



# **City Council Agenda**

**Monday, December 7, 2020 at 7:30 pm**

**6550 N. High Street, Worthington, Ohio 43085**

## **Virtual Meeting Information**

Link through: [worthington.org](http://worthington.org)

Our Government - Live Stream

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Visitor Comments**

## **Special Presentation(s)**

- 5. Update - Nikki Hudson, President Worthington Board of Education**  
As board liaison with Worthington City Council, Ms. Hudson wishes to provide a brief update on various matters.

## **Administrative Hearing**

- 6. Appeal of Architectural Review Board Decision - 150 W. New England Ave.**  
Appeal of the Architectural Review Board's denial of solar panels at 150 West New England Avenue

## **Consent Agenda**

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

- 7. Approval of Minutes - November 2, 2020, November 9, 2020 (Special Meeting), November 9, 2020, and November 16, 2020**
- 8. Ordinance No. 46-2020 Columbus Public Health Contract**

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

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

**Recommendation:** Approve as Presented

**9. Ordinance No. 47-2020 Riverlea Police Contract 2021**

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

**Executive Summary:** Staff is proposing a 2021 contract in the amount of \$83,234, this increase is in line with what was proposed as part of the 2020 police contract.

**Recommendation:** Approve as Presented

**10. Ordinance No. 48-2020 CIP - Fire Station Bathroom (Project 712-20)**

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the Fire Station Bathroom Renovation Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 712-20)

**Executive Summary:** This ordinance appropriates funds for the design and construction of bathroom/locker room renovations at the Fire House.

**Recommendation:** Approve as Presented

**11. Ordinance No. 49-2020 Convention and Visitors Bureau Allocation of Hotel-Motel Tax**

The Allocation of the Six Percent (6%) Hotel/Motel Tax as it Relates to the Operation of Convention and Visitors' Bureau Services provided by the Worthington Partnership.

**Executive Summary:** This Ordinance authorizes the distribution of 66% of the 6% Hotel/Motel Tax collected in 2021 to the Worthington Partnership for the purpose of convention and visitors' bureau services.

**Recommendation:** Approve as Presented

**12. Ordinance No. 50-2020 Plumbing Inspections 2021 (Franklin County) District Board of Health**

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

**Executive Summary:** This is the annual ordinance that authorizes the City Manager to appoint the Franklin County District Board of Health as the provider of plumbing inspection services for 2021.

**Recommendation:** Approve as Presented

**13. Resolution No. 55-2020 Alternate Building Inspection (Schofield)**

Approving the City Manager's Appointment of Donald W. Schofield as Alternate Chief Building Official and Alternate Master Plans Examiner for the Division of Building Regulation.

**Executive Summary:** This Resolution approves the City Manager's appointment of

Donald Schofield as "Alternate Chief Building Official" and "Alternate Chief Plans Examiner".

**Recommendation:** Introduce and Approve as Presented

**14. Resolution No. 56-2020 Staffing Chart**

**Executive Summary:** This Resolution adopts a staffing chart for the City for 2021. The number, type and classification of the position in the document are consistent with the 2021 Budget.

**Recommendation:** Introduce and Approve as Presented.

## **Public Hearings on Legislation**

**15. Ordinance No. 44-2020 2021 Budget Ordinance**

Providing for the Adoption of the Annual Budget for the Fiscal Year 2021 and Appropriating Sums for Current Operating Expenses.

**Executive Summary:** This Ordinance adopts the City's annual budget for Fiscal Year 2021 and appropriates sums for current operating expenses.

**Recommendation:** Motion to Amend and Approve as Amended

**16. Ordinance No. 45-2020 Unclassified Pay Plan**

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2021 through December 31, 2021, and Adopting Class Specifications for Said Unclassified Positions.

**Executive Summary:** this Ordinance establishes the salaries for unclassified employees in the City for 2021.

**Recommendation:** Motion to Amend and Approve as Amended

## **New Legislation to Be Introduced**

**17. Resolution No. 57-2020 Classified Pay 2021**

Establishing the Compensation Plan, Assigning Compensation Levels for Positions in the Classified Service, Adopting Class Specifications, Providing for Normal Work Weeks, and Repealing Resolutions No. 73-2019, 74-2019, and 14-2020.

**Executive Summary:** This Resolution establishes the compensation for all classified positions for 2021 consistent with the 2021 budget and collective bargaining agreements.

**Recommendation:** Introduce and Approve as Presented

**18. Resolution No. 58-2020 Adoption of 2021-2025 Capital Improvements Program**

Approving the 2021-2025 Capital Improvements Program for the City of Worthington

**Executive Summary:** This Resolution adopts the 2021-2025 Capital Improvements

**Recommendation:** Introduce and Approve as Presented

**19. Resolution No. 59-2020 Notification of Police Operations Related to Protests and Demonstrations**

A Resolution Requiring Notification of City Council Members of Police Operations Related to Protests and Demonstrations.

**Executive Summary:** This resolution would require that City Council be notified regarding police operations related to protests and demonstrations.

**Recommendation:** Approve as Presented

**20. Ordinance No. 51-2020 Appropriation - New and Replacement Equipment & Various Projects**

**Executive Summary:** This Ordinance appropriates funds to procure the new and replacement equipment provided in the Capital Improvement Plan (CIP) for Fiscal Year 2021. This Ordinance also appropriates funds for multiple projects identified in the 2021-2025 CIP.

**Recommendation:** Introduce for Public Hearing on December 14th, 2020.

**21. Ordinance No. 52-2020 CARES Act Appropriation**

**Executive Summary:** This Ordinance appropriates CARES Act funding received in the Coronavirus Relief Fund for expenditures incurred due to the public health emergency with respect to COVID-19.

**Recommendation:** Introduce for Public Hearing on December 14th, 2020.

## **Reports of City Officials**

## **Reports of Council Members**

## **Other**

## **Executive Session**

## **Adjournment**

**22. Motion to Adjourn**





150 W. New England Avenue  
Worthington, OH. 43085

October 1, 2020

Ms. Kay Thress  
6550 N. High Street  
Worthington, OH 43085

Dear Ms. Thress:

I would like to officially file an appeal of the Architectural Review Board (ARB) decision rendered on September 24, 2020 that denied my request to install energy efficient, high-technology, solar panels on my low-slope residential roof. The vote was 4 to 3 against my request.

At the outset, let me state that I have attached my appeal application, as well as an overview of the work that was proposed at the ARB meeting. Additionally, I've attached the design specifications that govern the use of solar panels in the district.

However, before getting into the particulars of my appeal, I would like to provide brief context.

My wife and I have been residents of Worthington for 6 years, and my wife is a teacher at Sutter Park Elementary School. We chose this neighborhood because of its charm, the reputation of the school system, and importantly, our knowledge that a large number of Worthington citizens are committed to a sustainable world, a goal that we share. My wife and I had three personal beliefs that served as the basis for our original proposal to the ARB.

- We are extremely aware that climate change is affecting the world negatively, and that dependence on fossil fuel sources to provide our energy needs is, in large measure, a principal reason for the dramatic changes in average worldwide—and local—temperatures.
- The United States, by population, represents approximately 4% of the world's population, but consumes 25% of its energy. Solar energy—a renewable source of energy—is one of the more promising alternatives.
- Each individual—whether living in Worthington, OH or Melbourne, Australia—has a personal responsibility to reduce his or her carbon footprint. Our future on this planet demands this level of attention.

Worldview aside for the moment, I am filing my appeal principally on the basis that the ARB did not apply my design specifications properly in its assessment of my proposal. The four board members who voted against my proposal did so simply because of their claim that the solar panels would be visible from the right of way. As you are aware, while Resolution 19-2017 does 'strongly discourage' visible panels, it does not prohibit them outright. It states, in section C.ii,

that solar panels can be approved if their placement "does not have an adverse effect on the architecture of the building, or the character of the site or Architectural Review District".

In order to evaluate whether a given solar panel petitioner has met, (or has not met) these stated criteria, the resolution specifies three details on how a body such as the ARB is to judge a proposal.

1. ... visible panels should not "alter the historic character of the property." During the open discussion of my proposal, not one member objected to my proposal with respect to this consideration.
2. ... the "removal of historic materials or alterations of features and spaces that characterize a property should be avoided." Again, not one member objected on the basis that my proposal violated this consideration.
3. ..."distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." No member objected on the basis of this point, and no call-in participant to the meeting objected as well.

To the contrary, and as my original application applies to these three criteria, the ARB agreed that my house, having been built in 1959, did not have any distinctive features or craftsmanship considerations.

The resolution goes on to instruct the ARB to "first identify functional and decorative features of the roof .....and conclude that the addition of solar panels does not impact the functional or distinctive features." The ARB did not identify any functional or decorative features, and did not deny the proposal on this basis.

In sum, I respectfully request that the City Council hear my appeal and ultimately reverse the ARB decision based on three factors.

First, I contend that the ARB did not apply the published guidelines outlined in the City's resolution accurately or within the scope of their intent. Instead, they applied their own perspective in declaring that my proposed solar panels being partially visible from select vantage points, were not going to be allowed. Their rejection—narrow as it was-- goes beyond the scope of Resolution 19-2017.

Second, the dissenting voters seemed to be swayed more by the thought that our solar panels would negatively impact the "aesthetics" of the Architectural District while setting aside the broader and more impactful fact that the installation of solar panels would function to enhance the district in two important ways: (1) the panels will reduce fossil-fuel dependence, and (2) they will serve as an inspiration to other residents to install similar systems that would, in turn, further reduce this dependence. To naysayers who might object to solar panels because they perceive the aesthetics of our neighborhood would be affected, I would reply that when telephone lines and/or electric power poles were installed in Worthington during bygone days, we live today with that "intrusion" because we realize that the function these lines and poles provide far outweigh any aesthetics imperfections that come with their installation.

Third, my wife and I intend to take personal responsibility for our community, the country, and our world by reducing our carbon footprint. We want our daughter—and our neighbors—to imitate our model and recognize that to limit fossil fuel consumption and to adopt alternative clean forms of energy is a good thing.

My wife and I would like to thank the Council for considering our appeal. We trust that you will grant approval of our appeal so that we can move forward in our conservation efforts that affect us—and our neighborhood—in a positive way.

If I can address any points of our request to reverse the ARB's decision, please feel free to contact me.

Sincerely,

Patrick Rogers

Attachments:

19-2017 Solar Panels in Design Guidelines 04.26.2017.pdf

Rogers Plans w. attachments.pdf

Rogers Zoning statement.pdf

Rogers arch review filing.pdf



## MEMORANDUM

TO: Members of the Architectural Review Board  
Members of the Municipal Planning Commission

FROM: R. Lee Brown, Director  
Lynda Bitar, Planning Coordinator

DATE: September 18, 2020

SUBJECT: Staff Memo for the Meeting of September 24, 2020

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1. Solar Panels – **150 W. New England Ave.** (Appalachian Renewable Power/Rogers) **AR 65-2020**

### **Findings of Fact & Conclusions**

#### **Background & Request:**

The property is a corner lot that is 80-feet deep and 120-feet wide on the corner of W. New England Ave. and Evening St. The house is a split-level style that was built in 1959. In 2014 the Board approved the installation of a generator to the rear of the property. This application is a request to install solar panels.

#### **Project Details:**

1. The applicant is proposing the installation of 25 solar panels. All are shown on the south side roof facing E. New England Ave.
  - a. The house is situated in a way that the roof only faces north and south.
2. The 1.38" thick panels would be mounted on a metal railing system and sit approximately 6" above the roof.
3. The color of the proposed panels would be black with the railing system also being black to match. The existing roof on the house appears to be Sierra Tan in color.
4. The location of the supporting equipment is shown in the northeast corner of the existing house.
  - a. Existing vegetation on the site appears to screen this equipment.

#### **Land Use Plans:**

##### **Worthington Design Guidelines and Architectural District Ordinance**

Place solar panels in a location that minimizes the visual impact as seen from the right-of-way and surrounding properties. Generally, panels should be located on roofs in the following manner: the rear 50% of the roof of the main building; the rear inside quadrant of the roof of a main building on a corner lot; or on accessory structures in the rear yard. On sloped roofs, place panels flush along the roof unless visibility is decreased with other placement. With flat roofs, keep panels at

least 5' from the edge of the roof, or place at the edge if a building parapet exists that will screen the panels.

