



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, October 21, 2019 ~ 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. Franklin County Children Services**

*Executive Summary:* Doris Moore will discuss Franklin County Children Services' 3.1 mill renewal levy on the November 5th ballot (Issue 10).

#### **6. Approval of the Minutes**

##### **6.A. Meeting Minutes - October 7, 2019**

*Recommendation:* Motion

## 7. Public Hearings on Legislation

### 7.A. Ordinance No. 40-2019 Tree Dedication Marker on the Village Green

Approving the Installation of a Tree Dedication Marker on the Southeast Village Green to Recognize the Contributions of former City Council Member Lou Briggs to the Worthington Community.

Executive Summary: The Ordinance authorizes the installation of a tree dedication marker in honor of former City Council Member Lou Briggs on the Village Green.

Recommendation: Approve as Presented

Legislative History: Introduced for Public Hearing on October 21, 2019

## 8. New Legislation to Be Introduced

### 8.A. Resolution No. 59-2019 Community Visioning Agreement - Poggemeyer Design Group

Authorizing the City Manager to Enter into an Agreement with Poggemeyer Design Group for Services Related to Community Visioning

Executive Summary: This Resolution authorizes the City Manager to enter into an agreement with Poggemeyer Design Group for services related to community visioning.

Recommendation: Introduce and Approve as Presented

### 8.B. Resolution No. 60-2019 Amendment to Development Plan - 535 Lakeview Plaza Blvd

Authorizing an Amendment to the Final Development Plan for 535 Lakeview Plaza Boulevard and Authorizing Variances (Greater Columbus Volleyball Club/Chris Vondran).

Executive Summary: This Resolution amends the Final Development Plan for 535 Lakeview Plaza Boulevard and grants variances.

Recommendation: Introduce and Approve as Presented

## **9. Reports of City Officials**

### **9.A. Policy Item(s)**

#### **9.A.I. Proposed 2020 Operating Budget & Five-Year Forecast**

Executive Summary: Staff will provide an overview of the Proposed 2020 Operating Budget and the associated five-year financial forecast, which were distributed on October 7, 2019.

#### **9.A.II. Proposed 2020-2024 Capital Improvements Program**

Executive Summary: Staff will present the proposed 2020-2024 Capital Improvement Program, which as distributed on October 7, 2019

#### **9.A.III. Financial Report - September 2019**

Executive Summary: The Financial Report for the month of September is attached.

Recommendation: Motion to Accept as Presented

## **10. Reports of Council Members**

## **11. Other**

## **12. Executive Session**

## **13. Adjournment**



**CITY OF WORTHINGTON**  
**Worthington City Council Minutes**  
October 7, 2019

6550 N. High Street  
Worthington, Ohio 43085

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**CALL TO ORDER – Roll Call, Pledge of Allegiance**

Worthington City Council met in Regular Session on Monday, October 7, 2019, 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, Beth Kowalczyk, Scott Myers, David Robinson, Douglas K. Smith, and Bonnie D. Michael

**Member(s) Absent:** Douglas Foust

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

There were 23 visitors present.

**PLEDGE OF ALLEGIANCE**

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

**VISITOR COMMENTS**

Project Community Park Worthington Co-Chairs - Kacey Brankamp, Andy Hutter, and Scott Taylor

Ms. Brankamp explained how they are the co-chairs of the group Project Community Park Worthington. They have passed out materials to Council that includes the vision of the group. She detailed how a year ago a group met, and questions arose about the status and future of the property. A consensus emerged, not only about outcomes for the property but also about the process for its redevelopment. Given the absence of public dialogue and all the questions surrounding the United Methodist Children's Home site, the group felt like



there should be a more meaningful dialogue about the site now. They have an alternative vision for this one-of-a-kind site. A common vision emerged including the preservation of a significant amount of green space with development around the edges. They determined they wanted to find out if others in the community shared that vision. They held gatherings at neighbor's homes and David Robinson, acting as a private citizen, lead discussion about the City, how UMCH will impact its future, and how the growing number of supporters for their vision could make a difference in shaping the outcome of this issue. It is crucial to point out that they are advocating for robust commercial along High Street and residential along the northern edge that is harmonious and compatible with surrounding neighborhoods. They are encouraging for a balanced approach to the development.

Mr. Hutter said it became clear that there was widespread support for their vision, so they decided to transform the verbal support into tangible evidence. They drafted a statement of support – a petition for neighbors to sign that they promoted over the summer. A website was created where residents could sign the petition online. They also had a table at the Farmers Market at the end of the summer. The purpose of the petition was to further a dialogue. They do not claim an irrefutable mandate. However, voices should be acknowledged, heard, and formally responded to. He described how the last couple pages of the packet are the first 1000 signatures of the petition, representing 750 individual Worthington households.

Mr. Taylor closed by saying that they understand this is a complex issue with many moving parts. They simply want to share with the City Council what accounts to a statement from the community supporting their mission coming from all quarters of the community. Each Councilmember has demonstrated in their own way the desire to listen, understand, and to serve the residents of this city. To that end, they believe that the materials passed out will help Council to continue to do that. He suggests that Councilmembers look at the materials and will conclude there are a set of recurring themes and messages in that information that constitutes the voice of the City.

## **APPROVAL OF THE MINUTES**

- Committee of the Whole – September 9, 2019
- Regular Meeting – September 16, 2019

**MOTION** Ms. Kowalczyk moved, Ms. Dorothy seconded a motion to approve the aforementioned meeting minutes as presented.

**The motion to approve the minutes as presented carried unanimously by a voice vote.**

## **PUBLIC HEARINGS ON LEGISLATION**

<b>Ordinance No. 38-2019</b>	Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs for
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Acquisition and Installation of Electric Vehicle Charging Stations and all Related Expenses and Determining to Proceed with said Project. (Project No. 696-19)

**The foregoing Ordinance Title was read.**

*Mr. Greeson presented how Council advanced at their retreat multiple sustainability initiatives, including electric vehicle (EV) charging stations. Council previously approved an application for EV station grant funding from American Electric Power (AEP).*

*Mr. McCorkle overviewed the project timeline and scope for the electric vehicle charging stations. He detailed the market analysis showing the number of electric vehicles in Worthington, Franklin County, and the United States, noting that the use of EV vehicles continues to rise.*

*He said that when we contracted with Clean Fuels Ohio for funding availability, it was discovered that there were no incentives for level two charging stations available. We applied for two DC fast chargers, one in Old Worthington and the other at the Community Center. The cost per station could not exceed \$100,000. The costs came in slightly higher in Old Worthington due to some upgrades that had to be done.*

*It is proposed that the City would contract with EV United for the acquisition and installation of both charging stations. The EV chargers are a pedestal design with two plugs that allow for two cars to charge simultaneously. He detailed the project budget breakdowns for both sites. All costs will be covered 100%. The only thing that is an ineligible cost would be signage, amounting to only a few hundred dollars.*

*Although both ChargePoint and Greenlots have numerous benefits, staff is recommending the use of the ChargePoint chargers. We understand that ChargePoint is an industry leader in this area, and they make the hardware as well. Greenlots is on the software end and contracts with manufacturers for the hardware. There are a lot of advantages now as both are partners for a peer to peer sharing system and users will be able to use apps to find other charging stations.*

*There are pros and cons for both companies. Both are pretty well done on the turnkey applications and both platforms would work for the City of Worthington. ChargePoint manufactures both the hardware and the software. The con is that the hardware costs themselves tend to be higher. Long term if we add more ChargePoint chargers, they are more expensive.*

*Greenlots is more customizable with different software opportunities and less expensive hardware. We have heard that there tends to be more ongoing maintenance issues that may not exist with ChargePoint. They are not quite as turnkey.*

*Ms. Dorothy said we have these two locations, but with our interface, someone with the City can track the usage of the stations. Mr. McCorkle said that from the software we can set pricing as the administrators of the programs. Ms. Dorothy asked if one was easier to look up information. Mr. McCorkle said that it is the impression that ChargePoint is the easier to use software system.*

*Mr. McCorkle showed a graphic detailing how ChargePoint has been adopted at a significantly higher rate in the Central Ohio area.*

*Mr. Robinson asked how long each have been in the market in Ohio. It is his impression ChargePoint has been in the market substantially longer, which is why there is a higher adoption rate.*

*Mr. McCorkle presented that something Council will need to weigh in on at a future date is whether we should be charging customers, or if the City will offer free charging as an amenity. He detailed different estimated electric costs considering usage for the chargers. Different communities approach this in different ways and this will need to be decided before the chargers are activated.*

*Mr. Robinson explained how he was drawn into this issue when he recently went to the Clean Fuels symposium two weeks ago. He views this as a pivotal point in time and his thinking is that we need to make the right choice. His concern about ChargePoint, if we select them is whether we are committing ourselves to the use of their hardware in perpetuity because we are not able to use other parties' software to manage their chargers in a network. If that is the case, he asks we reopen our consideration and look at Greenlots.*

*Mr. Oliver said there are multiple matters to consider including whether ChargePoint hardware be managed by other software. Before we go to contract, staff can get answers in writing.*

*Mr. Myers asked if the reverse was also not true, if we are committed to either and if it matters. Mr. Robinson said it does matter. His conversation with Greenlots leads him to believe their software is able to manage hardware from multiple vendors and their software is adept at handling multiple types of charging stations in a network. It seems if we go with ChargePoint, we are locked into using them in the future. He wants to pause for a week or two to achieve answers to these questions because he has not been able to get a clear answer so far.*

*Mr. Oliver stated that both vendors attest they operate on a standard protocol for operating on ChargePoint stations. The most current version was adopted in 2018. Both attest they can interoperate. The only question in his mind is getting confirmation as to what version ChargePoint really operates and getting it in writing from both of them.*

*Mr. Robinson expressed that he had quite different conversations and he could not get an answer from ChargePoint.*

*Ms. Michael said it is her understanding that we put together an application under the assumption we use ChargePoint. If we go with Greenlots, she asked if we would need to reapply. Mr. McCorkle said it was considered prudent to reapply and there would be a three to four week turnaround.*

*Mr. Conley from Clean Fuels Ohio reported that both ChargePoint and Greenlots are part of the network. Greenlots manufactures the software for subset of providers they partner with. There are other charger units that do not work with open ChargePoint protocol. ChargePoint does not want to let it be known their hardware can be used by other applications. They should be interoperable with Greenlots' network. Both of them only work with the proprietary hardware they have partnerships with.*

*Ms. Dorothy said we are talking about the first two municipal owned chargers. We can look at how often they are used. The question is if we can operate a network with different bills which is not an unusual situation. She expressed it would be nice to be under one umbrella. Mr. Conley said that interoperability under the software protocol is an important point. This is an increasing market need going forward and understanding this Open Charge Point Protocol (OCPP) is an important foundational aspect.*

*Mr. Myers said it would seem that eventually the industry would standardize. Mr. Conley confirmed that they are seeing the standardization of this protocol, the basic operating systems are interoperable. Mr. Myers said just because we go with ChargePoint today, that does not mean we cannot go with Greenlots in the future.*

*Ms. Kowalczyk said we want hardware that is plug and play with our software. Mr. Oliver expressed that it is the Open Charge Point Protocol that is important. They have attested that they conform to that standard.*

*When asked by Ms. Dorothy how long the chargers would last, barring anything catastrophic, Mr. Conley replied that both vendors estimate a ten-year useful life for their DC fast charger equipment.*

*Mr. Smith asked what the install timeline would be or if we would lose any funding if we pushed this back a week. Mr. McCorkle said it would be a 30 day delivery. We are in no danger of losing funding. Mr. Smith said he sees no reason to go in a different direction, has used ChargePoint previously.*

*Mr. Greeson presented options for Council to decide upon. Council could decide to move forward tonight or could decide to table and request specific information. The final option would be to re-evaluate the recommendations and give full consideration to Greenlots and do re-comparison of both of them.*

*Mr. Myers asked if we were to change vendors if we would need to introduce a new ordinance or amend the current ordinance. Mr. Greeson stated you could amend the ordinance, but you would want to do that with the proper consideration of both vendors.*

*Mr. Myers explained that just because we buy ChargePoint today that does not mean we cannot buy Greenlots down the road. He commented that we have Chevys and Fords in our fleet, and we change our own oil, the oil filters are in different places, but we still manage to get the oil changed. Just because we buy ChargePoint today, does not mean we cannot buy Greenlots down the road. He does not know if there is anything here that has persuaded him not to move forward today.*

*Mr. Robinson said the difference is that as a municipality we want a single management platform to manage multiple charging devices. It would be cumbersome and inefficient to handle a network with multiple software platforms.*

*Mr. Smith said he would agree with Mr. Robinson.*

# **MOTION**

Mr. Smith moved, seconded by Mr. Robinson to table Ordinance No. 38-2019.

*Mr. Robinson explained how he would ask both companies to provide whether their hardware can be managed as part of a multiple vendor network. Mr. Oliver asked about if both vendors could answer in the affirmative they can manage non-specific hardware. Mr. Robinson said if Mr. Oliver were satisfied with their answers as credible, he would be satisfied.*

*Ms. Kowalczyk goes to back to the original question if we are confident ChargePoint software could be used on other equipment, if we bought other equipment we could use the ChargePoint software to manage that other equipment. If we went with ChargePoint right now we would not necessarily have a problem. The question Mr. Robinson is raising is about if we had other software and needed it to manage ChargePoint hardware. Mr. Smith said that ChargePoint states directly that they can manage any hardware that operates on the OCPP. Their software can manage any hardware that operates on that standard. What was not able to be definitely answered to Mr. Robinson's satisfaction was can the ChargePoint hardware then be managed by other third party software.*

*Mr. Robinson questioned that at the end of four years, if wanted to purchase other charging station hardware, would we be bound to buying ChargePoint hardware if we were using the ChargePoint software. Mr. Myers said that we heard just now that we would not be. Mr. Robinson said that if we wanted to use an alternative software platform, he wants to know if we would be constrained to stay with ChargePoint because we have ChargePoint hardware. He said the answer appears to him to be yes we would be bound. Ms. Kowalczyk said that we do not have anything now and we are projecting a position where we may change our mind sometime in the future. We need to make a selection that works for us now.*

*Mr. Myers asked if Mr. Robinson is asking for a universal software and hardware that works with anything. Mr. Robinson said it appears that with ChargePoint we would have to use their hardware and software.*

*Mr. Smith shared an anecdote about his professional life and the selection of project management software interoperability and then inquired if the software and hardware is compatible with OCPP and will it be able to integrate with other third party platforms that come into the marketplace at some point. Mr. Oliver said it is a definitive yes. Mr. Conley said the point of the OCPP is for integration. ChargePoint's business model is to sell you hardware and software and to renew that management software as long as you are a customer. Greenlots business model is to sell you the software and partner with hardware providers. Both want to sell you the software at the end of that day.*

**Mr. Smith rescinded his motion to table Ordinance No. 38-2019.**

*Ms. Dorothy described how she has talked with residents in the community who are excited about seeing this happen. She expressed that she would like to move forward and vote on this.*

**There being no additional comments, the clerk called the roll on Ordinance No. 38-2019. The motion carried by the following vote:**

**Yes     6        Robinson, Kowalczyk, Dorothy, Smith, Myers, and Michael**

**No       0**

**Ordinance No. 38-2019 was thereupon declared duly passed and is recorded in full in the appropriate record book.**

**Ordinance No. 39-2019**

Granting an Easement to Columbia Gas of Ohio, Inc. through a Portion of Property Owned by the City of Worthington at 7200 Huntley Road to Accommodate the Relocation of Utilities as part of the Northeast Gateway Project.

**The foregoing Ordinance Title was read.**

*Mr. Whited explained how this is for the Northeast Gateway. Columbia Gas intends to put a gas line in through the property and is looking for an easement.*

**There being no comments, the clerk called the roll on Ordinance No. 39-2019. The motion carried by the following vote:**

**Yes     6        Kowalczyk, Dorothy, Smith, Myers, Robinson, and Michael**

**No       0**

**Ordinance No. 39-2019 was thereupon declared duly passed and is recorded in full in the appropriate record book.**

**NEW LEGISLATION TO BE INTRODUCED**

**Resolution No. 55-2019**

Authorizing an Amendment to the Final Development Plan for 6999 Huntley Road and Authorizing a Variance (Granite Direct/Huntley Corporate Center, LLC).

**Introduced by Ms. Kowalczyk**

*Mr. Brown detailed how this is in the Northeast Gateway area. The parcel has been reviewed by Municipal Planning Commission. The request is to have an additional 4x8 sign on the western portion of the building facing Worthington-Galena.*

**MOTION** Ms. Dorothy made a motion to adopt Resolution No. 55-2019. The motion was seconded by Mr. Myers.

**There being no additional comments, the motion to adopt Resolution No. 55-2019 passed unanimously by a voice vote.**

**Resolution No. 56-2019**

Authorizing an Amendment to the Final Development Plan for 7099 Huntley Road and Authorizing Variances (The Geldhill Family Limited Partnership /Donald T. Plank, Esq.).

**Introduced by Mr. Smith.**

*Mr. Brown said with this property there is a small sliver being purchased for the Northeast Gateway. In 1986 the Municipal Planning Commission and City Council granted a variance for the setback to be reduced from 30 feet to 10 feet. The applicant is also asking for a variance for the southern portion of the building. Staff did not see any issues. This went before the Municipal Planning Commission and was recommended for approval.*

**MOTION** Mr. Robinson made a motion to adopt Resolution No. 56-2019. The motion was seconded by Ms. Kowalczyk.

**There being no additional comments, the motion to adopt Resolution No. 56-2019 passed unanimously by a voice vote.**

**Resolution No. 57-2019**

Accepting the Recommendations of the 2019 Worthington Tax Incentive Review Council Concerning Parcels of Commercial Real Property in the City of Worthington Receiving Tax Exemptions for Purposes of Economic Development.

**Introduced by Ms. Dorothy.**

*Mr. McCorkle detailed the history and composition of the Tax Incentive Review Council (TIRC). He explained the background of the Community Redevelopment Area (CRA) program and how a CRA is administered. Worthington has one CRA area, located along three commercial and industrial corridors of the City. Only commercial and industrial properties may be abated under the CRA. He described the functions of Tax Increment Financing (TIF).*

*He presented the background of the different tax incentive projects in the city. The TIRC recommended adjusting the Worthington Station CRA to reflect BCR Worthington LLC as the lone beneficiary and modify the new job and payroll commitments to match the 2018 numbers. He explained how Roadrunner moved out in 2018. They met 93% of the payroll. The TIRC could have gone after them for punitive action but recommended letting the project finish out without any action. The TIRC recommended continuing the FC Bank CRA as is.*

*The TIRC found all the TIFs in compliance. Five out of seven of the TIFs are currently generating revenue.*

*Ms. Dorothy clarified how we do not do many CRAs in Worthington. Mr. McCorkle said there is an anti-poaching philosophy in Central Ohio. We are competing with neighboring communities that are aggressive in putting Class-A office space with abatements backed in. We have approved four CRAs in the past 12 years.*

*Ms. Kowalczyk asked about when we consider these, we also pay attention to the impact to the schools and the revenue they would otherwise lose. Mr. McCorkle said that many of ours are non-school TIFs.*

**MOTION** Mr. Myers made a motion to adopt Resolution No. 57-2019. The motion was seconded by Mr. Smith.

**There being no additional comments, the motion to adopt Resolution No. 57-2019 passed unanimously by a voice vote.**

**Resolution No. 58-2019** Authorizing the Award of Façade Assistance and Corridor Enhancement Funds to Help Improve Facility Exterior Facade and Streetscape Along Certain of the City's Commercial Corridors (6580 Huntley Road).

**Introduced by Mr. Robinson.**

*Mr. McCorkle explained that the applicant for this is SuperGames. They have recently acquired the former Tropical Nut & Fruit Building. We are recommending the maximum award amount of \$25,000. They are putting in a new parking lot to the north of the building, repainting the brick, stone and window frames. There will be new signage, new fencing, and new exterior garage doors.*



*The Community Improvement Corporation met and recommended approval of this application. There is a strong economic impact with a longtime business purchasing a building and investing in the community.*

*When asked by Ms. Dorothy when this would move forward, Mr. McCorkle replied that the building owner indicated the work would begin as soon as October and be completed by March 2020.*

**MOTION** Ms. Kowalczyk made a motion to adopt Resolution No. 58-2019.  
The motion was seconded by Ms. Dorothy.

**There being no additional comments, the motion to adopt Resolution No. 58-2019 passed unanimously by a voice vote.**

**Ordinance No. 33-2019** Approving the Installation of a Tree Dedication Marker on the Southeast Village Green to Recognize the Contributions of former City Council Member Lou Briggs to the Worthington Community.

