1150

Return of Organization Exempt From Income Tax**2017**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Open to Public InspectionDepartment of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.

▶ Go to www.irs.gov/Form990EZ for instructions and the latest information.

A For the 2017 calendar year, or tax year beginning <u>01/01</u> , 2017, and ending <u>12/31</u> , 20 <u>17</u>							
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2">C Name of organization <u>OLDE WORTHINGTON BUSINESS ASSOCIATION</u></td> </tr> <tr> <td style="width:60%;">Number and street (or P.O. box, if mail is not delivered to street address) <u>PO Box531</u></td> <td style="width:40%;">Room/suite</td> </tr> <tr> <td colspan="2">City or town, state or province, country, and ZIP or foreign postal code <u>Worthington, OH, 43085</u></td> </tr> </table>	C Name of organization <u>OLDE WORTHINGTON BUSINESS ASSOCIATION</u>		Number and street (or P.O. box, if mail is not delivered to street address) <u>PO Box531</u>	Room/suite	City or town, state or province, country, and ZIP or foreign postal code <u>Worthington, OH, 43085</u>	
C Name of organization <u>OLDE WORTHINGTON BUSINESS ASSOCIATION</u>							
Number and street (or P.O. box, if mail is not delivered to street address) <u>PO Box531</u>	Room/suite						
City or town, state or province, country, and ZIP or foreign postal code <u>Worthington, OH, 43085</u>							
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%;">D Employer identification number <u>90-0816050</u></td> <td style="width:40%;">E Telephone number <u>614-477-1367</u></td> </tr> <tr> <td colspan="2">F Group Exemption Number ▶</td> </tr> </table>		D Employer identification number <u>90-0816050</u>	E Telephone number <u>614-477-1367</u>	F Group Exemption Number ▶			
D Employer identification number <u>90-0816050</u>	E Telephone number <u>614-477-1367</u>						
F Group Exemption Number ▶							
G Accounting Method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual Other (specify) ▶ _____							
I Website: ▶ <u>experienceworthington.com</u>							
J Tax-exempt status (check only one) — <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527							
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other _____							
L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ <u>164,600</u>							

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	55,848
	2	Program service revenue including government fees and contracts	2	71,635
	3	Membership dues and assessments	3	0
	4	Investment income	4	677
	5a	Gross amount from sale of assets other than inventory	5a	0
	5b	Less: cost or other basis and sales expenses	5b	0
	5c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	0
	6	Gaming and fundraising events		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	0
b	Gross income from fundraising events (not including \$ <u>0</u> of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	36,440	
c	Less: direct expenses from gaming and fundraising events	6c	19,436	
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d	17,004	
7a	Gross sales of inventory, less returns and allowances	7a	0	
b	Less: cost of goods sold	7b	0	
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	0	
8	Other revenue (describe in Schedule O)	8	0	
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8 ▶	9	145,164	
Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	0
	11	Benefits paid to or for members	11	0
	12	Salaries, other compensation, and employee benefits	12	55,025
	13	Professional fees and other payments to independent contractors	13	32,816
	14	Occupancy, rent, utilities, and maintenance	14	0
	15	Printing, publications, postage, and shipping	15	2,092
	16	Other expenses (describe in Schedule O) <u>See Schedule O, Statement 1</u>	16	51,273
17	Total expenses. Add lines 10 through 16 ▶	17	141,206	
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	3,958
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	82,190
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	2
	21	Net assets or fund balances at end of year. Combine lines 18 through 20 ▶	21	86,150

Part II Balance Sheets (see the instructions for Part II)Check if the organization used Schedule O to respond to any question in this Part II ☒

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	72,376	22 69,358
23 Land and buildings	9,636	23 7,380
24 Other assets (describe in Schedule O) <u>See Schedule O, Statement 2.</u>	2,778	24 11,698
25 Total assets	84,790	25 88,436
26 Total liabilities (describe in Schedule O) <u>See Schedule O, Statement 3.</u>	2,600	26 2,286
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	82,190	27 86,150

Part III Statement of Program Service Accomplishments (see the instructions for Part III)Check if the organization used Schedule O to respond to any question in this Part III ☐What is the organization's primary exempt purpose? See Schedule O, Statement 4

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 <u>PRODUCED A FARMERS MARKET THAT DRAWS COMMUNITY TO HISTORIC DOWNTOWN WORTHINGTON. PROVIDES LOCALLY PRODUCED FOODS FROM DOZENS OF VENDORS</u>		
(Grants \$ <u>0</u>) If this amount includes foreign grants, check here <input type="checkbox"/>	28a	47,363
29 <u>Held other community events and programs including a holiday open house, educational seminars, sustainability initiatives, business-building seminars, and other community advocacy events.</u>		
(Grants \$ <u>0</u>) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	62,396
30 _____		
(Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	
31 Other program services (describe in Schedule O) _____		
(Grants \$ <u>0</u>) If this amount includes foreign grants, check here <input type="checkbox"/>	31a	0
32 Total program service expenses (add lines 28a through 31a)	32	109,759

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated—see the instructions for Part IV)Check if the organization used Schedule O to respond to any question in this Part IV ☐

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
Aaron Brown President	5	0		
Elizabeth Dekker Director	2	0		
Patricia Kelso Secretary	2	0		
Joanne Dole Past President/ Director	4	0		
John Drago Treasurer	2	0		
Beth Kowalczyk Director	1	0		
David McCorkle Director	1	0		
Sarah Mullen Vice President	5	0	0	0
Annina Parini Executive Director	45	50,850	0	0
Kevin Rohyans Director	1	0	0	0
Rick Espe Director	2	0	0	0
(Continued on Schedule O, Statement 5)				

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V.) Check if the organization used Schedule O to respond to any question in this Part V ☐

	Yes	No
33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O	33	<input checked="" type="checkbox"/>
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)	34	<input checked="" type="checkbox"/>
35a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?	35a	<input checked="" type="checkbox"/>
b If "Yes" to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O	35b	
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III	35c	<input checked="" type="checkbox"/>
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N	36	<input checked="" type="checkbox"/>
37a Enter amount of political expenditures, direct or indirect, as described in the instructions ▶ 37a 0		
b Did the organization file Form 1120-POL for this year?	37b	<input checked="" type="checkbox"/>
38a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?	38a	<input checked="" type="checkbox"/>
b If "Yes," complete Schedule L, Part II and enter the total amount involved	38b	
39 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on line 9	39a	
b Gross receipts, included on line 9, for public use of club facilities	39b	
40a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ 0 ; section 4912 ▶ 0 ; section 4955 ▶ 0		
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I	40b	<input checked="" type="checkbox"/>
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ 0		
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ 0		
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e	<input checked="" type="checkbox"/>
41 List the states with which a copy of this return is filed ▶		
42a The organization's books are in care of ▶ <u>John Drago</u> Telephone no. ▶ <u>614-547-7334</u> Located at ▶ <u>PO Box 531, Worthington, OH 43085</u> ZIP + 4 ▶ <u>43085</u>		
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: ▶ See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).	42b	<input checked="" type="checkbox"/>
c At any time during the calendar year, did the organization maintain an office outside the United States? If "Yes," enter the name of the foreign country: ▶	42c	<input checked="" type="checkbox"/>
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43		
44a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44a	<input checked="" type="checkbox"/>
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ	44b	<input checked="" type="checkbox"/>
c Did the organization receive any payments for indoor tanning services during the year?	44c	<input checked="" type="checkbox"/>
d If "Yes" to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	44d	
45a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	45a	<input checked="" type="checkbox"/>
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)	45b	<input checked="" type="checkbox"/>

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

	Yes	No
46		<input checked="" type="checkbox"/>

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47–49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI ☐

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

	Yes	No
47		<input checked="" type="checkbox"/>

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

48		<input checked="" type="checkbox"/>
-----------	--	-------------------------------------

49a Did the organization make any transfers to an exempt non-charitable related organization?

49a		<input checked="" type="checkbox"/>
------------	--	-------------------------------------

b If "Yes," was the related organization a section 527 organization?

49b		
------------	--	--

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees, and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and title of each employee	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
None				

f Total number of other employees paid over \$100,000 ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and business address of each independent contractor	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000 ▶

52 Did the organization complete Schedule A? **Note:** All section 501(c)(3) organizations must attach a completed Schedule A ☒ Yes ☐ No

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date
	John Drago, Treasurer Type or print name and title	

Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	Firm's name ▶	Firm's EIN ▶			
	Firm's address ▶	Phone no. ▶			

May the IRS discuss this return with the preparer shown above? See instructions ☐ Yes ☐ No

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

► Attach to Form 990 or Form 990-EZ.

► Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2017

**Open to Public
Inspection**

Name of the organization

OLDE WORTHINGTON BUSINESS ASSOCIATION

Employer identification number

90-0816050

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 ☐ A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 ☐ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☒ An organization that normally receives: (1) more than 33 $\frac{1}{3}$ % of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 $\frac{1}{3}$ % of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
- a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
- b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
- c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
- d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
- e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
- f Enter the number of supported organizations
- g Provide the following information about the supported organization(s).

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
(A)						
(B)						
(C)						
(D)						
(E)						
Total						

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2017 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2016 Schedule A, Part II, line 14	15	%
16a 33⅓% support test—2017. If the organization did not check the box on line 13, and line 14 is 33⅓% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33⅓% support test—2016. If the organization did not check a box on line 13 or 16a, and line 15 is 33⅓% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2017. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2016. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II.
If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	25,000	6,018	14,795	50,145	55,848	151,806
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose		85,541	95,490	61,918	70,535	313,484
3 Gross receipts from activities that are not an unrelated trade or business under section 513			4,411		1,100	5,511
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5	25,000	91,559	114,696	112,063	127,483	470,801
7a Amounts included on lines 1, 2, and 3 received from disqualified persons . .						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year			12,500	50,000	50,000	112,500
c Add lines 7a and 7b	0	0	12,500	50,000	50,000	112,500
8 Public support. (Subtract line 7c from line 6.)						358,301

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2013	(b) 2014	(c) 2015	(d) 2016	(e) 2017	(f) Total
9 Amounts from line 6	25,000	91,559	114,696	112,063	127,483	470,801
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources .				368	677	1,045
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b	0	0	0	368	677	1,045
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)	25,000	91,559	114,696	112,431	128,160	471,846
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2017 (line 8, column (f) divided by line 13, column (f))	15	75.94 %
16 Public support percentage from 2016 Schedule A, Part III, line 15	16	82.95 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2017 (line 10c, column (f) divided by line 13, column (f))	17	0.22 %
18 Investment income percentage from 2016 Schedule A, Part III, line 17	18	0.1 %
19a 33¹/₃% support tests—2017. If the organization did not check the box on line 14, and line 15 is more than 33 ¹ / ₃ %, and line 17 is not more than 33 ¹ / ₃ %, check this box and stop here . The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33¹/₃% support tests—2016. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 ¹ / ₃ %, and line 18 is not more than 33 ¹ / ₃ %, check this box and stop here . The organization qualifies as a publicly supported organization <input checked="" type="checkbox"/>		
20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions <input type="checkbox"/>		

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer (b) and (c) below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? <i>If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
b A family member of a person described in (a) above?		
c A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI .		
11a		
11b		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
1		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
1		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
2		
3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		
3		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).			
2 Activities Test. Answer (a) and (b) below.			
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.			
2a			
b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.			
2b			
3 Parent of Supported Organizations. Answer (a) and (b) below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI .			
3a			
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.			
3b			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1** ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). **See instructions.** All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1 Net short-term capital gain	1		
2 Recoveries of prior-year distributions	2		
3 Other gross income (see instructions)	3		
4 Add lines 1 through 3.	4		
5 Depreciation and depletion	5		
6 Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6		
7 Other expenses (see instructions)	7		
8 Adjusted Net Income (subtract lines 5, 6, and 7 from line 4).	8		
Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1 Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):			
a Average monthly value of securities	1a		
b Average monthly cash balances	1b		
c Fair market value of other non-exempt-use assets	1c		
d Total (add lines 1a, 1b, and 1c)	1d		
e Discount claimed for blockage or other factors (explain in detail in Part VI):			
2 Acquisition indebtedness applicable to non-exempt-use assets	2		
3 Subtract line 2 from line 1d.	3		
4 Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4		
5 Net value of non-exempt-use assets (subtract line 4 from line 3)	5		
6 Multiply line 5 by .035.	6		
7 Recoveries of prior-year distributions	7		
8 Minimum Asset Amount (add line 7 to line 6)	8		
Section C - Distributable Amount			Current Year
1 Adjusted net income for prior year (from Section A, line 8, Column A)	1		
2 Enter 85% of line 1.	2		
3 Minimum asset amount for prior year (from Section B, line 8, Column A)	3		
4 Enter greater of line 2 or line 3.	4		
5 Income tax imposed in prior year	5		
6 Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6		
7 <input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year	
1	Amounts paid to supported organizations to accomplish exempt purposes		
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity		
3	Administrative expenses paid to accomplish exempt purposes of supported organizations		
4	Amounts paid to acquire exempt-use assets		
5	Qualified set-aside amounts (prior IRS approval required)		
6	Other distributions (describe in Part VI). See instructions.		
7	Total annual distributions. Add lines 1 through 6.		
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.		
9	Distributable amount for 2017 from Section C, line 6		
10	Line 8 amount divided by line 9 amount		

Section E - Distribution Allocations (see instructions)		(i) Excess Distributions	(ii) Underdistributions Pre-2017	(iii) Distributable Amount for 2017
1	Distributable amount for 2017 from Section C, line 6			
2	Underdistributions, if any, for years prior to 2017 (reasonable cause required—explain in Part VI). See instructions.			
3	Excess distributions carryover, if any, to 2017			
a				
b	From 2013			
c	From 2014			
d	From 2015			
e	From 2016			
f	Total of lines 3a through e			
g	Applied to underdistributions of prior years			
h	Applied to 2017 distributable amount			
i	Carryover from 2012 not applied (see instructions)			
j	Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4	Distributions for 2017 from Section D, line 7: \$			
a	Applied to underdistributions of prior years			
b	Applied to 2017 distributable amount			
c	Remainder. Subtract lines 4a and 4b from 4.			
5	Remaining underdistributions for years prior to 2017, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI . See instructions.			
6	Remaining underdistributions for 2017. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI . See instructions.			
7	Excess distributions carryover to 2018. Add lines 3j and 4c.			
8	Breakdown of line 7:			
a	Excess from 2013 . . .			
b	Excess from 2014 . . .			
c	Excess from 2015 . . .			
d	Excess from 2016 . . .			
e	Excess from 2017 . . .			

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

SCHEDULE G
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to www.irs.gov/Form990 for the latest instructions.

OMB No. 1545-0047

2017

Open to Public
Inspection

Name of the organization

OLDE WORTHINGTON BUSINESS ASSOCIATION

Employer identification number

90-0816050

Part I Fundraising Activities. Complete if the organization answered "Yes" on Form 990, Part IV, line 17.
Form 990-EZ filers are not required to complete this part.

- 1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.
- | | |
|---|--|
| a <input type="checkbox"/> Mail solicitations | e <input type="checkbox"/> Solicitation of non-government grants |
| b <input type="checkbox"/> Internet and email solicitations | f <input type="checkbox"/> Solicitation of government grants |
| c <input type="checkbox"/> Phone solicitations | g <input type="checkbox"/> Special fundraising events |
| d <input type="checkbox"/> In-person solicitations | |
- 2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? ☐ Yes ☐ No
- b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col. (i)	(vi) Amount paid to (or retained by) organization
		Yes	No			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total				▶		

- 3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

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Part II Fundraising Events. Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1 Clinic With the Partnership Festival & Other Events	(b) Event #2	(c) Other events 0	(d) Total events (add col. (a) through col. (c))
		(event type)	(event type)	(total number)	
Revenue	1 Gross receipts	22,679	13,761		36,440
	2 Less: Contributions	0	0		0
	3 Gross income (line 1 minus line 2)	22,679	13,761		36,440
Direct Expenses	4 Cash prizes	0	0		0
	5 Noncash prizes	0	0		0
	6 Rent/facility costs	0	0		0
	7 Food and beverages	0	0		0
	8 Entertainment	0	0		0
	9 Other direct expenses	18,410	1,026		19,436
	10 Direct expense summary. Add lines 4 through 9 in column (d) ▶				19,436
	11 Net income summary. Subtract line 10 from line 3, column (d) ▶				17,004

Part III Gaming. Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue				
Direct Expenses	2 Cash prizes				
	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses				
	6 Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	
	7 Direct expense summary. Add lines 2 through 5 in column (d) ▶				
	8 Net gaming income summary. Subtract line 7 from line 1, column (d) ▶				

9 Enter the state(s) in which the organization conducts gaming activities: _____

a Is the organization licensed to conduct gaming activities in each of these states? ☐ Yes ☐ No

b If "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year? ☐ Yes ☐ No

b If "Yes," explain: _____

- | | | | |
|-----------|--|------------------------------|-----------------------------|
| 11 | Does the organization conduct gaming activities with nonmembers? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 12 | Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 13 | Indicate the percentage of gaming activity conducted in: | | |
| a | The organization's facility | 13a | % |
| b | An outside facility | 13b | % |
| 14 | Enter the name and address of the person who prepares the organization's gaming/special events books and records: | | |

Name ► _____

Address ►

- 15a** Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☐ **Yes** ☐ **No**
- b** If "Yes," enter the amount of gaming revenue received by the organization ► \$ _____ and the amount of gaming revenue retained by the third party ► \$ _____
- c** If "Yes," enter name and address of the third party:

Name ▶ _____

Address ►

- 16** Gaming manager information:

Name ▶

Gaming manager compensation ▶ \$ _____

Description of services provided ►

☐ Director/officer☐ Employee☐ Independent contractor

- 17** Mandatory distributions:

- a** Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☐ No
- b** Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$

Part IV **Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (iii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions.