Solar panels at another location on a building or site may be acceptable if their placement does not have an adverse effect on the architecture of the building, or the character of the site or Architectural Review District. The equipment to support solar panels should be screened from view.

**Staff Analysis:**

1. The existing house is situated on a corner lot with a gabled roof that runs east west so that that both sides of the roof are visible from E. New England Ave. and Evening St.
  - a. Solar panels would be visible from the public right-of-way in any location on this home.
2. Equipment is required to be screened from view.
  - a. The proposed location of the equipment appears to be screened by the existing vegetation.
3. The Board should discuss that it appears to be impossible to meet the Design Guidelines as part of this proposal, and determine if the placement has an adverse effect on the architecture of the building, or the character of the site or the Architectural Review District.
  - a. In 2015 and 2016 the Board approved the installation of solar panels on the front eastern elevation of two homes on Evening St., however this did lead to City Council adopting stricter guidelines as it pertains to the placement of Solar Panels in the Architectural Review District.

**Recommendation:**

Staff is recommending denial of this application as presented as it does not comply with the Design Guidelines.

**Motion:**

**THAT THE REQUEST BY APPALACHIAN RENEWABLE POWER ON BEHALF OF PATRICK ROGERS FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL SOLAR PANELS AT 150 W. NEW ENGLAND AVE. AS PER CASE NO. AR 65-2020, DRAWINGS NO. AR 65-2020, SEPTEMBER 14, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**



**City of Worthington**  
**ARCHITECTURAL REVIEW BOARD**  
Certificate of Appropriateness  
Application

Case #	AR 65-2020
Date Received	9/14/2020
Fee	\$6
Meeting Date	
Filing Deadline	
Receipt #	

1. **Property Location** 150 W. New England Ave.
2. **Present/Proposed Use** Residential, no change
3. **Zoning District** R-10
4. **Applicant** Appalachian Renewable Power  
**Address** 10131 Haga Ridge, Stewart, OH 45778  
**Phone Number(s)** 304-483-6411  
**Email** keri@arp-solar.com
5. **Property Owner** Patrick Rogers  
**Address** 150 W. New England Ave. Worthington, OH 43085  
**Phone Number(s)** 614-975-2457  
**Email** patrick.rogers23@gmail.com
6. **Project Description** 8.0 kW Solar PV System installation
7. **Project Details:**
  - a) **Design** Roof mount solar arrays
  - b) **Color** black
  - c) **Size** 25 panels
  - d) **Approximate Cost** \$6,240 **Expected Completion Date** TBD

**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.

Keri L. Dunn  
Applicant (Signature)

08/13/20  
Date

[Signature]  
Property Owner (Signature)

8/13/2020  
Date

Abutting Property Owners List for  
150 W. New England Ave.

James & Kirsten Chan	158 W. New England Ave.	Worthington, OH 43085
Steven & Akiko Pullen	653 Evening St	Worthington, OH 43085
Gordon & Kathryn Myers	652 Sinsbury Dr E	Worthington, OH 43085
Stephan & Sherri Cooke	140 W. New England Ave.	Worthington, OH 43085
Robert & Jeanine Vosler	163 W. New England Ave.	Worthington, OH 43085
Barry & Karen Epstein	147 W. New England Ave.	Worthington, OH 43085
Bert Luedemann & Carol Easton	129 W. New England Ave.	Worthington, OH 43085





Appalachian Renewable Power

10131 Haga Ridge Road Stewart, Ohio 45778 P 740-277-8498»

The home at 150 W. New England Ave. is situated on a road running east / west with the front of the home facing south. Due to this layout of the house, it is unfeasible to place solar modules on the rear of the home since it faces north and the sun will always be in the southern sky. It is for this reason that the solar array must be on the front of the home and visible from the right of way. Knowing that the solar array would be on display, the array was designed with black on black modules to maximize the aesthetic appeal. The panels will be flush with the roof and will not detract from the appearance of the home. An example of the black panels is below.





# 150 W. New England Ave.



100-002814 04/19/2017



VSE Project Number: U3340.0211.201

August 5, 2020

Moxie Solar  
230 Sugar Creek Lane  
North Liberty, IA 52317

**REFERENCE: Rogers, Patrick- Residence (08-2250-1): 150 West New England Avenue, Worthington, OH 43085**  
**Solar Array Installation**

To Whom It May Concern:

Per your request, we have reviewed the existing structure at the above referenced site. The purpose of our review was to determine the adequacy of the existing structure to support the proposed installation of solar panels on the roof as shown on the panel layout plan.

Based upon our review, we conclude that the existing structure is adequate to support the proposed solar panel installation.

**Design Parameters**

Code: 2017 Ohio Building Code (2015 IBC) & 2019 Residential Code of Ohio (2018 IRC)

Risk Category: II

Design wind speed: 115 mph (3-sec gust) per ASCE 7-10

Wind exposure category: C

Ground snow load: 20 psf

**Existing Roof Structure**

Roof structure: 2x4 manufactured trusses @ 24" O.C.

Roofing material: composite shingles

**Connection to Roof**

Mounting connection: (1) 5/16" lag screw w/ min. 2.5" embedment into framing at max. 48" o.c. along rails

(2) rails per row of panels, evenly spaced; panel length perpendicular to the rails not to exceed 67 in

**Conclusions**

Based upon our review, we conclude that the existing structure is adequate to support the proposed solar panel installation. In the area of the solar array, other live loads will not be present or will be greatly reduced (Ohio Building Code, Section 1607.12.5). The glass surface of the solar panels allows for a lower slope factor per ASCE 7, resulting in reduced design snow load on the panels. The gravity loads and; thus, the stresses of the structural elements, in the area of the solar array are either decreased or increased by no more than 5%. Therefore, the requirements of Section 3404.3 of the Ohio Building Code are met and the structure is permitted to remain unaltered.

The solar array will be flush-mounted (no more than 6" above the roof surface) and parallel to the roof surface. Thus, we conclude that any additional wind loading on the structure related to the addition of the proposed solar array is negligible. The attached calculations verify the capacity of the connections of the solar array to the existing roof against wind (uplift), the governing load case. Because the increase in lateral forces is less than 10%, this addition meets the requirements of the exception in Section 3404.4 of the Ohio Building Code. Thus the existing lateral force resisting system is permitted to remain unaltered.



### **Limitations**

Installation of the solar panels must be performed in accordance with manufacturer recommendations. All work performed must be in accordance with accepted industry-wide methods and applicable safety standards. The contractor must notify Vector Structural Engineering, LLC should any damage, deterioration or discrepancies between the as-built condition of the structure and the condition described in this letter be found. Connections to existing roof framing must be staggered, except at array ends, so as not to overload any existing structural member. The use of solar panel support span tables provided by others is allowed only where the building type, site conditions, site-specific design parameters, and solar panel configuration match the description of the span tables. The design of the solar panel racking (mounts, rails, etc.) and electrical engineering is the responsibility of others. Waterproofing around the roof penetrations is the responsibility of others. Vector Structural Engineering assumes no responsibility for improper installation of the solar array.

VECTOR STRUCTURAL ENGINEERING, LLC

OH Firm License: 3392



08/05/2020

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Russell Emery, P.E.

OH License: PE.84657 - Expires: 12/31/2021

Project Engineer

Enclosures

RNE/ard





JOB NO.: U3340.0211.201  
SUBJECT: WIND PRESSURE

PROJECT: Rogers, Patrick- Residence

**Components and Cladding Wind Calculations**

Label: Solar Panel Array

Note: Calculations per ASCE 7-10

**SITE-SPECIFIC WIND PARAMETERS:**

Basic Wind Speed [mph]: 115  
Exposure Category: C  
Risk Category: II

Notes:

**ADDITIONAL INPUT & CALCULATIONS:**

Height of Roof, h [ft]:	15	(Approximate)	Hip?
Comp/Cladding Location:	Gable/Hip Roofs $7^\circ < \theta \leq 27^\circ$		No
Enclosure Classification:	Enclosed Buildings		
Zone 1 GC <sub>p</sub> :	0.9	Figure 30.4-2B (enter negative pressure coefficients)	
Zone 2 GC <sub>p</sub> :	1.7		
Zone 3 GC <sub>p</sub> :	2.6		
$\alpha$ :	9.5	Table 26.9-1	
$z_g$ [ft]:	900	Table 26.9-1	
$K_h$ :	0.85	Table 30.3-1	
$K_{zt}$ :	1	Equation 26.8-1	
$K_d$ :	0.85	Table 26.6-1	
Velocity Pressure, $q_h$ [psf]:	24.4	Equation 30.3-1	
GC <sub>pi</sub> :	0	Table 26.11-1	

**PRESSURES:**

$$p = q_h [(GC_p) - (GC_{pi})] \quad \text{Equation 30.9-1}$$

Zone 1, p [psf]:	22.0	psf (1.0 W, Interior Zones, beyond 'a' from roof edge)
Zone 2, p [psf]:	41.5	psf (1.0 W, End Zones, within 'a' from roof edge)
Zone 3, p [psf]:	63.5	psf (1.0 W, Corner Zones, within 'a' from roof corner) (a= 3 ft)



**JOB NO.:** U3340.0211.201  
**SUBJECT:** CONNECTION

**PROJECT:** Rogers, Patrick- Residence

**Calculate Uplift Forces on Connection**

	Pressure (0.6 Wind) (psf)	Max Connection Spacing <sup>1</sup> (ft)	Max Trib. Area <sup>2</sup> (ft <sup>2</sup> )	Max Uplift Force (lbs)
Zone 1	13.2	4.0	11.2	147
Zone 2	24.9	4.0	11.2	278
Zone 3	38.1	4.0	11.2	426

**Calculate Connection Capacity**

Lag Screw Size [in]:	5/16	
C <sub>d</sub> :	1.6	NDS Table 2.3.2
Embedment <sup>3</sup> [in]:	2.5	
Grade:	SPF (G = 0.42)	
Nominal Capacity [lbs/in]:	205	NDS Table 12.2A
Number of Screws:	1	
Prying Coefficient:	1.4	
Total Capacity [lbs]:	586	

**Determine Result**

Maximum Demand [lbs]:	426
Lag Screw Capacity [lbs]:	586

Result: **Capacity > Demand. Connection is adequate.**

**Notes**

1. 'Max Connection Spacing' is the spacing between connections along the rails.
2. 'Max Trib Area' is the product of the 'Max Connection Spacing' and 1/2 the panel width/height perpendicular to the rails. (2) rails per row of panels. Length or panels perpendicular to the rails shall not exceed 67".
3. Embedment is measured from the top of the framing member to the beginning of the tapered tip of the lag screw. Embedment in sheathing or other material is not effective. The length of the tapered tip is not part of the embedment length.