**Introduced by Mr. Myers.**

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**

### Policy Item(s)

- Liquor Permit Transfer - From Roadhouse 66 LLC to Nolah J Enterprises LLC

*Mr. Greeson said staff asked the Division of Police to ascertain if there was any objection to this liquor permit transfer. The recommendation is to not request a hearing*

**MOTION** Mr. Smith moved, seconded by Mr. Robinson to not request a hearing.

**The motion passed unanimously by a voice vote.**

- Worthington Age Friendly Initiative

*Mr. Greeson explained how we have been blessed to have an intern, Christa Johnston, working with a team to prepare information about what an age friendly initiative would look like.*

*Mr. Hurley thanked the committee who worked hard on this including Councilmembers Kowalczyk and Dorothy, Nick Linkenhoker with the Community Relations Commission, and Colleen Light.*

*Ms. Johnston said that this evening's remarks will provide information on Worthington's engagement in the burgeoning social priority known as "Age Friendliness." By the end of the presentation, Council will understand how shifting population trends and social dynamics are shaping future planning needs and potential opportunities age friendliness might provide to the Worthington community.*

*She explained how the population worldwide and nationwide are aging. In the US, people 65 or older will nearly double to 95 million by 2060. Ohio is not immune to these aging trends. By 2050, 30% of Ohio's population will be 60 or older. In 2017 more than 20% of Worthington's 14,000 residents were over 65.*

*People are living longer and healthier lives in adulthood. The new lifestyle approach encompasses aging in place which is the ability for an individual to live in their residence of choice with the resources available for active aging needs as long as safely and financially possible. It is important to clarify that aging in place does not equate to having in-home hospice care or living a life of isolation in one's later years; it's not a concept of extremes. It is planning and preparing for challenges of everyday life that impact physical, mental, and emotional wellness.*

*As a city that prides itself on small time charm and tradition, Worthington's approach is important. In 2019, Worthington City Council established "making Worthington Age Friendly" as a priority interest heading into 2020. This meant understanding the processes of age-friendly planning in order to develop an approach that implements best practices and meets the needs of city residents. A group of city leaders, community stakeholders, and professionals who work particularly with Worthington's older population convened to craft messaging on the purpose of Worthington's age-friendly priority interest. This resulted in the Worthington Age-Friendly Initiative, or AFI, mission statement and founding principles.*

*Worthington currently has a variety of civic, informational, and social interests that benefit the community at large, while paying special attention to the needs of its older residents. These diverse programs compliment society's eight livability domains, which are features that positively impact social well-being, particularly for older adults. These domains include: Outdoor Space and Buildings, Transportation, Social Participation, Civic Participation and Employment, Housing, Respect and Social Inclusion, Community and Health Services, and Communication and Information. A base level internal assessment was conducted around these domains to identify and organize city and partnership activities that influence Worthington's community lifestyle, engagement, and planning needs.*

*The resulting AFI Activities Snapshot in Council's packet creates a starting point for city leaders, stakeholders, and partners to understand what Worthington is currently*

*doing, and to not reinvent the wheel in preparation for and adaptation to projected aging trends. While not exhaustive, you can see Worthington already does many things that reflect age-friendliness. The Worthington Division of Fire and EMS provide emergency response services for a variety of manmade and natural emergencies, safety inspections, hazard mitigation, and public education. Through seemingly small contributions – like installing smoke detectors throughout the community – the department supports big results in community health/wellness/and safety, information sharing, and supports aging in place. The City’s Bike and Pedestrian Master Plan is complimented by Worthington’s Wayfinding Plan and Complete Streets Policy, and will increase access, safety, and use of city-wide mobility infrastructure for all ages and abilities. Leadership Worthington’s Service Day uses a City Council Community Grant to support an annual day of helping older or disabled residents take care of errands and chores around their homes. This links to housing, health services, social participation, and respect and inclusion.*

*After recognizing the city’s many key functions, we turned our gaze outward and spoke to neighboring communities who are further along in implementing age-friendly services. We did this to gain constructive guidance and lessons learned about their unique, proactive approaches toward long-term AFI commitments. Village Connections is a local non-profit serving the 55 and over population to create a greater Columbus community of connected, active, and independent older adults who are able to age in place. Village Connections is not social work; it’s comprised of dedicated volunteers who provide general life care service and assistance to its members during the work week. Overall, our takeaways from Village Connections leadership was to understand the community’s needs, then wants, in order to build a successful social contract; and find diverse and multi-generational partners within the community to champion AFI who understand all aspects of grassroots advocacy.*

*The City of Dublin launched its “Aging in Place” plan in 2018 to address the city’s future planning and service needs for all residents, approached through an aging lens. There are three overarching themes, based on community input and engagement including Navigation Services, Health, Wellness, and Social Services, and Community Connections and Engagement. These are closely tied to city services and operations already underway, including planning & building, housing & transportation, Parks & Rec, and emergency services like Police and Fire.*

*Given these connections and community feedback, Dublin chose to NOT become an AARP Age Friendly Network member and instead operates community-based outreach programs and services in collaboration with diverse partnerships. To improve and increase transportation user friendliness, Dublin partnered with SHARE for a “Senior Circulator” that transports older residents to amenity services around the city. They have also partnered with Syntero for the “Forever Dublin” program specializes in community outreach and active engagement for its 55 and up population for all city services. To address future housing trends and challenges, Dublin’s partnered with MORPC to conduct a Central Ohio Housing Strategy to understand the area’s future needs to foster a long-term market that improves the lives of everyone in the community.*

*Strategy results are intended to provide investment and policy recommendations with respect to new or restructured building and zoning regulations, streamlining clearance processes, or reviewing the necessity and effectiveness of current city rules and requirements. The takeaways from Dublin's director were to listen to your community early and often to make sure AFI interests are meeting people's needs and to diversify funding resources and partners to increase program effectiveness versus having one "age-friendly" pot of money or goal.*

*One city that has committed to the AARP Age-Friendly States and Communities Network is Westerville. As its older age population trends are surpassing national ones, city leadership recognized it needed to understand how changing demographics would impact city services and infrastructure, and soon. So in 2018, "Age Friendly Westerville" was formalized to integrate healthy, independent, and multi-generational age components into future service planning. Westerville is currently in the process of hosting "Public Workshops & a Livable Communities Survey" with residents, which began in May and will run until March of next year. Feedback centered primarily around Housing and Transportation challenges. In fact, Westerville City Council will be presented with three proposals for a city circulator this Fall: one in coordination with COTA; another with private companies like Uber, Lyft, and SHARE; as well as a city-run option.*

*Takeaways from Westerville's Planning & Development team included convening AFI's leadership with multi-generational residents, public and private business leaders, city staff, and other community advocates, and convene them now. This will help both near-and long-term planning and the "ownership" of the initiative, as they recommend it to be a community led, versus city led, initiative. Organizing this group now will also help manage the workload in terms of approach and expectations.*

*There are clear similarities in all these stories. All are engaging with residents to develop long-term solutions on community priorities like housing, transportation, and social inclusion. While each community's end-goal is to improve quality of life for its residents, how they commit to achieving success is not through a cookie cutter approach. Worthington was wise to listen to its neighbors about considerations and lessons learned. And it will be wiser, still, in recognizing that creating a Worthington AFI will be its own unique process with every citizen having their own unique wants and needs.*

*The one goal tonight was to introduce and get Worthington leadership on the same page as to what AFI is. It is the commitment of inclusive and empowering services that respect, validate, and support every citizen to actively age where they call home. The Worthington AFI Mission Statement is a sandbox; it's founding principles are the bucket, shovel, and molds. Whatever sand sculpture Worthington chooses to build – be it as a member of the AARP Network; an independent community-driven program; by partnerships that reflect age-friendliness through existing resources; or something else entirely and not yet realized through community input – is up to Worthington. Tonight was not to give any particular recommendation on what to build in the sandbox, quite simply because the community*

*feedback data that can be translated into actionable information for strategic planning hasn't been conducted and compiled yet. But we're starting to act.*

*However the city proceeds with AFI: the input of capital like staff, time, dollars, and research – and how to disperse these resources in coordination with other city priorities– will require Council's thoughtful consideration. This means guaranteeing an adequate amount of resources are available for strategic planning; utilizing relationships with existing and new partners for performance development; the nature of these partnerships with respect to AFI's long-term leadership and community accountability; and the timing of AFI's development all in tandem with other resources and city initiatives already in play. This includes alignment of operations alongside Worthington's new Visioning Process, as well as requirements with respect to the city's proposed 2020 operating budget.*

*Once staff knows Council's preferred design and path forward, we can more accurately assess what will be required of city resources for AFI planning, as well as how to be both measured and innovative to meet our goals. The one recommendation she gives, regardless of future format and timing, is to find your local AFI champions now to keep this momentum going. Worthington has great services that reflect age-friendliness. But who are the change agents who will take the proactive steps and connect the strategic dots to KEEP doing great things and stay ahead of all those stats we talked about? By having champions involved now, Worthington AFI will hit the ground running once the city is ready to move forward on this commitment.*

*Ms. Kowalczyk thanked Ms. Johnston and committee for all of their work. This is an issue of inclusivity and empowerment. This is food for thought on the idea of formally joining the age friendly network through AARP. The network of what they call "Age Friendly Communities" implement those policies to make communities livable. Formally joining the network would give us access to over 400 communities who have joined and the opportunity to share our resources with each other and learn from fellow members. AARP also has the potential to give seed money. The visioning process will help us gather more information on how we want to move forward.*

*Ms. Dorothy expressed her thanks to everyone for their hard work. She knows she has heard residents express their love for Worthington. She wants to move forward with this, and she is excited about the inclusivity of getting people of all ages, abilities, and incomes together and having them interact and mix in the community. Worthington is inclusive. Knowing that Worthington has the greatest percentage seniors in Central Ohio is powerful.*

*Ms. Kowalczyk discussed the process to formally join the age friendly network. It is a five year process and starts with an assessment of the community with a group of community leaders to determine where there are gaps. Then we establish a strategic plan based on that information. There are not a lot of real stringent requirements. It is an important statement to join the network. We would need to declare our commitment to doing this process through a resolution. She thinks the visioning process can be a part of the assessment process.*

*President Michael asked if we need a committee or commission overseeing this. Ms. Kowalczyk said that the City could take the lead. There could also be an advisory committee created. It depends on which way we want to go. City staff has plenty of priorities already and there is concern about staffing another committee. She suggested a community advisory group.*

*Mr. Robinson asked about the general focus of AFI and whether it is really focused on seniors or persons of all ages. Ms. Kowalczyk said the concept is livable communities for all ages while looking at barriers that impede older adults from participating. The focus starts with looking at it from the perspective of older people. Mr. Robinson commented that a number of millennials and school age children are going up concurrent with older adults. We should keep in mind that we have many young people in the community.*

*Mr. Myers said that he is personally in the midst of pre-retirement planning. He is looking for exactly the same things a new parent is looking for. From his perspective these two concepts are not mutually exclusive. Ms. Johnston used the example of sidewalk ramps and how they serve the dual purposes of a wheelchair or a baby stroller.*

*Mr. Smith asked about other cities and their scope and specifically who they prioritize for circulator service. Ms. Johnston said that Dublin focused on ages 55 and up and they are looking at expanding two more additional routes. They are also looking at creating a general Dublin circulator for persons such as high schoolers or millennials with no cars. Mr. Smith asked if it was a route. Ms. Johnston said yes. President Michael asked how they were funding the circulator. Ms. Johnston said that Dublin is funding it themselves. President Michael asked about Westerville public circulator. Ms. Johnston said different options would be presented this fall for their program.*

*President Michael asked if Council wants to move forward with a resolution. She questioned how far or how fast Council wants to proceed.*

*Mr. Robinson asked for a proposal of what a resolution would be referring to.*

*Ms. Kowalczyk offered if anyone wants to sit and talk about this further to talk with her or Ms. Johnston.*

*Mr. Greeson said that this would be discussed further sometime near the end of the year.*

*Mr. Greeson reported that staff has distributed the operating and CIP budgets. The Worthington City Charter has a requirement that the City Manager has to submit to Council an operating budget and explanatory message at least sixty days prior to the beginning of each budget year. He gave thanks to Mr. Bartter and Ms. Stewart for their help on this.*

*He reported that 161 is open going to the west. In the spring it will be closed again to complete work on the other side of the road.*

*The Visioning Committee is meeting tomorrow, and they will be finalizing the scope and choosing their chair and vice chair.*

*There will be a joint meeting with the school board next week at the Worthington Education Center. The agenda has been posted online and the full packet will come out Thursday as is customary.*

*He explained that he is saddened to report that former councilmember Don Brennan passed away at the age of 86.*

## **REPORT OF COUNCIL MEMBERS**

*Mr. Robinson said he would like to schedule a discussion for the creation of a residential PACE program. Ohio is the fourth state to have passed a statewide ordinance. This could be discussed and executed fairly expeditiously. Ms. Dorothy suggested waiting for the retreat to discuss this. Currently we have a lot of different priorities. Mr. Robinson said he was under the impression that this was something widely shared by Council. Mr. Myers said he has no problem hearing a presentation, but it should wait until after budget. He is more skeptical because we have done it once and met resistance. Mr. Greeson said there are subject matter experts in the region who would be willing to do a presentation. President Michael said at a recent COMMA meeting, the Mayor of Bexley Ben Kessler reported it being a no brainer that went through quickly. We have different concerns however with our historic district. Mr. Greeson said we can provide some cursory level information. President Michael asked if it could be discussed after the budget before the year end. Mr. Robinson commented that the program is commencing Jan 1, 2020. He worries that Columbus will pass legislation on an emergency basis to kick off the program in 2020. This is something widely appealing to our public and he would like to have a discussion soon. Mr. Smith said if staff can find the appropriate people, he would like to hear something soon.*

*Mr. Smith asked Mr. Hurley about next week's meeting with the school board. He wants an overview about safe routes to schools. Mr. Hurley said they plan to overview as a comprehensive program, outlining several different options.*

*Ms. Kowalczyk pointed out that the Craft Crawl is this week and it is sold out. The Old Worthington Partnership is reaching the broader community on these events. It is in its second year and it appears to be quite the favorite.*

*President Michael thanked the Division of Police and Division of Fire and EMS for their open house this past weekend. Currently, the eminent domain legislation is moving slow. It was found in the Ohio Revised Code there is a statement that if a landowner is threatened with eminent domain and feels it is incorrect they can appeal to the city government and that body would serve to review if eminent domain should go forward. That has slowed the legislation down. She explained that the lawsuit regarding central collection of income taxes is going to be heard by the Ohio Supreme Court. She will give more details at a later time.*

## **EXECUTIVE SESSION**

**MOTION** Ms. Kowalczyk moved, Ms. Dorothy seconded a motion to meet in Executive Session to discuss appointment and compensation of public officials and economic development

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

**Yes     6**     Dorothy, Myers, Kowalczyk, Robinson, Smith, and Michael

**No     0**

Council recessed at 9:58 p.m. from the Regular meeting session

**MOTION** Mr. Myers moved, Mr. Robinson seconded a motion to return to open session at 10:20 p.m.

**The motion carried unanimously by a voice vote.**

## **ADJOURNMENT**

**MOTION** Mr. Myers moved, Mr. Smith seconded a motion to adjourn.

President Michael declared the meeting adjourned at 10:20 p.m.

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Clerk of Council

*APPROVED by the City Council, this  
21<sup>st</sup> day of October, 2019.*

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Council President





**STAFF MEMORANDUM**  
**City Council Meeting – October 21, 2019**

Date: October 1, 2019

To: Matthew H. Greeson, City Manager

From: Darren Hurley, Parks & Recreation Director

Subject: **Ordinance No. 40-2019 - Approving a Tree Dedication Marker on the Village Green for Former City Council Member Lou Briggs.**

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**EXECUTIVE SUMMARY**

The Ordinance authorizes the installation of a tree dedication marker in honor of former City Council Member Lou Briggs on the Village Green.

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

According to Section 12.03 of the City Charter, the approval of six members of City Council is required for the construction, installation, erection or placement of a permanent structure on the Village Green. City Council is asked to consider an ordinance permitting the installation of a tree dedication marker to honor the contributions of former City Council Member Lou Briggs who served as a City Council Member for 31 years.

Next Arbor Day, September 24, 2020, a tree will be planted on the southeast Village Green by Worthington community members and school children. The tree that will be planted at that ceremony will be in honor of former Worthington City Council Member Lou Briggs who passed away in June 2019. Staff would like to install a stone marker with a plaque that recognizes former Council Member Briggs for her contributions to the Worthington community.

## 7.A. - Tree Dedication Marker on the Village Green

Photos are attached showing examples of stone markers that may be used. A 4" x 6" plaque is recommended, which may read:

Planted on Arbor Day 2020 in honor of Lou Briggs

City Council Member from 1976-2007

For her dedication and exceptional service to the Worthington community.

-Tree Species Inserted Here-

The marker would posthumously recognize Lou Briggs and make future generations aware of her legacy, her service on City Council, and her dedication to the Worthington community. Additional information about her contributions to Worthington are included in the Ordinance.

### **ATTACHMENTS**

Ordinance No. 40-2019

Photos

ORDINANCE NO. 40-2019

Approving the Installation of a Tree Dedication Marker on the Southeast Village Green to Recognize the Contributions of Former City Council Member Lou Briggs to the Worthington Community.

WHEREAS, Section 12.03 of the Charter of the City of Worthington provides that the construction, installation, erection or placement of a permanent structure on the Village Green shall require the approval of six members of Worthington City Council; and,

WHEREAS, on Arbor Day, April 24, 2020, a tree will be planted during a ceremony on the southeast Village Green by Worthington school children and community members as a part of the City's annual Arbor Day ceremony; and,

WHEREAS, the City wishes to dedicate this tree in honor of former City Council Member Lou Briggs, who served on Worthington City Council for over 31 years beginning in 1976 until her retirement in 2007, including 12 years as President Pro-tem; and,

WHEREAS, Lou Briggs was a dedicated public servant, serving five years as Worthington City Clerk from 1966 to 1971, on several City Boards and Commissions, and as a member and volunteer for numerous community organization; and,

WHEREAS, the City is honored to posthumously recognize the late Lou Briggs and make future generations aware of the legacy she has left behind,

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio, six-sevenths of the members elected thereto herein concurring:

SECTION 1. That the Director of Parks and Recreation be and hereby is authorized and directed to proceed with the creation and installation of a tree dedication maker in honor of Lou Briggs.

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.

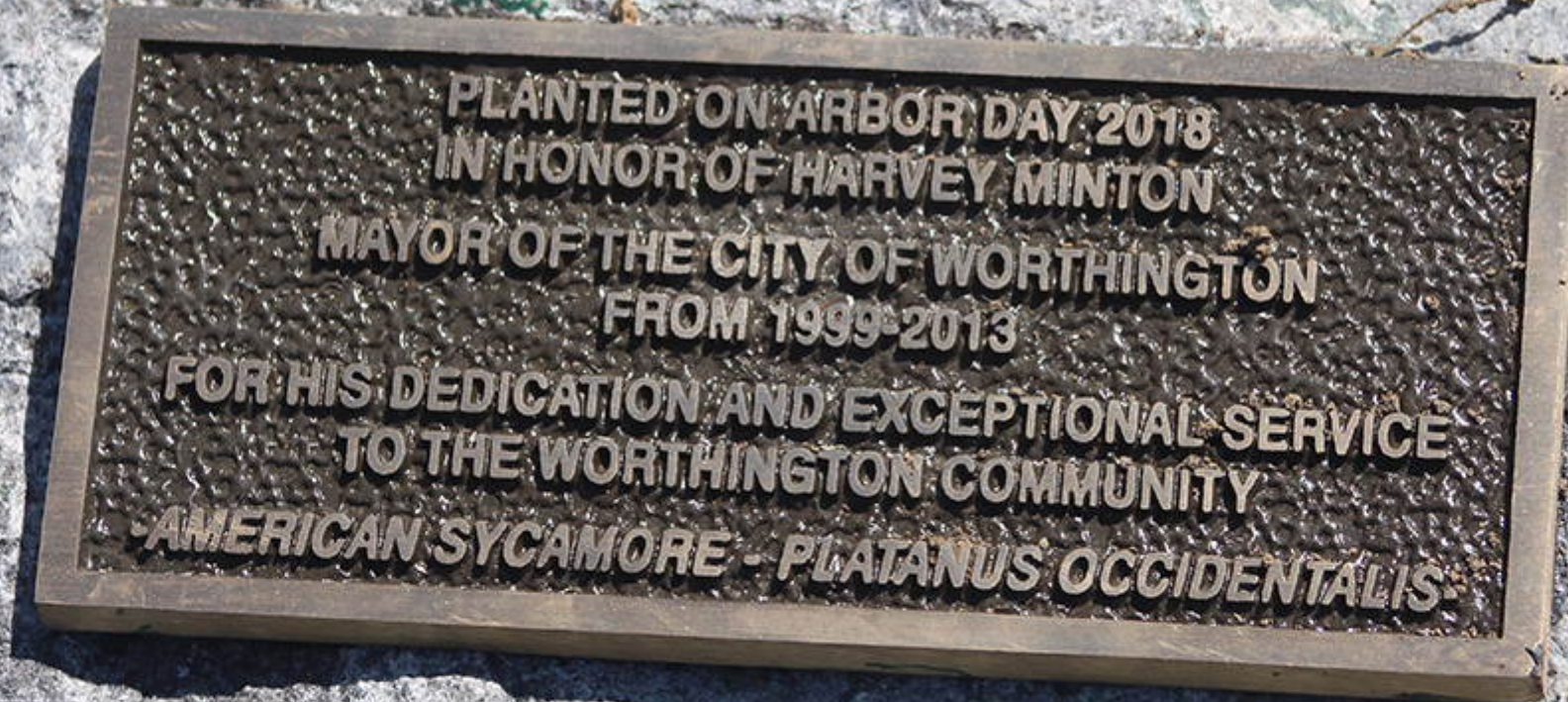
Passed \_\_\_\_\_

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
Clerk of Council













**STAFF MEMORANDUM**  
**City Council Meeting – October 21, 2019**

Date: October 16, 2019

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Resolution No. 59-2019 - Community Visioning Agreement - Poggemeyer Design Group**

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**EXECUTIVE SUMMARY**

This Resolution authorizes the City Manager to enter into an agreement with Poggemeyer Design Group for services related to community visioning.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

City Council has launched a citizen-led comprehensive visioning process to consider the community's vision for the years and generations to come. City Council has appointed a Community Visioning Committee comprised of residents to steer the visioning process, engage and listen to community members, and develop a well-grounded articulation of the community's aspirations for the future of Worthington. City Council has also selected Poggemeyer Design Group (PDG) to facilitate the process and provide assistance to the Visioning Committee. In September, City Council referred the scope of services for PDG to the Visioning Committee for review and support. The Visioning Committee has completed its review of the scope of services and supports the attached scope. A version of the scope indicating the changes from the original proposal, with Visioning Committee changes highlighted in yellow, is attached.

In September, City Council appropriated \$140,000 for consulting services related to the Community Visioning initiative and authorized the City Manager to enter into an agreement

with PDG not to exceed \$10,000 pending review of the scope of services by the Visioning Committee. This Resolution authorizes the City Manager to enter into an agreement with PDG not to exceed the remaining amount of the appropriation and authorizes the Visioning Committee to re-allocate funds within the scope of services as it deems necessary to carry out the visioning effort. This flexibility for the Committee will allow it to adapt and modify its activities as needed during the process.

**FINANCIAL IMPLICATIONS/FUNDING SOURCES** (if applicable)

City Council has already appropriated the funds (\$140,000) for this contract.

**ATTACHMENTS**

Resolution No. 59-2019

Scope of Services

RESOLUTION NO. 59-2019

Authorizing the City Manager to Enter into an Agreement  
with Poggemeyer Design Group for Services Related to  
Community Visioning.

WHEREAS, City Council has launched a community visioning initiative; and,

WHEREAS, City Council by passage of Resolution No. 40-2019 appointed a Community Visioning Committee comprised of residents of Worthington to steer the Visioning Process, engage and listen to community members, and develop a well-grounded articulation of the community's aspirations for the future of Worthington; and,

WHEREAS, City Council selected Poggemeyer Design Group to serve as a visioning consultant and provide assistance to the Community Visioning Committee; and,

WHEREAS, the Community Visioning Committee supports the proposed scope of services with Poggemeyer Design Group; and,

WHEREAS, the scope of services fits within the appropriation approved by City Council with Ordinance No. 32-2019; and,

WHEREAS, Ordinance No. 32-2019 approved the first \$10,000 for the scope of services.

NOW THEREFORE, BE IT RESOLVED 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 to enter into an agreement with the firm of Poggemeyer Design Group for an amount not to exceed the remaining \$130,000 for the attached scope of services.

SECTION 2. The Community Visioning Committee is authorized to re-allocate funds within the scope of services as it deems necessary to achieve the goals of the community visioning effort.