Department of the Treasury
Internal Revenue Service

Name of the organization

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

▶ **Attach to Form 990 or 990-EZ.**

► Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2017

Open to Public Inspection

OLDE WORTHINGTON BUSINESS ASSOCIATION

Employer identification number

90-0816050

Form 990-EZ, Part I, Line 20 - Rounding

Other Expenses Structured Explanation

Description	Amount
Design and Advertising	4,122
Insurance	2,880
Office Supplies	1,188
Meetings and Conferences	1,631
Event Supplies	3,076
Other Expenses	8,887
Farmers Market Expenses	19,912
Holiday Open House Expenses	9,577
Total:	51,273

Other Assets Structured Explanation

Description	EOY Amount
Accounts Receivable	1,265
Undeposited Funds	10,433
Total:	11,698

Other Liabilities Structured Explanation

Description	EOY Amount
Accounts Payable	2,286
Total:	2,286

Primary Exempt Purpose

Primary Exempt Purpose

THE OLDE WORTHINGTON BUSINESS ASSOCIATION, DOING BUSINESS AS THE OLD WORTHINGTON PARTNERSHIP, SEEKS TO ENHANCE THE OLD WORTHINGTON EXPERIENCE BY COLLABORATING WITH OTHER ORGANIZATIONS AND ENGAGING WITH NEIGHBORHOOD RESIDENTS, BUSINESSES, GOVERNMENT, AND INVESTORS.

Officers, Directors, Trustees and Key Employees Compensation

		Hours	Compensation	Benefits	Expense
Name	Joseph Giannetti	1	0	0	0
Title	Director				
Name	Matt Gregory	1	0	0	0
Title	Director				

Schedule B(Form 990, 990-EZ,
or 990-PF)Department of the Treasury
Internal Revenue Service**Schedule of Contributors**▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2017**Name of the organization**

OLDE WORTHINGTON BUSINESS ASSOCIATION

Employer identification number

90-0816050

Organization type (check one):**Filers of:****Section:**

Form 990 or 990-EZ

☒ 501(c)(3) (enter number) organization☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☒
- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 $\frac{1}{3}$ % support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization

OLDE WORTHINGTON BUSINESS ASSOCIATION

Employer identification number

90-0816050

Part I **Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	City of Worthington 6550 High St Worthington, OH, 43085	\$ 50,000	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

OLDE WORTHINGTON BUSINESS ASSOCIATION

Employer identification number

90-0816050

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

Name of organization OLDE WORTHINGTON BUSINESS ASSOCIATION	Employer identification number 90-0816050
--	---

Part III **Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor.** Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of **\$1,000 or less** for the year. (Enter this information once. See instructions.) ► \$ _____

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

**OLDE WORTHINGTON
BUSINESS ASSOCIATION
REVIEWED FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2016**

OLDE WORTHINGTON BUSINESS ASSOCIATION
FOR THE YEAR ENDED
DECEMBER 31, 2016

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Dunbar, Murphy & Co.

Certified Public Accountants

80 Grace Drive, Suite B, P.O. Box 1830, Powell, Ohio 43065

Phone 614-792-7882 Fax 614-467-3560

Member of American Institute and Ohio Society of CPAs

Independent Accountant's Review Report

November 20, 2017

To the Board of Directors
Olde Worthington

We have reviewed the accompanying financial statements of Olde Worthington Business Association (a nonprofit organization), which comprise the statement of financial position as of December 31, 2016, and the related statements of activities and changes in net assets, cash flows, functional expenses and revenue by program for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Dunbar, Murphy & Co.

Dunbar, Murphy & Co.
Powell, Ohio

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF FINANCIAL POSITION
AS OF DECEMBER 31, 2016

ASSETS

CURRENT ASSETS:

Cash and cash equivalents:	\$ 72,376
Total cash and cash equivalents	<u>72,376</u>

Accounts receivable	2,778
Total current assets	<u>75,154</u>

PROPERTY AND EQUIPMENT, net	9,635
-----------------------------	-------

Total assets	<u><u>\$ 84,789</u></u>
--------------	-------------------------

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

Accounts payable	\$ 737
Gift Certificates	15
Accrued payroll and related liabilities	<u>1,845</u>
Total current liabilities	<u>2,597</u>

NET ASSETS

Unrestricted net assets	82,192
Total liabilities and net assets	<u><u>\$ 84,789</u></u>

See accompanying notes and independent accountant's review report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2016

REVENUES, SUPPORT AND OTHER GAINS:

City of Worthington Grant	\$ 50,000
Other donations	145
Interest income	368
Map Ad Sales	3,038
Farmers Market	109,653
Art Festival	9,293
Wedding Walk	2,125
Holiday Open House	2,578
Picnic with the Partnership	<u>26,765</u>
Total revenue, support and other gains	203,965

EXPENSES:

Program services:	
Farmers Market	108,810
Art Festival	2,761
Wedding Walk	2,385
Holiday Open House	11,810
Picnic with the Partnership	<u>23,429</u>
	149,195
Other program expenses:	
Market Day	1,174
Plant Festival	257
Illuminating Shopping	<u>568</u>
Total program services	151,194
Support services:	
Management and general	30,247
Fundraising	<u>4,835</u>
Total support services	35,082
Total expenses	<u>186,276</u>

Increase in net assets	17,689
------------------------	--------

Net Assets, Beginning of Year	64,503
Net Assets, End of Year	<u><u>\$ 82,192</u></u>

See accompanying notes and independent accountant's review report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2016

CASH FLOWS FROM OPERATING ACTIVITIES:

Increase in net assets	\$ 17,689
Adjustments to reconcile increase in net assets to net cash provided by (used in) operating activities:	
Depreciation	2,415
(Increase) decrease in operating assets:	
Accounts receivable	(2,473)
Increase (decrease) in operating liabilities:	
Accounts payable	737
Gift Certificates	(85)
Accrued payroll and related liabilities	(445)
Net cash provided by operating activities	<u>17,838</u>

CASH FLOWS FROM INVESTING ACTIVITIES:

Payments for the purchase of property and equipment	<u>(11,340)</u>
Net cash used in investing activities	(11,340)

Net increase in cash	6,498
----------------------	-------

CASH AND CASH EQUIVALENTS, beginning of year	65,878
--	--------

CASH AND CASH EQUIVALENTS, end of year	<u><u>\$ 72,376</u></u>
--	-------------------------

See accompanying notes and independent accountant's review report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2016

	Farmers Market	Art Festival	Wedding Walk	Holiday Open House	Picnic Partnership	Total Program	Management and General	Fundraising	Total Expense
Advertising	\$ 675	\$ -	\$ 812	\$ 1,006	\$ 186	\$ 2,679	\$ 1,309	\$ -	\$ 3,988
Accounting fees	-	-	-	-	-	-	930	-	930
Beverages	81	-	-	-	-	81	-	-	81
City services	-	-	-	-	3,517	3,517	-	-	3,517
Gost of goods - totes	1,423	-	-	-	-	1,423	-	-	1,423
Depreciation	-	-	-	-	-	-	2,415	-	2,415
Donations	-	-	-	-	-	-	189	-	189
Dues and subscriptions	1,887	-	-	-	-	1,887	1,375	-	3,262
Event Supplies	1,321	70	412	744	5,578	8,125	1,134	-	9,259
Fees	1,607	-	-	-	943	2,550	185	-	2,735
Insurance	-	-	-	-	155	155	1,836	-	1,991
Licenses, Permits	-	-	-	-	160	160	850	-	1,010
Mailing, postage and shipping	-	-	4	-	-	4	48	-	52
Maintenance	3,870	-	-	-	-	3,870	128	-	3,998
Meetings	925	-	-	-	24	949	2,980	-	3,929
Miscellaneous	57	-	-	-	-	57	533	-	590
Office supplies	46	-	-	-	-	46	832	-	878
Payroll	22,964	1,946	445	540	5,605	31,500	9,000	4,500	45,000
Payroll taxes and workers comp	1,711	145	33	40	418	2,347	671	335	3,353
Photography	37	-	-	800	-	837	25	-	862
Printing	319	-	619	365	329	1,632	890	-	2,522
Professional services	22,500	600	-	2,154	-	25,254	3,495	-	28,749
Rentals	-	-	-	5,975	6,022	11,997	91	-	12,088
Signage	234	-	60	186	492	972	-	-	972
Sponsorship	100	-	-	-	-	100	-	-	100
Taxes	-	-	-	-	-	-	147	-	147
Token reimbursements	48,767	-	-	-	-	48,767	-	-	48,767
Utilities	-	-	-	-	-	-	792	-	792
Website	286	-	-	-	-	286	392	-	678
Total	<u>\$ 108,810</u>	<u>\$ 2,761</u>	<u>\$ 2,385</u>	<u>\$ 11,810</u>	<u>\$ 23,429</u>	<u>\$ 149,195</u>	<u>\$ 30,247</u>	<u>\$ 4,835</u>	<u>\$ 184,277</u>