**JOB NO.:** U3340.0211.201  
**SUBJECT:** GRAVITY LOADS

**PROJECT:** Rogers, Patrick- Residence

**CALCULATE ESTIMATED GRAVITY LOADS**

Roof Pitch: **3.9**:12

<b>ROOF DEAD LOAD (D)</b>	Design material weight [psf]	Increase due to pitch	Material weight [psf]
Composite Shingles	2.1	1.05	2.0
1/2" Plywood	1.1	1.05	1.0
Framing	3.0		3.0
Insulation	0.5		0.5
1/2" Gypsum Clg.	2.1	1.05	2.0
M, E & Misc	1.5		1.5
Total Original Roof DL	10.3		
PV Array DL	3.2	1.05	3

**ROOF LIVE LOAD (Lr)**

Existing Design Roof Live Load [psf]	<b>20</b>	ASCE 7-10, Table 4-1
Roof Live Load With PV Array [psf]	<b>0</b>	Ohio Building Code, Section 1607.12.5

**SNOW LOAD (S):**

Existing w/ Solar Array

Roof Slope [x:12]:	<b>3.9</b>	<b>3.9</b>	
Roof Slope [°]:	18	18	
Snow Ground Load, $p_g$ [psf]:	<b>20</b>	<b>20</b>	ASCE 7-10, Section 7.2
Terrain Category:	<b>C</b>	<b>C</b>	ASCE 7-10, Table 7-2
Exposure of Roof:	<b>Fully Exposed</b>	<b>Fully Exposed</b>	ASCE 7-10, Table 7-2
Exposure Factor, $C_e$ :	0.9	0.9	ASCE 7-10, Table 7-2
Thermal Factor, $C_t$ :	<b>1.1</b>	<b>1.1</b>	ASCE 7-10, Table 7-3
Risk Category:	<b>II</b>	<b>II</b>	ASCE 7-10, Table 1.5-1
Importance Factor, $I_s$ :	1.0	1.0	ASCE 7-10, Table 1.5-2
Flat Roof Snow Load, $p_f$ [psf]:	14	14	ASCE 7-10, Equation 7.3-
Minimum Roof Snow Load, $p_m$ [psf]:	0	0	ASCE 7-10, Section 7.3.4
Unobstructed Slippery Surface?	<b>No</b>	<b>Yes</b>	ASCE 7-10, Section 7.4
Slope Factor Figure:	<b>Figure 7-2b</b>	<b>Figure 7-2b</b>	ASCE 7-10, Section 7.4
Roof Slope Factor, $C_s$ :	1.00	0.87	ASCE 7-10, Figure 7-2
Sloped Roof Snow Load, $p_s$ [psf]:	14	12	ASCE 7-10, Equation 7.4-
Design Snow Load, $S$ [psf]:	14	12	



**JOB NO.:** U3340.0211.201  
**SUBJECT:** LOAD COMPARISON

**PROJECT:** Rogers, Patrick- Residence

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Summary of Loads

	Existing	With PV Array
D [psf]	10	13
Lr [psf]	20	0
S [psf]	14	12

Maximum Gravity Loads:

	Existing	With PV Array	
(D + Lr) / Cd [psf]	24	15	ASCE 7-10, Section 2.4.1
(D + S) / Cd [psf]	21	22	ASCE 7-10, Section 2.4.1

(Cd = Load Duration Factor = 0.9 for D, 1.15 for S, and 1.25 for Lr)

Maximum Gravity Load [psf]:	24	22
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Ratio Proposed Loading to Current Loading: 

<b>91%</b>
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**OK**

**The gravity loads and; thus, the stresses of the structural elements, in the area of the solar array are either decreased or increased by no more than 5%. Therefore, the requirements of Section 3404.3 of the Ohio Building Code are met and the structure is permitted to remain unaltered.**



# Eagle 60M 300-320 Watt

MONO PERC MODULE

Positive power tolerance of 0~+3%



## KEY FEATURES



### Innovative Solar Cells

Five busbar monocrystalline PERC cell technology improves module efficiency



### High Efficiency

Higher module conversion efficiency (up to 19.55%) due to Passivated Emitter Rear Contact (PERC) technology



### PID Free

World's 1<sup>st</sup> PID-Free module



### Low-Light Performance

Advanced glass technology improves light absorption and retention



### Strength and Durability

Certified for high snow (5400Pa) and wind (2400Pa) loads



### Weather Resistance

Certified for salt mist and ammonia resistance

## LINEAR PERFORMANCE WARRANTY

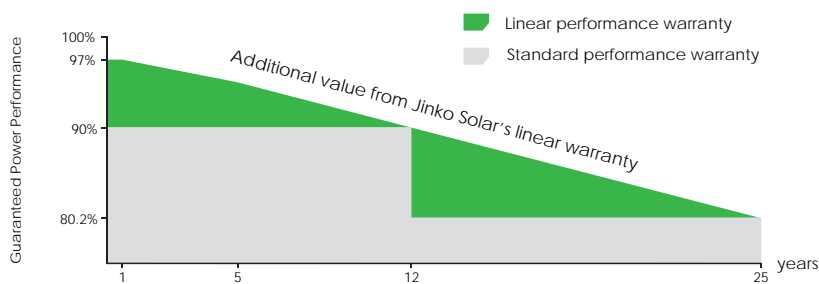
10 Year Product Warranty • 25 Year Linear Power Warranty

- ISO9001:2008 Quality Standards
- ISO14001:2004 Environmental Standards
- OHSAS18001 Occupational Health & Safety Standards

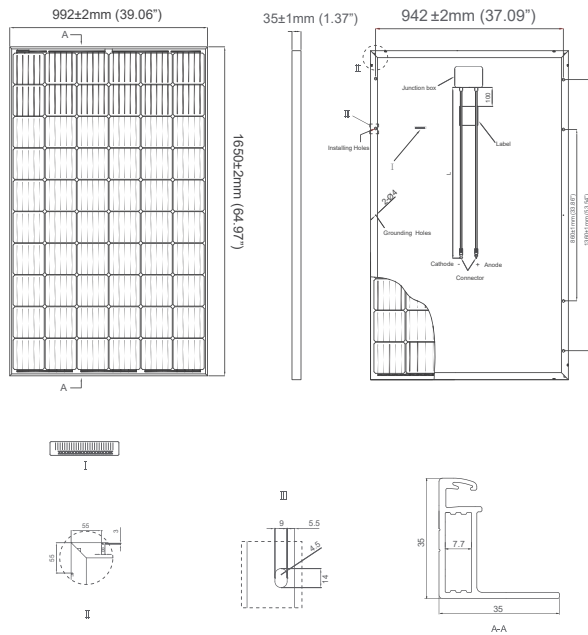
Nomenclature:

JKM320M - 60B

Code	Backsheet
null	White
B	Black



## Engineering Drawings

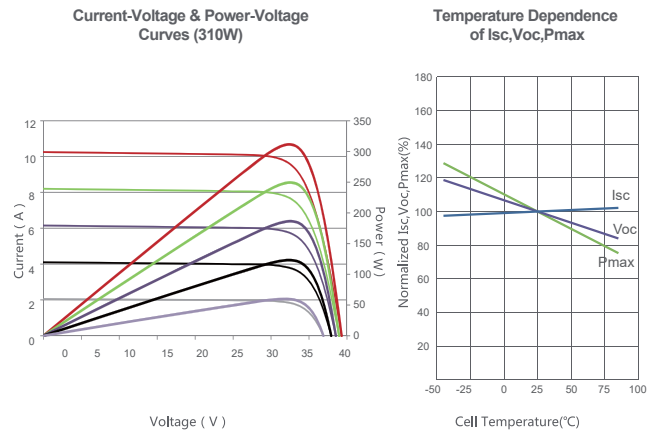


## Packaging Configurations

( Two pallets =One stack )

30 pcs/pallet, 60pcs/stack, 840 pcs/40'HQ Container

## Electrical Performance & Temperature Dependence



## Mechanical Characteristics

Cell Type Monocrystalline PERC 156×156mm (6 inch)

No. of Cells 60 (6×10)

Dimensions 1650×992×35mm (65.00×39.05×1.37 inch)

Weight 19.0kg (41.9 lbs.)

Front Glass 3.2mm, Anti-reflection Coating, High Transmission, Low Iron, Tempered Glass

Frame Anodized Aluminium Alloy (Black)

Junction Box IP67 Rated

Output Cables 12 AWG, Length: 900mm (35.43 inch)

Fire Type Type 1

## SPECIFICATIONS

Module Type	JKM300M-60		JKM305M-60		JKM310M-60		JKM315M-60		JKM320M-60	
	STC	NOCT	STC	NOCT	STC	NOCT	STC	NOCT	STC	NOCT
Maximum Power (Pmax)	300Wp	224Wp	305Wp	227Wp	310Wp	231Wp	315Wp	235Wp	320Wp	239Wp
Maximum Power Voltage (Vmp)	32.6V	30.6V	32.8V	30.8V	33.0V	31.0V	33.2V	31.2V	33.4V	31.4V
Maximum Power Current (Imp)	9.21A	7.32A	9.30A	7.40A	9.40A	7.49A	9.49A	7.56A	9.59A	7.62A
Open-circuit Voltage (Voc)	40.1V	37.0V	40.3V	37.2V	40.5V	37.4V	40.7V	37.6V	40.9V	37.8V
Short-circuit Current (Isc)	9.72A	8.01A	9.83A	8.12A	9.92A	8.20A	10.04A	8.33A	10.15A	8.44A
Module Efficiency STC (%)	18.33%		18.63%		18.94%		19.24%		19.55%	
Operating Temperature (°C)	-40°C~+85°C									
Maximum System Voltage	1000VDC (UL and IEC)									
Maximum Series Fuse Rating	20A									
Power Tolerance	0~+3%									
Temperature Coefficients of Pmax	-0.37%/°C									
Temperature Coefficients of Voc	-0.28%/°C									
Temperature Coefficients of Isc	0.048%/°C									
Nominal Operating Cell Temperature (NOCT)	45±2°C									

\* STC: Irradiance 1000W/m<sup>2</sup>

Cell Temperature 25°C

AM=1.5

NOCT: Irradiance 800W/m<sup>2</sup>

Ambient Temperature 20°C

AM=1.5

Wind Speed 1m/s

\* Power measurement tolerance: ± 3%

CAUTION: READ SAFETY AND INSTALLATION INSTRUCTIONS BEFORE USING THE PRODUCT.

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# Enphase IQ 7 and IQ 7+ Microinverters

The high-powered smart grid-ready **Enphase IQ 7 Micro™** and **Enphase IQ 7+ Micro™** dramatically simplify the installation process while achieving the highest system efficiency.

Part of the Enphase IQ System, the IQ 7 and IQ 7+ Microinverters integrate with the Enphase IQ Envoy™, Enphase IQ Battery™, and the Enphase Enlighten™ monitoring and analysis software.

IQ Series Microinverters extend the reliability standards set forth by previous generations and undergo over a million hours of power-on testing, enabling Enphase to provide an industry-leading warranty of up to 25 years.



## Easy to Install

- Lightweight and simple
- Faster installation with improved, lighter two-wire cabling
- Built-in rapid shutdown compliant (NEC 2014 & 2017)

## Productive and Reliable

- Optimized for high powered 60-cell and 72-cell\* modules
- More than a million hours of testing
- Class II double-insulated enclosure
- UL listed

## Smart Grid Ready

- Complies with advanced grid support, voltage and frequency ride-through requirements
- Remotely updates to respond to changing grid requirements
- Configurable for varying grid profiles
- Meets CA Rule 21 (UL 1741-SA)

\* The IQ 7+ Micro is required to support 72-cell modules.



To learn more about Enphase offerings, visit [enphase.com](https://enphase.com)

## Enphase IQ 7 and IQ 7+ Microinverters

INPUT DATA (DC)	IQ7-60-2-US		IQ7PLUS-72-2-US	
Commonly used module pairings <sup>1</sup>	235 W - 350 W +		235 W - 440 W +	
Module compatibility	60-cell PV modules only		60-cell and 72-cell PV modules	
Maximum input DC voltage	48 V		60 V	
Peak power tracking voltage	27 V - 37 V		27 V - 45 V	
Operating range	16 V - 48 V		16 V - 60 V	
Min/Max start voltage	22 V / 48 V		22 V / 60 V	
Max DC short circuit current (module Isc)	15 A		15 A	
Overvoltage class DC port	II		II	
DC port backfeed current	0 A		0 A	
PV array configuration	1 x 1 ungrounded array; No additional DC side protection required; AC side protection requires max 20A per branch circuit			
OUTPUT DATA (AC)	IQ 7 Microinverter		IQ 7+ Microinverter	
Peak output power	250 VA		295 VA	
Maximum continuous output power	240 VA		290 VA	
Nominal (L-L) voltage/range <sup>2</sup>	240 V / 211-264 V	208 V / 183-229 V	240 V / 211-264 V	208 V / 183-229 V
Maximum continuous output current	1.0 A (240 V)	1.15 A (208 V)	1.21 A (240 V)	1.39 A (208 V)
Nominal frequency	60 Hz		60 Hz	
Extended frequency range	47 - 68 Hz		47 - 68 Hz	
AC short circuit fault current over 3 cycles	5.8 Arms		5.8 Arms	
Maximum units per 20 A (L-L) branch circuit <sup>3</sup>	16 (240 VAC)	13 (208 VAC)	13 (240 VAC)	11 (208 VAC)
Overvoltage class AC port	III		III	
AC port backfeed current	0 A		0 A	
Power factor setting	1.0		1.0	
Power factor (adjustable)	0.85 leading ... 0.85 lagging		0.85 leading ... 0.85 lagging	
EFFICIENCY	@240 V	@208 V	@240 V	@208 V
Peak efficiency	97.6 %	97.6 %	97.5 %	97.3 %
CEC weighted efficiency	97.0 %	97.0 %	97.0 %	97.0 %
MECHANICAL DATA				
Ambient temperature range	-40°C to +65°C			
Relative humidity range	4% to 100% (condensing)			
Connector type (IQ7-60-2-US & IQ7PLUS-72-2-US)	MC4 (or Amphenol H4 UTX with additional Q-DCC-5 adapter)			
Dimensions (WxHxD)	212 mm x 175 mm x 30.2 mm (without bracket)			
Weight	1.08 kg (2.38 lbs)			
Cooling	Natural convection - No fans			
Approved for wet locations	Yes			
Pollution degree	PD3			
Enclosure	Class II double-insulated, corrosion resistant polymeric enclosure			
Environmental category / UV exposure rating	NEMA Type 6 / outdoor			
FEATURES				
Communication	Power Line Communication (PLC)			
Monitoring	Enlighten Manager and MyEnlighten monitoring options. Both options require installation of an Enphase IQ Envoy.			
Disconnecting means	The AC and DC connectors have been evaluated and approved by UL for use as the load-break disconnect required by NEC 690.			
Compliance	CA Rule 21 (UL 1741-SA) UL 62109-1, UL1741/IEEE1547, FCC Part 15 Class B, ICES-0003 Class B, CAN/CSA-C22.2 NO. 107.1-01 This product is UL Listed as PV Rapid Shut Down Equipment and conforms with NEC-2014 and NEC-2017 section 690.12 and C22.1-2015 Rule 64-218 Rapid Shutdown of PV Systems, for AC and DC conductors, when installed according manufacturer's instructions.			