SECTION 3. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted \_\_\_\_\_

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
Clerk of Council





## SCOPE OF SERVICES (8/15/19, 8/28/19, 9/30/19, 10/8/19)

### CITY OF WORTHINGTON: COMMUNITY VISIONING PROCESS

BOLDDED COMMENTS CHANGES FROM ORIGINAL RFP FROM CONVERSATIONS WITH CITY STAFF AND CITY COUNCIL, HIGHLIGHTED AND STRIKE OUT FROM VISIONING COMMITTEE MEETINGS #1 & #2

Phase I: DISCOVERY	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost
<b>Task a:</b> City Meeting #1/ Visioning Committee (VC) Mixer <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials</li> <li>City tour</li> <li>Review data collection, information gathering goals</li> <li>Review scope, timeline</li> <li><b>Committee Mixer</b> <ul style="list-style-type: none"> <li>-Introductions, Outline Roles (Consultant, City Staff, Council and Committee) &amp; Communication, Worthington Trivia, Worthington Is, Start to develop Fast Facts, Elevator Speech, Discuss Names for Project</li> </ul> </li> </ul>	8	8	8				X	X	<b>\$3,240</b> <b>(To Be Handled via PO prior to contract being signed)</b>  <b>TBD (To Be Handled via PO prior to contract being signed, not to exceed \$10,000)</b>
<b>Task b:</b> Two meetings to finalize scope with VC (9/23/19 & 9/30/19)									
<b>Task b:</b> Data collection <ul style="list-style-type: none"> <li>Demographics, business clusters, housing data, industry trends, <b>utilizing MORPC as necessary</b></li> <li>Mapping results</li> </ul>		20			4	30			
<b>Task c:</b> Familiarization with existing planning documents (City, County, Region) <ul style="list-style-type: none"> <li>360 Initiative <b>Visioning City/Schools/Library, VC wants to do score card, rate how first visioning went</b></li> <li>2005 Comp Plan</li> <li>Comp Plan Update UMCH Focus Area</li> <li>MORPC plans</li> <li><b>City Council Retreat Report</b></li> <li><b>2018 Comp General Fund Report</b></li> <li><b>Budget CIP Discussion July 2019</b></li> <li><b>Wilson Bridge Corridor Study/ Materials</b></li> <li><b>Parks Master Plan</b></li> <li><b>McCord Park Renovation</b></li> <li><b>Bicycle &amp; Pedestrian Master Plan</b></li> <li><b>Complete Streets Policy</b></li> <li><b>2019 Operating Budget</b></li> <li><b>2019-23 Capital Improvement Plan (CIP)</b></li> <li><b>Architectural Review Map &amp; Guidelines</b></li> <li><b>Feasibility Study SR 161</b></li> <li><b>Northeast Gateway Project</b></li> <li><b>Stafford Village/ National Church Residences</b></li> <li><b>Worthington Gateway/Former Holiday Inn Site</b></li> <li><b>Harding Hospital</b></li> </ul>	12	12		2			X		<b>Steering Committee to review document summaries prepared by PDG. Acronyms spelled out at end of document.</b>
<b>Task d:</b> Stakeholder interviews ( <b>Increased to 25</b> ) <ul style="list-style-type: none"> <li>Develop interview tool <b>with VC, using One Drive to share files</b></li> </ul>	16	16	16				X	X	



<ul style="list-style-type: none"> <li>Hold interviews in person or via Go To Meeting, conference call, email</li> <li><b>Council decide ½ of names, VC decide other ½</b></li> <li><b>VC interviewed as one stakeholder, but in focus group format</b></li> <li><b>CC interviewed as one stakeholder, after election</b></li> <li>CC will be interviewed one on one by the person who they appointed to the VC</li> <li>VC decide balance of professional one on one interviews</li> <li>VC decided if need more interviews, do via phone and/or online interviews. Plan to interview those who applied for VC and not chosen by Survey Monkey</li> <li>Examples include business sector, schools, clergy, etc. for broad perspective</li> <li>Examine existing social media groups, those not chosen for VC, those running for Council, etc. to expand stakeholder lists for events later in process</li> </ul>									
<b>Task e: Community Education</b> (Only Relative to Visioning Process, VC will determine what need below, if any) <ul style="list-style-type: none"> <li>Create Community Education Plan</li> <li>Create Marketing Piece</li> <li>Introduce “Wow Worthington” Fast Facts on City operations</li> <li>Outline Glossary of Terms</li> <li>Draft Survey to determine baseline (open-ended questions)</li> <li>Marketing blitz through newsletters, social media, City and partner websites</li> <li>Online survey of residents</li> </ul>	20	10		10			X		
Subtotal for Phase I	8 48	8 58	8 16	12	4	30			Task I, a. 24 Hours \$3,240 to be handled by PO; b. TBD not to exceed \$10,000.  168 Hours Balance \$22,680
<b>Phase II: PROJECT DESIGN</b>	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost
<b>Task a: Staff Meeting Check In/</b> Visioning Committee Meeting #1 <ul style="list-style-type: none"> <li>Review of Phases II-VII with information gathered in Phase I for any additions/deletions to scope</li> <li>Meeting preparation, presentation materials</li> <li>Elect Visioning Committee Chair and Vice Chair (10/8/19)</li> <li><b>Tagline review, narrow to 3 (10/8/19)</b></li> <li>Gantt chart review</li> <li>Map out meeting dates, times, locations- VC will meet 2<sup>nd</sup> Tuesdays, 4<sup>th</sup> Mondays, 6-8 pm, Municipal Building, 2<sup>nd</sup> Floor Meeting Room)</li> <li>Identify additional stakeholders (Goal it to continue to build list of participants)</li> <li>Review draft process design, public involvement plan and communications plan</li> </ul>	8	8					X		
<b>Task b:</b> Finalize process design <ul style="list-style-type: none"> <li>Name/brand visioning project</li> <li>Review of process</li> </ul>	6	6		8			X		



<ul style="list-style-type: none"> <li>Goals of action plan and vision statement (s)</li> </ul>									
<b>Task c:</b> Finalize public involvement plan <ul style="list-style-type: none"> <li>Election day touch point at polls, checking with Law Director</li> <li>Farmers Market, Holiday Tree Lighting</li> <li>Physical meetings: forums, focus groups, Charrettes, meals</li> <li>Physical activities: walking tours, bus tours</li> <li>Social media: Facebook, Twitter, Instagram</li> <li>Surveys: online, paper</li> <li>Printed: press releases, newsletters</li> <li>Electronic: websites, e-blasts</li> </ul>	5	5	2				X		
<b>Task d:</b> Finalize communications plan <ul style="list-style-type: none"> <li>Meet 2 xs a month (2<sup>nd</sup> Tues/ 4<sup>th</sup> Mon) with or without consultant, phone in capabilities</li> <li>Weekly email for Visioning Committee, City</li> <li>Monthly emails for stakeholders</li> <li>E-blasts for public</li> <li>Evite invitations/ Outlook</li> <li>Op Ed articles/letters to the editor</li> <li>Custom meeting flyers</li> <li>Doodle polls for Visioning Committee, stakeholders</li> <li>Websites</li> <li>City Social media &amp; Partner Social Media (Experience Worthington/Old Worthington Partnership, Library, Schools)</li> <li>Press releases</li> <li>City produced videos</li> <li>City seasonal newsletters</li> </ul>	6		2	6	4		X		
<b>Task e:</b> Review final documents with City and Visioning Committee via email									
Subtotal for Phase II	25	19	4	14	4	0			66 Hours \$8,910
<b>Phase III: LISTENING/ LEARNING</b>	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost
<b>Task a:</b> Environmental scan <ul style="list-style-type: none"> <li>Matrix comparison for demographics, quality of life, transportation, land use/planning, housing, economic development, infrastructure</li> <li>Comparing local, regional, state, national, global</li> <li>VC to decide on benchmark communities</li> <li>Field surveys</li> <li>VC wants to make sure they have expert advice here, to see what other communities are doing in the State and Country</li> </ul>		10				30	X		
<b>Task b:</b> Community scan <ul style="list-style-type: none"> <li>Identify key areas of change</li> <li>Consensus of strengths and challenges</li> </ul>	8	4					X		
<b>Task c:</b> Visioning Committee Meeting #2 <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials</li> <li>Determine best existing events to reach the public, instant voting at meeting</li> <li>Draft custom flyer outlining proposed public input in Phase IV</li> </ul>	8			1			X		
<b>Task d:</b> Community Education <ul style="list-style-type: none"> <li>Divide Vision Committee into teams to attend events</li> <li>Social media promotion</li> </ul>		8		2	1		X		



Subtotal for Phase III	16	22	0	3	1	30				72 Hours \$9,720		
<b>Task c:</b> Visioning Committee Meeting #3 (Working Session) <ul style="list-style-type: none"><li>Prepare vision statement (s)</li><li><b>Evaluate ways to achieve/implement the vision statement (s)</b></li><li>Identify Key Performance Areas (KPA)s by sector, issue or project (TBD by Visioning Committee)</li><li>Set up task force framework for KPAs</li></ul>	8			6				X				
<b>Task d:</b> Testing of vision statement (s) with residents <ul style="list-style-type: none"><li><b>Via social media platform</b></li><li><b>Partner websites</b></li><li><b>Publicize in seasonal newsletter</b></li><li>Utilize Bang the Table, VC may revisit to make sure Task d is in the correct place</li></ul>	4							X				
Subtotal for Phase IV	22	4	2	12	0	0				40 Hours \$5,400		
Phase VI: DOING	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost			
Phase IV: COLLABORATIVE INPUT	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost			
<b>Task a:</b> Educational workshop with SWOT/SOAR (strengths, opportunities, aspirations, results) analysis <ul style="list-style-type: none"><li>Meeting preparation, presentation materials, mapping</li><li>Social media promotion, custom flyers</li></ul>	8	8		1	2		X	X	Order of tasks a-d will be determined prior to Phase IV, VC wants to make sure order correctly for biggest bang for buck on participation.			
<b>Task b:</b> Creation of survey and review with City & Visioning Committee via email	4			1			X	X				
<b>Task c:</b> Four focus groups TBD by Visioning Committee <ul style="list-style-type: none"><li>Meeting preparation, presentation materials</li><li>Social media promotion, custom flyers</li><li>Group by quadrant (residents, business owners, employees) or by categories</li></ul>	24	24		1			X	X				
<b>Task d:</b> On-line Public survey & Instagram challenge <ul style="list-style-type: none"><li>Promoted through seasonal newsletter</li><li>Survey directed to residents</li><li>Student surveys (high school seniors and middle schoolers)</li></ul>	2			1			X					
<b>Task e:</b> Visioning session (City-wide) <ul style="list-style-type: none"><li>Meeting preparation, presentation materials, visioning boards</li><li>Social media promotion, custom flyers</li></ul>	8	8		1			X	X				
<b>Task f:</b> Charrette (City-wide) <ul style="list-style-type: none"><li>Meeting preparation, presentation materials, mapping</li><li>Bus/walking tour (City provided bus)</li><li>Social media promotion, custom flyers</li></ul>	8	8	8	1	4		X	X				
Subtotal for Phase IV	54	48	8	6	6	0			122 Hours \$16,470			
Phase V: VISIONING	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost			
<b>Task a:</b> Interpretation and analysis of collaborative input <ul style="list-style-type: none"><li>Summarize data from public input events, compare and contrast with data from Phase I</li></ul>	6	2	1				X					
<b>Task b:</b> Identify community values <ul style="list-style-type: none"><li>Compare and contrast with community values from last visioning effort</li></ul>	4	2	1	6			X					



<b>Task a:</b> Draft final statement of analysis • Review via email with Visioning Committee and City	18	6	2			4	X	X			
<b>Task b:</b> Draft final action plan • Review via email with Visioning Committee and City • <b>Provide photo shop concepts</b>	18	6	2	16			X	X			
<b>Task c:</b> Finalize implementation matrix • Include goals, objectives with time frames, responsible parties, estimate of costs and potential funding sources	18	6	2				X				
Subtotal for Phase VI	54	18	6	16	0	4			98 Hours \$13,230		
<b>Phase VII: PUBLIC REVIEW/FINAL ADOPTION</b>	<b>LOF</b>	<b>PZT</b>	<b>LMA</b>	<b>BAB</b>	<b>DMZ</b>	<b>CDB</b>	<b>VC</b>	<b>CC</b>	<b>Total Cost</b>		
<b>Task a:</b> Celebrate! Public Event TBD • Select date, time, location • Social media promotion, custom flyers • Deliverables: 1 digital and 10 paper copies of Statement of Analysis, Action Plan, Matrix and 1 Story Map	8	8		30	4		X	X			
<b>Task b:</b> Set up City final adoption							X	X			
<b>Task c:</b> Set up quarterly or semi-annual meetings to review progress with City Staff and Visioning Committee							X	X			
Subtotal for Phase VII	8	8	0	30	4	0			50 Hours \$6,750		
Reimbursables (mileage, copies)									\$4,200		
PDG TOTAL CONTRACT COST									\$87,360		
<b>Community Engagement Software (Bang the Table)</b>									<b>\$5,000</b>		
<b>TOTAL PROJECT COST</b>									<b>\$92,360</b>		



## ALTERNATES

Community Education Alt. #1 •Phone survey of residents (Sub Bonne Berland- Lump Sum)								Alt. #1 \$15,000
Community Engagement • Alt. #2a-Door to Door Engagement/Lit Drop/ Routes • Alt. #2b-Creation of door hanger (electronic copy) VC concerned may be waste of time/paper, but wants to revisit if need further community engagement	38.5	38.5	38.5	38.5 5	38.5	38.5		Alt. #2a \$31,200  Alt. #2b \$700
Public Involvement Plan • Alt. #3-Show on the Road, Materials Only (VC Members attend events, PDG prepares materials 1 hour per event)	5							Alt. #3 \$700
Alt. #1 Suggested Phase I						+\$15,000		
Alt. #2a Suggested Phase II						+\$31,200		
Alt. #2b Suggested Phase II						+\$700		
Alt. #3 Suggested Phase II						+\$700		
TOTAL COST OF ALTERNATIVES						+/- \$47,600		

VC would like to request authorization for entire dollar amount of contract and alternates and would like the ability to move hours, funds around between phases and may need to add/delete items above, as phases move forward, but understand the need to stay within total budget.

Please note hours are outlined by consulting team, denoted on columns at top of each page.

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VC - Visioning Committee

CC – City Council

PDG Average Hourly Rate \$135

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## SCOPE OF SERVICES (8/15/19, 8/28/19, 9/30/19, 10/8/19)

### CITY OF WORTHINGTON: COMMUNITY VISIONING PROCESS

Phase I: DISCOVERY	LOF	PZT	LMA	BAB	DMZ	CDB	VC	CC	Total Cost
<b>Task a:</b> City Meeting #1/ Visioning Committee (VC) Mixer <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials</li> <li>City tour</li> <li>Review data collection, information gathering goals</li> <li>Review scope, timeline</li> <li>Committee Mixer <ul style="list-style-type: none"> <li>-Introductions, Outline Roles (Consultant, City Staff, Council and Committee) &amp; Communication, Worthington Trivia, Worthington Is, Start to develop Fast Facts, Elevator Speech, Discuss Names for Project</li> </ul> </li> </ul>	8	8	8				X	X	\$3,240 (To Be Handled via PO prior to contract being signed)  TBD (To Be Handled via PO prior to contract being signed, not to exceed \$10,000)
<b>Task b:</b> Two meetings to finalize scope with VC (9/23/19 & 9/30/19)									
<b>Task b:</b> Data collection <ul style="list-style-type: none"> <li>Demographics, business clusters, housing data, industry trends, utilizing MORPC as necessary</li> <li>Mapping results</li> </ul>		20			4	30			
<b>Task c:</b> Familiarization with existing planning documents (City, County, Region) <ul style="list-style-type: none"> <li>360 Initiative Visioning City/Schools/Library, VC wants to do score card, rate how first visioning went</li> <li>2005 Comp Plan</li> <li>Comp Plan Update UMCH Focus Area</li> <li>MORPC plans</li> <li>City Council Retreat Report</li> <li>2018 Comp General Fund Report</li> <li>Budget CIP Discussion July 2019</li> <li>Wilson Bridge Corridor Study/ Materials</li> <li>Parks Master Plan</li> <li>McCord Park Renovation</li> <li>Bicycle &amp; Pedestrian Master Plan</li> <li>Complete Streets Policy</li> <li>2019 Operating Budget</li> <li>2019-23 Capital Improvement Plan (CIP)</li> <li>Architectural Review Map &amp; Guidelines</li> <li>Feasibility Study SR 161</li> <li>Northeast Gateway Project</li> <li>Stafford Village/ National Church Residences</li> <li>Worthington Gateway/Formal Holiday Inn Site</li> <li>Harding Hospital</li> </ul>	12	12		2			X		Steering Committee to review document summaries prepared by PDG. Acronyms spelled out at end of document.
<b>Task d:</b> Stakeholder interviews ( <b>Increased to 25</b> ) <ul style="list-style-type: none"> <li>Develop interview tool with VC, using One Drive to share files</li> <li>Hold interviews in person or via Go To Meeting, conference call, email</li> </ul>	16	16	16				X	X	





<ul style="list-style-type: none"> <li>VC interviewed as one stakeholder, but in focus group format</li> <li>CC will be interviewed one on one by the person who they appointed to the VC</li> <li>VC decide balance of professional one on one interviews</li> <li>VC decided if need more interviews, do via phone and/or online interviews. Plan to interview those who applied for VC and not chosen by Survey Monkey</li> <li>Examples include business sector, schools, clergy, etc. for broad perspective</li> <li>Examine existing social media groups, those not chosen for VC, those running for Council, etc. to expand stakeholder lists for events later in process</li> </ul>									
<b>Task e: Community Education</b> (Only Relative to Visioning Process, VC will determine what need below, if any) <ul style="list-style-type: none"> <li>Create Community Education Plan</li> <li>Create Marketing Piece</li> <li>Introduce "Wow Worthington" Fast Facts on City operations</li> <li>Outline Glossary of Terms</li> <li>Draft Survey to determine baseline (open-ended questions)</li> <li>Marketing blitz through newsletters, social media, City and partner websites</li> <li>Online survey of residents</li> </ul>	20	10		10				X	
Subtotal for Phase I	8 48	8 58	8 16	12	4	30			Task I, a. 24 Hours \$3,240 to be handled by PO; b. TBD not to exceed \$10,000.  168 Hours Balance \$22,680
<b>Phase II: PROJECT DESIGN</b>	<b>LOF</b>	<b>PZT</b>	<b>LMA</b>	<b>BAB</b>	<b>DMZ</b>	<b>CDB</b>	<b>VC</b>	<b>CC</b>	<b>Total Cost</b>
<b>Task a: Staff Meeting Check In/</b> Visioning Committee Meeting #1 <ul style="list-style-type: none"> <li>Review of Phases II-VII with information gathered in Phase I for any additions/deletions to scope</li> <li>Meeting preparation, presentation materials</li> <li>Elect Visioning Committee Chair and Vice Chair (10/8/19)</li> <li>Tagline review, narrow to 3 (10/8/19)</li> <li>Gantt chart review</li> <li>Map out meeting dates, times, locations- VC will meet 2<sup>nd</sup> Tuesdays, 4<sup>th</sup> Mondays, 6-8 pm, Municipal Building, 2<sup>nd</sup> Floor Meeting Room)</li> <li>Identify additional stakeholders (Goal it to continue to build list of participants)</li> <li>Review draft process design, public involvement plan and communications plan</li> </ul>	8	8					X		
<b>Task b:</b> Finalize process design <ul style="list-style-type: none"> <li>Name/brand visioning project</li> <li>Review of process</li> <li>Goals of action plan and vision statement (s)</li> </ul>	6	6		8			X		
<b>Task c:</b> Finalize public involvement plan <ul style="list-style-type: none"> <li>Farmers Market, Holiday Tree Lighting</li> <li>Physical meetings: forums, focus groups, Charrettes, meals</li> </ul>	5	5	2				X		



<ul style="list-style-type: none"> <li>Physical activities: walking tours, bus tours</li> <li>Social media: Facebook, Twitter, Instagram</li> <li>Surveys: online, paper</li> <li>Printed: press releases, newsletters</li> <li>Electronic: websites, e-blasts</li> </ul>									
<b>Task d:</b> Finalize communications plan <ul style="list-style-type: none"> <li>Meet 2 xs a month (2<sup>nd</sup> Tues/ 4<sup>th</sup> Mon) with or without consultant, phone in capabilities</li> <li>Weekly email for Visioning Committee, City</li> <li>Monthly emails for stakeholders</li> <li>E-blasts for public</li> <li>Evite invitations/ Outlook</li> <li>Op Ed articles/letters to the editor</li> <li>Custom meeting flyers</li> <li>Doodle polls for Visioning Committee, stakeholders</li> <li>Websites</li> <li>City Social media &amp; Partner Social Media (Experience Worthington/Old Worthington Partnership, Library, Schools)</li> <li>Press releases</li> <li>City produced videos</li> <li>City seasonal newsletters</li> </ul>	6		2	6	4		X		
<b>Task e:</b> Review final documents with City and Visioning Committee via email									
Subtotal for Phase II	25	19	4	14	4	0			66 Hours \$8,910
<b>Phase III: LISTENING/ LEARNING</b>	<b>LOF</b>	<b>PZT</b>	<b>LMA</b>	<b>BAB</b>	<b>DMZ</b>	<b>CDB</b>	<b>VC</b>	<b>CC</b>	<b>Total Cost</b>
<b>Task a:</b> Environmental scan <ul style="list-style-type: none"> <li>Matrix comparison for demographics, quality of life, transportation, land use/planning, housing, economic development, infrastructure</li> <li>Comparing local, regional, state, national, global</li> <li>VC to decide on benchmark communities</li> <li>Field surveys</li> <li>VC wants to make sure they have expert advice here, to see what other communities are doing in the State and Country</li> </ul>		10				30	X		
<b>Task b:</b> Community scan <ul style="list-style-type: none"> <li>Identify key areas of change</li> <li>Consensus of strengths and challenges</li> </ul>	8	4					X		
<b>Task c:</b> Visioning Committee Meeting #2 <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials</li> <li>Determine best existing events to reach the public, instant voting at meeting</li> <li>Draft custom flyer outlining proposed public input in Phase IV</li> </ul>	8			1			X		
<b>Task d:</b> Community Education <ul style="list-style-type: none"> <li>Divide Vision Committee into teams to attend events</li> <li>Social media promotion</li> </ul>		8		2	1		X		
Subtotal for Phase III	16	22	0	3	1	30			72 Hours \$9,720
<b>Phase IV: COLLABORATIVE INPUT</b>	<b>LOF</b>	<b>PZT</b>	<b>LMA</b>	<b>BAB</b>	<b>DMZ</b>	<b>CDB</b>	<b>VC</b>	<b>CC</b>	<b>Total Cost</b>
Educational workshop with SOAR (strengths, opportunities, aspirations, results) analysis	8	8		1	2		X	X	Order of tasks a-d will be determined prior to Phase IV, VC wants to make sure order



<ul style="list-style-type: none"> <li>Meeting preparation, presentation materials, mapping</li> <li>Social media promotion, custom flyers</li> </ul>									correctly for biggest bang for buck on participation.
Creation of survey and review with City & Visioning Committee via email	4			1			X	X	
Four focus groups TBD by Visioning Committee <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials</li> <li>Social media promotion, custom flyers</li> <li>Group by quadrant (residents, business owners, employees) or by categories</li> </ul>	24	24		1			X	X	
On-line Public survey & Instagram challenge <ul style="list-style-type: none"> <li>Promoted through seasonal newsletter</li> <li>Survey directed to residents</li> <li>Student surveys (high school seniors and middle schoolers)</li> </ul>	2			1			X		
Task e: Visioning session (City-wide) <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials, visioning boards</li> <li>Social media promotion, custom flyers</li> </ul>	8	8		1			X	X	
Task f: Charrette (City-wide) <ul style="list-style-type: none"> <li>Meeting preparation, presentation materials, mapping</li> <li>Bus/walking tour (City provided bus)</li> <li>Social media promotion, custom flyers</li> </ul>	8	8	8	1	4		X	X	
Subtotal for Phase IV	54	48	8	6	6	0			122 Hours \$16,470
<b>Phase V: VISIONING</b>	<b>LOF</b>	<b>PZT</b>	<b>LMA</b>	<b>BAB</b>	<b>DMZ</b>	<b>CDB</b>	<b>VC</b>	<b>CC</b>	<b>Total Cost</b>
Task a: Interpretation and analysis of collaborative input <ul style="list-style-type: none"> <li>Summarize data from public input events, compare and contrast with data from Phase I</li> </ul>	6	2	1				X		
Task b: Identify community values <ul style="list-style-type: none"> <li>Compare and contrast with community values from last visioning effort</li> </ul>	4	2	1	6			X		



<b>Task c:</b> Visioning Committee Meeting #3 (Working Session) <ul style="list-style-type: none"> <li>• Prepare vision statement (s)</li> <li>• Evaluate ways to achieve/implement the vision statement (s)</li> <li>• Identify Key Performance Areas (KPA's) by sector, issue or project (TBD by Visioning Committee)</li> <li>• Set up task force framework for KPA's</li> </ul>	8			6			X					
<b>Task d:</b> Testing of vision statement (s) with residents <ul style="list-style-type: none"> <li>• Via social media platform</li> <li>• Partner websites</li> <li>• Publicize in seasonal newsletter</li> <li>• Utilize Bang the Table, VC may revisit to make sure Task d is in the correct place</li> </ul>	4						X					
Subtotal for Phase IV	22	4	2	12	0	0				40 Hours \$5,400		
<b>Phase VI: DOING</b>	<b>LOF</b>	<b>PZT</b>	<b>LMA</b>	<b>BAB</b>	<b>DMZ</b>	<b>CDB</b>	<b>VC</b>	<b>CC</b>	<b>Total Cost</b>			
<b>Task a:</b> Draft final statement of analysis <ul style="list-style-type: none"> <li>• Review via email with Visioning Committee and City</li> </ul>	18	6	2			4	X	X				
<b>Task b:</b> Draft final action plan <ul style="list-style-type: none"> <li>• Review via email with Visioning Committee and City</li> <li>• Provide photo shop concepts</li> </ul>	18	6	2	16			X	X				
<b>Task c:</b> Finalize implementation matrix <ul style="list-style-type: none"> <li>• Include goals, objectives with time frames, responsible parties, estimate of costs and potential funding sources</li> </ul>	18	6	2				X					
Subtotal for Phase VI	54	18	6	16	0	4				98 Hours \$13,230		
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<b>Task a:</b> Celebrate! Public Event TBD <ul style="list-style-type: none"> <li>• Select date, time, location</li> <li>• Social media promotion, custom flyers</li> <li>• Deliverables: 1 digital and 10 paper copies of Statement of Analysis, Action Plan, Matrix and 1 Story Map</li> </ul>	8	8		30	4		X	X				
<b>Task b:</b> Set up City final adoption							X	X				
<b>Task c:</b> Set up quarterly or semi-annual meetings to review progress with City Staff and Visioning Committee							X	X				
Subtotal for Phase VII	8	8	0	30	4	0				50 Hours \$6,750		
Reimbursables (mileage, copies)										\$4,200		
PDG TOTAL CONTRACT COST										\$87,360		
Community Engagement Software (Bang the Table)										\$5,000		
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**ALTERNATES**

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Alt. #1 Suggested Phase I							+\$15,000	
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Alt. #2b Suggested Phase II							+\$700	
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<b>TOTAL COST OF ALTERNATIVES</b>							<b>+/- \$47,600</b>	

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**STAFF MEMORANDUM**  
**City Council Meeting – October 21, 2019**

Date: October 16, 2019

To: Matthew H. Greeson

From: R. Lee Brown

Subject: Resolution Authorizing an Amendment to the Final Development Plan for 535 Lakeview Plaza Boulevard and Authorizing Variances (Greater Columbus Volleyball Club/Chris Vondran).