See accompanying notes and independent accountant's review report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
REVENUE BY PROGRAM
FOR THE YEAR ENDED DECEMBER 31, 2016

	Farmers Market	Art Festival	Wedding Walk	Holiday Open House	Picnic with Partnership	Total Revenue
Application Fees	\$ 2,616	\$ -	\$ 150	\$ -	\$ -	\$ 2,766
Beverages	-	-	-	-	2,665	2,665
Donations	382	185	-	78	-	645
Merchandise sales	2,194	-	-	-	-	2,194
Parking	78	-	-	-	-	78
Sponsorships	6,490	-	175	2,500	11,250	20,415
Token Sales	52,605	-	-	-	12,850	65,455
Vendor Fees	45,288	9,108	1,800	-	-	56,196
Total	<u>\$ 109,653</u>	<u>\$ 9,293</u>	<u>\$ 2,125</u>	<u>\$ 2,578</u>	<u>\$ 26,765</u>	<u>\$ 150,414</u>

See accompanying notes and independent accountant's review report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Association

The Olde Worthington Business Association seeks to enhance the old Worthington experience by collaborating with other Organizations and engaging with neighborhood residents, businesses, and investors.

The Association enhances the Worthington experience by partnering with Organizations including the Worthington Resource Pantry, Convention and Visitors Bureau of Worthington, McConnell Arts Center, and City of Worthington to promote the Worthington Farmers Market, the annual Holiday Open House, Picnic with the Partnership, Illuminating Shopping, Visitor maps, Wedding Walk, and Art Festival.

Management and general activities include the functions necessary to provide support for the Association's program activities. They include activities that provide governance (Board of Directors), oversight, business management, financial recordkeeping, budgeting, and similar functions that ensure an adequate working environment.

Fundraising activities include publicizing and conducting fundraising campaigns; maintaining donor lists; conducting special fundraising events; and other activities involved with soliciting contributions from corporations, foundations, individuals, and others.

Financial Statement Presentation

The Association prepares its financial statements in accordance with generally accepted accounting principles promulgated in the United States of America (U.S. GAAP) for not-for-profit entities. The significant accounting and reporting policies used by the Association are described subsequently to enhance the usefulness and understandability of the financial statements.

Basis of Accounting

The Association prepares its financial statements using the accrual basis of accounting and accounting principles generally accepted in the United States of America. Revenues are recorded when earned and expenses are recorded when incurred.

Cash and Cash Equivalents

For purposes of the statements of cash flows, the Association considers all short-term, highly liquid investments that are readily convertible to a known amount of cash and short-term debt securities purchased with an original maturity of three months or less to be cash equivalents.

Receivables

Accounts receivable are amounts due from program participants. Management believes that all outstanding accounts receivable are collectible in full, therefore no allowance for uncollectible receivables has been provided.

Property and Equipment

Furniture and equipment are reported in the statement of financial position at cost, if purchased, and at fair value at the date of donation, if donated. Equipment is capitalized if it has a cost of \$250 or more and a useful life when acquired of more than 1 year. Repairs and maintenance that do not significantly increase the useful life of the asset are expensed as incurred. Depreciation is computed, between 5 and 7 years, using the straight-line method over the estimated useful lives of the assets.

Advertising

The Association expenses advertising costs as incurred. Advertising costs for the year ended December 31, 2016 totaled \$3,988.

OLDE WORTHINGTON BUSINESS ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Income Taxes

The Association is exempt from federal income taxes under Internal Revenue Code Section 501(c)(6) and had no unrelated business income subject to income tax for the year ended December 31, 2016.

Generally accepted accounting principles require the Association to evaluate the level of uncertainty related to whether tax positions taken will be sustained upon examination. Any positions taken that do not meet the more-likely-than-not threshold must be quantified and recorded as a liability for unrecognized tax benefits in the accompanying statement of financial position along with any associated interest and penalties that would be payable to the taxing authorities upon examination. The Association believes that none of the tax positions taken would materially impact the financial statements and no such liabilities have been recorded. In general, the Association is no longer subject to U.S. federal, state and local income tax examinations by tax authorities for the years ended December 31, 2012 and before.

Expense Recognition and Allocation

The cost of providing the Association's programs and other activities is summarized on a functional basis in the statement of activities and statement of functional expenses. Expenses that can be identified with a specific program or support service are charged directly to that program or support service. Costs common to multiple functions have been allocated among the various functions benefited on the basis of periodic time usage.

Management and general expenses include those costs that are not directly identifiable with any specific program, but which provide for the overall support and direction of the Association.

NOTE 2: PROPERTY AND EQUIPMENT

Property and equipment at December 31, 2016 are as follows:

Furniture	\$ 2,340
Office equipment	735
Website	9,000
	<hr/> 12,075
Less: accumulated depreciation	(2,440)
Net property and equipment	<hr/> <hr/> \$ 9,635

NOTE 3: CITY OF WORTHINGTON GRANT

The Association received from the City of Worthington a grant in the amount of \$50,000 for the year ended December 31, 2016.

OLDE WORTHINGTON BUSINESS ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

NOTE 4: RISKS AND UNCERTAINTIES

Concentration of Credit Risk

Grant revenue from the City of Worthington accounted for approximately 25% of total revenues and support during the year ended December 31, 2016.

NOTE 5: SUBSEQUENT EVENTS

Subsequent events have been evaluated through November 20, 2017, which is the date the financial statements were available to be issued. Events occurring after that date have not been evaluated to determine whether a change in the financial statements would be required.

The Association received a change in exemption status from the Internal Revenue Service to be classified under IRC Section 501(c)(3). The IRS exemption was granted as noted in their determination letter effective as of September 25, 2017.

**OLDE WORTHINGTON
BUSINESS ASSOCIATION**

**COMPILED FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2017**

OLDE WORTHINGTON BUSINESS ASSOCIATION
FOR THE YEAR ENDED
DECEMBER 31, 2017

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Dunbar, Murphy & Co.

Certified Public Accountants

80 Grace Drive, Suite B, P.O.Box 1830, Powell, Ohio 43065

Phone 614-792-7882 Fax 614-467-3560

Member of American Institute of CPAs

Independent Accountant's Compilation Report

October 30, 2018

To the Board of Directors
Olde Worthington

Management is responsible for the accompanying financial statements of Olde Worthington Business Association (a nonprofit organization), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities, cash flows, functional expenses and revenue by program for the year then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Dunbar, Murphy & Co.

Dunbar, Murphy & Co.
Powell, Ohio

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF FINANCIAL POSITION
AS OF DECEMBER 31, 2017

ASSETS

CURRENT ASSETS:

Cash and cash equivalents:	\$ 69,358
Accounts receivable	1,265
Undeposited funds	<u>10,433</u>
Total current assets	81,056

PROPERTY AND EQUIPMENT, net 7,380

Total assets	<u><u>\$ 88,436</u></u>
--------------	-------------------------

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES:

Accounts payable	\$ 1,922
Gift Certificates	<u>364</u>
Total current liabilities	2,286

NET ASSETS

Unrestricted net assets	<u>86,150</u>
Total liabilities and net assets	<u><u>\$ 88,436</u></u>

See accompanying notes and independent accountant's compilation report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2017

REVENUES, SUPPORT AND OTHER GAINS:

City of Worthington Grant	\$ 50,000
Art Festival	9,611
Chocolate Walk	4,150
Donations	3,428
Farmers Market	66,420
Holiday Open House	3,919
Interest Income	677
Map Ad Sales	1,100
Merchant Donations	1,420
Merchant Fees	1,000
Picnic with the Partnership	22,679
Windows contest	196
	<hr/>
Total revenue, support and other gains	164,600

EXPENSES:

Program services:	
Farmers Market	44,612
Holiday Open House	9,577
Picnic with the Partnership	18,410
	<hr/>
	72,599
Other program expenses:	
Art Festival	61
Chocolate Walk	965
Illuminating Shopping	278
Window Contest	496
Wedding Walk	219
	<hr/>
Total program services	74,618
Support services:	
Management and general	86,024
Total support services	<hr/>
	86,024
	<hr/>
Total expenses	160,642

Increase in net assets	3,958
Net Assets, Beginning of Year	82,192
Net Assets, End of Year	<hr/> <hr/>
	\$ 86,150