1. No enforced DC/AC ratio. See the compatibility calculator at <https://enphase.com/en-us/support/module-compatibility>.

2. Nominal voltage range can be extended beyond nominal if required by the utility.

3. Limits may vary. Refer to local requirements to define the number of microinverters per branch in your area.

To learn more about Enphase offerings, visit [enphase.com](https://enphase.com)



## Built for solar's toughest roofs.

IronRidge builds the strongest mounting system for pitched roofs in solar. Every component has been tested to the limit and proven in extreme environments.

Our rigorous approach has led to unique structural features, such as curved rails and reinforced flashings, and is also why our products are fully certified, code compliant and backed by a 20-year warranty.



### Strength Tested

All components evaluated for superior structural performance.



### PE Certified

Pre-stamped engineering letters available in most states.



### Class A Fire Rating

Certified to maintain the fire resistance rating of the existing roof.



### Design Assistant

Online software makes it simple to create, share, and price projects.



### UL 2703 Listed System

Entire system and components meet newest effective UL 2703 standard.



### 25-Year Warranty

Products guaranteed to be free of impairing defects.

## XR Rails ☺

### XR10 Rail



A low-profile mounting rail for regions with light snow.

- 6' spanning capability
- Moderate load capability
- Clear and black finish

### XR100 Rail



The ultimate residential solar mounting rail.

- 8' spanning capability
- Heavy load capability
- Clear and black finish

### XR1000 Rail



A heavyweight mounting rail for commercial projects.

- 12' spanning capability
- Extreme load capability
- Clear anodized finish

### Bonded Splices



All rails use internal splices for seamless connections.

- Self-drilling screws
- Varying versions for rails
- Forms secure bonding

## Clamps & Grounding ☺

### UFOs



Universal Fastening Objects bond modules to rails.

- Fully assembled & lubed
- Single, universal size
- Clear and black finish

### Stopper Sleeves



Snap onto the UFO to turn into a bonded end clamp.

- Bonds modules to rails
- Sized to match modules
- Clear and black finish

### CAMO



Bond modules to rails while staying completely hidden.

- Universal end-cam clamp
- Tool-less installation
- Fully assembled

### Grounding Lugs



Connect arrays to equipment ground.

- Low profile
- Single tool installation
- Mounts in any direction

## Attachments ☺

### FlashFoot2



Flash and mount XR Rails with superior waterproofing.

- Twist-on Cap eases install
- Wind-driven rain tested
- Mill and black finish

### Conduit Mount



Flash and mount conduit, strut, or junction boxes.

- Twist-on Cap eases install
- Wind-driven rain tested
- Secures 3/4" or 1" conduit

### Slotted L-Feet



Drop-in design for rapid rail attachment.

- Secure rail connections
- Slot for vertical adjusting
- Clear and black finish

### Bonding Hardware



Bond and attach XR Rails to roof attachments.

- T & Square Bolt options
- Nut uses 7/16" socket
- Assembled and lubricated

## Resources



### Design Assistant

Go from rough layout to fully engineered system. For free.

[Go to IronRidge.com/design](https://IronRidge.com/design)



### NABCEP Certified Training

Earn free continuing education credits, while learning more about our systems.

[Go to IronRidge.com/training](https://IronRidge.com/training)



PROJECT NAME: ROGERS, PATRICK

DESIGN SUMMARY

- **SIZE:** 8.000 kW PV Solar System (25 modules)
- **STYLE:** Residential, asphalt shingle roof, flush mount, grid tied, net-metered
- **LOCATION:** South facing roof of home
- **ORIENTATION:** Portrait, 18°pitch, 183°azimuth
- **MODULE:** JinKO JKM320M-60B 320W, 65.55"x 39.45"x 1.38" thick, 41.9 lbs
- **RACKING:** IronRidge XR-100 with asphalt shingle roof flashings
- **INVERTER:** Enphase IQ7+ MicroInverters
- **VOLTAGE:** 120/240V, 1Φ
- **MONITORING:** Enphase Enlighten Online Monitoring
- **ADDITIONAL WORK:** None



THIS DISTRIBUTED GENERATION FACILITY WAS INSTALLED  
IN ACCORDANCE WITH THE CURRENT STATE ADOPTED  
NATIONAL ELECTRICAL CODE



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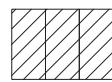
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REVISIONS

07/29/20 PLAN SET GG

DESIGN SUMMARY



**PV Solar Array**  
Roof of building



**Enphase Microinverter**  
Array



**PV Solar Dedicated Load Center**  
Building Exterior



**AC Solar Disconnect**  
Building Exterior



**Main Service Panel**  
Building Interior



**Utility Meter**  
Building Exterior



N

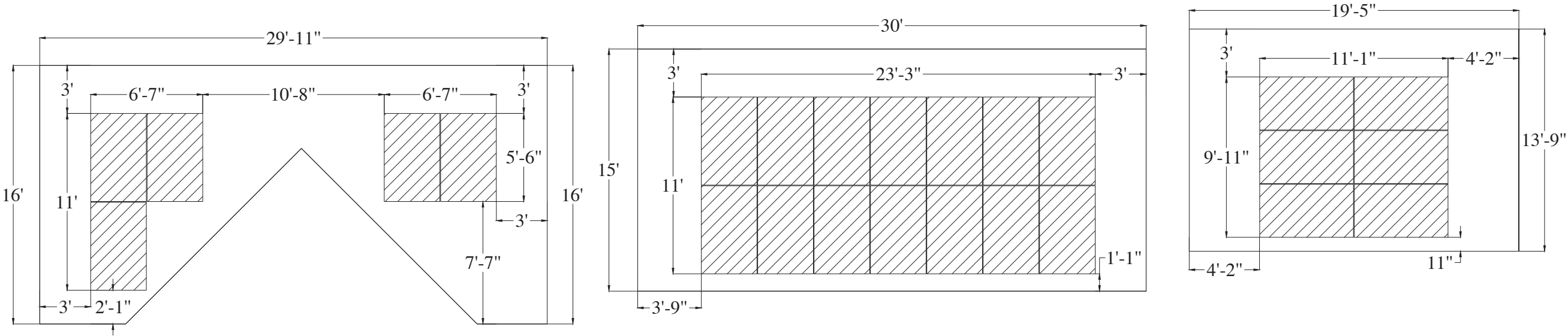
PROJECT NAME: ROGERS, PATRICK

BUILD SUMMARY

- **MODULE:** QTY (25) JKM320M-60B 320W, 65.55"x 39.45"x 1.38" thick, 41.9 lbs
- **STRUCTURE:** Wood prefabricated 2"x 4" trusses @ 24" OC
- **RACKING:** IronRidge XR-100 with asphalt shingle roof flashing. Run rails across the trusses. Penetrate every 4ft or less into trusses. Installer must verify all penetrations are secure and centered in wood members. Any damaged wood members must be repaired immediately by scab, sister, or full replacement. Max Rail Overhang = 19" from last attachment point. Module Overhang = 18" .
- **ACCESS:** 1-story residence.
- **INVERTERS:** Mount microinverters at module locations.
- **MONITORING:** Enphase Enlighten online monitoring utilizing existing wireless router.
- **ADDITIONAL WORK:** None



Vector Structural Engineering has reviewed the existing structure with loading from the solar array. The design of the racking system, connections, and all other structural aspects of the design are by others. Mechanical, architectural, and all other nonstructural aspects of the design are by others. Electrical is by others, unless stamped by Dean Levorsen.



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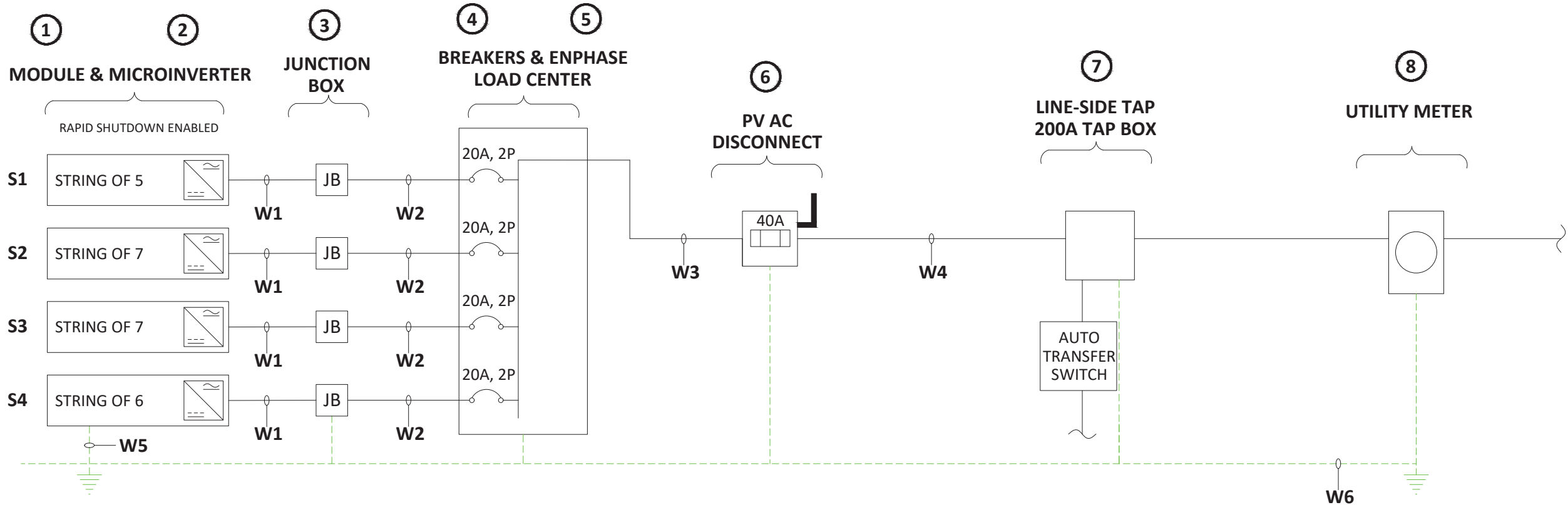
REVISIONS