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**EXECUTIVE SUMMARY**

This Resolution amends the Final Development Plan for 535 Lakeview Plaza Boulevard and grants variances.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

Lakeview Plaza was platted in 1985 and developed as a light industrial/warehouse and office development. The property in question was constructed in 1995 and consisted of 60,000 sq. ft. of office and warehouse. An additional 26,128 sq. ft. was added to the south end of the building in 2007. The building has used over time as warehouse space and for recreational purposes. In 2002 Ohio Sports Plus had a Conditional Use Permit to utilize approximately 35,000 sq. ft. of the southern end of the original building. SuperGames was approved by a Conditional Use in 2003 to operate as an adventure education/sports facility in the northern 25,000± sq. ft. of the building. Road Runner Sports took over occupancy of the Ohio Sports Plus space in 2007 and expanded the warehouse to the south by 26,128 sq. ft. and added a retail store to the site by a Conditional Use Permit approved in 2007. In 2016 Super Games was approved for additional outdoor storage of trucks and trailers on the north side of the building. Road Runner Sports vacated the site in 2018 however they continue to have a small 7,890 sq. ft. retail facility at the site.

Play:CBUS, received approval in July of 2019 to utilize 52,260± sq. ft. for an indoor adventure park with an associated restaurant and bar for its patrons. At the time a variance was granted for parking recognizing that SuperGames was still a tenant in the building. Now, SuperGames has moved to the former Tropical Fruit and Nut building on Huntley Rd., and the Greater Columbus Volleyball Club is planning to move into the space.

### **Project Details:**

1. The space in question is at the north end of the building and is 25,360 square feet in area. The applicant indicates no significant alterations would be made to the building to accommodate the use.
2. The Greater Columbus Volleyball Club is a private youth volleyball program comprised of athletes ages 10-18. The volleyball season starts in December and ends in July. Skills clinics and private lessons are offered throughout the year. Also housed in the space will be the Cornerstone Athletic Center which is the Club's in-house certified staff of strength performance enhancement and conditioning coaches that work with athletes of all ages. Neither entity is open to the general public. There would be 4-6 full-time staff and 55 part-time employees and members at the business during the week.
3. Proposed hours of operation are 8:00 am – 9:00 pm seven days a week.
4. Twenty-six parking spaces would be added on the north side of the building and in the northwest corner of the site, increasing the total parking on the site to 196 spaces. Total required parking for the uses in this building is 570 spaces. City Council approved a parking variance allowing 170 spaces for the site in July, so the proposed would be an increase in parking. Variances are also required for drive aisle width and parking space size. The applicant is mainly reconfiguring striped parking on the existing asphalt. The Worthington Fire Department approves of the layout for maneuverability of its trucks.
5. Signage has not been proposed at this time. Signage will be reviewed by staff in the future for compliance with regulations.

### **Variances Needed:**

1. Section 1171.01(a)(1) – Parking Space Requirements – Each off-street parking space shall have an area of not less than 171 sq. ft.
  - a. The applicant is proposing 162 sq. ft. in size.
    - i. This size is a typical size in the surrounding jurisdictions.
2. Section 1171.01(a)(2) – Drive Isles – Drive isles shall be 22-feet in width.
  - a. The drive isle on the northern portion of the site narrows from 20-feet to 22-feet in width going west to east.
    - i. Fire Code requires a minimum drive isle of 20-feet. This application has been reviewed and approved by the Lieutenant Dunn with the Worthington Fire Department for compliance with Fire Code and maneuverability of fire equipment on the site.
      1. Drive isle width varies from 20-feet to 25-feet depending on the jurisdictions.
3. Section 1171.01(b) – Required Parking – 1 for each 150 square feet of gross floor area.
  - a. The applicant is required to provide 169, however the applicant has stated that they only require 60-70 spaces for their use.

- i. The applicant is also adding an additional 26 parking spaces along the northern portion of the building. This is the area immediately adjacent to the space they will be occupying.

### **Land Use Plans:**

#### Worthington Comprehensive Plan

The 2005 Worthington Comprehensive Plan recognizes the industrial corridor as a strong source of revenue for the City. It has functioned as a successful industrial area for decades but faces heavy competition from newer industrial parks in the region and world. As a result, the

corridor has declined somewhat since its peak, and experienced conversion from manufacturing and research to warehousing. The corridor consists of a number of buildings of various sizes and arrangements, as well as a few vacant lots. Because of the general age of the corridor and larger size of competing areas, Worthington's industrial corridor is attractive to small and medium-sized manufacturers and distributors as well as business startups.

The corridor still has the advantages of access to the rail line, proximity to the freeway system, close labor pool, and a location within the outer belt. To remain attractive as an industrial location it is critical to consistently maintain and improve the infrastructure to allow good roadway access for trucking between these industrial sites and the I-270 and I-71 corridors. Because of the attractiveness of the I-270 business office corridor, there is increasing interest in reusing and redeveloping some of this space for office purposes. The City could continue to maintain the corridor as a light industrial/warehousing area, it could work to redirect it as a research and design corridor, or it could allow portions of it to convert to office uses. There are challenges

with each approach. The concern is that warehousing uses provide less taxable income to the City than business or research and development facilities because the buildings are housing more inventory than employees. In any case, it is critical that the City protect this area as an employment center. The City should strive to make this area attractive to investment and redevelopment.

#### Worthington Development Plan Regulations

**Location and Character of Development:** The following regulations, conditions and procedures shall apply to the development of institutional, office or industrial developments in "C- 3" or "I-1" Districts.

The proposed institutional, office or industrial development or combination thereof shall be located so that reasonably direct traffic access is supplied from major thoroughfares and where congestion will not likely be created by the proposed development; or where such congestion shall be alleviated by presently projected improvements of access thoroughfares, by properly arranged traffic and parking facilities and landscaping which shall be an attractive development and which shall fit harmoniously into and shall have no adverse effects upon the adjoining or surrounding development.

- (c) Design Regulations. The following regulations shall apply to office, research and restricted industrial developments in "C-3" and "I-1" Districts.

- (2) Yards. No building shall be less than thirty feet distant from any boundary of the tract on which the office, research or industrial development is located. Loading,



parking and storage shall be permanently screened from all adjoining properties located in any "R" District by building walls, or a solid wall or compact evergreen hedge at least six feet in height. All intervening spaces between the street pavement and the right-of-way line and intervening spaces between buildings, drives, parking areas and improved areas shall be landscaped with trees and plantings and properly maintained at all times.

- (4) Parking space. Notwithstanding any other requirements of this Zoning Ordinance, there shall be provided at least one off-street space for each employee of the maximum working shift. Parking areas will not be located closer than twenty-five feet to any adjoining lot line in any "R" or "C" District and shall be set back at least thirty feet from the street right-of-way line. The parking area shall be graded for proper drainage and improved so as to provide a durable and dust-free surface.
- (5) Access drives and illumination of parking areas. Access drives shall be at a minimum interval of 300 feet, and illumination of parking areas shall be so arranged as to reflect the light away from adjoining premises in any "R" District.

A request for the change, adjustment, or rearrangement of buildings, parking areas, entrances, heights, or yards may require approval of the Municipal Planning Commission. The Commission can approve or disapprove the proposed amendment with no further review by Council if the amendment substantially conforms to the standards established by the final development plan and it complies with the Planning and Zoning Code. Otherwise, the request would be heard by Council.

**Recommendations:**

Staff is recommending approval of an Amendment to Development Plan with variances, as the proposal is generally compliant with Code and the use of the site would generally be the same as the previous use with less parking needed.

Municipal Planning Commission reviewed and recommended approval for an Amendment to Development Plan with Variances on October 10, 2019.

**ATTACHMENTS**

- Resolution
- Exhibit "A"
- Application & Materials

\*Meeting minutes for October 10, 2019 were not available at the time of this report.

RESOLUTION NO. 60-2019

Authorizing an Amendment to the Final Development Plan for 535 Lakeview Plaza Boulevard and Authorizing Variances (Greater Columbus Volleyball Club/Chris Vondran).

WHEREAS, Chris Vondran on behalf of the Greater Columbus Volleyball Club has submitted a request for an amendment to the Final Development Plan for 535 Lakeview Volleyball Club; and,

WHEREAS, Sections 1175.02 (f) and 1107.01 of the Codified Ordinances of the City of Worthington provide that when an applicant wishes to change, adjust or rearrange buildings, parking areas, entrances, heights or yards, following approval of a Final Development Plan, and variances are included, the modification must be approved by the City Council; and,

WHEREAS, the proposal has received a complete and thorough review by the Municipal Planning Commission on October 10, 2019 and approval has been recommended by the Commission.

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

SECTION 1. That the amendment to the approved Final Development Plan at 535 Lakeview Plaza as per Case No. ADP 08-19, Drawings No. ADP 08-19 dated September 24, 2019 attached hereto as Exhibit "A" be approved.

SECTION 2. That there be and hereby is granted variances from Code Sections 1171.01(a)(1), 1171.01(a)(2) and Section 1171.01(b) to permit new parking spaces to be 9'x18' (162 sq. ft.), permit the drive isle to vary from a minimum of 20-feet to 22-feet and permit parking below what is required by Code.

SECTION 3. 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

EXHIBIT "A"

vondrandesigngroup  
200. E. Kanawha Ave.  
Columbus, OH 43214  
614.425.5379

Variances:  
Number of spaces  
Parking space size  
Aisle Width

Approved  
Municipal Planning Commission  
City of Worthington  
Date 10/10/19

*Zynda Bitar*

Clerk

PPN: 100-005936

Address: 535 Lakeview Plaza Blvd  
Worthington, Oh 43085

Zoning: I-1 Restricted Industrial

PARKING CALCULATION

EXISTING	
PARKING SPACES	105
TRUCK SPACES	22
TOTAL EXISTING PARKING	127

NEW ADDITIONAL	
PARKING SPACES (PLAYCBUS) +43	
PARKING SPACES (GVCV) +26	
PROPOSED TOTAL	196

CALCULATED REQUIREMENT	
SUPER GAMES	169
ROADRUNNER	53
PLAY:CBUS	348
TOTAL	570



535 Lakeview Plaza  
Boulevard  
Worthington, Oh 43085

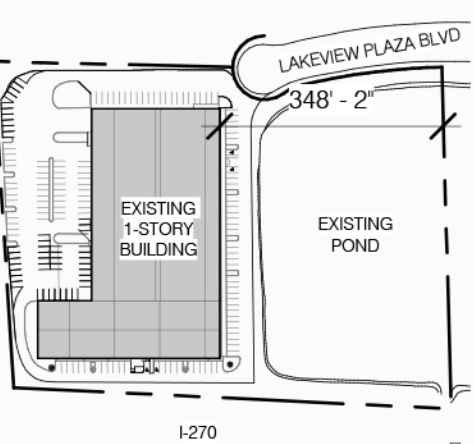
Purposed  
Site Plan

Scale: 1" = 50'-0"

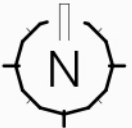
Revisions:

Project Number: 19-900.0  
Drawn by: CMV  
Checked by: CMV  
Date: 09.19.2019

A-1



Overall Proposed Site Plan  
Scale: 1" = 300'-0"

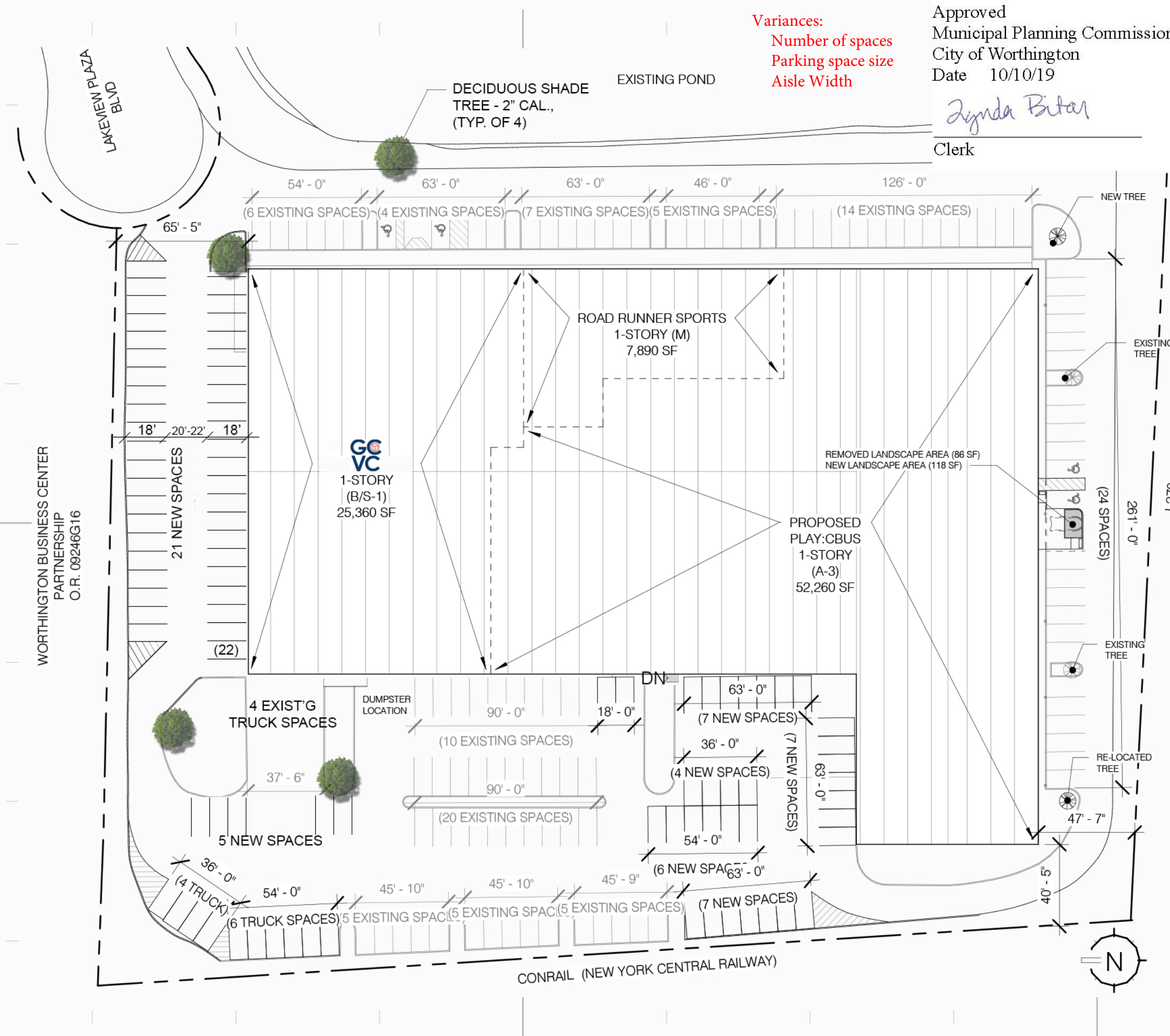


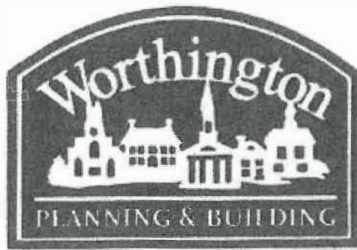
CITY OF WORTHINGTON

DRAWING NO. CU 07-19  
ADP 08-19

DATE 09/14/2019

ADP 08-19





# Amendment to Development Plan Application

Case # ADP 08-19  
 Date Received 09-24-2019  
 Fee \$150.00  
 Meeting Date 10/10/2019  
 Filing Deadline #67629

1. Property Location 535 LAKEVIEW PLAZA BLVD, WORTHINGTON, OH 43085
2. Present Use & Proposed Use YOUTH RECREATION (PRESENT) / YOUTH VOLLEYBALL (PROPOSED)
3. Present & Proposed Zoning 1-I (PRESENT) / 1-I (PROPOSED) - NO CHANGE
4. Applicant CHRIS VONDRAV  
VOLLEYSPACE, LLC dba GREATER COLUMBUS VOLLEYBALL CLUB  
 Address 200 E. KANAWHA AVE, COLUMBUS, OH 43214  
 Phone 614.425.5379  
 Email chrismvondrav@gmail.com
5. Property Owner RON REYNOLDS (RM-USE LLC)  
 Address P.O. BOX 997 ALPINE, CA 91903  
 Phone 1. 619. 306. 3314  
 Email \_\_\_\_\_
6. Project Description YOUTH VOLLEYBALL CLUB / ATHLETE TRAINING
7. Variances Requested PARKING

## PLEASE READ THE FOLLOWING STATEMENT AND SIGN YOUR NAME:

The information contained in this application and in all attachments is true and correct to the best of my knowledge. I further acknowledge that I have familiarized myself with all applicable sections of the Worthington Codified Ordinances and will comply with all applicable regulations.

Chris Vondrav

9/18/2019  
Date

### Variances:

Number of spaces  
 Parking space size  
 Aisle Width

Ron Reynolds

9/20/19  
Date

Approved  
 Municipal Planning Commission  
 City of Worthington  
 Date 10/10/19

Property Owner (Signature)  
Manager RM-USE, LLC

MPC Approval Date:

City Council Approval Date:

Zynda Bitar  
 Clerk

ABUTTING PROPERTY OWNERS  
FOR  
535 Lakeview Plaza Blvd

Worthington Business Center LLC  
SuperGames  
Hotel 7300 Huntington Park LP  
Tenant  
402-406 East Wilson Bridge Rd. LLC  
Rush Creek Investors LLC  
445 Hutchinson LP  
Lakeview Commercial Properties LLC  
CEM LLC

300 Spruce St. Suite 110  
535 Lakeview Plaza Blvd. Suite B  
2120 High Wickham Pl. #200  
7300 Huntington Park Dr.  
4760 Richmond Rd. Suite 200  
438 E. Wilson Bridge Road.  
445 Hutchinson Ave.  
470 Olde Worthington Rd. Suite 100  
700 Eagle Ridge.

Columbus, OH 43215  
Worthington, OH 43085  
Louisville, KY 40245  
Columbus, OH 43235  
Cleveland, OH 44128  
Worthington, OH 43085  
Columbus, OH 43235  
Westerville, OH 43082  
Powell, OH 43065



**Variances:**

Number of spaces

Parking space size

Aisle Width

Approved

Municipal Planning Commission

City of Worthington

Date 10/10/19

A handwritten signature in blue ink that reads 'Zynda Bitar'.

Clerk

September 24, 2019

Mr. Lee Brown, AICP  
City of Worthington, Planning & Building  
374 Highland Ave.  
Worthington, OH 43085

RE: Amendment to Development Plan – 535 Lakeview Plaza Blvd

Dear Mr. Brown:

Pursuant to instructions for filing our application for the Amendment to Development Plan for the above-mentioned property, please find the following information:

**1 – Supporting Statement**

**Greater Columbus Volleyball Club (GCVC)**- is a private youth volleyball program registered in the Ohio Valley Region of USA Volleyball. Our membership is comprised of athletes (ages 10-18) and are selected annually from our team tryouts held in November. Team composition changes yearly as athletes age up as well as new members to the program are added. The volleyball season starts in December and ends with attending nationals held in July. During the year, volleyball skills clinics and private lessons are offered based upon age group, ability and position.

**The Cornerstone Athletic Center (CAC)**- is our in-house certified staff of strength, performance enhancement and conditioning coaches that train both our club volleyball players, our high school athletes that do not play club, collegiate players and serious adult athletes that are all pre-qualified, through either our club tryouts or our initial trial period to join our program. Our program is not open to the general public for traditional exercise and conditioning. All skills and performance training are under the supervision of one or more of our professional staff.

**Variance Request:**

Parking count modification from existing Industrial zoning classification. Proposed striping modification to existing asphalt area to create twenty-one (21) parking stalls

**2 – Site Plan**

See attached 11x17 plan. Proposed striping modification to existing asphalt area.

**3 – Elevations**

n/a – no changes to building

**4 – Lighting Cuts**

n/a – no changes to building

**5 – Floor Plan / Landscape Plan**

n/a – no changes to site or building



8.B. - Amendment to Development Plan - 535 Lakeview Plaza Blvd  
**535 Lakeview Plaza Blvd.**



6 – Samples of Materials and Colors  
n/a – no changes to site or building

Thank you for your assistance and we look forward to your review.