See accompanying notes and independent accountant's compilation report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2017

CASH FLOWS FROM OPERATING ACTIVITIES:

Increase in net assets	\$ 3,958
Adjustments to reconcile increase in net assets to net cash provided by (used in) operating activities:	
Depreciation	2,255
(Increase) decrease in operating assets:	
Accounts receivable	1,513
Undeposited funds	(10,433)
Increase (decrease) in operating liabilities:	
Accounts payable	1,185
Gift Certificates	349
Accrued payroll and related liabilities	(1,845)
Net cash provided by operating activities	<u>(3,018)</u>
Net decrease in cash	<u>(3,018)</u>

CASH AND CASH EQUIVALENTS, beginning of year

72,376

CASH AND CASH EQUIVALENTS, end of year

\$ 69,358

See accompanying notes and independent accountant's compilation report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2017

	Farmers Market	Holiday Open House	Picnic Partnership	Total Program	Management and General	Total Expense
Advertising	\$ 25	\$ 110	\$ 107	\$ 242	\$ 2,742	\$ 2,984
Bank fees	338	-	-	338	306	644
City services	-	-	7,131	7,131	-	7,131
Cost of goods	1,257	-	-	1,257	-	1,257
Depreciation	-	-	-	-	2,255	2,255
Design fees	-	-	-	-	1,380	1,380
Donations	-	-	-	-	175	175
Dues and subscriptions	1,847	-	-	1,847	1,581	3,428
EventBrite fees	-	-	1,236	1,236	-	1,236
Event Supplies	1,791	237	3,605	5,633	3,076	8,709
Fees	194	-	-	194	60	254
Insurance	-	-	-	-	2,880	2,880
Interest	-	-	-	-	2	2
Licenses, Permits	-	-	-	-	150	150
Mailing, postage and shipping	29	-	-	29	136	165
Maintenance and cleaning	4,354	-	-	4,354	-	4,354
Meetings	1,673	-	-	1,673	1,631	3,304
Merchant fees	2,007	-	-	2,007	-	2,007
Miscellaneous	671	240	-	911	399	1,310
Office supplies	261	-	-	261	1,188	1,449
PayPal fees	-	-	52	52	-	52
Payroll	-	-	-	-	50,850	50,850
Payroll fees	-	-	-	-	41	41
Payroll taxes and workers comp	-	-	-	-	4,175	4,175
Printing	1,326	161	539	2,026	1,956	3,982
Professional services	24,700	3,189	-	27,889	8,726	36,615
Rentals	1,399	5,201	4,650	11,250	70	11,320
Signage	413	439	940	1,792	884	2,676
Small tools	117	-	150	267	-	267
Sponsorship	2,210	-	-	2,210	-	2,210
Utilities	-	-	-	-	790	790
Website	-	-	-	-	571	571
Total	<u>\$ 44,612</u>	<u>\$ 9,577</u>	<u>\$ 18,410</u>	<u>\$ 72,599</u>	<u>\$ 86,024</u>	<u>\$ 158,623</u>

See accompanying notes and independent accountant's compilation report.

OLDE WORTHINGTON BUSINESS ASSOCIATION
REVENUE BY PROGRAM
FOR THE YEAR ENDED DECEMBER 31, 2017

	Farmers Market	Art Festival	Chocolate Walk	Holiday Open House	Picnic with Partnership	Total Revenue
Application Fees	\$ 2,750	\$ -	\$ -	\$ -	\$ -	\$ 2,750
Donations	63	-	-	-	-	63
Merchandise sales	1,940	-	200	-	1,671	3,811
Skating Rink	-	-	-	469	-	469
Sponsorships	515	-	758	3,450	9,787	14,510
Token Sales	2,346	-	-	-	11,221	13,567
Vendor Fees	58,806	9,611	3,192	-	-	71,609
Total	<u>\$ 66,420</u>	<u>\$ 9,611</u>	<u>\$ 4,150</u>	<u>\$ 3,919</u>	<u>\$ 22,679</u>	<u>\$ 106,779</u>

See accompanying notes and independent accountant's compilation report.

**Code of Regulations of
Old Worthington Partnership**

Amended 8.2017

ARTICLE 1

Introduction

Section 1. This Code of Regulations has been adopted by the Old Worthington Partnership (hereinafter referred to as “Partnership” or the “Corporation”) for the regulation and management of its affairs.

ARTICLE 2

Purpose

Section 1. The Corporation is organized exclusively for the purposes permitted within the meaning of Section 501(c)(3)

Section 2.

Old Worthington Partnership is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. The specific purpose for which this Corporation is organized is:

To advance the Old Worthington experience; to collaborate with other organizations who care about the well-being of Old Worthington in order to support our residents, businesses and visitors; to engage in various ways such as community events and hosting meetings to share news and notes; and to provide ideas and input on ways to preserve our community assets, including historic buildings, walking and biking trails, and other landmarks.

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth hereof. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of

statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 3. The Corporation shall not participate in, or intervene in, any political campaign on behalf of any candidate for public office.

ARTICLE 3

Membership Criteria

Section 1. The classes of members of the Corporation shall be as follows:

- A. Any business entity, organization or individual interested in supporting the purposes of the Corporation may become a member by the payment of such dues as the Board of Directors may establish in the Corporation's policies and procedures, with each member in good standing entitled to one vote; and
- B. Any business entity, organization or individual otherwise interested in supporting the purposes of the Corporation may become an associate member of the Partnership without the ability to vote.

Section 2. Membership in the Corporation, including that of associate members, shall be available without regard to race, gender, color, creed, political affiliation, or national origin.

Section 3. Any member may resign or be removed from membership in the Corporation pursuant to the policies and procedures as may be developed and amended from time to time by the Board of Directors.

ARTICLE 4

Membership Meetings

Section 1. The Corporation shall hold an annual meeting of the membership, with such meeting to be held during the month of April for the purposes of electing Directors and transacting such other business as may be properly brought before the meeting or otherwise requested by the Board of Directors.

Section 2. All membership meetings shall be held at such place or places, within or without the City of Worthington, as may from time to time be fixed by the Board of Directors.

Section 3. Written notice of each meeting of the membership stating the place, date and hour of the meeting, shall be given by personal delivery, by mail, by e-mail, by phone or by such other reasonable means to each member neither less than ten (10) days nor more than sixty (60) days before the date of the meeting. If mailed, such notice shall be deemed delivered when deposited in the United States mail with postage thereon prepaid, addressed to the members at their addresses as they appear on the Corporation's record of membership. Every notice of a members' meeting shall state briefly the objects or purposes thereof. Notice of a membership meeting will be deemed to have been waived by any member who attends such meeting. Other interested parties may be given such notice of meetings as the Board of Directors shall deem appropriate.

Section 4. The voting members present at the meeting shall constitute a quorum for the transaction of business.

Section 5. The vote of a majority of the members in good standing which are present shall decide any questions brought before such meetings.

ARTICLE 5

Board of Directors

Section 1. The powers of the Corporation shall be exercised, its business and affairs shall be conducted, and its property shall be controlled by the Board of Directors. The Board of Directors may employ or otherwise secure the services of personnel as necessary, to include but not limited to legal counsel, executive director and staff.

Section 2. The number of Directors at any time shall be a minimum of five (5) and a maximum of fifteen (15). Directors shall be natural persons which are voting members in good standing of the Corporation. The Board of Directors may authorize from time to time additional *ex officio* non-voting Board members. Of the total number of Directors at any one time, at least two (2) shall possess ownership or leasehold interests in commercial real property, or be employed by an entity possessing such property interests, located within downtown Worthington, as defined in Article 9, Section 5, setting forth the Corporation's geographic area.

Section 3. The Directors shall serve without compensation from the Corporation related to their respective capacities as Directors. No Director shall be precluded from serving the Corporation as an officer or in any other capacity.

Section 4. The appropriate number of Directors shall be nominated by the Nominating Committee. The election of Directors shall be made by the membership at its annual meeting in April, with persons receiving the greatest number of members' votes to be chosen as Directors. New Directors shall assume their positions in the first complete month following the annual meeting of the membership. The Directors will have staggered terms of office.

Section 5. The term of office of a Director shall be for three (3) years beginning the month the position is assumed. No Director shall be eligible to serve for more than two (2) consecutive three-year terms but a Director may serve up to three (3) consecutive terms in the following instances:

- A. Director either serves a one or two-year term on the Corporation's Inaugural Board of Directors immediately preceding election to two full consecutive terms on the Board of Directors; or
- B. Director fills an unexpired term on the Board of Directors prior to election to two consecutive terms of office.

Section 6. Any vacancy occurring on the Board of Directors (other than a vacancy resulting from the normal expiration of a term of office) may be filled by the Board of Directors. A Director elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office and thereafter, if so elected, may serve two (2) consecutive full terms.