07/29/20    PLAN SET    GG

BUILD SUMMARY



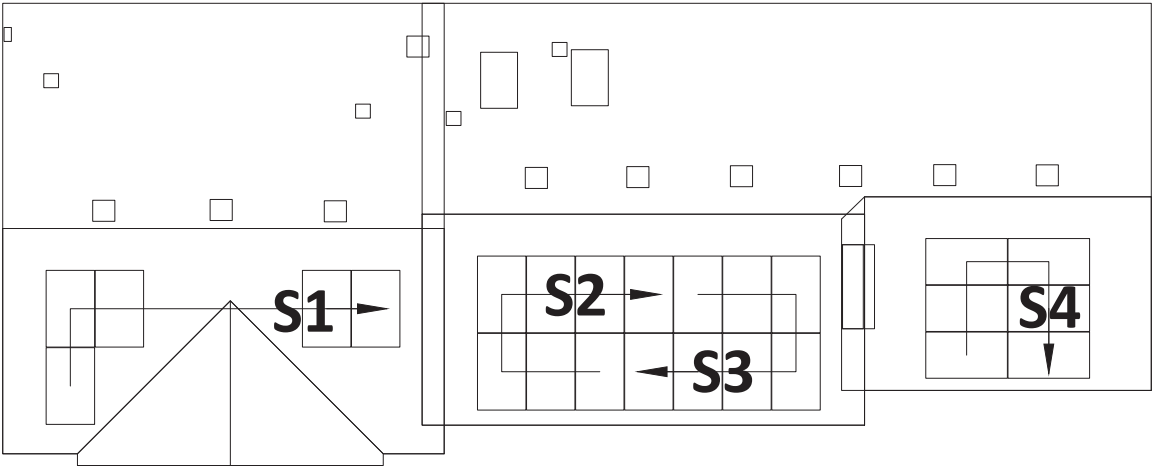
PROJECT NAME: ROGERS, PATRICK



1 ONE-LINE ELECTRICAL DIAGRAM - 8.000 KW (DC)  
03 NO SCALE

EQUIPMENT SCHEDULE						
TAG	ITEM	MAKE	MODEL	VOLTAGE	QTY	LOCATION
1	MODULE	JINKO	JKM320M-60B 320W	DC	25	ROOF TOP
2	MICROINVERTER	ENPHASE	IQ7PLUS-72-2-US 290W (AC)	120/240V, 1Φ	25	ROOF TOP
3	JUNCTION BOX	SOLADECK	0799	120/240V, 1Φ	4	ROOF TOP
4	BREAKERS	EATON	20A, 2-POLE BR220	120/240V, 1Φ	4	LOAD CENTER
5	LOAD CENTER	ENPHASE	IQ COMBINER X-IQ-AM1-240-3	120/240V, 1Φ	1	BLD EXTERIOR
6	DISCONNECT	EATON	60A ENCLOSURE 40A FUSING	120/240V, 1Φ	1	BLD EXTERIOR
7	LINE-SIDE TAP BOX	MILBANK	200A ENCLOSURE U4540-XL	120/240V, 1Φ	1	BLD EXTERIOR
8	UTILITY METER	ACLARA	CL200	120/240V, 1Φ	1	BLD EXTERIOR

WIRE SCHEDULE					
TAG	RUN	CONDUCTOR TYPE	GAUGE	CONDUIT	RUN LENGTH
W1	PV HOMERUNS	Q-CABLE	#12	-	60 FT
W2	JUNCTION BOX TO LOAD CENTER	THWN-2, Cu	#10	3/4"	30 FT
W3	LOAD CENTER TO DISCONNECT	THWN-2, Cu	#8	1"	5 FT
W4	DISCONNECT TO TAP BOX	THWN-2, Cu	#8	1"	5 FT
W5	GROUND ELECTRODE	BARE, Cu	#6	-	-
W6	EQUIPMENT GROUND	THWN-2, Cu	#6 (MIN)	-	100 FT



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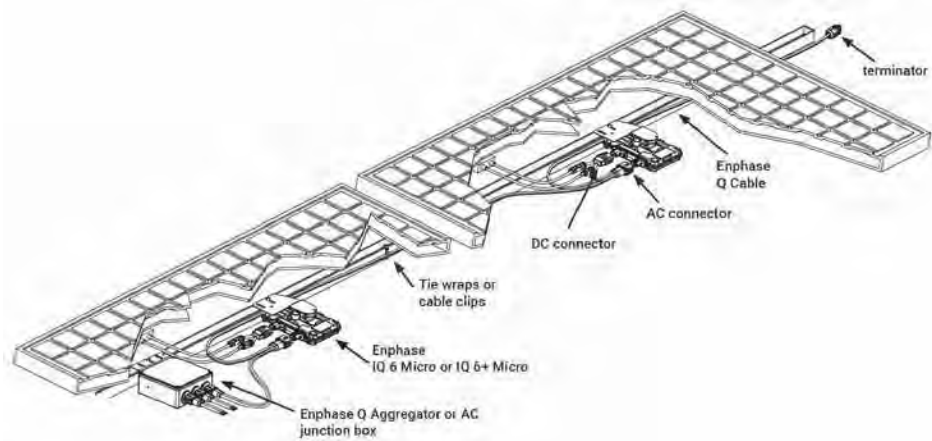
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07/29/20 PLAN SET GG

ELECTRICAL



1  
04 MODULE AND MICROINVERTER CONNECTION DETAIL  
NO SCALE

FlashFoot2



2  
04 IRONRIDGE ASPHALT SHINGLE ROOF DETAIL  
NO SCALE

SYSTEM AC DISCONNECT AT SERVICE

PHOTOVOLTAIC SYSTEM AC DISCONNECT  
MAXIMIM OPERATING AC CURRENT: 30.25 AMPS  
NOMINAL OPERATING AC VOLTAGE: 120/240 VAC

3  
04 PHOTOVOLTAIC MARKING AND LABELING  
NO SCALE

CODE REVIEW & CALCULATIONS

SOLAR PHOTOVOLTAIC (PV) SYSTEM WITH ENPHASE

Inverter Type: IQ7Plus MicroInverters  
Minimum String Length: N/A  
Maximum String Length: 13 Panels @ 240V  
Nominal String Voltage: 240V (AC)  
Nominal Output Current (Per MicroInverter): 1.21A

JinKO JKM320M-60B 320W

NEC 690.7 MAXIMUM VOLTAGE

690.7(A): Maximum Photovoltaic System Voltage  
JKM320M-60B 320W Module Voc = 40.90V  
Module V<sub>max</sub> = ((-40°C)-25°C)(-0.0028V/°C)(40.90V) + (40.90V) = 48.34V (DC)  
Module V<sub>max</sub> Output = 48.34V (DC) < IQ7+ MicroInverter V<sub>max</sub> Input = 60V (DC)

NEC 690.8 CIRCUIT SIZING AND CURRENT

690.8(A)(1): Photovoltaic Source Circuit Currents  
Module to MicroInverter I<sub>max</sub>= 1.21A x 25 x 125% = 37.81A

690.8(A)(3): Inverter Output Circuit Current.  
MicroInverter Rated Continuous Output Power = 290W  
MicroInverter rated Continuous Output Current = 1.21A  
System I<sub>max</sub> = 37.81A

NEC 690.9 OVERCURRENT PROTECTION

690.9(B): Overcurrent Device Ratings  
Disconnect Fuse: 1.21A x 25 x 125% = 37.81A -> 40A OCPD

NEC 690.12 RAPID SHUTDOWN OF PV SYSTEMS ON BUILDINGS

PLAN: Rapid Shutdown enabled disconnect shall be located next to the service and be labeled in accordance with 690.56(B) and (C).



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07/29/20 PLAN SET GG

DETAILS & CALCULATIONS



# 150 W. New England Ave.







100-002814 04/19/2017





# Eagle 60M 300-320 Watt

MONO PERC MODULE

Positive power tolerance of 0~+3%



## KEY FEATURES



### Innovative Solar Cells

Five busbar monocrystalline PERC cell technology improves module efficiency



### High Efficiency

Higher module conversion efficiency (up to 19.55%) due to Passivated Emitter Rear Contact (PERC) technology



### PID Free

World's 1<sup>st</sup> PID-free module



### Low-Light Performance

Advanced glass technology improves light absorption and retention



### Strength and Durability

Certified for high snow (5400Pa) and wind (2400Pa) loads



### Weather Resistance

Certified for salt mist and ammonia resistance

## LINEAR PERFORMANCE WARRANTY

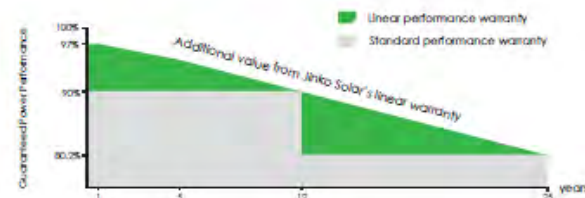
10 Year Product Warranty • 25 Year Linear Power Warranty

- ISO9001:2008 Quality Standards
- ISO14001:2004 Environmental Standards
- OHSAS18001 Occupational Health & Safety Standards

Nomenclature:

JKM320M - 60B

Code	Backsheet
mil	White
B	Black











# PROJECT NAME: ROGERS, PATRICK

THIS DISTRIBUTED GENERATION FACILITY WAS INSTALLED  
IN ACCORDANCE WITH THE CURRENT STATE ADOPTED  
NATIONAL ELECTRICAL CODE

## DESIGN SUMMARY

- **SIZE:** 8,000 kW PV Solar System (25 modules)
- **STYLE:** Residential, asphalt shingle roof, flush mount, grid tied, net-metered
- **LOCATION:** South facing roof of home
- **ORIENTATION:** Portrait, 18°pitch, 183°azimuth
- **MODULE:** Jinko JKM320M-60B 320W, 65.55"x 39.45"x 1.38" thick, 41.9 lbs
- **RACKING:** IronRidge XR-100 with asphalt shingle roof flashings
- **INVERTER:** Enphase IQ7+ MicroInverters
- **VOLTAGE:** 120/240V, 1Φ
- **MONITORING:** Enphase Enlighten Online Monitoring
- **ADDITIONAL WORK:** None



-  **PV Solar Array**  
Roof of building
-  **Enphase Microinverter Array**
-  **PV Solar Dedicated Load Center**  
Building Exterior
-  **AC Solar Disconnect**  
Building Exterior
-  **Main Service Panel**  
Building Interior
-  **Utility Meter**  
Building Exterior



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## REVISIONS

07/29/20 PLAN SET GG

## DESIGN SUMMARY





































To comment on this project  
Email: [planning@worthington.org](mailto:planning@worthington.org)  
Or call: 1 567-249-0063 and enter  
Conference ID: 183 744 414#

RESOLUTION NO. 19-2017

Amending the Worthington Design Guidelines for the Architectural Review District by Revising the Recommendations for the Placement of Solar Panels in the Sustainability Section.

WHEREAS, City Council established an Architectural Review Ordinance for the City of Worthington in 1967 and the Architectural Review process has provided great benefits to the City in preserving our heritage and character and promoting high quality development; and,

WHEREAS, City Council adopted guidelines for the Architectural Review process in 2004; and,

WHEREAS, City Council added a Sustainability Section to the Worthington Design Guidelines in 2010; and,

WHEREAS, City Council and the Architectural Review Board are interested in encouraging sustainable design and building practices, while preserving the character and integrity of the Architectural Review District; and,

WHEREAS, revising the section in the Design Guidelines addressing recommendations for solar panel placement would assist applicants with planning and design.

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

SECTION 1. That the Sustainability section of the Worthington Design Guidelines be amended to revise Recommendation "C" addressing the placement of solar panels as set forth on the attached Exhibit "A".

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

Adopted May 1, 2017

/s/ Bonnie D. Michael

President of Council

Attest:

/s/ D. Kay Thress

Clerk of Council

## EXHIBIT A

### Sustainability:

Sustainability can be achieved by ensuring the economic, environmental and social concerns of Worthington are addressed in a balanced manner. The City of Worthington and its Architectural Review Board are interested in encouraging sustainable design and building practices, while preserving the character and integrity of the Architectural Review District. The Design Guidelines as a whole work toward that end; and this section addresses additional measures for sustainability.

### Recommendations:

A. Energy conservation methods are encouraged. Making use of the existing buildings inherent efficiency features should occur first. Maintaining building components in good condition helps preserve energy, as well as retaining the integrity of the property. Landscape concepts often complement energy conservation and should be maintained and replenished. Utilize indigenous plant materials, trees, and landscape features, especially those which perform passive solar energy functions such as sun shading and wind breaks. Preserve and enhance green/open spaces wherever practicable.

B. Manage storm water run-off through the use of rain gardens, permeable forms of pavement, rain barrels and other such means that conserve water and filter pollutants.