Respectfully submitted,  
Greater Columbus Volleyball Club, LLC



Chris Vondran  
Club Director  
Cell: 614.425.5379

**Variances:**

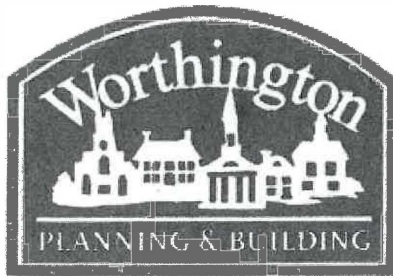
Number of spaces  
Parking space size  
Aisle Width

Approved  
Municipal Planning Commission  
City of Worthington  
Date 10/10/19



Clerk





# City of Worthington

## CONDITIONAL USE PERMIT APPLICATION

Case # CU 07-19  
 Date Received 09-24-2019  
 Fee \$25.00 pd  
 Meeting Date 10-10-2019  
 Filing Deadline #67630

1. Property Location 535 LAKEVIEW PLAZA BLVD, WORTHINGTON, OH 43085
2. Zoning District E-1 (RESTRICTED INDUSTRIAL: RESEARCH AND OFFICES.)
3. Applicant VOULEN GRACE, LLC dba GREATER COLUMBUS VOLLEYBALL CLUB  
CHRIS VOLINIKAL  
 Address 200 E. KANAKINA AVE, COLUMBUS, OH 43214  
 Home Phone 614.888.2003 Work Phone 614.425.5379
4. Property Owner RM USE, LLC (DON REYNOLDS)  
 Address P.O. BOX 997, ALPINE, CA 91903  
 Home Phone \_\_\_\_\_ Work Phone 1.619.306.3314
6. Business Name GREATER COLUMBUS VOLLEYBALL CLUB / VOULEN GRACE.
7. Type of Business/Conditional Use YOUTH VOLLEYBALL / ATHLETE TRAINING

### PLEASE READ THE FOLLOWING STATEMENT AND SIGN:

The information contained in this application and in all attachments is true and correct to the best of my knowledge. I further acknowledge that I have familiarized myself with all applicable sections of the Worthington Codified Ordinances and will comply with all applicable regulations.

Chris Volinikal 9/18/2019  
 Applicant (Signature)

Don Reynolds 9/20/19  
 Property Owner (Signature)

RM-USE, LLC MANAGER

Approved  
 Municipal Planning Commission  
 City of Worthington  
 Date 10/10/19  
Zynda Bitar  
 Clerk



**Variances:**

Number of spaces

Parking space size

Aisle Width

Approved

Municipal Planning Commission

City of Worthington

Date 10/10/19

A handwritten signature in blue ink that reads 'Lynda Bitar'.

Clerk

September 24, 2019

Mr. Lee Brown, AICP  
City of Worthington, Planning & Building  
374 Highland Ave.  
Worthington, OH 43085

RE: Conditional Use Permit – 535 Lakeview Plaza Blvd

Dear Mr. Brown:

Pursuant to instructions for filing our application for the Conditional Use Permit for the above-mentioned property, please find the following information:

**1 – Supporting Statement**

**Greater Columbus Volleyball Club (GCVC)**- is a private youth volleyball program registered in the Ohio Valley Region of USA Volleyball. Our membership is comprised of athletes (ages 10-18) and are selected annually from our team tryouts held in November. Team composition changes yearly as athletes age up as well as new members to the program are added. The volleyball season starts in December and ends with attending nationals held in July. During the year, volleyball skills clinics and private lessons are offered based upon age group, ability and position.

**The Cornerstone Athletic Center (CAC)**- is our in-house certified staff of strength, performance enhancement and conditioning coaches that train both our club volleyball players, our high school athletes that do not play club, collegiate players and serious adult athletes that are all pre-qualified, through either our club tryouts or our initial trial period to join our program. Our program is not open to the general public for traditional exercise and conditioning. All skills and performance training are under the supervision of one or more of our professional staff.

Based upon the current facility space use by SuperGames, no significant alteration in the use of the space is anticipated that would impact the neighboring businesses including the amount of parking needed to operate our program.

Training, clinics and (small) competitive events will be limited to the parking spaces allocated and utilized by the SuperGames operations.

**Staff:**

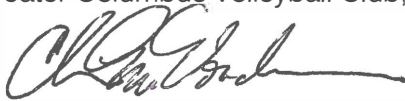
Full-time..... 4-6

PT Coaches / Member count per practice / clinic / competition..... 55

- A. Effect on traffic pattern..... none
  - B. Effect on public utilities..... none
  - C. Effect on sewer and drainage facilities..... none
  - D. Utilities required..... none
  - E. Safety and health considerations..... none
  - F. Noise, odors and other noxious elements,  
including hazardous substances and other  
environmental hazards..... none
  - G. Hours of use..... Mon-Sun 8am-9pm
  - H. Shielding or screening considerations  
for neighbors..... none
  - I. Appearance and compatibility with the general  
neighborhood.....no change
- 2 – Site Plan  
See attached 11x17 plan. No physical changes will be made to the current plan.
- 3 – Elevations  
n/a – no changes to building
- 4 – Lighting Cuts  
n/a – no changes to building
- 5 – Floor Plan / Landscape Plan  
n/a – no changes to site or building

Thank you for your assistance and we look forward to your review.

Respectfully submitted,  
Greater Columbus Volleyball Club, LLC



Chris Vondran  
Club Director  
Cell: 614.425.5379

**Variances:**

Number of spaces  
Parking space size  
Aisle Width

Approved  
Municipal Planning Commission  
City of Worthington  
Date 10/10/19



Clerk

**Variances:**  
 Number of spaces  
 Parking space size  
 Aisle Width

Approved  
 Municipal Planning Commission  
 City of Worthington  
 Date 10/10/19

*Zynda Bitar*  
 Clerk

PPN: 100-005936  
 Address: 535 Lakeview Plaza Blvd  
 Worthington, Oh 43085  
 Zoning: I-1 Restricted Industrial

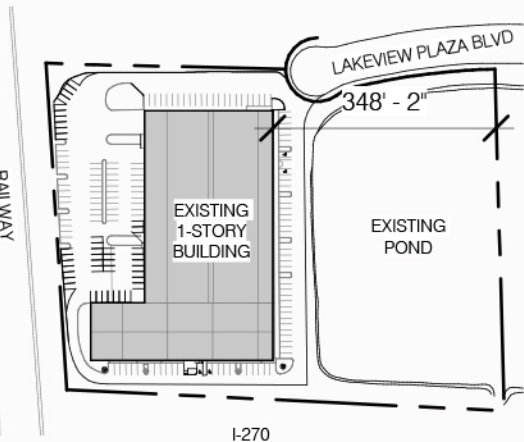
vondrandesigngroup  
 200. E. Kanawha Ave.  
 Columbus, OH 43214  
 614.425.5379

### PARKING CALCULATION

EXISTING  
 PARKING SPACES 105  
 TRUCK SPACES 22  
 TOTAL EXISTING PARKING 127

NEW ADDITIONAL  
 PARKING SPACES (PLAYCBUS) +43  
 PARKING SPACES (GVC) +26  
 PROPOSED TOTAL 196

CALCULATED REQUIREMENT  
 SUPER GAMES 169  
 ROADRUNNER 53  
 PLAY:CBUS 348  
 TOTAL 570



Overall Proposed Site Plan  
 Scale: 1" = 300'-0"

CITY OF WORTHINGTON

DRAWING NO. CU 07-19  
 ADP 08-19

DATE 09/24/2019



535 Lakeview Plaza  
 Boulevard  
 Worthington, Oh 43085

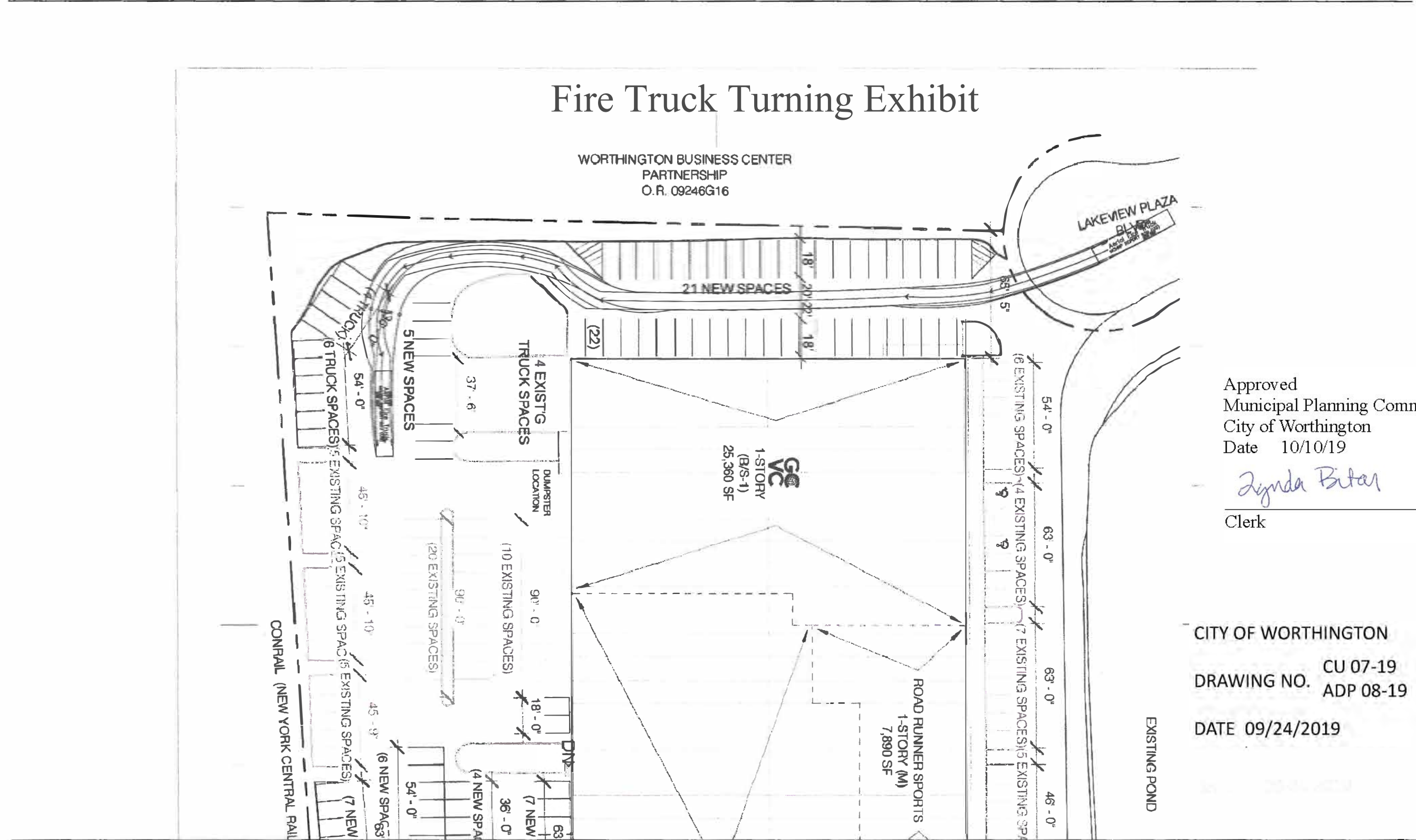
Purposed  
 Site Plan  
 Scale: 1" = 50'-0"

Revisions:

Project Number: 19-900.0  
 Drawn by: CMV  
 Checked by: CMV  
 Date: 09.19.2019

A-1





Approved  
Municipal Planning Commission  
City of Worthington  
Date 10/10/19

Zynda Bitar  
Clerk

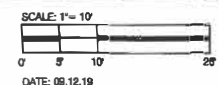
CITY OF WORTHINGTON  
DRAWING NO. CU 07-19  
ADP 08-19  
DATE 09/24/2019



Greater Columbus Volleyball Club  
www.gcvolleyballclub.org

# GREATER COLUMBUS VOLLEYBALL CLUB

Worthington, Ohio







Approved  
Municipal Planning Commission  
City of Worthington  
Date 10/10/19  
*Zynda Bitar*  
Clerk

CITY OF WORTHINGTON  
DRAWING NO. CU 07-19  
ADP 08-19  
DATE 09/24/2019



# GREATER COLUMBUS VOLLEYBALL CLUB





**STAFF MEMORANDUM**  
**City Council Meeting – October 21, 2019**

Date: October 16, 2019

To: Matthew H. Greeson, City Manager

From: Scott Bartter, Director of Finance

Subject: **Overview of Proposed 2020 Operating Budget & Five-Year Forecast**

---

**EXECUTIVE SUMMARY**

Staff will provide an overview of the Proposed 2020 Operating Budget and the associated five-year financial forecast, which were distributed on October 7, 2019.

**BACKGROUND/DESCRIPTION**

Worthington's City Charter, in Section 4.02, requires the City Manager to submit to City Council an operating budget estimate and an explanatory budget message at least sixty days prior to the beginning of each budget year. It has been the practice in recent years to also submit a proposed five-year Capital Improvements Program in the same timeframe. The proposed 2020 Operating Budget and the proposed 2020-2024 Capital Improvements Program (CIP) were distributed to City Council on October 7, 2019. Workshops related to the proposed CIP will occur this evening and workshops on the proposed Operating Budget are scheduled in November. City Council is scheduled to vote on the 2020 Operating Budget and 2020-2024 CIP on December 2<sup>nd</sup>.

Development of these documents began in July with a City Council discussion about priorities and objectives for the budget and CIP. During the months of August and September, staff updated revenue forecasts, reviewed City Council priorities and adopted plans, discussed potential funding requests with the City's advisory boards and commissions, and evaluated demands and requirements for the City's existing services, programs and infrastructure. Each department submitted requests for funding to the City Manager. These requests were evaluated and prioritized to determine the items that fit within available revenue. Staff will present trends and highlights for the proposed



Operating Budget during this presentation. More detailed discussions of the components of the budget will be covered in November workshops:

November 4 – Proposed Budget for Administration, Law, Finance, Planning & Building, Police, Fire & EMS, Other Funds

November 12 – Proposed Budget for Parks & Recreation, Service & Engineering and Community Groups (McConnell Arts Center, Historical Society, Old Worthington Partnership)

November 18 – Introduction of 2020 Budget Ordinance


December 2 – Public Hearing & Adoption of 2020 Operating Budget; Adoption of 2020-2024 Capital Improvements Program

## **ATTACHMENTS**

Presentation




1




## Purpose of the Budget

**Worthington City Charter Section 4.02**

“The City Manager, at least sixty days prior to the beginning of each budget year, shall submit to Council an operating budget estimate and an explanatory budget message after consultation with the head of each department...”




2




## Purpose of the Budget

- The City's budget identifies funds and organizes how we pay for services, capital and personnel.
- The 2020 Operating Budget prioritizes maintaining the robust and high level of services that our community expects.




3

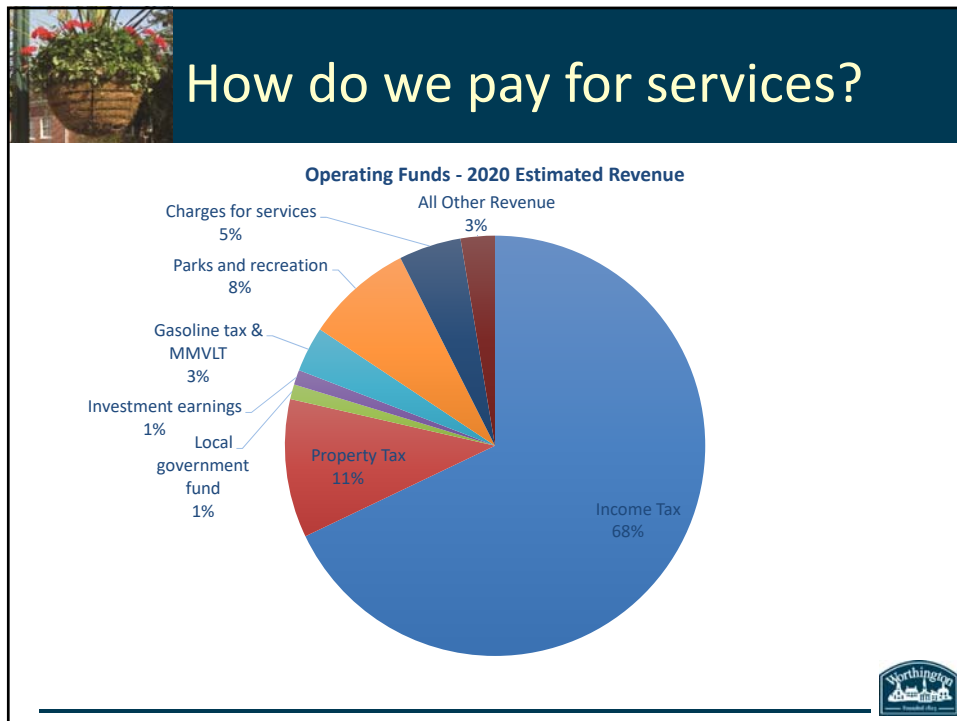


## 2020 Proposed Budget – Themes

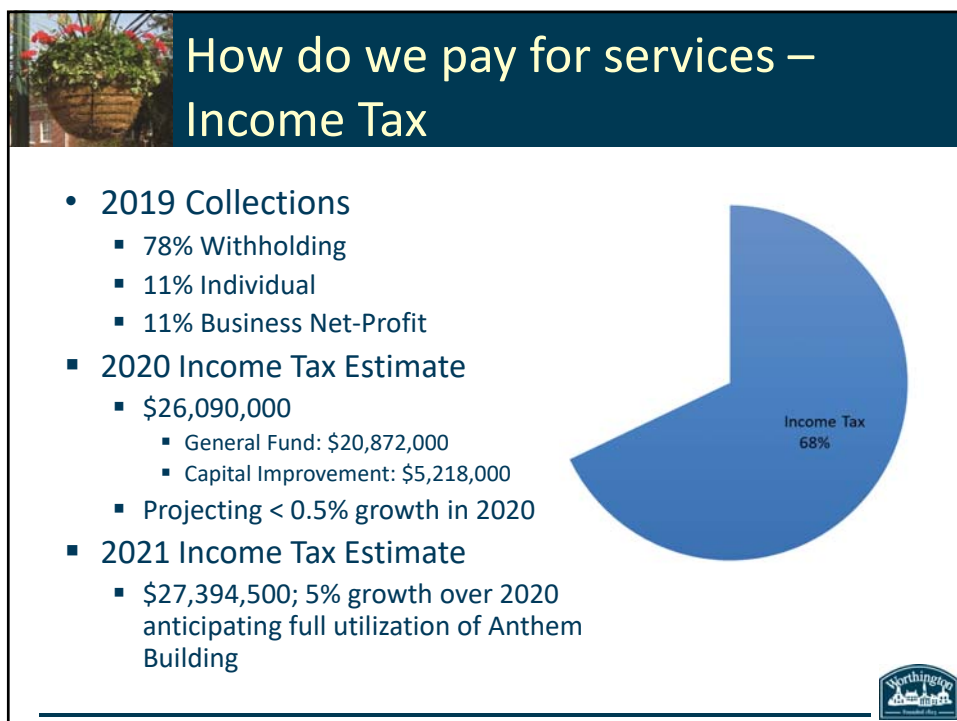
- Maintenance of existing services
- Utilization of fund balance to accommodate the transition of 911 call answering and public safety dispatch services.
- Utilization of fund balance to offset decline in revenue from continued vacancy at the Anthem building.
- Assuming a 5% increase in income tax collections in 2021, expenditures continue to exceed projected revenue.




4



5




6




## How do we pay for services – Charges for services

- 2020 Parks and Recreation Fees: \$2,520,680
- 2020 EMS Transport Fees: \$700,000
- 2020 Fire Protection Service: \$499,047
- 2020 Riverlea Police Protection: \$74,038





7




## How do we pay for services – Property Taxes

- 2020 Property Tax: \$3,393,824
  - General Fund: \$3,079,254
  - Police Pension Fund: \$199,014
  - General Bond Retirement Fund: \$115,556
- 2.33% increase from 2019


8



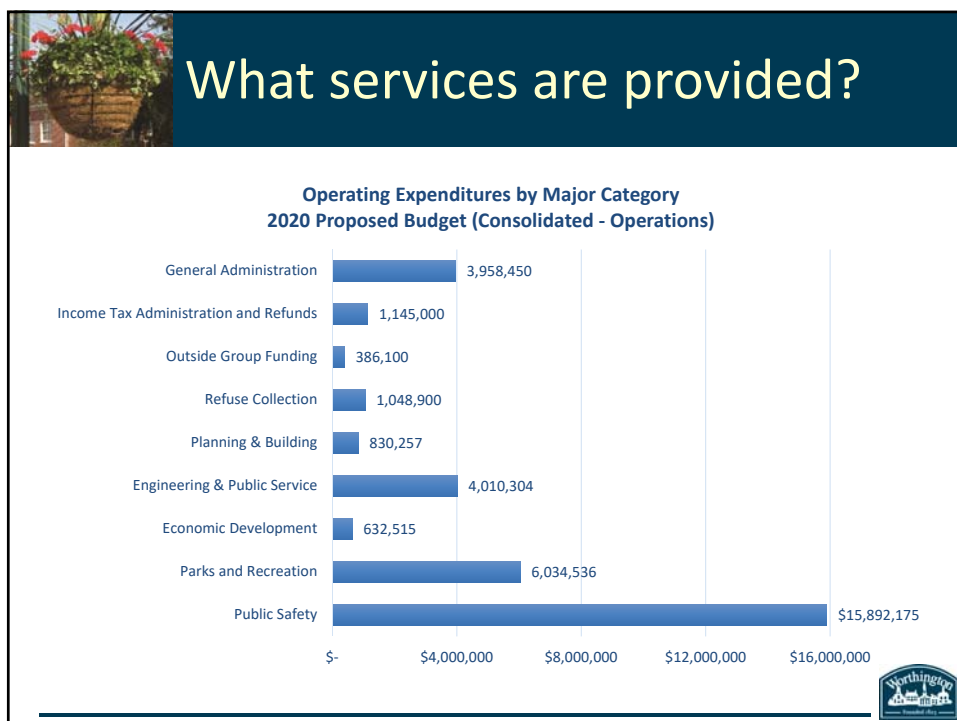
## How do we pay for services – Gas Tax & MMVLT

- 2020 Estimate: \$1,190,000
  - Gas Tax: \$920,000
  - MMVLT: \$270,000
- \$347,000 (41.16%) increase from 2019
- Utilized to reduce General Fund operating transfer (Department 1110)