Section 7. The Corporation shall be controlled by an Inaugural Board of Directors during the first three (3) consecutive fiscal years immediately following the proper filing of these revised Regulations with the Ohio Secretary of State. Directors on the Inaugural Board shall be elected at the first meeting of the membership immediately following the adoption of these revised Regulations to serve staggered terms of office, with one-third (1/3) of elected Inaugural Directors serving one-year terms, one-third (1/3) of elected Inaugural Directors serving two-year terms, and the remaining one-third (1/3) of elected Inaugural Directors serving full three-year terms.

Section 8. A Director may resign by submitting written notice of resignation to the Chairperson of the Board of Directors. Formal acceptance thereof by the Board of Directors is not necessary for the resignation to be effective. A Director may be removed from office at any time with or without cause by a two-thirds (2/3) vote for removal by the Directors currently serving on the Board. The vote for removal may be by secret ballot. Notwithstanding anything to the contrary in this Section 8, a member of the Board of Directors who is absent from three (3) consecutive regular meetings of the Board, without just cause for such absences and at the sole discretion of the Chairperson of the Board of Directors, may be removed as a member of the Board of Directors.

Section 9. The Board of Directors may hold regular and special meetings in any physical location or by any electronic medium as may be determined by the Board. Regular meetings shall be held not less than four (4) times each year, with at least one such meeting to occur during each quarter of the Corporation's fiscal year; the annual meeting of the membership may constitute the required meeting of the Board of Directors for that respective quarter. Special meetings of the Board may be called by the Chairperson of the Board of Directors or by a majority of the Directors currently serving on the Board. Written notice of the time, place and agenda for both regular and special meetings shall be given to each Director either by personal delivery, by mail, or by electronic means such as e-mail before the meeting. At all meetings of the Board, a majority of the Directors currently serving on the Board shall constitute a quorum for the transaction of business. All meetings of the Board shall be open to members in good standing of the Corporation, except that the Board of Directors may enter executive session if a motion for such executive session is approved by a majority of the Directors present.

Section 10. Any action required or permitted to be taken at any meeting of the Board of Directors may be taken without a meeting, if all members of the Board consent thereto in writing, setting forth the action so taken and the writing or writings are filed with the minutes of the proceedings. For purposes of this Section, written consent may be evidenced by Directors' acknowledgement via e-mail of the action taken. Such consent shall have the same force and effect as a unanimous vote of the Board.

Section 11. The statutory agent for the Corporation shall be a natural person who is a resident of the State of Ohio and has been admitted to, and remains an attorney in good standing with, the Ohio state bar.

Section 12. All Directors shall abide by the Corporation's Conflict of Interest Policy as promulgated and amended from time to time by the Board of Directors.

ARTICLE 6

Officers

Section 1. The officers of the Corporation shall consist of a Chairperson of the Board of Directors, a Vice-Chairperson, a Secretary, and a Treasurer and such other officers and assistant officers as may be deemed necessary from time to time. Any person may hold simultaneously two or more offices and perform the duties thereof, except that no person may be a Vice-Chairperson while he or she is Chairperson.

Section 2. All officers shall be elected annually by a majority of the Board of Directors, with the election to occur no later than the end of the month after which occurs the annual meeting of the membership. To be nominated by the Nominating Committee and considered for an officer role, such persons must be Directors at the time of the election and maintain the role of Director during their term as an officer. Once elected and in all cases, officers shall take office on the first day of May each year. The Immediate Past Chairperson shall serve as a member of the Board of Directors in an *ex officio* capacity and without voting rights on the Board.

Section 3. An officer may be removed when deemed to be in the best interest of the Board of Directors by the vote of a two-thirds (2/3) majority at any meeting of the Board, provided both that the notices of such meeting will have specified that the removal action was to be considered and that the officer in question was afforded an opportunity to be heard at the meeting. The vote for removal may be by secret ballot.

Section 4. An officer may resign at any time by giving written notice to the Chairperson of the Board of Directors. Any such resignation shall take effect upon a majority vote of the Directors currently serving on the Board on a motion to accept the resignation.

Section 5. In case a vacancy occurs in any office for any reason, the Board of Directors may, by majority vote of the Board, elect a successor or successors who shall hold office for the unexpired term of the former officeholder.

Section 6. Except as hereinafter provided, the officers of the Corporation shall each have such powers and duties as generally pertains to their respective offices, as well as those that from time to time may be conferred by the Board of Directors.

- A. Chairperson. The Chairperson of the Board shall preside at all meetings of the members and of the Board of Directors at which he or she is present. He or she shall have and exercise general supervision over the conduct of the Corporation's affairs and over its other officers, subject, however, to the control of the Board of Directors. He or she shall see that all orders and resolutions of the Board of Directors are carried into effect. He or she shall report to the Board on all matters within his or her knowledge which affect the Corporation's interests, according to parameters set forth by the Board.
- B. Vice-Chairperson. The Vice-Chairperson shall generally perform all duties incident to the office of the Vice-Chairperson and such other duties as from time to time may be assigned to him by the Board of Directors. If and while there is no incumbent of the office of Chairperson of the Board of Directors, and during the absence or disability of the Chairperson, the Vice-Chairperson otherwise shall have the duties and authority specified within these Regulations to the Chairperson.
- C. Secretary. The Secretary generally shall serve as the custodian of the Corporation's records, including but not limited to the following: a record of elections; recording and maintaining in good order the Minutes of all meetings of the members and the Board of Directors; and securing and maintaining copies of all Minutes of any committee meetings. The Secretary shall see that all notices of membership and Board meetings are duly given.
- D. Treasurer. The Treasurer shall be the custodian of funds of the Corporation. He or she shall collect all dues and other funds of the Corporation and shall disburse all moneys of the Corporation in accordance with the instructions of the officers and the Board of Directors. He or she shall keep full and accurate accounts, shall present financial statements, and shall prepare or cause to be prepared, sign and file all reports required by law or as directed to be filed by the officers or the Board of Directors of the Corporation. The Treasurer shall perform all other functions and duties as are customarily performed by a treasurer of a corporation or as may be designated by the Board of Directors. The Treasurer's accounts shall be examined annually by an independent outside party, which person need not be a certified public accountant, and who, once satisfied that the Treasurer's annual report is correct, shall sign a statement to that effect.

at the end of the report. On the expiration of the Treasurer's term of office, the Treasurer shall turn over to his or her successor or to the Board of Directors all money and property of the Corporation in his or her hands

Section 7. The Board of Directors, except as in these Regulations otherwise provided, may authorize any officer to enter into any contract or execute and deliver any instrument in the name and on behalf of the Corporation, and such authority may be general or confined to a specific instance. Unless so authorized, no officer or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit and to render it liable pecuniary for any purpose or in any amount.

ARTICLE 7

Executive Director

Section 1. The Board of Directors may employ or otherwise secure the services of an Executive Director to serve as an *ex officio* non-voting member of the Board. It is acknowledged that such a position need not be filled for the Corporation to conduct its activities and otherwise perform under these Regulations.

Section 2. If the services of an Executive Director are secured, the role and responsibilities of the position shall be governed by the following:

- A. The Executive Director shall manage the daily operations of the Corporation and shall be responsible for the implementation of the Corporation's policies and projects and such other duties as the Board of Directors may require;
- B. The Executive Director shall report directly to the Chairperson of the Board, and the Executive Director shall supervise any and all staff as may be employed or whose services otherwise may be secured by the Corporation, including both those compensated and on a volunteer-basis; and
- C. Any compensation for his or her services shall be determined by the Board of Directors and be provided for in a contract or other writing setting forth this and such other terms and conditions of the Executive Director's appointment or employment status by or with the Corporation.

ARTICLE 8

Committees

Section 1. The Corporation shall have standing committees each with a chairperson who shall be responsible for directing and coordinating the affairs of the committee and which person shall also be a member of the Board of Directors. The term of each of the chairpersons of the committees provided for within this Section shall be for one year, commencing on the first day of May each year, and the committees shall meet as needed. Committee meetings may be held through any communications equipment so long as all persons participating can hear each other. The Board of Directors retains the right to approve or disapprove membership on each committee of the Corporation. At a minimum, the Corporation shall have the following standing committees:

- A. Executive Committee. The Executive Committee shall be comprised of the Chairperson and Vice-Chairperson of the Board, Secretary, Treasurer and Immediate Past Chairperson. The Executive Committee may act for the Board of Directors between meetings of the Board, and any actions so taken on behalf of the Board shall be evidenced in the Corporation's official Minutes. Meetings of this committee may be called as needed by the Chairperson or the Vice-Chairperson.
- B. Operations Committee. The Operations Committee shall be comprised of the Treasurer and such other members as needed to complete its duties, as such duties may be defined by the Board of Directors.
- C. Design Committee. The Design Committee shall be comprised of such members as needed to complete its duties, as such duties may include but are not limited to design education, public spaces, building inventory, public improvements and merchant lists.
- D. Marketing Committee. The Marketing Committee shall be comprised of such members as needed to complete its duties, as such duties may include but are not limited to special events, image development and retail promotions.
- E. Business Enhancement Committee. The Business Enhancement Committee shall be comprised of such members as needed to complete its duties, as such duties may include by are not limited to market research and business retention and recruitment.