C. (i) Place solar panels in a location that minimizes the visual impact as seen from the right-of-way and surrounding properties. Generally, panels should be located on roofs in the following manner: the rear 50% of the roof off a main building; the rear inside quadrant of the roof of a main building on a corner lot; or on accessory structures in the rear yard. On sloped roofs, place panels flush along the roof unless visibility is decreased with other placement. With flat roofs, keep panels at least 5' from the edge of the roof, or place at the edge if a building parapet exists that will screen the panels.

(ii) Solar panels proposed for another location on a building or site visible from the principal right-of-way are to be strongly discouraged and may be acceptable only if their placement does not have an adverse effect on the architecture of the building, or the character of the site or Architectural Review District. The Board shall consider the following criteria to determine whether conditions exist to support an application for the placement of solar panels in a location visible from the right-of-way:

1. The inclusion of panels, visible from the right-of-way, shall not alter the historic character of a property and the character shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
2. If panels are to be placed on a roof, visible from the right-of-way, the Architectural Review Board shall first identify functional and decorative features of the roof such as, but not limited to, the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning and

## EXHIBIT A

conclude that the addition of solar panels does not impact the functional or distinctive features.

3. Preservation of the architectural character of the structure and of the Architectural Review District shall be the Board's primary consideration and the efficiency of the installation shall only be considered once other considerations of the Guidelines have been satisfied.
4. Should efficiency be considered, the applicant shall have demonstrated that the addition of solar panels advances an over-all plan of energy efficiency and sustainability. As evidence of this requirement the Board shall consider the following and such other criteria as the Board considers appropriate:
  - a. The use of alternative methods of energy conservation such as awnings, insulation and landscaping.
  - b. Other sustainable steps the applicant has taken including but not limited to, rain catchment systems, pervious pavement, native plantings, and energy efficient window systems, energy efficient mechanical equipment and appliances.
5. The Board's review shall apply to the entire Architectural Review District. A property's location in the Historic District, as that term is used in the application for National Register of Historic Places designation, or the identification in that application of a property as "contributing" or "non-contributing" shall be of no effect.
6. The Board shall consider all alternative technologies that may be available at the time of the application and approve the existing technology most consistent with the architectural guidelines.
7. If placed on a roof location visible from the right-of-way, the panels, working or faux, should cover as much of the roof as is possible to make them appear as one continuous unit.

The equipment to support solar panels should be screened from view.

D. Bike racks and other methods of facilitating alternative transportation should be utilized.

E. Streetscape elements should be of a human scale.

F. Make use of recycled materials; rapidly renewable materials; and energy efficient materials.

G. Use of natural and controlled light for interior spaces and natural ventilation is recommended.

H. Minimize light pollution.



## EXHIBIT A

Examples:



*Source: National Trust for Historic Preservation*



*Source: Matt Grocoff*



*Source: National Trust for Historic Preservation*



## EXHIBIT A



*Source: Santa Cruz, CA Via Inspectors Blog*



*Source: Great Sky Solar*

**PORTION OF THE MINUTES OF THE REGULAR MEETING  
WORTHINGTON ARCHITECTURAL REVIEW BOARD  
WORTHINGTON MUNICIPAL PLANNING COMMISSION  
VIRTUAL MEETING  
September 24, 2020**

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

**A. Call to Order - 7:00 pm**

1. Roll Call
2. Pledge of Allegiance – Tom Reis
3. Approval of minutes of the September 10, 2020 meeting

Mr. Foust moved to approve the minutes, and Mrs. Holcombe seconded the motion. All Board members voted, “Aye,” and the minutes were approved.

**B. Architecture Review Board – New Business**

1. Solar Panels – **150 W. New England Ave.** (Appalachian Renewable Power/Rogers) **AR 65-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

The property is a corner lot that is 80-feet deep and 120-feet wide on the corner of W. New England Ave. and Evening St. The house is a split-level style that was built in 1959. In 2014 the Board approved the installation of a generator to the rear of the property. This application is a request to install solar panels.

**Project Details:**

1. The applicant is proposing the installation of 25 solar panels. All are shown on the south side roof facing E. New England Ave.
  - a. The house is situated in a way that the roof only faces north and south.
2. The 1.38” thick panels would be mounted on a metal railing system and sit approximately 6” above the roof.
3. The color of the proposed panels would be black with the railing system also being black

- to match. The existing roof on the house appears to be Sierra Tan in color.
4. The location of the supporting equipment is shown in the northeast corner of the existing house.
    - a. Existing vegetation on the site appears to screen this equipment.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Place solar panels in a location that minimizes the visual impact as seen from the right-of-way and surrounding properties. Generally, panels should be located on roofs in the following manner: the rear 50% of the roof of the main building; the rear inside quadrant of the roof of a main building on a corner lot; or on accessory structures in the rear yard. On sloped roofs, place panels flush along the roof unless visibility is decreased with other placement. With flat roofs, keep panels at least 5' from the edge of the roof, or place at the edge if a building parapet exists that will screen the panels.

Solar panels at another location on a building or site may be acceptable if their placement does not have an adverse effect on the architecture of the building, or the character of the site or Architectural Review District. The equipment to support solar panels should be screened from view.

**Staff Analysis:**

1. The existing house is situated on a corner lot with a gabled roof that runs east west so that that both sides of the roof are visible from E. New England Ave. and Evening St.
  - a. Solar panels would be visible from the public right-of-way in any location on this home.
2. Equipment is required to be screened from view.
  - a. The proposed location of the equipment appears to be screened by the existing vegetation.
3. The Board should discuss that it appears to be impossible to meet the Design Guidelines as part of this proposal, and determine if the placement has an adverse effect on the architecture of the building, or the character of the site or the Architectural Review District.
  - a. In 2015 and 2016 the Board approved the installation of solar panels on the front eastern elevation of two homes on Evening St., however this did lead to City Council adopting stricter guidelines as it pertains to the placement of Solar Panels in the Architectural Review District.

**Recommendation:**

Staff recommended denial of this application as presented because it did not comply with the Design Guidelines.

**Discussion:**

Mr. Brown read verbatim from Resolution #19-2017 as it pertains to the revisions that were approved by City Council for the placement of solar panels in the sustainability section of the Design Guidelines.

Mr. brown stated that he apologizes in advance for the length of what he was about to read but felt that the full outline of the recommendations needed to be on record and discussed as part of this application. Mr. Brown read the following:

Energy conservation methods are encouraged. Making use of the existing buildings inherent efficiency features should occur first. Maintaining building components in good condition helps preserve energy, as well as retaining the integrity of the property. Landscape concepts often complement energy conservation and should be maintained and replenished. Utilize indigenous plant materials, trees, and landscape features, especially those which perform passive solar energy functions such as sun shading and wind breaks. Preserve and enhance green/open spaces wherever practicable.

Manage storm water run-off through the use of rain gardens, permeable forms of pavement, rain barrels and other such means that conserve water and filter pollutants.

Place solar panels in a location that minimizes the visual impact as seen from the right-of-way and surrounding properties. Generally, panels should be located on roofs in the following manner: the rear 50% of the roof off a main building; the rear inside quadrant of the roof of a main building on a corner lot; or on accessory structures in the rear yard. On sloped roofs, place panels flush along the roof unless visibility is decreased with other placement. With flat roofs, keep panels at least 5' from the edge of the roof, or place at the edge if a building parapet exists that will screen the panels.

Solar panels proposed for another location on a building or site visible from the principal right-of-way are to be strongly discouraged and may be acceptable only if their placement does not have an adverse effect on the architecture of the building, or the character of the site or Architectural Review District. The Board shall consider the following criteria to determine whether conditions exist to support an application for the placement of solar panels in a location visible from the right-of-way:

1. The inclusion of panels, visible from the right-of-way, shall not alter the historic character of a property and the character shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
2. If panels are to be placed on a roof, visible from the right-of-way, the Architectural Review Board shall first identify functional and decorative features of the roof such as, but not limited to, the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning and conclude that the addition of solar panels does not impact the functional or distinctive features.
3. Preservation of the architectural character of the structure and of the Architectural Review District shall be the Board's primary consideration and the efficiency of

the installation shall only be considered once other considerations of the Guidelines have been satisfied.

4. Should efficiency be considered, the applicant shall have demonstrated that the addition of solar panels advances an over-all plan of energy efficiency and sustainability. As evidence of this requirement the Board shall consider the following and such other criteria as the Board considers appropriate:
  - a. The use of alternative methods of energy conservation such as awnings, insulation and landscaping.
  - b. Other sustainable steps the applicant has taken including but not limited to, rain catchment systems, pervious pavement, native plantings, and energy efficient window systems, energy efficient mechanical equipment and appliances.
5. The Board's review shall apply to the entire Architectural Review District. A property's location in the Historic District, as that term is used in the application for National Register of Historic Places designation, or the identification in that application of a property as "contributing" or "non-contributing" shall be of no effect.
6. The Board shall consider all alternative technologies that may be available at the time of the application and approve the existing technology most consistent with the architectural guidelines.
7. If placed on a roof location visible from the right-of-way, the panels, working or faux, should cover as much of the roof as is possible to make them appear as one continuous unit.

The equipment to support solar panels should be screened from view.

Mr. Brown swore in the applicant, Mr. Patrick Rogers, 150 W. New England Ave., Worthington, Ohio. Mr. Rogers said he read the Design Guidelines and felt that the roof he was installing would not have any decorative features, the roof would be plain. In regard to the point about covering as much of the roof is possible, he said there is a Fire Code that does not allow for covering the roof as exemplified in the resolution. There has to be a three-foot walkway on either side and eighteen inches from the top and bottom. He said they followed the Fire Code and covered as much as the could. He said he understood city staff had an issue with the color so he contacted a roofer to see if his roof would last another thirty years and he was told no. Mr. Rogers said he chose a color for the new roof that would blend well with the solar panels. The roof does not have any cupolas, weathervanes, or any historical features that he is aware of. He said the solar panels are flat and black to match the roof, and do not have any distinctive features. The chimney would not be impacted at all.

Mr. Rogers said he and his wife moved into Worthington in 2014. He said they liked the progressive area that was environmentally conscious, and this plan is one of the last steps for them to have their house be environmentally efficient and for them to be better stewards of the planet. Between 2016 and 2019, they replaced all their appliances to be energy efficient, including the oven, dishwasher, washer, dryer, microwave and refrigerator. They also installed a smart thermostat to program and control room temperatures and spent over \$1,000.00 dollars fitting the house with LED bulbs which can be controlled remotely. They converted the outside lights to be

dusk to dawn and paid an additional fee for an extra recycling bin. They also hired an Arborist to trim the trees around the house so they can continue to be healthy and provide efficient shade. Mr. Rogers said he drives a hybrid car, and this is the next step in their plan. He intends to install equipment for an electric car, and a tankless electric water heater. Mr. Rogers said there was only one portion of the roofline that would be affected by the tree.

Mr. Foust said when City Council went through the process to develop the guideline, they decided that you needed to start with a base position that solar panels would be allowed in all situations unless there were specific problems that would stop it, or you took the base approach that in general solar panels would not be allowed in the Architectural Review District unless they met certain requirements that overcame the major concerns. The major concern that they have discussed in the past, brought up by the other examples in town that led to legislation, was visibility. Since solar panels were not part of the original design of the area, their approach has been that the panels needed to be on the back of the house, or somewhere where they cannot be readily seen from the street. He felt this application did not meet the criteria that was established by City Council.

Mr. Coulter said prior to approving solar panels in the district, it would need to be proven by the homeowner that they have done all that they possibly could to make their home energy efficient and based on the homeowners' presentation they have done that. He said they have taken care of the windows, they have switched the bulbs to LED's, they have switched their appliances, so that part of the requirement has been met. Mr. Coulter said he agreed with Mr. Foust, that there is still the visibility issue that is a concern. Mr. Hofmann asked Mr. Rogers if the panels were in the back of the house if there would be a big decrease in viability and Mr. Rogers said yes, he was told the panels would have to face the south for full effectiveness. Mr. Brown pointed out the house is located on the corner, so both sides of the house would be visible from the street. Mr. Rogers asked the Board what visible panels would be allowed for approval.

Mr. Brown swore in Ms. Keri Dunn, representing Appalachian Renewable Power on behalf of the homeowner for 150 W. New England Ave., Worthington, Ohio. She said she wanted to bring up another point which is the low slope of the roof which reduces the visibility of the panels as well as the black on black panels and the black railing which would blend with the new black asphalt shingles.