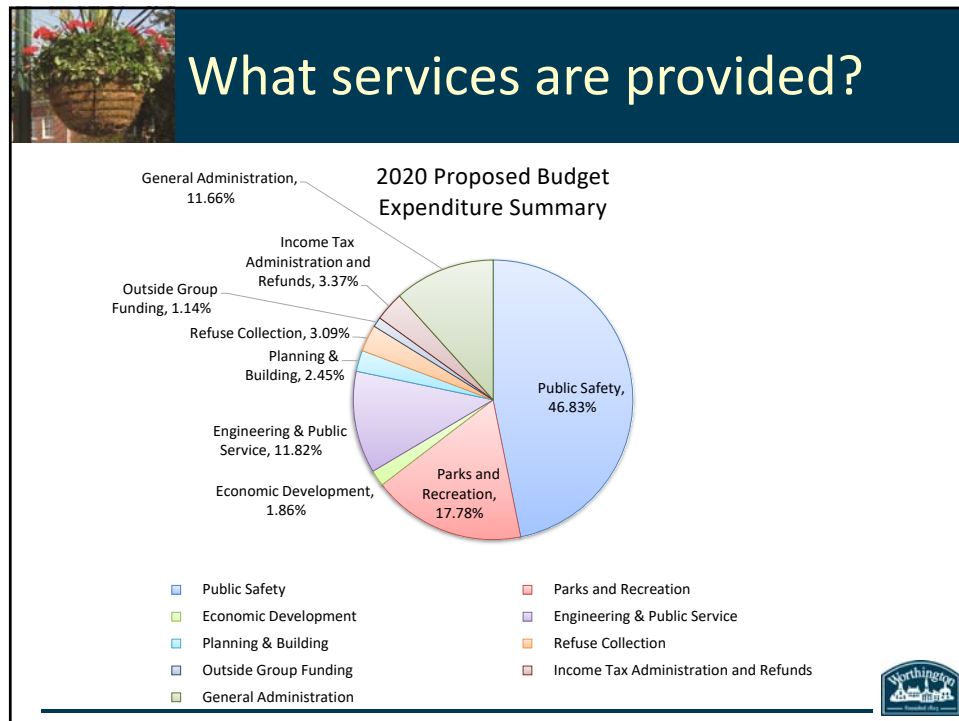
Gasoline tax & MMVLT 3%



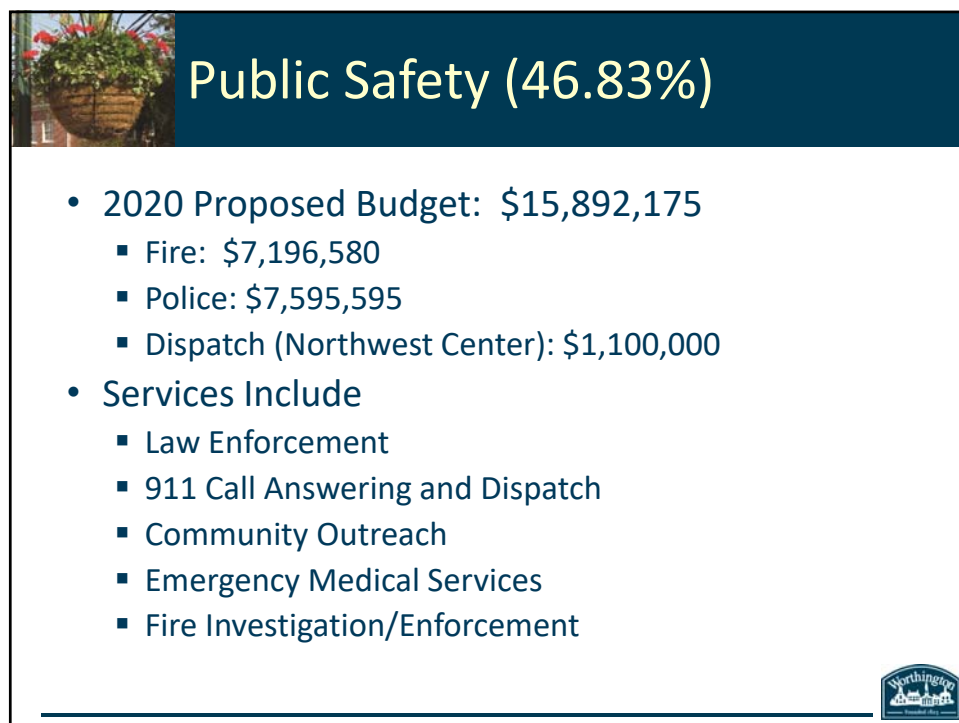
9



10



11



12






## Parks and Recreation (17.78%)

- 2020 Proposed Budget: \$6,034,536
  - P&R Administration: \$298,329
  - Parks Maintenance: \$1,238,884
  - Community Center: \$2,983,036
  - Recreation Programs: \$918,727
  - Senior Center: \$585,559



13




## Public Service & Engineering (11.82%)

- 2020 Proposed Budget: \$4,010,304
- Services include:
  - Snow Removal
  - Leaf Collection
  - Street Maintenance
  - Building Maintenance
  - Capital Project Management




14

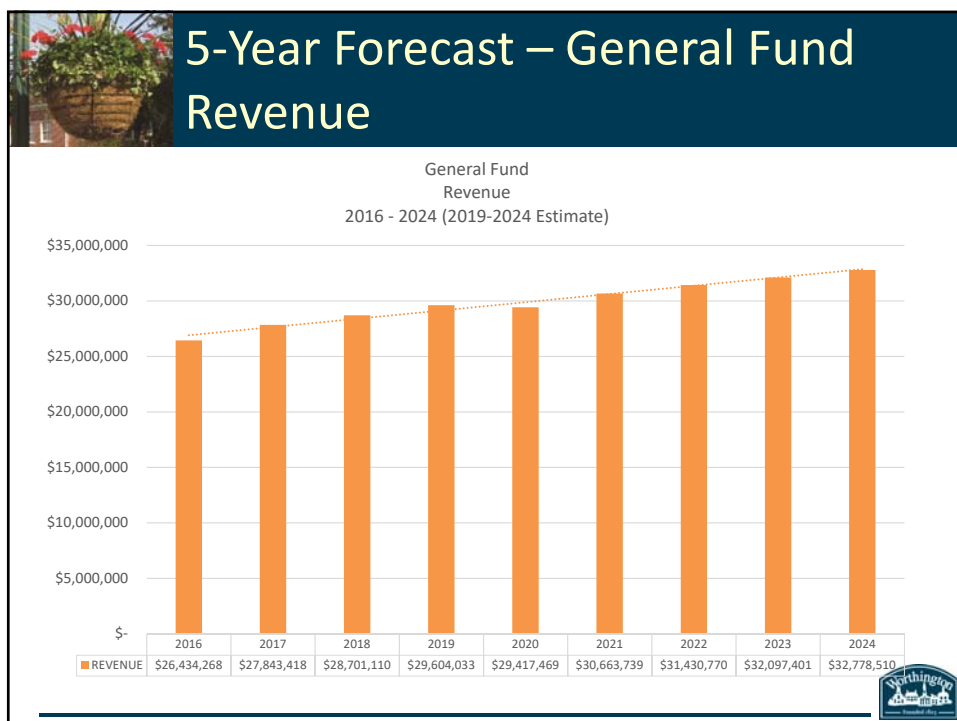


## General Administration (11.66%)

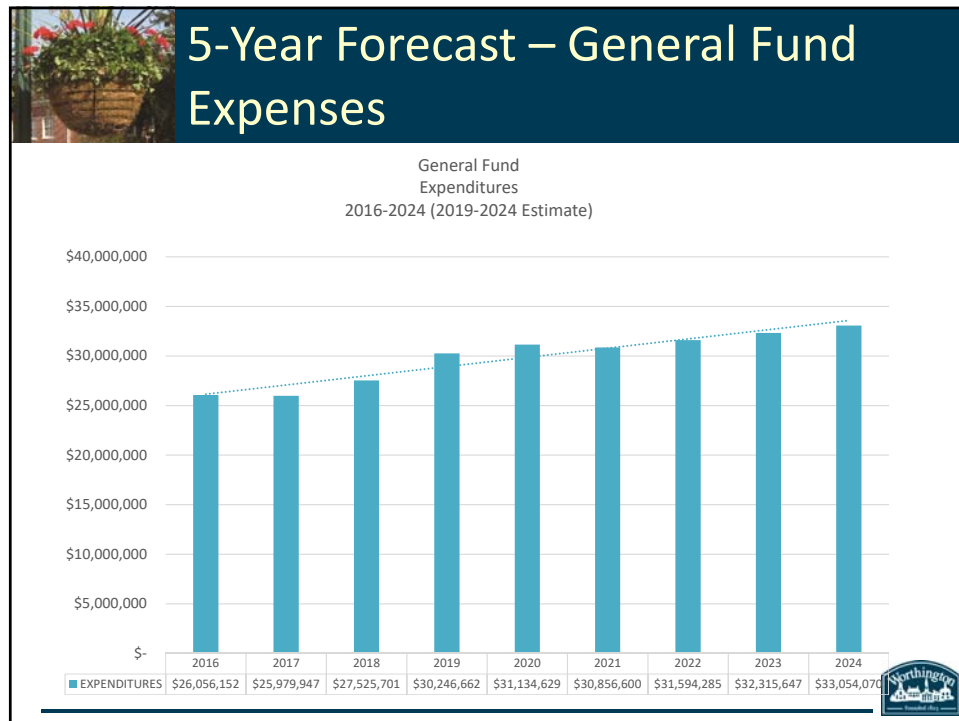
- 2020 Proposed Budget \$3,958,450
  - City Management
  - Communication
  - Mayor’s Court
  - Board of Health Services
  - Legal Services
  - Information Technology Services
  - Personnel



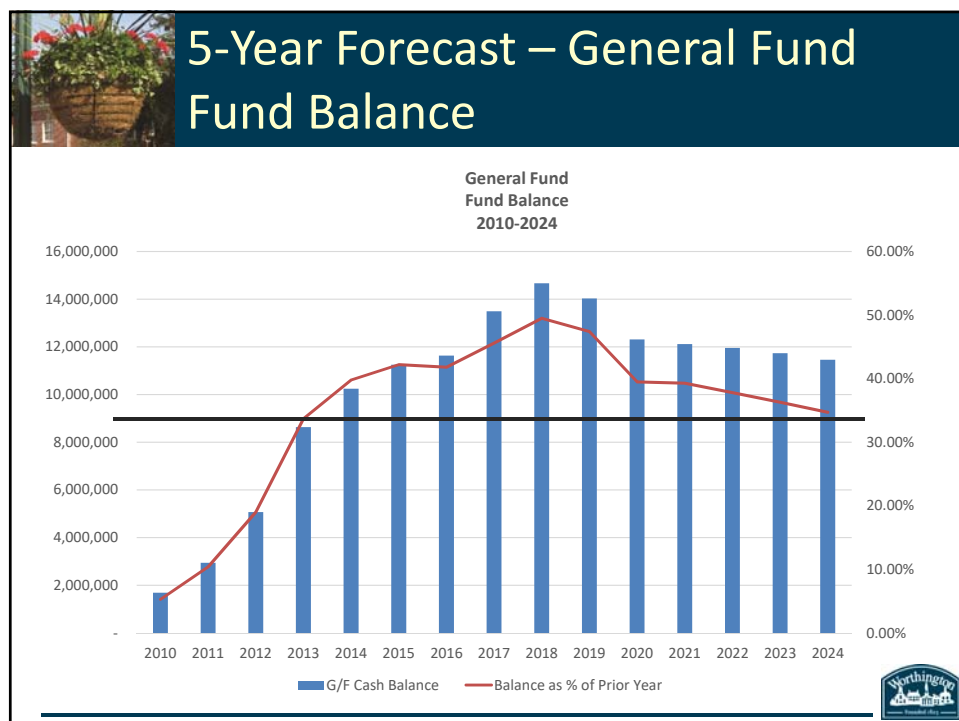
15



16



17



18



**STAFF MEMORANDUM**  
**City Council Meeting – October 21, 2019**

Date: October 16, 2019

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Proposed 2020-2024 Capital Improvements Program**

---

**EXECUTIVE SUMMARY**

Staff will present the proposed 2020-2024 Capital Improvement Program, which as distributed on October 7, 2019

**BACKGROUND/DESCRIPTION**

The City staff distributed the proposed 2020-2024 Capital Improvements Program (CIP) to the City Council in October 7, 2019. Staff will provide a presentation, which is attached. The presentation highlights the following:

1. **Overview of the Proposed CIP** – The presentation includes an overview of the proposed five-year program.
2. **Five-Year Financial Forecast for the Capital Improvements Fund** – The presentation highlights the cash flow for the Capital Improvements Fund associated with the proposed projects and equipment in the proposed CIP.
3. **City Council Priorities** – The presentation includes information about how the proposed CIP addresses established City Council Priorities.
4. **Uncertainties** – The presentation notes areas of uncertainty that may impact the proposed CIP.

**5. Debt Associated with the CIP** – The presentation includes information about the City's current debt obligations and the planned debt associated with the proposed CIP.

**6. Highlight 2020 Projects and Equipment Purchases** – Staff will highlight the projects and equipment included in the first year of the CIP and will answer questions about planned expenditures across all five years of the proposed CIP.


A Resolution to adopt the CIP will be prepared for consideration by the City Council in December in conjunction with the public hearing and adoption of the operating budget. The proposed 2020-2024 Capital Improvements Program is available on the City's website at [www.worthington.org/budget](http://www.worthington.org/budget).

## **ATTACHMENTS**

Presentation




1




## Presentation Goals

- Discuss the overarching trends in the proposed CIP
- Review the CIP Fund cash flow projections & financial forecast
- Highlight how the proposed CIP ties to City Council priorities
- Discuss the impacts of the CIP's financial constraints
- Highlight uncertainties in the proposed program
- Discuss the City's current and projected debt
- Overview projects and equipment programmed for 2020



2




## CIP Approval Process


**October**  
Present & discuss proposed CIP

**November**  
Follow-up as needed on discussion items

**December**  
Adoption



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## Trends in the CIP

**Very financially constrained**


- Revenue is flat from 2019 to 2020
- Expenditure requests exceeded available revenue in all years

**Revenues are not keeping up with expenditures demands**

**Investments primarily focused on maintaining existing infrastructure**

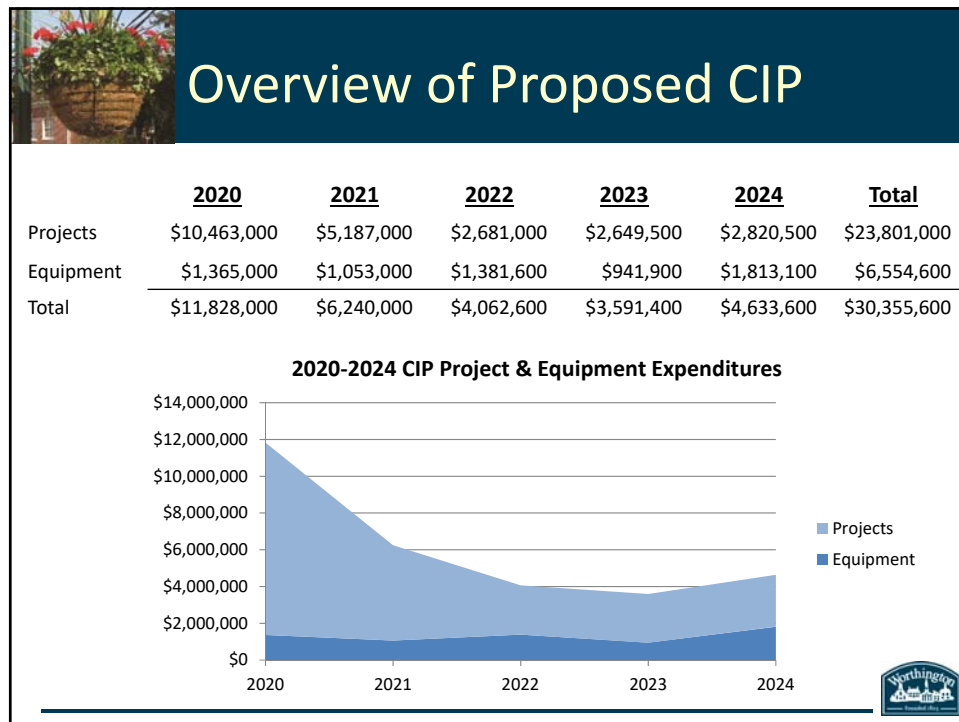
- Maintenance and replacement schedules are extended to reduce expenditures

**Debt levels are increasing**

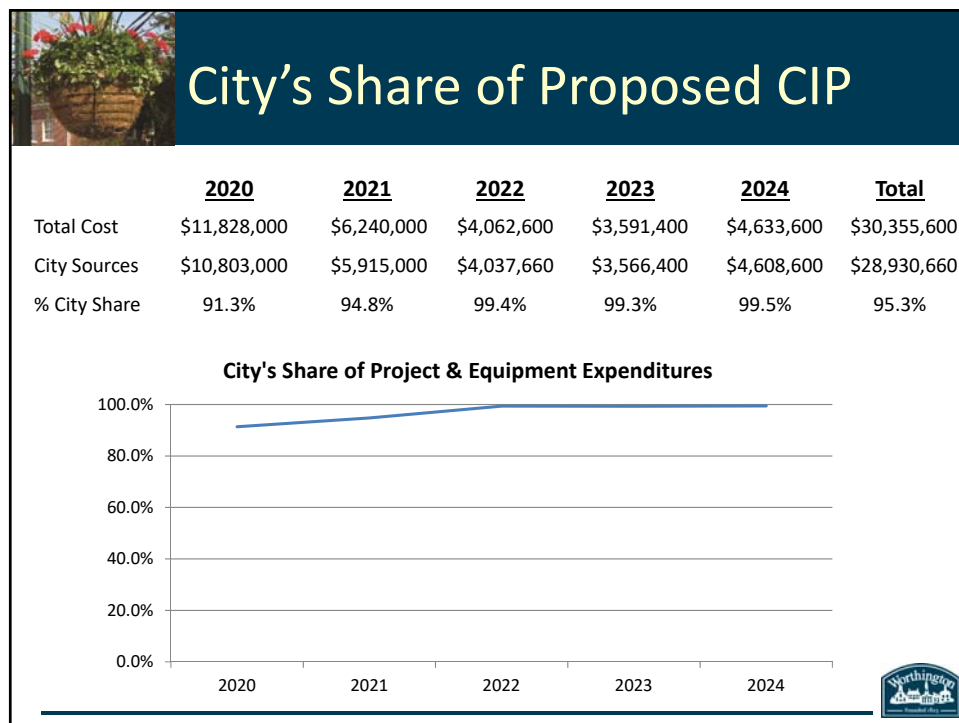


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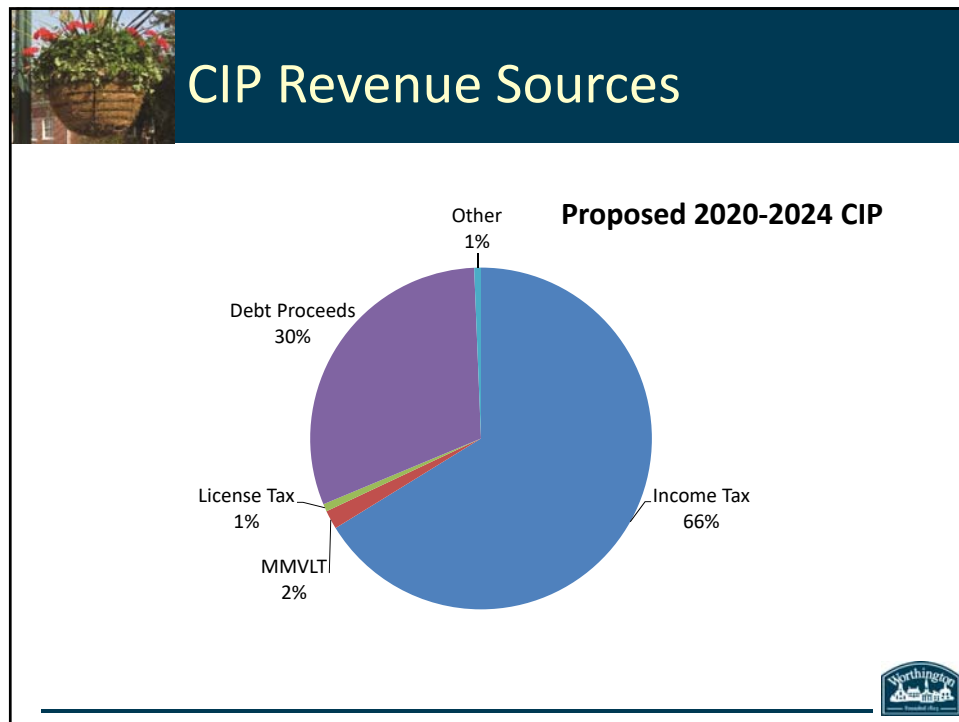