- F. Nominating Committee. The Nominating Committee shall be comprised of such members as needed to complete its duties in nominating candidates for any vacancy on the Board of Directors or office of the Corporation. All nominations by the Nominating Committee for Directors shall be announced in the due notice of a membership meeting. All nominations for officers shall be announced as soon as is practicable prior to election by the Board of Directors.

Section 2. From time to time, the Board of Directors may designate or appoint one or more committees, in addition to the standing committees named in Section 1 of this Article, for any purpose, to the extent lawful, which shall have such powers as specified in the designation or appointment of such committee.

ARTICLE 9

General Provisions

Section 1. Roberts Rule of Order Newly Revised shall govern the meeting procedures of the Corporation when not in conflict with these Regulations. The order of business may be altered or suspended at any meeting of the membership or Board of Directors by a majority vote of the members or Directors present, respectively.

Section 2. The Board of Directors may prescribe the policies and procedures under which the Corporation will conduct its various activities, to include:

- A. Whether and how the books, records, accounts, and documents of the Corporation may be open to the inspection of any member or non-member;
- B. Procedural matters concerning the Corporation's finances, including but not limited to the Corporation's membership fee schedule and the proper definition of the Corporation's fiscal year period; and
- C. Setting forth the Corporation's membership removal and resignation policies, Conflict of Interest policy, and policies concerning *ex officio* members of the Board of Directors.

Section 3. All funds of the Corporation shall be deposited immediately to the credit of the Corporation in such banks, trust companies or other depositories as the Board of Directors may select. The Board of

Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Corporation. No part of the net earnings of the Corporation shall inure to the benefit of any of its members or any other individual. The Board shall approve the Corporation's budget for each fiscal year period, and such budget may be reviewed and revised periodically as deemed necessary by the Board.

Section 4. Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provisions for the payment of all the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) or Section 501(c)(6) of the Internal Revenue Code or corresponding sections of any prior or future law, as the Board of Directors shall determine.

Section 5. The Corporation represents the community within the geographical area within, bounded or abutting North, South, Morning and Evening Streets within the City of Worthington, Franklin County, as indicated on the attached map. The community described hereby includes such retail, business and cultural interests as may be concerned with or by matters in that geographical area.

Section 6. The name of the Corporation and the names of its members shall not be used in connection with any partisan interest or for any purpose not appropriately related to the Corporation.

Section 7. This Code of Regulations was adopted by the affirmative vote of a majority of the voting members of the Board of Directors on April 19, 2012 at Worthington, Ohio.

Section 8. Every person who is or has been a trustee or officer of the corporation shall be indemnified by it against expenses and liabilities reasonably incurred by him in connection with either (1) any action, suit or proceeding to which he may be a party-defendant, or (2) any claim of liability asserted against him by the reason of his having been a trustee or officer of the corporation. Without limitation, the term "expense" shall include any amount paid or agreed to be paid in satisfaction of a judgment or in settlement of a judgment or claim of liability other than any amount paid or agreed to be paid to the corporation itself. The corporation shall not, however, indemnify any trustee or officer in respect to matters as to which he shall be finally adjudged liable for negligence or misconduct in the performance of his duties as such trustee or officer, nor in the case of a settlement unless such settlement shall be found to be in the interest of the corporation, (1) by the Court having jurisdiction of the suit involving his right to indemnification, or (2) by a majority of the trustees of the corporation then in office other than those involved (whether or not such majority constitutes a quorum), or, if there are not at least two trustees of the corporation then in office other than those involved, by majority of members, provided that such indemnity in case of a settlement shall not be allowed by such trustees or members unless it is

found by independent legal counsel that such settlement is reasonable in amount and in the interest of the corporation.

ARTICLE 10

Amendments

Section 1. The Board of Directors shall have the power to recommend that the Corporation alter, amend or repeal these Regulations or adopt new Regulations by two-thirds (2/3) vote of by the Directors at any such duly convened meeting. Such recommended changes are to be voted by a majority of members in good standing of the Corporation at a duly convened meeting of the membership.

Section 2. No action under this Article 10 shall be taken if it would in any way adversely affect the Corporation's qualifications under Section 501(c)(3) or Section 501(c)(6) of the Internal Revenue Code or corresponding sections of any prior or future law.

ARTICLE 11

Conflict of Interest

The standard of behavior at Partnership is that all staff, volunteers, and board members scrupulously avoid conflicts of interest between the interests of the Corporation on one hand, and personal, professional, and business interests on the other. This includes avoiding potential and actual conflicts of interest, as well as perceptions of conflicts of interest.

A Director understands that the purposes of this policy are to protect the integrity of the Corporation's decision-making process, to enable our constituencies to have confidence in our integrity, and to protect the integrity and reputations of volunteers, staff and board members. Upon or before election, hiring or appointment, Directors will make a full, written disclosure of interests, relationships, and holdings that could potentially result in a conflict of interest. This written disclosure will be kept on file and Directors will update it as appropriate.

In the course of meetings or activities, a Director will disclose any interests in a transaction or decision where he/she, including his/her business or other nonprofit affiliations, his/her family and/or his/her significant other, employer, or close associates will receive a benefit or gain. After disclosure, Director understand that he/she will be asked to leave the room for the discussion and will not be permitted to vote on the question.

Directors understand that this policy is meant to supplement good judgment, and will respect its spirit as well as its wording.



STAFF MEMORANDUM
City Council Meeting – November 19, 2018

Date: November 16, 2018

To: Worthington City Council

From: Matthew H. Greeson, City Manager

Subject: **Follow Up - Proposed 2019 Operating Budget & Proposed 2019-2023 Capital Improvement Program**

EXECUTIVE SUMMARY

Staff will provide a follow up report on the questions and items raised by City Council during the discussions of the 2019 Budget and the 2019-2023 Capital Improvements Program. This is a good time for any additional items Council Members may want to raise in advance of adopting the budget and capital program.

BACKGROUND/DESCRIPTION

City Council discussed the Proposed 2019 Operating Budget and the Proposed 2019-2023 Capital Improvements Program on October 8th, October 15th, November 5th and November 13th. During those discussions, several questions were raised by City Council. This agenda item provides time to discuss the follow up information, which is provided below. Staff also seeks additional questions or comments by City Council prior to the adoption of the 2019 Operating Budget and the 2019-2023 Capital Improvements Program which are scheduled for December 3rd.

Funding/Spending in the Operating Budget

1. *Has funding been included in the budget for Lean/Six Sigma training for staff?*

The City has two Black Belts in Lean/Six Sigma which can be utilized throughout the City organization to evaluate processes and systems. A number of other City staff have been trained in Lean/Six Sigma concepts at levels lower than Black Belt. Every department has funds for staff training that can be utilized to expand their knowledge of Lean and Six Sigma as deemed beneficial. The City has already applied these strategies to processes and will continue to do when processes are identified that could benefit from such an analysis.

2. *Why is there an increase in contractual services in the Fire & EMS Division's budget from 2017 to 2018?*

This change is in part due to the difference in looking at actual expenditures as compared to budgeted amounts. There are four line items that contribute significantly to the difference between the two years. In Fire Administration, the computer maintenance line item was increased to accommodate new software for staff scheduling, training, inventory and analysis. In Fire Operations, the 2018 budget took into account anticipated cost increases for EMS contracts and the movement of some costs to better account for contractual cost that historically had been charged elsewhere. Also in the Fire Operations budget, there are budget allocations for vehicle repairs and gasoline/fuel. Both of these items are difficult to accurately predict expenditures. Vehicle repair costs are influenced by vehicle performance and whether repair are specialized enough to sent out to the third party as opposed to handling in house and fuel costs are impacted by the cost of fuel. It is not unusual for actual expenditures to vary from the budgeted amounts in these two lines.

3. *The budget forecast for Service & Engineering increases personnel costs by 5% from '18 to '19. Why wouldn't number reflect lower salaries for staff turnover?*

The increase is driven by two factors. The first and most significant is the consolidation of all Service & Engineering overtime expenditures into one line (101.3010.511151). This moves expenses that were previously reported in other funds into the Service & Engineering administration department. This shift in accounting for overtime expenditures has multiple benefits. The first is that it creates some ease in payroll processing and within our new timekeeping system. Additionally, this move creates a clearer budget document where readers can more easily determine overtime expenses related to the Service & Engineering department.