Mr. Schuster said one of the things Mr. Brown read was if this would change the design of the house. He said he applauded the homeowners for all the things they have done to become energy efficient, but unfortunately the solar panels on the front of the house, changes the look of the house. He said the house sits within the Architectural Review District, and within the Historic District, and he felt the panels did change the look of the house.

Mr. Brown said he wanted to point out the update to the 2017 Design Guidelines from City Council. He said if you delve down into the additional criteria outlined in the Guidelines the one thing it does start off to say is if the panels are to be placed on a roof, visible from the right-of-way, the Architectural Review Board shall first identify functional and decorative features of the roof such as, but not limited to, the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning and conclude that the addition



of solar panels does not impact the functional or distinctive features. Mr. Brown said after learning the additional information about the new black shingles, that the applicant met the criteria for this particular criterion, but going onto the next portion, about the preservation of the architectural character of the structure and of the Architectural Review District shall be the Board's primary consideration and the efficiency of the installation shall only be considered once other considerations of the Guidelines have been satisfied. The original materials submitted as part of this application by the applicant did not address any of the considerations outlined in the 2017 amendment to the Design Guidelines, it is only tonight that we are seeing things for the first time. Mr. Brown reiterated the rest of the criterion and felt the applicant has met most of the criterion, but there still needs to be the discussion with the Board.

Mr. Reis said he felt the intention of the Design Guidelines was to not have solar panels visible from the right-of-way. All the conditions met were very applaudable, and the applicant has certainly invested a great amount of work to the home internally, but he felt the general intent of the Design Guidelines were for the panels not to be visible from the right-of-way. Mr. Reis said if you go through the Architectural Review District there are a lot of other houses that have the same roofline, and should this be approved, it would be setting a precedent for most the other homes in the district to have solar panels on the front of the house.

Mr. Rogers said he had the Ordinance and the Guidelines up on his computer and it gives examples of what the solar panels could look like. He said he felt he met the criteria to be allowed to have solar panels. Mr. Coulter said he felt it makes a difference as to what style the home is. If the home was a Victorian style, or maybe a farmhouse style like his neighbor has, solar panels do not fit the look of the house when visible from the street. When looking at Mr. Roger's house, the panels would probably be more appropriate for that type of a house, than the style of home owned by Mr. Foust. Mr. Coulter said he did share the same concerns though as Mr. Reis, and that was if you open the door it is awfully hard to close it again. As stewards of the Architectural Review District they must be extremely careful as to how they proceed with this. Mr. Rogers said he appreciated the concerns, but felt people are also stewards of the planet. If his house met the criteria, then this should be encouraged. His house could be a good example of how the criteria was met. Mr. Rogers said he understood the genie is hard to get back in the bottle, but the Architectural Review Board would still have to look at each case individually. He said having more solar panels in the district is not a bad thing. Mr. Hofmann said he felt the entire Board was struggling with this. He said he would like to see energy efficiency encouraged, but this must be done thoughtfully, but he would still prefer to see the panels on the other side of the house.

Ms. Dunn said if the panels were placed on the northern side of the house, with the sun coming from the southern hemisphere, you lose over thirty percent of your production in a year. She said as it stands with type of an array Mr. Rogers is set to reduce the amount of carbon emissions of 276 acres of trees. He is also reducing the emissions of burning 233,000 pounds of coal and taking 45 vehicles off the road, and he does have the goal of being an environmental steward. Mr. Rogers said this array would produce 110% of the amount of energy he needed to efficiently run his home.

Mr. Myers said as the drafter of the legislation he would like to give some of the background for the legislative history behind what came out of this. He said the guidelines were presented to City Council after six months of debating combined with public input, that the general rule within the

Architectural Review District is that solar panels are not to be allowed period, but if certain criteria can be met, they would be acceptable with the district. He said they specifically discussed they were not going to discuss whether the property is a contributing factor. They were looking at the district as a whole, and that is why the language came out in the fashion that it came out. Mr. Myers said the operative language in that provision is the last paragraph, the middle paragraph of subsection C, which provides that solar panels in another location on a building, meaning a visible location, if that placement does not have an adverse effect on the architecture or the building or the character of the site or the Architectural Review District. The point was that the entire district had to be viewed any time a panel was being put on. He said the debate between the Board, the citizens and City Council over this, what they had was a conflict between two values in Worthington. One was sustainability, which Worthington has a history of going back at least twenty years. Sustainable Worthington has been one of the more active groups in Worthington, and that was one side of the debate. The second side of the debate was an intense desire to maintain the overall historic character of the Review District, which was one of the first communities in Ohio to adopt review standards for an Architectural District. He said it is a core value of this community, and it was a heated and lengthy debate. Mr. Myers said he himself ran on a platform for his first campaign that he wanted solar panels on every roof in Worthington to show that it was a progressive city and good stewards of the planet. He said that position lost out, and the citizens said no. The more important value at this point in our history is to preserve the integrity of the Review District and solar panels as Mr. Foust pointed out did not exist in 1803. Therefore, by their very nature they do not protect the integrity of the district. Ultimately, the Design Guidelines were a compromise. He said, as well all know, the two things you do not want to see being made are sausage and law. Mr. Myers said they had input from Sustainable Worthington, from the Old Worthington Association, and the Worthington Historical Society. They spent six months drafting the language after considerable public debate, and this is what the public wanted. He said maybe in five years when we come back, attitudes will have changed, and the more important goal will be sustainability, but three years ago when this was enacted, the citizens of Worthington, said the more important goal is the integrity of the Architectural Review District. He said if you are going to deviate, you have to say why, and it cannot impact the entire district, not just one house. The other point of efficient steps taken by the property owner was placed there when a property owner came in and thought solar panels were going to be a one size fits all panacea for all their energy needs and they said no, you cannot put them in a visible location unless you can demonstrate to the Board that that is the only place they will work and that you have done everything else to reduce your electric bill.

Mr. Myers said he applauds the property owner and he could not agree with him more, but he did not feel that that criteria was applicable to this application. He said he could not offer an opinion as to whether the panels should be allowed or not, he just wanted to give the legislative background regarding the solar panels. Mr. Myers said there were other people that did not agree with the decision that was ultimately reached but of the 14,000 citizens in Worthington the majority thought this was the way to go.

Mr. Coulter asked if there were any emails or callers regarding this application and Mrs. Bitar said there was one caller.

Mr. Brown swore in Mr. Tom Burns, 1006 Kilbourne Dr., Worthington, Ohio. Mr. Burns said he

wanted to speak in favor of the applicant's proposal because he felt he fulfilled all the necessary requirements of the Resolution that was passed by City Council. Mr. Burns felt maybe the community may once wanted to say no to everything a few years ago, but now maybe they understand their role in the bigger picture of the ecosystem and how important it is for everyone to be good stewards of the planet. He urged the Board members to support the application.

Mr. Brown swore in Mr. Matt Gregory, 48 Howard Ave., Worthington, Ohio. Mr. Gregory said he would like to speak in support of the applicant. He said he wanted to echo Mr. Burn's comments and as the world changes and things progress they have to remember their forefathers also face tough decisions such as when electricity was discovered and poles had to be put up near residences, people back then had to deal with changes, but they adapted for obvious reasons. He said this is just another time to adapt.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY APPALACHIAN RENEWABLE POWER ON BEHALF OF PATRICK ROGERS FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL SOLAR PANELS AT 150 W. NEW ENGLAND AVE. AS PER CASE NO. AR 65-2020, DRAWINGS NO. AR 65-2020, SEPTEMBER 14, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mrs. Holcombe seconded the motion. Mr. Brown called the roll. Mr. Hofmann, nay; Ms. Hinz, aye, she felt the applicant met the criteria that was necessary; Mr. Schuster, nay, because of the current proposed location for the panels; Mr. Foust, nay, because this would not be compliant with what City Council passed; Mrs. Holcombe, aye, because she felt the applicant met the criteria that was necessary; Mr. Reis, nay, because the panels would be visible from the right-of-way; and Mr. Coulter, aye, because he felt the applicant met the criteria necessary. The motion was denied.

At 9:15 p.m. the Board & Commission took a 5-minute break, and the meeting break, and the meeting resumed at 9:20 p.m.



# City Council Agenda

## Minutes

Monday, November 2, 2020 at 7:30 pm

6550 N. High Street, Worthington, Ohio 43085

### Virtual Meeting Information

Link through: [worthington.org](http://worthington.org)

Our Government – Live Stream

#### 1. Call to Order

**Minutes:**

Worthington City Council met remotely in Regular Session on Monday, November 2, 2020, via Microsoft Teams videoconference. President Michael called the meeting to order at or about 7:30 p.m.

#### 2. Roll Call

**Minutes:**

**Members Present:** Peter Bucher, Rachael Dorothy, Beth Kowalczyk, Scott Myers, Doug Smith and Bonnie Michael (David Robinson arrived shortly after roll call)

**Member(s) Absent:** None **Also Present:** City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Law Director Tom Lindsey, Director of Finance Scott Bartter, Director of Service & Engineering Dan Whited, Director of Planning & Building Lee Brown, Director of Parks & Recreation Darren Hurley, Chief of Police Robert Ware, Chief of Fire & EMS Mark Zambito, Clerk of Council D. Kay Thress

#### 3. Pledge of Allegiance

**Minutes:**

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

#### 4. Visitor Comments

**Minutes:**

There were no visitor comments.

### Special Presentation(s)



## Approval of the Minutes

### 5. Approval of Minutes

#### a. Meeting Minutes - October 12, 2020

**Minutes:**

**MOTION** Mr. Bucher moved, seconded by Ms. Kowalczyk to approve the meeting minutes as presented.

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

## Public Hearings on Legislation

### 6. Ordinance No. 40-2020 CIP - 2020 Sewer Lining Repair

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the 2020 Sewer Lining & Repair Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 711-20)

**Minutes:**

**The foregoing Ordinance Title was read.**

**MOTION** Mr. Smith moved, seconded by Mr. Myers a motion to amend Section 1 to insert an amount not to exceed \$571,000 and in Section 2 to insert the firm of Insituform Technologies.

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

Mr. Greeson explained how these are important projects that help us maintain our older infrastructure and improve the environment.

Mr. Whited detailed how we have identified multiple areas throughout the City in our sewer evaluation studies. Insituform will be able to take care of this work well and quickly for a very good price. This should take less than 60-90 days and the treatment lasts up to twenty years, if not longer.

Ms. Dorothy asked how much of sewer system does this cover and how often will we do this size of project. Mr. Whited replied that we do this every other year and try to do this continuously. The big portions of the project will done this year, if not the year after. This particular project has nine areas throughout the City with issues recently that we want to make sure to address. Ms. Dorothy noted how we are still under an EPA mandate to address our sewer systems so we do not have overflow and people do not get sick since we have some wells in the area.

Ms. Kowalczyk questioned what this will entail in terms of disruption in the neighborhoods. Mr. Whited described how this is a non-disruptive application and described the process. It does not take very long, it is very effective, and non-disruptive to the community.

**There being no additional comments, the clerk called the roll of Ordinance No. 40-2020 (As Amended). The motion carried by the following vote:**

**Vote Results: Ayes: 7 / Nays: 0**

### 7. Ordinance No. 41-2020 Additional Appropriation

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund and Economic Development Fund Unappropriated Balance.

**Minutes:**

**The foregoing Ordinance Title was read.**

Mr. Bartter explained how this is a continuation of our CARES act legislation. A large portion of CARES Acts dollars received so far have been used to offset wages and compensation, primarily for our safety services employees. This appropriation from the General Fund and Economic Development fund will go to support non-profits and private employers. This appropriates \$225,000 as a transfer to the Economic Development Fund, \$100,000 for community coronavirus support which is the non-profit portion of this, and \$40,000 from capital equipment for the fire division to facilitate the purchase of equipment for one of the medic vehicles. Out of the Economic Development fund, it appropriates the \$300,000 for ReBOOT. With the first two distributions of ReBOOT, we used previously appropriated funds.