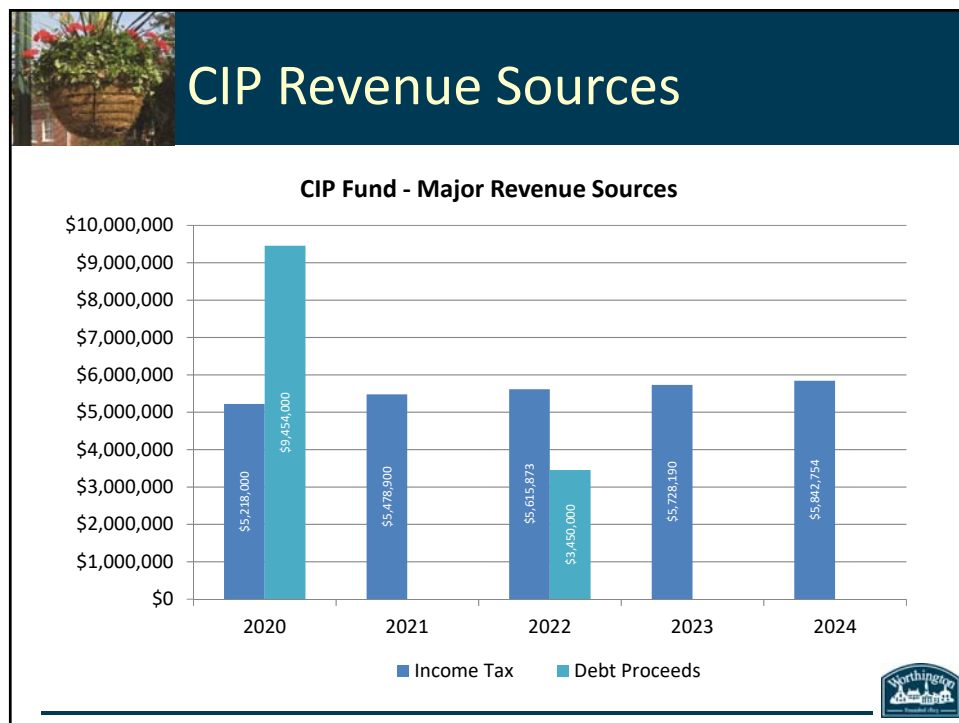
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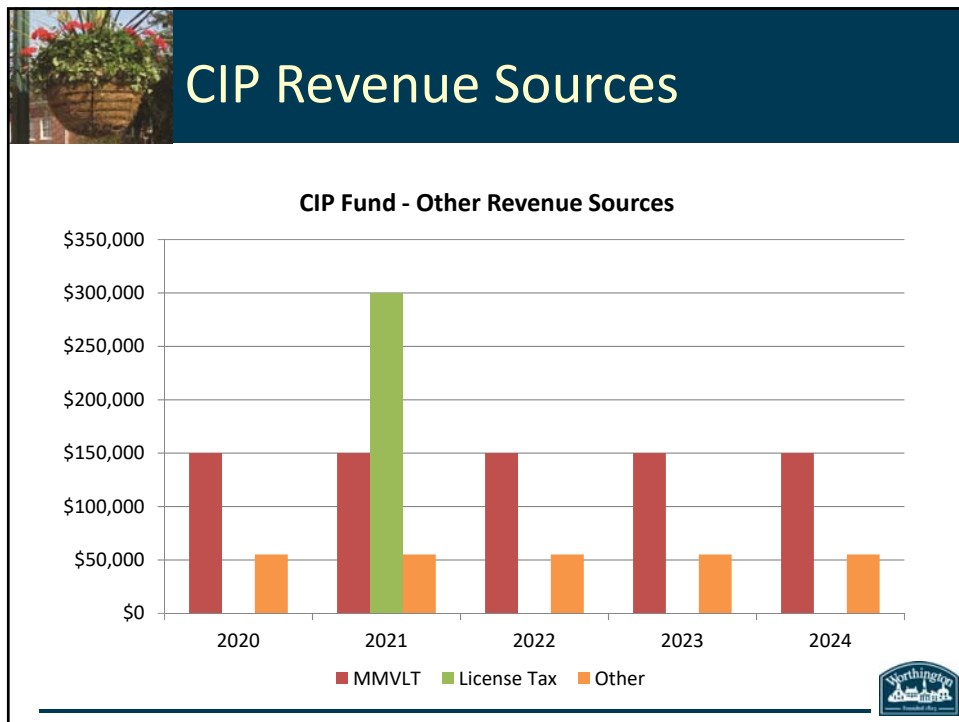
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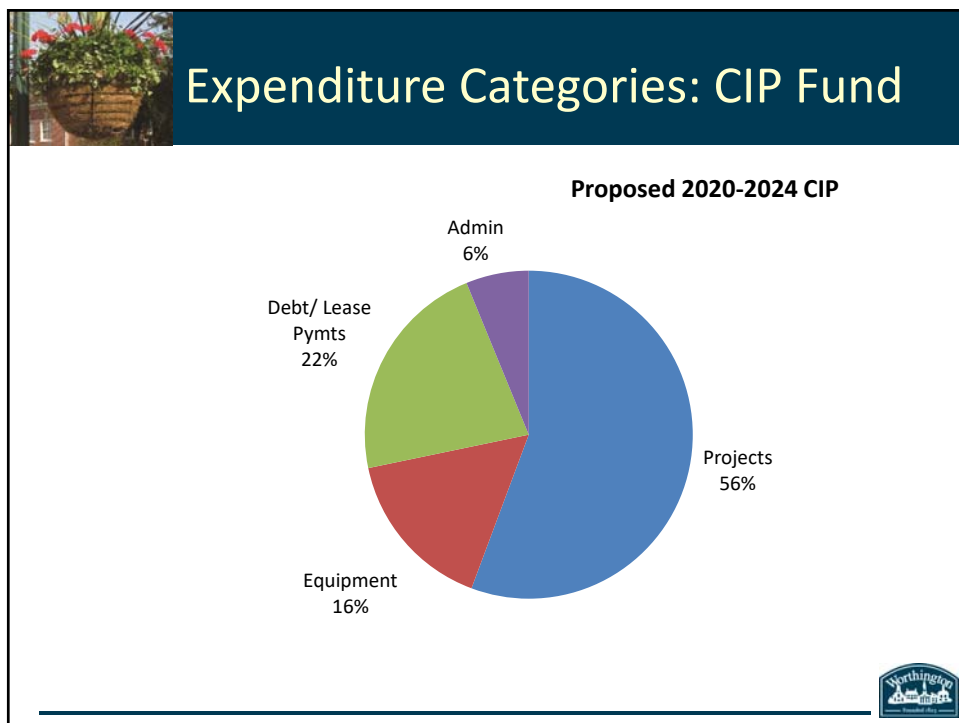
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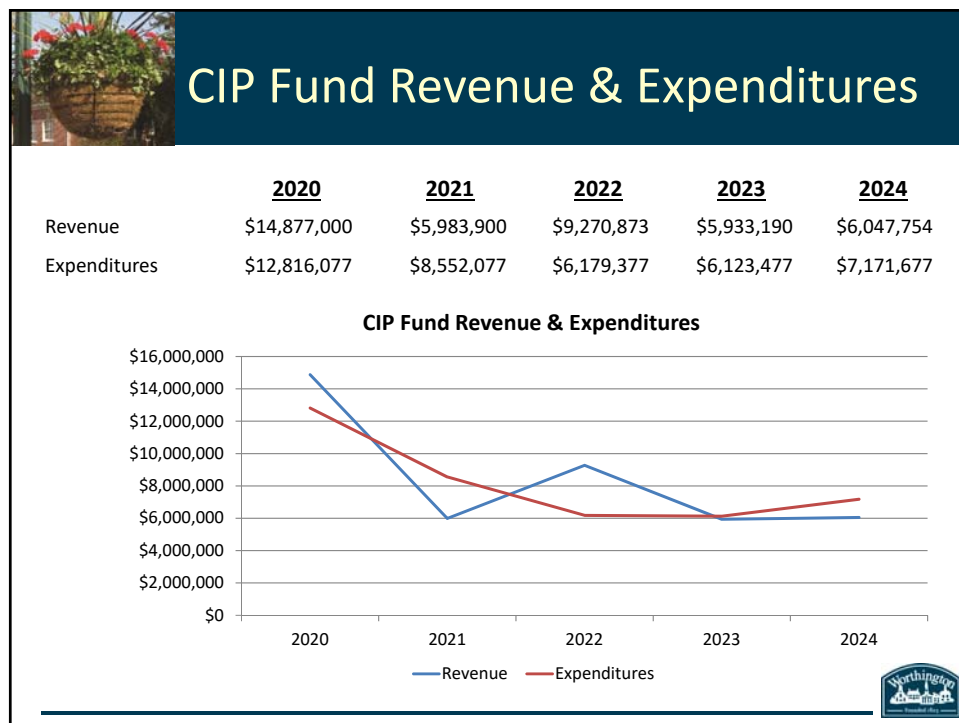
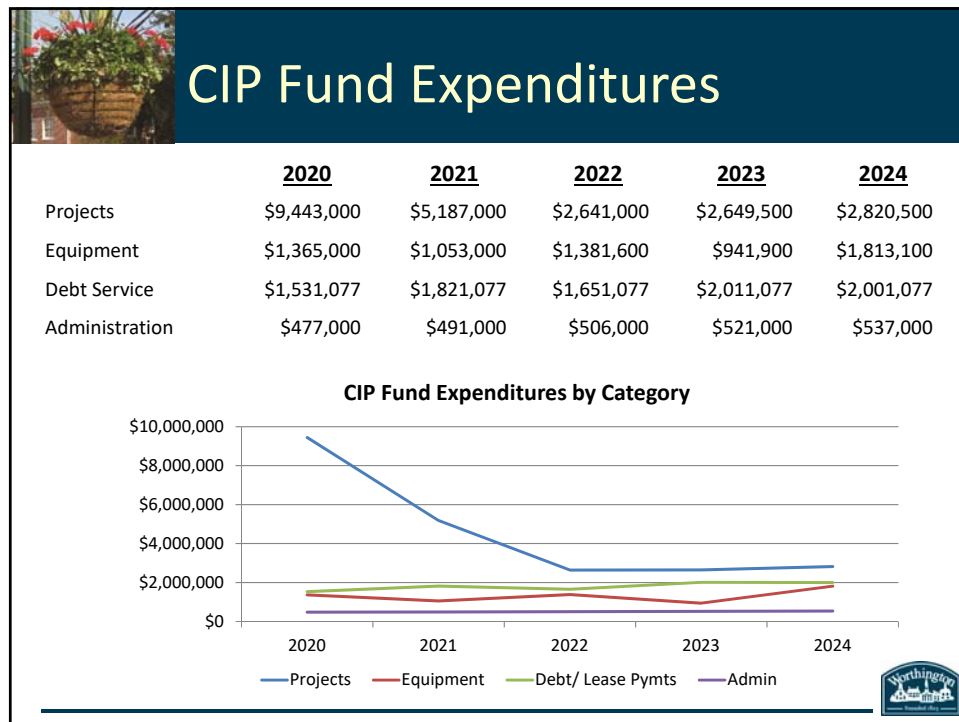
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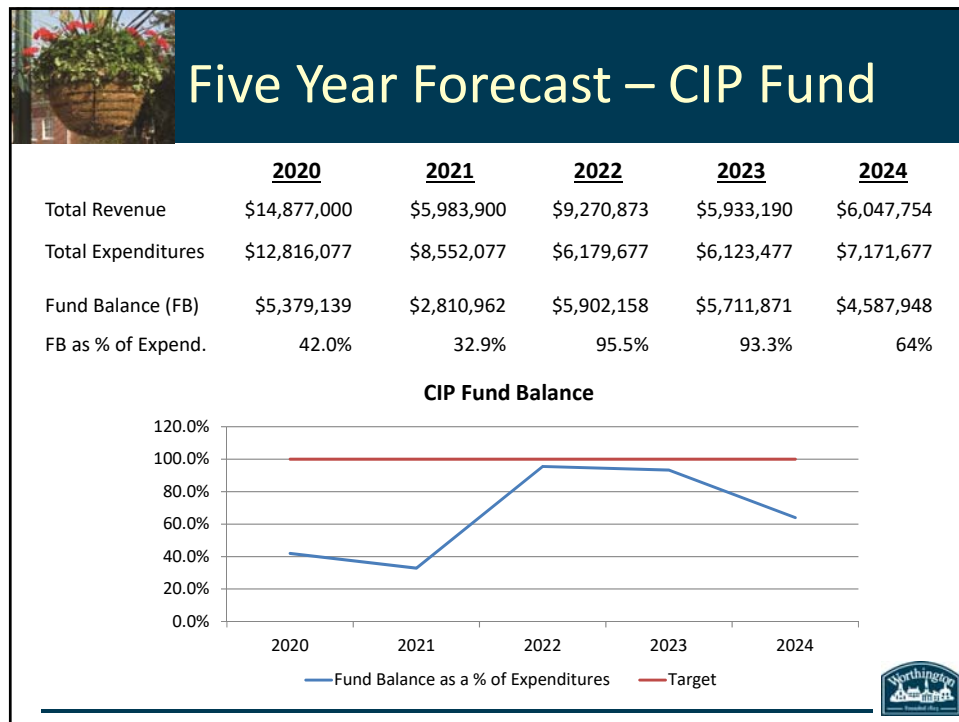


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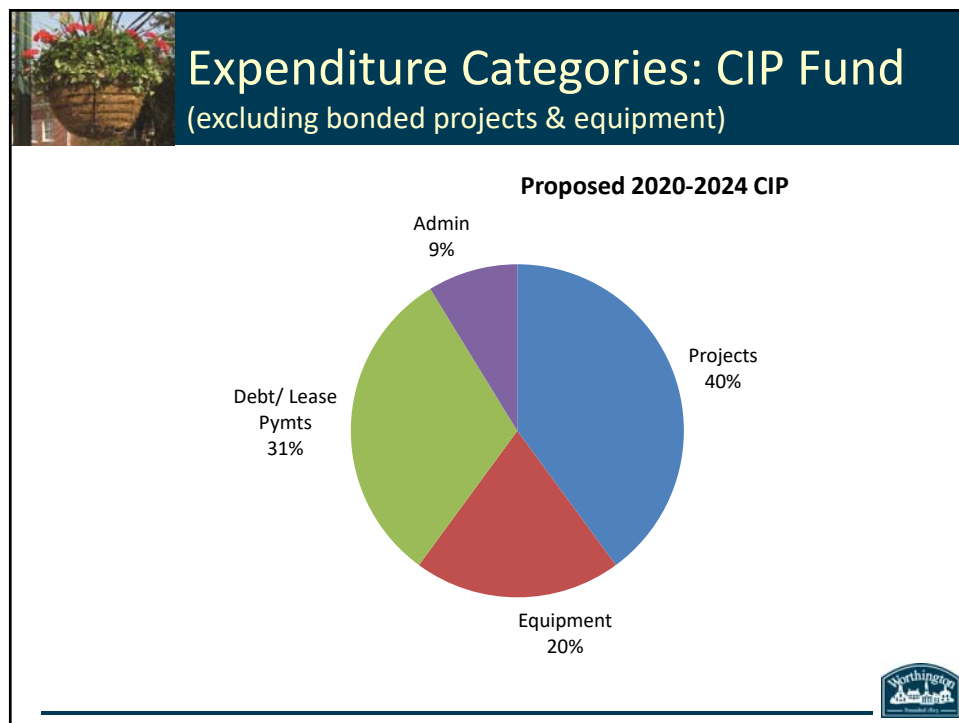


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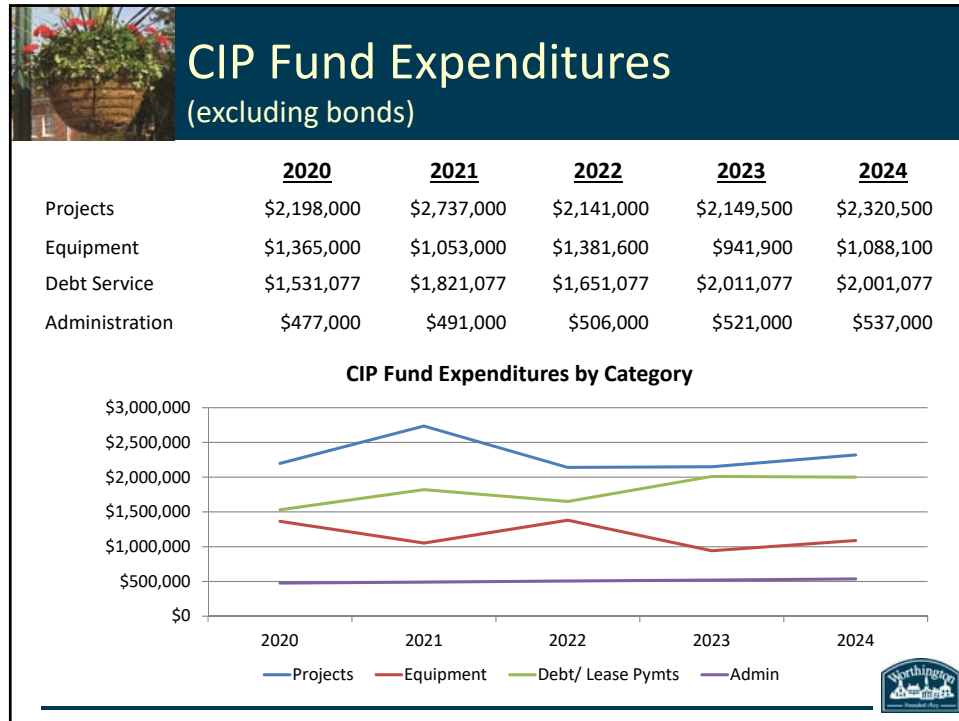




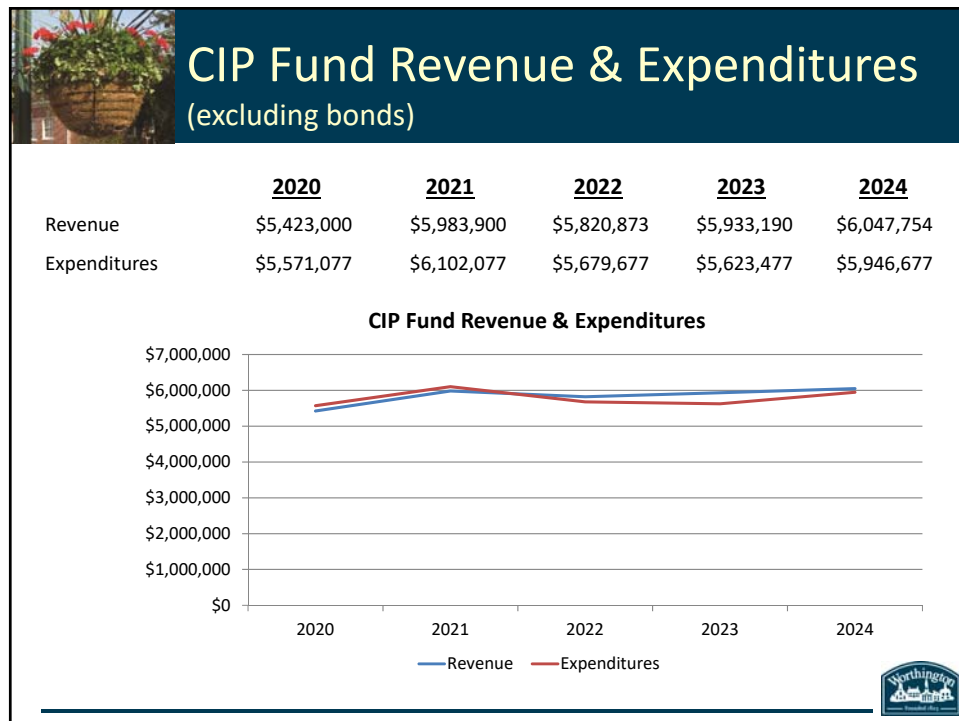
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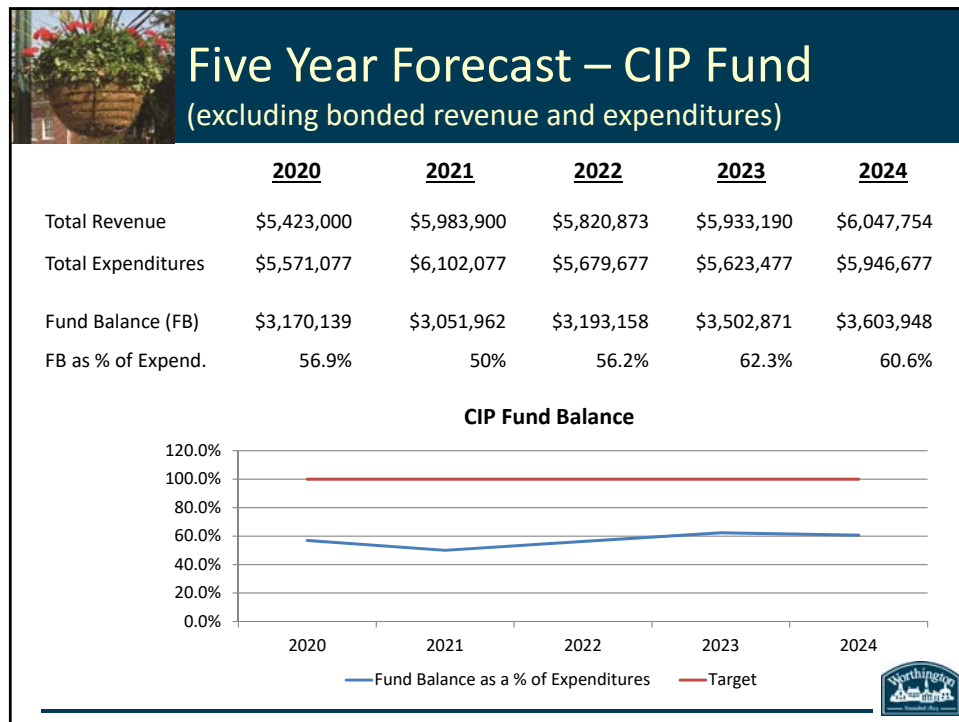
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**City Council Priorities**

**Wilson Bridge Road Corridor**  
 McCord Park Improvements (2020)  
 Arterial improvements for West Wilson Bridge Road (2023)

**Age Friendly**  
 Primarily associated with the operating budget  
 Griswold Center Window Replacement (2021)  
 Griswold Center Fitness Equipment (2023)

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## City Council Priorities


**McCord Park**  
Partial Funding for Implementation (2020)

**Updated Office Buildings**  
Incentive programs funded in Operating Budget

**Energy Efficiency**  
Police Building Improvements (2020)  
Municipal Building, Fire Station, Planning & Building Facility,  
Service & engineering Building, Parks Maintenance Building,  
McConnell Arts Center (2021)




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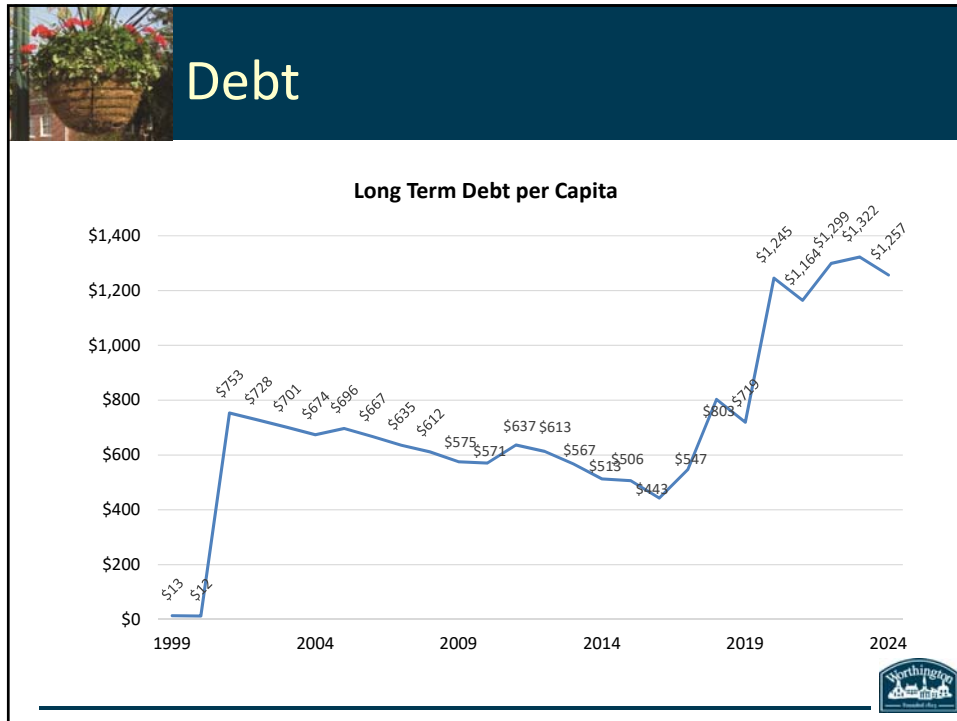
## City Council Priorities

**Bike/Ped Implementation**  
\$100,000 annually in 2020 & 2021  
\$250,000 annually in 2022-2024

**Electric Vehicle Charging**  
Reflected in 2019 operating expenditures



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**Debt**

**2019 Expenditures Scheduled for Debt**

State Infrastructure Bank (SIB) Loan (Northeast Gateway Project gap financing for federal funds)



Anticipated Loan Amount: \$4,500,000

Public Safety and Other City Radios

Lease Amount: \$514,000

Annual Payment: \$92,388

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 <b>Debt</b>	
<b>Future Proposed Debt Issuance Projects/Equipment</b>	
Kenyonbrook Sanitary Sewer	\$2,100,000
Sanitary Sewer Repairs & Rehabilitation	\$2,000,000
Police Building HVAC & Remediation	\$1,500,000
Police Building Roof Repair	\$425,000
Rush Run Stream – Huntley Bowl Improvements	\$420,000
McCord Park Renovations	\$1,800,000
Waterline Improvements	\$2,000,000
City Buildings Energy Conservation Improvements	\$950,000
Fire Engine Replacement	\$725,000
	

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 <b>2020 Projects</b>	
<b>Legal Mandates</b>	
Kenyonbrook Trunk Sewer (construction)	\$2,100,000
Sanitary Sewer Repair & Rehabilitation	\$1,000,000
<b>Essential for Basic Services</b>	
Arterial Pavement Preservation	\$185,000
Building Improvement Program	\$200,000
CBD Paver Renovation	\$20,000
Community Center Pools Resurfacing	\$120,000
Community Center South End Door Replacement	\$48,000
Culvert Repair at Linworth Run (design)	\$25,000
Fire Hydrant Replacement & Painting	\$25,000
	

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 <b>2020 Projects</b>	
<b>Essential for Basic Services (cont'd)</b>	
Fire Station Bathroom/Shower Renovation	\$100,000
Perry Park Backflow Preventer	\$70,000
Police Building HVAC & Remediation	\$1,500,000
Police Building Roof Repair	\$425,000
Rush Run Steam – Huntley Bowl Imp.	\$420,000
Street & Sidewalk Improvement Program	\$900,000
Traffic Signal Improvement	\$50,000
	

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 <b>2020 Projects</b>	
<b>Improvements to Basic Service</b>	
McCord Park Renovations	\$1,800,000
Perry Park Building Electrical Upgrade	\$25,000
Selby Park Playground Replacement	\$275,000
Streetlight Conversion to LED	\$25,000
<b>Enhancement/Discretionary</b>	
Bike & Pedestrian Improvements	\$100,000
Community Wayfinding Signage	\$50,000
	



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2020 Equipment	
<b>Administration/Information Technology</b>	
Computer Replacement	\$60,000
Server & Network	\$80,000
<b>Fire &amp; EMS</b>	
Fire Hose	\$10,000
Fire Initial Issue	\$18,000
Firefighter Protection Equipment	\$48,000
Mobile Data Terminals	\$75,000
Self Contained Breathing Apparatus	\$300,000
Small Equipment Replacement	\$15,000
SUV (BN101)	\$60,000



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2020 Equipment	
<b>Parks &amp; Recreation</b>	
Community Center Fitness Equipment	\$56,000
Pool Filter Sand	\$13,000
Small Equipment Replacement	\$15,000
Turf Mowers	\$14,000
<b>Police</b>	
Mobile Data Terminals	\$25,000
Police Building Furniture	\$15,000
Police Cruisers	\$155,000
Police Initial Issue Equipment	\$20,000
Records Management Software	\$250,000


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 <b>2020 Equipment</b>	
<b>Service &amp; Engineering</b>	
Cargo Van	\$30,000
Pressure Washer	\$16,000
Scan Tools for Garage	\$15,000
Small Equipment Replacement	\$10,000
Wood Chipper	\$65,000
	

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 <b>Uncertainties</b>	
Short Term Financing Costs for Federal Funds for the Northeast Gateway Project	
Funding for Swiminc	
McCord Park Funding	
Recommendations from Assessments of Water Lines and Traffic Signals	
	

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## Impacts of Constrained Funding

- \$4,745,000 added to bonding
- Projects involving City buildings delayed by a year or two
- Playground replacements previously scheduled for every year spread out to occur every other year
- Most equipment replacements delayed by a year
- Parks & Recreation bus and sedan replacement cancelled – will be dropped from fleet




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## Need for Additional Revenue

- Current revenue streams for the CIP insufficient to fund the needs
- Income tax is the primary source of revenue, along with a small amount of MMVLT each year and license tax periodically
- Possible options
  - Parks & Recreation Fees
  - Water & Sewer Surcharges
  - License Tax



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# Department of Finance

## September 2019 Financial Report

### Quick Facts

#### All Funds

<u>09/30/2019</u>	<u>09/30/2019</u>
<u>Cash Balances</u>	<u>Unencumbered</u>
<b>\$32,631,169</b>	<b>Balance</b>
(January 1, 2019 balance: \$30,338,812)	<b>\$25,136,932</b>

#### General Fund

<u>09/30/2019</u>	<u>09/30/2019</u>
<u>Cash Balance</u>	<u>Unencumbered</u>
<b>\$16,007,541</b>	<b>Balance</b>
(January 1, 2019 balance: \$14,667,073)	<b>\$14,451,117</b>
	(52.5% of prior year expenditures)

### Highlights & Trends for September 2019

#### Income Tax Collections

- Year to Date (YTD) income tax collections are above 2018 YTD income tax collections \$6,242 or 0.03%.
- YTD Income tax collections are above estimates by \$41,397 or 0.21%.
- Refunds issued in September totaled \$40,008 with year to date refunds totaling \$592,929.