The second factor is that some of the turnover has already occurred. We have employees hired (or promoted) recently and moving through the step system, notably the maintenance superintendent and a maintenance technician.

4. *Why is the number for supplies and materials in Service & Engineering increasing from 2017 to 2018? Why does it drop back down from 2018 to 2019?*

The increase from 2017 to 2018 is primarily driven by a comparison of actual expenditures to budgeted allocations, specifically in two areas: salt/ice control and gasoline (fuel). The costs for these two commodities can vary significantly from one year to the next. Fuel prices can have wide variations which make accurate predictions of actual expenditures difficult at the time of budget preparation. Some years, prices end up being favorable and we spend significantly less than budgeted. In other years, prices are higher and we meet or exceed the budgeted amount. Likewise, salt/ice control costs are difficult to accurately estimate as they are driven by the price of salt and other snow/ice control materials as well as how much snow and ice we receive in the winter. We had mild winter weather in 2017 and we spent only \$63,817 in this line item. Other years we have needed an additional

appropriation to keep up with the demand for treatment of the roads. The 2018 budget included \$160,000, which is the same amount as was budgeted for 2017, for snow/ice control.

The decrease from 2018 to 2019 is primarily driven by the way the City is allocating fuel costs. The City previously operated its own fueling station at the Service & Engineering complex. The City has closed that facility and removed the fuel tanks. We are now utilizing fuel purchasing cards at fueling stations in and near Worthington. With this change, we have greater ability to track the fuel usage by the various departments and divisions and charge these expenses to each department. The budget reflects this change and removes the total cost from the Service & Engineering budget and spreads the costs across the City departments.

5. *Can the City's bicentennial fund be used to support the bicentennial celebration for the Orange Johnson house?*

First, we'd like to provide background on the Bicentennial Fund. The Fund was originally established utilizing funds that were left over from the City's celebration of the nation's bicentennial in 1976. According to Ordinance No. 87-77, the remaining funds (\$911.45) were to be held until 2003 at which time they would be available to the Worthington Bicentennial Committee.

The Worthington Bicentennial Committee managed a large-scale effort to raise additional funds to celebrate Worthington's Bicentennial. According to City Council minutes from November 15, 2004, this effort included City Council setting aside money each year for a number of years to build up funding for the celebration. Ordinance No. 52-2004 indicates the City provided advance funds from the General Fund for the Bicentennial activities and was then reimbursed for at least a portion of those funds. The November 15, 2004 City Council minutes note that once all of the Bicentennial activities were finalized, the Bicentennial Fund had a balance of \$67,000. Minutes from November 19, 2007 note that since the dollars remaining in the Bicentennial Fund were donated for the purpose of supporting the bicentennial celebration, Council felt it was important to carryover the remaining dollars as a gift to those organizing the 250th celebration. Dr. Lou Goorey, President of City Council from 1995 to 2013, reiterated two more times in City Council meetings on February 6, 2012 and September 9, 2013 that the funds in the Bicentennial Fund are to be used by the people who celebrate the 250th or 300th anniversary of the city and they shouldn't be used for any other purpose.

Staff has attempted to summarize the thoughts about the use of the remaining funds at the time the Bicentennial activities concluded. City Council is not legally required to hold any or all of the funds for such purpose. Law Director Tom Lindsey evaluated whether the City could legally provide funds for activities and/or renovations for the Orange Johnson House. He did not find anything that would prevent the City from making payments to a non-profit for capital improvements as opposed to operating expense. The only requirement for grants to non-profits is that they not be unrestricted and must be for a public purpose.

6. *For Parks & Recreation, when the Revolving Fund expenses are added to the General Fund expenses, 2019 has expenses of \$6.3 million, but 2020 dips down to \$5.9 or \$6 million. Why the drop?*

The Revolving Fund has a projected fund balance of \$425,000, which is being transferred into the General Fund. This shows up as an expense from the Revolving Fund in 2019 (and it is included as “operating surplus” revenue in the General Fund in 2019). Since it is a one-time transfer of the fund balance, that expense does not recur in 2020. The ongoing program expenses remain fairly consistent from 2019 to 2020.

Budget Document – Formatting and Organization/Content

7. *Can the budget document reflect revenue for other funds outside of General Fund?*

Staff will include a financial forecast for each operating fund in the final budget document.

8. *Can the budget document show gas tax revenue vs. projections?*

The final budget will reflect revenue from all sources. Additionally, the final budget document will include five-year forecasts for operating funds other than the general fund which should serve to further highlight historical and projected gas tax revenue.

9. *Can the budget document asterisk or note those items where we’ve changed accounting approach so you can tell we’re not comparing the same thing from 2018 to 2019?*

The final budget document will note or clearly delineate when a significant change has occurred in how we are accounting for an expense.

Capital Improvement Program Questions

10. *Can staff more clearly tie the CIP investments to Council’s priorities as expressed in the retreat?*

Staff has prepared a separate memorandum with this information.

Other Questions

11. *Will the MAC incorporate a report on the community arts grants into next year’s presentation?*

For this year, staff will ask the McConnell Arts Center for a report on the community arts grants in conjunction with the year-end reports we request from the City’s other grant recipients. We will work with the MAC to provide this information in the future also.

12. *Can staff compile all of our green initiatives into a plan or document to use to communicate with community about what we're doing? Can these initiatives be highlighted in the newsletter?*

Staff will work in 2019 to enhance collection of this information and look for ways to promote the activities with the community.

13. *What was the cost of the community center expansion?*

In 2001, \$10,500,000 of debt was issued. Of that amount, \$7,500,000 was for the expansion of the Community Center and the remainder, \$3,000,000, was for the Police Complex. This debt has been refunded multiple times since 2001, most recently in 2015. This debt matures in 2021.

ATTACHMENTS

Memorandum on City Council Priorities and the Proposed Capital Improvements Program



Office of the City Manager

MEMORANDUM

TO: City Council

FROM: Robyn Stewart, Assistant City Manager

DATE: November 15, 2018

SUBJECT: CITY COUNCIL PRIORITIES & THE PROPOSED 2019-2023 CAPITAL IMPROVEMENTS PROGRAM

Staff was asked to highlight how the Proposed 2019-2023 Capital Improvements Program ties to the priorities established by City Council at the 2018 Retreat. This memorandum considers each of those priorities and notes the proposed CIP investments that tie to them.

Community Visioning & Strategic Planning

As these efforts will be funded through the Operating Budget, there are no CIP items related to this priority.

United Methodist Children's Home Site

Given the current status of the potential redevelopment of this site, the activities most likely to be funded in the near future relate to facilitation services and expert advice. These activities would be funded through the Operating Budget, thus there are no items in the Proposed CIP related to this site. It is possible the City could have infrastructure investments related to the site in the future, however plans for the site are too uncertain at this time to be able to identify potential projects and related expenses. They can be incorporated into future Capital Improvement Programs as necessary.

Communication

As with the previous two priorities, activities in this area will be funding from the Operating Budget. There are no items included in the Proposed CIP to evaluate and enhance the City's communications with the public. The Proposed CIP includes funding for the City's radios, which

will enhance and maintain the staff’s ability to communicate with each other and neighboring jurisdictions.

Sustainability

There are several projects included in the Proposed CIP related to sustainability:

- Building Improvement Program (annual allocation)
- Community Center Window Replacement
- Municipal Building Window & Door Replacements
- City Buildings Energy Conservation Improvements
- Northeast Gateway Project (enhances bike & pedestrian accommodations)
- SR-161 Study Recommendations (enhance bike & ped accommodations)
- Bike & Pedestrian Improvements

Other Areas of Focus

At the retreat, City Council and staff discussed a number of initiatives that were already “On the Plate” and using staff time. Several of those items tie to items in the Proposed CIP:

<i>Energy Efficiency:</i>	Building Improvement Program Community Center Window Replacement Municipal Building Window & Door Replacements City Buildings Energy Conservation Improvements
<i>Bike/Ped Master Plan:</i>	Bike & Pedestrian Improvements
<i>Northeast Gateway:</i>	Northeast Gateway Project
<i>McCord Park Plan:</i>	McCord Park Renovations
<i>SR-161 Recommendations:</i>	SR-161 Study Recommendations

The remaining items “On the Plate” are not reflected in the Proposed CIP:

<i>Staff Turnover</i>	<i>Holiday Inn</i>
<i>Job Loss</i>	<i>Budget & Fund Balance</i>
<i>Murals</i>	<i>Small Cell Technology</i>
<i>SwimInc</i>	<i>OSU Airport Master Plan</i>
<i>School Facilities</i>	<i>Anthem Redevelopment</i>
<i>Wilson Bridge Road</i>	<i>Electric Aggregation</i>
<i>Railroad Quiet Zones</i>	<i>National Church Residents</i>
<i>COTA Turnaround</i>	<i>Nondiscrimination</i>