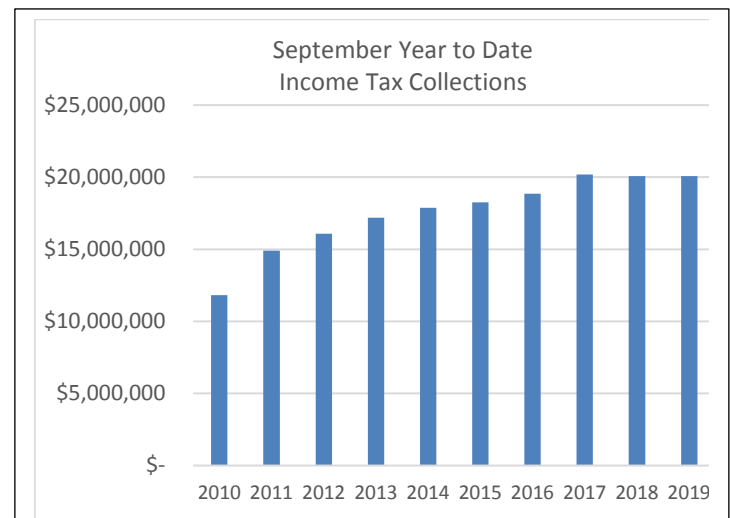
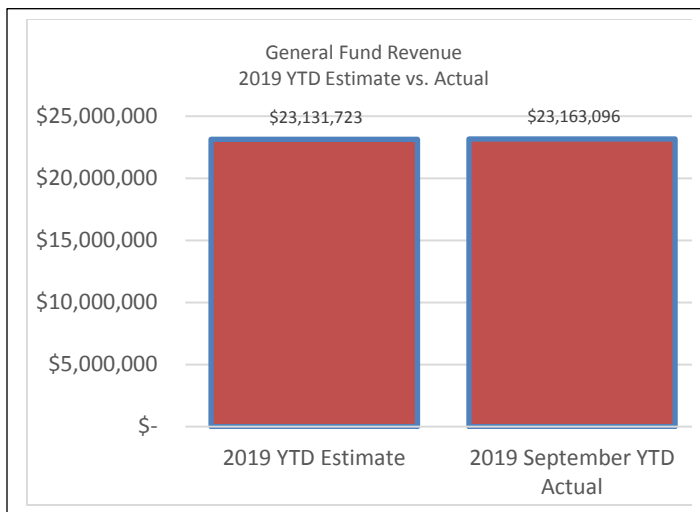
#### Income Tax Revenue by Account Type

For September of 2019:

Withholding Accounts – 88.86% of collections  
Individual Accounts – 7.43% of collections  
Net Profit Accounts – 3.72% of collections

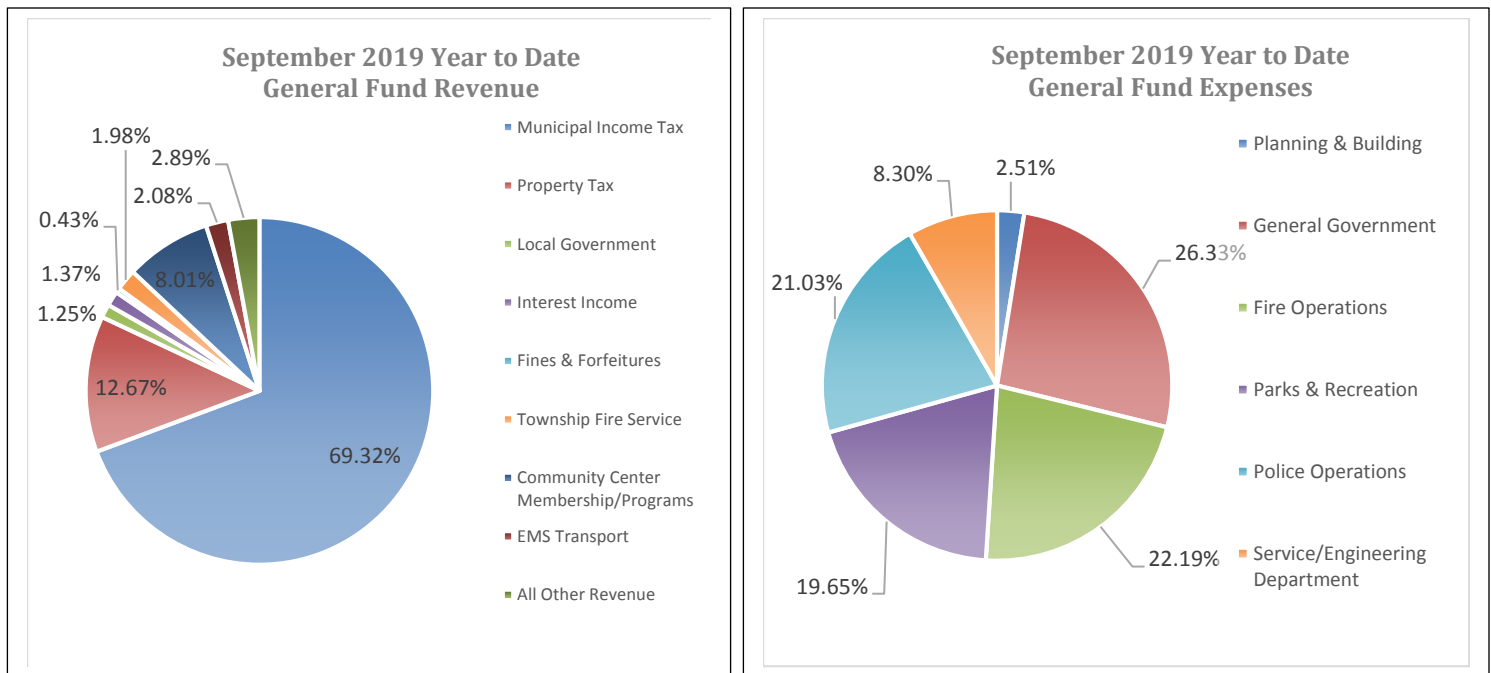
For September of 2018:

Withholding Accounts – 85.13% of collections  
Individual Accounts – 10.83% of collections  
Net Profit Accounts – 4.04% of collections





## Highlights &amp; Trends for September 2019 (continued)

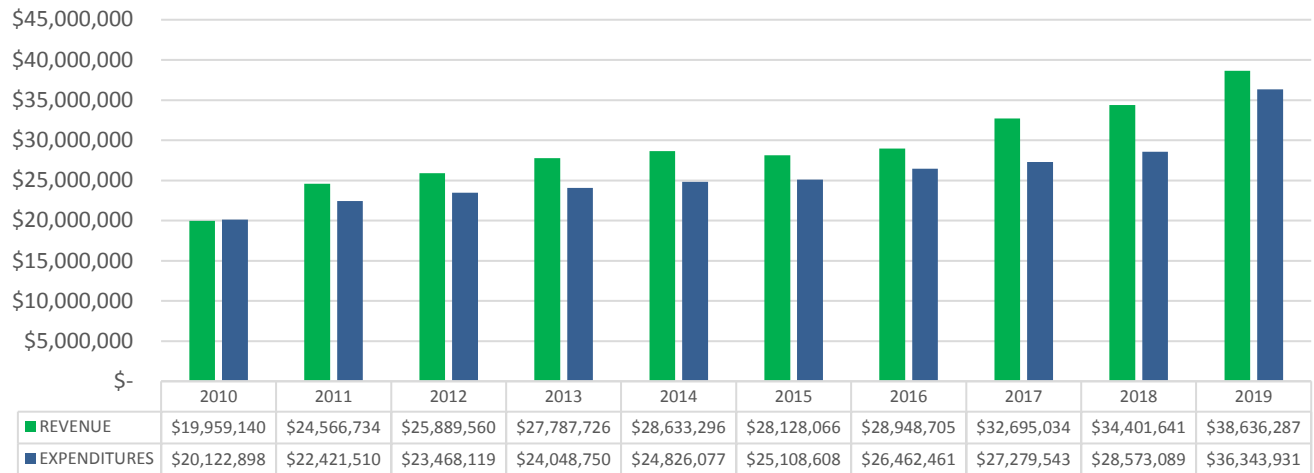
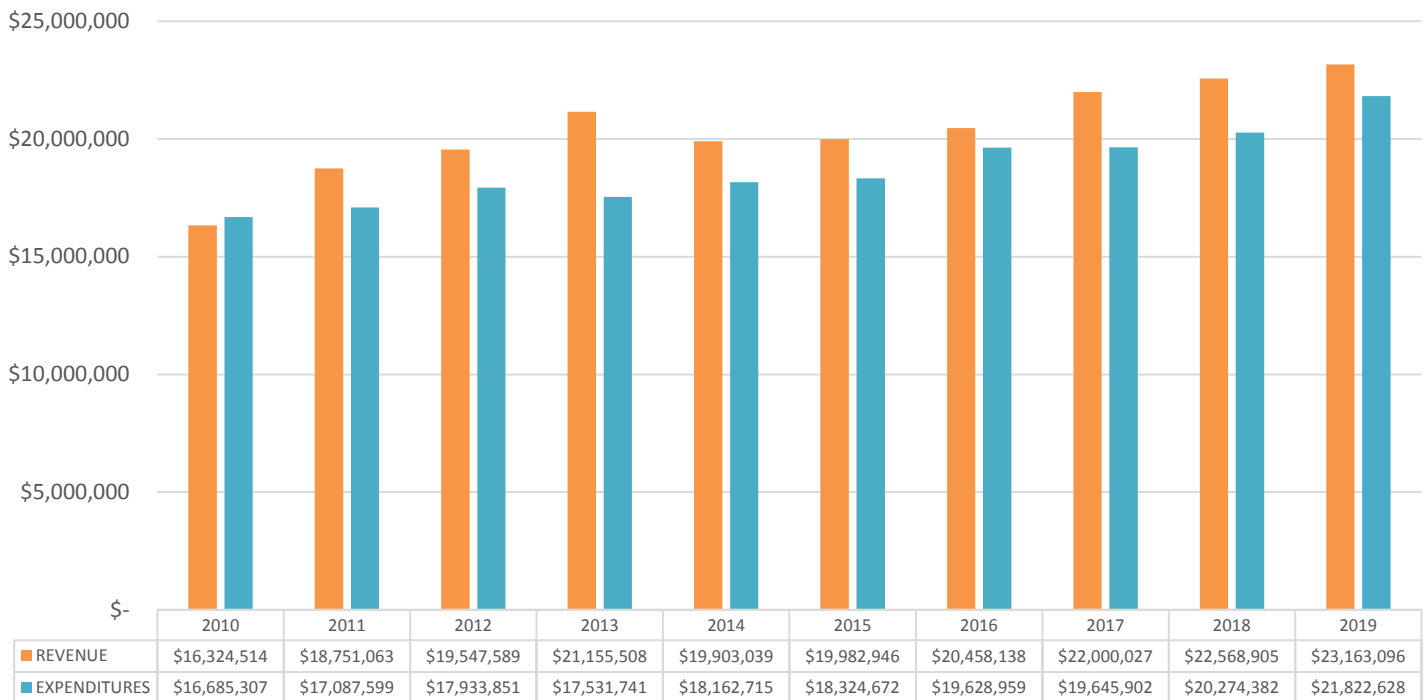


## Notable Initiatives &amp; Activities

- Fund balances for all funds increased from \$30,338,812 on January 1, 2019 to \$32,631,169 as of September 30, 2019, with year to date revenues exceeding expenditures for all funds by \$2,292,357.
- For the month of September, fund balances for all funds decreased from \$32,828,990 as of August 1, 2019 to \$32,631,169 as of September 30, 2019, with expenditures exceeding revenues by \$197,821.
- The General Fund cash balance increased from \$14,667,073 as of January 1, 2019 to \$16,007,541 as of September 30, 2019, with revenues exceeding expenditures by \$1,340,468.
- For the month of September, the General Fund balance increased from \$15,829,101 on September 1, 2019 to \$16,007,541 as of September 30, 2019, with revenues exceeding expenditures by \$178,439.



## Financial Tracking

September Year to Date  
Revenue to Expenditures  
All FundsSeptember Year to Date  
General Fund  
Cash Position



### September 2019 Cash Reconciliation

Total Fund Balances:		\$32,631,168.51
Depository Balances:		
General Account:	\$ 7,158,450.68	
Total Bank Balances:		\$7,158,450.68
Investment Accounts:		
Certificates of Deposit:	\$12,214,000.00	
Star Ohio/Star Plus	5,388,466.37	
Fifth Third MMKT/CDs	7,623,661.46	
CF Bank	245,000.00	
Total Investment Accounts:		\$25,471,127.83
Petty Cash/Change Fund:		1,590.00
Total Treasury Balance as of September 30, 2019		\$32,631,168.51
Total Interest Earnings as of September 30, 2019		\$318,344.30
Average CD Interest Earnings		2.21%

### Debt Statement

<u>Issuance</u>	<u>Purpose</u>	<u>Maturity</u>	<u>Rate</u>	<u>Principal Balance</u>
2015	2015 Refunding Bonds	December 2021	1.62%	\$2,300,000.00
2017	2017 Various Purpose Bonds	December 2032	2.21%	\$3,525,000.00
2008	OPWC 0% Loan – ADA Ramps	December 2028	0%	\$ 70,290.45
2015	OPWC 0% Loan – Kenyonbrook	December 2045	0%	\$ 541,320.76
2019	2019 Bond Anticipation Notes	September 2020	1.37%	\$ 4,290,000.00
	Total Principal Debt Balance			\$10,726,611.21



**City of Worthington  
Fund Summary Report  
as of September 30, 2019**

		<u>1/1/2019 Beginning</u>	<u>Year to Date</u>	<u>Year to Date</u>			<u>Unencumbered</u>
	<u>FUND</u>	<u>Balance</u>	<u>Actual Revenue</u>	<u>Actual Expenses</u>	<u>9/30/2019</u>	<u>Encumbrances</u>	<u>Balance</u>
101	General Fund	\$ 14,667,073	\$ 23,163,096	\$ 21,822,628	\$ 16,007,541	\$ 1,556,423	\$ 14,451,117
202	Street M&R	56,646	654,584	660,170	51,060	44,654	\$ 6,406
203	State Highway	49,792	41,723	56,937	34,578	2,510	\$ 32,068
204	Water	20,778	49,513	62,246	8,045	2,897	\$ 5,148
205	Sewer	31,539	28,401	53,856	6,084	3,695	\$ 2,389
210	Convention & Visitor's Bureau F	-	167,572	55,830	111,742	-	\$ 111,742
211	27th Pay Fund		250,000	-	250,000	-	\$ 250,000
212	Police Pension	499,195	394,354	482,293	411,256	-	\$ 411,256
214	Law Enforcement Trust	64,438	3,969	1,938	66,469	-	\$ 66,469
215	Municipal MV License Tax	140,740	90,562	-	231,301	-	\$ 231,301
216	Enforcement/Education	50,181	835	-	51,016	-	\$ 51,016
217	Community Technology	13,029	-	13,029	-	-	\$ -
218	Court Clerk Computer	232,905	7,518	7,871	232,552	842	\$ 231,710
219	Economic Development	563,285	208,427	281,743	489,969	84,124	\$ 405,845
220	FEMA Grant	-	-	-	-	-	\$ -
221	Law Enf CED	20,360	-	-	20,360	5,000	\$ 15,360
224	Parks & Rec Revolving	406,090	-	11,377	394,713	-	\$ 394,713
229	Special Parks	40,023	18,466	24,994	33,494	-	\$ 33,494
253	2003 Bicentennial	72,566	-	-	72,566	-	\$ 72,566
306	Trunk Sewer	375,149	-	-	375,149	-	\$ 375,149
308	Capital Improvements	10,850,531	7,124,351	7,968,996	10,005,886	4,730,816	\$ 5,275,070
313	County Permissive Tax	-	-	-	-	-	\$ -
409	General Bond Retirement	1,191,328	5,702,820	4,673,727	2,220,421	1,037,273	\$ 1,183,148
410	Special Assessment Bond	278,448	-	-	278,448	-	\$ 278,448
825	Accrued Acreage Benefit	11,108	41,605	-	52,713	5,019	\$ 47,694
830	OBBS	2,009	2,508	2,616	1,902	983	\$ 919
838	Petty Cash	1,590	-	-	1,590	-	\$ 1,590
910	Worthington Sta TIF	37,541	-	-	37,541	-	\$ 37,541
920	Worthington Place (The Heights	432,863	170,811	25,595	578,079	-	\$ 578,079
930	933 High St. MPI TIF Fund	96,589	17,457	197	113,849	-	\$ 113,849
935	Downtown Worthington MPI TIF	131,369	243,117	7,600	366,886	20,000	\$ 346,886
940	Worthington Square TIF	558	27,867	315	28,110	-	\$ 28,110
945	W Dublin Granville Rd. MPI TIF	1,091	105,716	96,000	10,807	-	\$ 10,807
950	350 W. Wilson Bridge		88,039	996	87,043	-	\$ 87,043
999	PACE Fund	-	32,977	32,977	-	-	\$ -
							\$ -
	<b>Total All Funds</b>	<b>\$ 30,338,812</b>	<b>\$ 38,636,287</b>	<b>\$ 36,343,930</b>	<b>\$ 32,631,169</b>	<b>\$ 7,494,237</b>	<b>\$ 25,136,932</b>



**City of Worthington, Ohio  
General Fund Overview  
as of September 30, 2019**

		2018	2019	2019	2019	2019	2019	Variance				
		Year End	Original	Revised	Y-T-D	September	Variance	as % of				
Revenues		Actual	Budget	Budget	Estimates	Y-T-D Actual	Over/(Under)	Budget				
Municipal Income Tax	1	\$ 20,854,635	\$ 20,800,000	\$ 20,800,000	\$ 16,025,248	\$ 16,055,838	\$ 30,590	0.19%				
Property Tax	2	2,939,140	3,004,150	\$ 2,901,140	2,901,140	2,934,807	\$ 33,667	1.16%				
Local Government	*	358,938	350,000	\$ 354,098	265,574	289,813	\$ 24,239	9.13%				
Interest Income	*	402,431	350,000	\$ 350,000	262,500	318,344	\$ 55,844	21.27%				
Fines & Forfeitures	*	150,200	170,000	\$ 170,000	127,500	98,849	\$ (28,651)	-22.47%				
Township Fire Service	2	469,460	486,875	\$ 486,875	486,875	458,114	\$ (28,761)	-5.91%				
Community Center Membership/Progr	*	1,435,227	2,459,200	\$ 2,494,125	1,870,594	1,855,899	\$ (14,695)	-0.79%				
EMS Transport	*	621,898	691,875	\$ 691,875	518,906	481,551	\$ (37,356)	-7.20%				
All Other Revenue	*	1,469,183	1,316,933	\$ 1,358,693	673,387	669,882	\$ (3,505)	-0.52%				
<b>Total Revenues</b>		<b>\$ 28,701,110</b>	<b>\$ 29,629,033</b>	<b>\$ 29,606,806</b>	<b>\$ 23,131,723</b>	<b>\$ 23,163,096</b>	<b>\$ 31,373</b>	<b>0.14%</b>				
<b>Expenditures</b>												
Planning & Building		\$ 675,224	\$ 812,191	\$ 812,191	\$ 609,143	\$ 532,079	\$ (77,064)	87.35%				
General Government		6,639,309	7,243,124	\$ 7,450,365	\$ 5,589,636	5,586,574	\$ (3,062)	99.95%				
Fire Operations		6,101,062	6,965,743	\$ 6,965,743	\$ 5,224,307	4,708,089	\$ (516,218)	90.12%				
Parks & Recreation		4,566,131	5,872,638	\$ 5,880,938	\$ 4,410,704	4,170,103	\$ (240,601)	94.55%				
Police Operations		5,856,535	6,408,351	\$ 6,483,351	\$ 4,862,513	4,461,679	\$ (400,835)	91.76%				
Service/Engineering Department		2,310,552	2,828,529	\$ 2,825,528	\$ 2,119,146	1,760,644	\$ (358,502)	83.08%				
<b>Total Expenditures</b>		<b>\$ 26,148,813</b>	<b>\$ 30,130,576</b>	<b>\$ 30,418,116</b>	<b>\$ 22,815,450</b>	<b>\$ 21,219,167</b>	<b>\$ (1,596,283)</b>	<b>93.00%</b>				
Excess of Revenues Over (Under) Expenditures		\$ 2,552,297	\$ (501,543)	\$ (811,310)	\$ 316,274	\$ 1,943,929						
Fund Balance at Beginning of Year		\$ 13,491,664	\$ 14,667,073	\$ 14,667,073	\$ 14,667,073	\$ 14,667,073						
Unexpended Appropriations			903,917	912,543	684,408				1 - Income Tax budget based on individual monthly projections.			
Expenditures versus Prior Year Enc		1,376,887	1,376,887	1,376,887	600,000	603,461			2 - These revenue budgets are based on semi-annual payments.			
General Fund Balance		\$ 14,667,073	\$ 13,692,560	\$ 13,391,420	\$ 15,067,754	\$ 16,007,541			* - All other revenue budgets are spread equally over each month.			
									All expenditure budgets are spread equally over each month.			