Mr. McCorkle detailed how \$225,000 is geared towards our small business community with another \$100,000 going towards our non-profits. With the \$225,000 for small businesses and the previous \$75,000, the total will be \$300,000 of much needed dollars. The new amount was recommended by the ReBOOT team, similar to what was done for the first two rounds with a twist. For the \$225,000 we are recommending if the company received a \$2,500 award already, they would be eligible to apply for an additional \$2,500, for a total of \$5,000. If a company has not already applied, they can ask for the full \$5,000 award under round three of ReBOOT. Beth Dekker from our Tourism Worthington group is going to put on a Facebook marketing training, if a business signs up they can be eligible to receive an additional \$500 in grant funding. We will require a roster of who took the training. These resources and training can help businesses in the future, and make our dollars go a little bit further. The max award will be \$5,500 if they apply for a grant and take the training. We do have another \$100,000 that is specific to non-profits, such as social services. We are identifying non-profit organizations who could be in need, and we will reach out to them to solicit for applications.

Mr. Greeson brought up the community survey results that was led by the Worthington Libraries. Two of the main things that came out of that were that our businesses still have an acute need, and that mental health is a concern for families and individuals in our community. We are asking these non-profits what needs they see and how can they help us use these dollars to address the types of needs identified in the survey.

Ms. Kowalczyk stated how they were looking at the community groups and non-profits, and grants normally awarded each year. We are looking at last year's awardees, in addition to trying to identify other organizations that might have ideas on what can be done, or have provided in the past but not applied recently. A meeting with potential grantees and organizations will be held next week.

Mr. Smith added that there are people who need help, and we are trying to find those people to help them out.

**There being no additional comments, the clerk called the roll of Ordinance No. 41-2020. The motion carried by the following vote:**

**Vote Results: Ayes: 7 / Nays: 0**

**8. Ordinance No. 42-2020 Establish Compensation - Assistant City Manager/Economic Development Director**

Amending Ordinance 46-2019 to Establish Compensation for the Unclassified Position of Assistant City Manager/Economic Development Director.

**Minutes:**

**The foregoing Ordinance Title was read.**

Mr. Greeson describe how at the previous Council meeting, there was approval of a revised job description for the new Assistant City Manager/Economic Development Director as part of a small reorganization. This change in compensation is tied to that change in duties.

**There being no additional comments, the clerk called the roll of Ordinance No. 42-2020. The motion carried by the following vote:**

**Vote Results: Ayes: 7 / Nays: 0**

**New Legislation to Be Introduced**

**9. Resolution No. 50-2020 Intent to Appropriate Private Property - Northbrook Sewer Project**

**Minutes:**

*\*Resolution No. 50-2020 was introduced by Ms. Dorothy. \**

**MOTION:** Mr. Robinson moved, seconded by Mr. Bucher a motion to adopt Resolution No. 50-2020.\*\*

Mr. Greeson detailed how this is related to the need to appropriate property for what is a large and very important sewer project that the City has been trying to undertake for quite some time.

Mr. Lindsey described how the resolution is a declaration of intent to appropriate property. This is a statutory and code requirement prior to Council actually authorizing the appropriation. It is a two-step process, with first there being a resolution declaring the intent to appropriate, and then the second step is the ordinance actually authorizing the filing of the appropriation with Franklin County. There have been some initial attempts to negotiate the necessary easements for the Northbrook Relief Sewer Project. We were successful, except for the sanitary sewer easement related to 91 Chaucer Court. An appraiser has been arranged to provide an actual appraisal for the easement we are requesting, and that information will be provided to property owner and their attorney. Attempts will be made to negotiate informally, if unsuccessful, we will return to Council and ask for the authorization to file an appropriation case. At this stage, this is a necessary first step to enable us to move forward. If successful, the Northbrook project can move along sooner, otherwise it will wait until the completion of the appropriation case.

Ms. Dorothy asked what this easement means for the property owner, what happens once all the construction is done. Mr. Lindsey replied that there are two easements, one is the permanent easement where the sewer will lie, and give us the ability go in

and make repairs in the future without the need to gain other temporary construction easements. The temporary construction easement included in this package gives us the necessary area for equipment. The property owner will have the right to use the property above the easement, the limitation will be on building things that would impact our ability to repair the sewer in the future. Currently the sewer crosses the property, so it does not change the reality that there has been a sewer on this property in upwards of almost 100 years. Ms. Dorothy summarized that the property owner cannot build anything permanent, but for the most part after this piece of the work is done they should have the majority use of their property. Mr. Lindsey responded that is correct. The easement requested is in the rear-third of their yard and is consistent with an easement that crosses on the other side of their property. **The motion carried unanimously by a voice vote.**

#### **10. Ordinance No. 43-2020 Supplemental Appropriation - Waterline Repairs (Columbus Water)**

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund and Water Fund Unappropriated Balances.

**Minutes:**

**Ordinance No. 43-2020 was introduced by Ms. Kowalczyk.**

**The public hearing was set for November 16, 2020**

### **Reports of City Officials**

#### **11. Policy Item(s)**

##### **a. Department Budget Reviews - Administration, Law, Finance, Personnel, Planning, Police and Fire**

**Minutes:**

Mr. Greeson overviewed how tonight's budget presentation will go over the departments of Administration, Law, Finance, Personnel, Planning, Police, and Fire. He highlighted a couple outreach efforts that the City has undertaken, including an online budget simulation tool and the first in a series of budget and finance videos, which can be found on our website. Each budget year has its own backdrop, and this year has been unique. The focus for fiscal year 2021 are on the maintenance of existing services. There will also be the utilization of fund balance to fund continued economic development on East Wilson Bridge Road. There is a great bit of economic uncertainty, particularly with income tax collections and Parks and Recreation revenue. This budget is being balanced through keeping some positions vacant, which will have an impact on operations. 2021 also include 27 pays as opposed to the usual 26, which occurs every 11 years.

Under the Legislative & Clerk portion of the Administration Department budget, we are trying to save money and have reduced costs for online video streaming production by managing it in-house, lowering cost by \$19,200. We have also reduced some usage of consulting assistance. In the Mayors Court, we have



added a small amount of funding for Vice Mayor. We received a request from staff for a new position for communications and social media assistance to respond to a growing demand for all forms of communications. At this point the position is not funded, despite it being a need. In Economic Development, we picked up some costs related to the EV-charging stations. In Personnel, we have added funding for city-wide training. One of the goals related to that is diversity, equity, and inclusion training.

Ms. Kowalczyk asked about the added funding for the EV-charging stations and if there is some way to recoup that if we evaluate the fees we are charging. Mr. Bartter explained that we can, but we still have to show the expense even though it is being recovered on the revenue side. It is a small deficit because we are not recovering the full cost.

Mr. Greeson overviewed the goals of the Legislative & Clerk budget goals that incorporates what Council articulates as priorities. In 2021 there needs to be a discussion about aligning priorities with the visioning document. We need to find ways to make priorities and develop a more consistent strategic plan.

Additionally, we need to address again the idea of a Joint Recreation District to help support the redevelopment of the Worthington Pools. The Mayor's Court priorities are to review the fine and court cost schedules and provide diversity, unconscious bias, and access to justice training for court personnel. In the Department of Administration, expenditures are flat in 2020. Many of Council's priorities show up in Administration's budget goals. In Personnel, expenses go down in 2021, much of that is reflective of retirement payouts being budgeted differently and the transition to NRECC. Personnel goals include to work with the Employee Diversity and Inclusion team to review internal policies and practices, conduct a city-wide implicit bias training for all staff, and to review and revise the performance evaluation system.

Mr. McCorkle explained how in the Department of Economic Development, the transfer to the Economic Development Fund had decreased to \$200,000 back several years ago, and does need to increase back to \$300,000. You are seeing here also an additional \$300,000 from the CIC requesting for the acquisition of two properties on East Wilson Bridge Road. The CIC has two properties under contract right now and do have an option on those properties. Closing is anticipated in January if these funds come available. For the \$633,000 in contractual services, that is the net effect of dropping the venture grant by \$50,000 and building our building improvement line by \$240,000. It also includes, our contractual service with CoHatch has burned off and is no longer part of this in 2021. Economic Development goals include supporting the redevelopment of the Worthington Mall, adding quality tenants to the former Anthem Building, continuing to support the Worthington Gateway project, advance the Corporate Hill drive extension, implementing strategies to support the redevelopment of East Wilson Bridge Road, and evaluating strategies to support attraction and growth of minority and disadvantaged businesses in

Worthington. We are currently in the process of identifying what minority business owners we have in our community, we want to bring them to the table to see what their needs are before starting new programming.

Mr. Oliver detailed how since joining the City, the IT department has focused on improving the reliability and availability of services core to the City operations, improvements to collaboration, and improving the information security program's robustness. To accomplish this, we have eliminated legacy and costly service, replacing them with cloud-based solutions that improve City operations and employee productivity. From a fiscal perspective our year over year non-staff related expenses are down slightly. In 2022, expenses are up slightly reflecting the timing of multi-year service renewals. We have made significantly progress on our information security program, in particular our disaster recovery service. The next goal focuses on aligning IT and economic development, leveraging our city-wide IT knowledge and experience to further our growth objectives. The next real steps are to engage the business community for their feedback to build out further plans. The final point addresses several improvements underway, including implementing a new records management system for the Police Department, upgrading the Fire RMS, and a new management system for the Service and Engineering Department.

Mr. Bartter detailed how for the Law Department, legal services was increased to reflect actual usage in 2021. The Law Director will continue to provide legal assistance for all City operations. The Finance Department does not have a lot of significant changes. The consultants line decreased by \$25,000. In terms of goals for finance, they will be undertaking a new auditor for the next three-year cycle, we evaluate debt strategies, implementing a new payroll and accounting software, and the continuation of evaluating fees and services.

Chief Ware explained how the Police Division shows a loss of the 7.5 full time equivalent positions due to the transition to NRECC. 94% of the Police's budget is personnel and they are holding one of the five vacant positions that are being used as a way to reduce the impact of the 2021 budget deficit. In 2020 the increased personnel services was the result of the way we do the pension, 2021 will show the resultant decrease from the contract with NRECC. Other cost saving measures have been implemented. Their goals in the next budget include improving the efficiency through the records management system, the HVAC vestibule projects are ongoing, implementing electronic ticketing capabilities, they are in the ongoing process of developing new community engagement strategies, and evaluating increased collaboration between mental health providers and the Police.

Mr. Brown overviewed the Department of Planning and Building, they have 34 ARB/MPC/BZA meetings each year. Since last year, they have processed 186 applications before all boards and commissions, in the same time reviewed over 1,100 building permits and issued over 1,000. The number of permits issued have a construction valuation of over \$72 million in the last year. During the

same time, we had almost 3,000 inspections of projects, and looked at 250 property maintenance and building code complaints. Throughout, they have maintained the 3-4 day review time for all their building permits. One thing they have been working on is the work management software, due to the pandemic, they are a couple months behind. They hope to go live in December or January. Some of the increases in budget are due to the work management software. Some of the big projects include the High North development, the Worthington Gateway, the UMCH site, the Harding site, the Anthem site, and a continued focus on the Wilson Bridge Road Corridor.

Chief Zambito stated that the Division of Fire is transferring building maintenance funds to the Department of Service and Engineering, resulting in a reduction to their budget. They are unable to fund an Assistant Chief of Emergency Medical Services and Community Risk Reduction, a position that has been explored for many years. There is a need for an EMS coordinator. As currently structured, those functions go through a line officer and the EMS coordinator. While researching our responses, 10% are resultant of falls, primarily senior citizens. In our current quality assurance/improvement program, it does not allow us to dig deeper into those non-critical patients with the resources available. To get intervention started in our community, the first piece of the puzzle would be this position. We want to try to get a prevention program in place if we have the resources. They are looking to improve the fire prevention program, which some changes have allowed Lt. Dunn to get out into buildings. Self Contained Breathing Apparatus need to be purchased, the current SCBAs, are about 13 years old and are at the end of their usable life. The Division will also be working to implement a new Electronic Patient Care Report and Records Management System software.

Mr. Greeson explained how the Chief highlighted a position that is needed, but cannot be funded in this year's budget cycle. He will separately distribute a report that Chief Zambito wrote that justifies the position, articulating some of the goals. It gives some data to frame the issue around the number of falls and lift assists that can lead to a greater medical need if unaddressed. It is an ongoing issue that has not been highlighted previously. Ms. Kowalczyk explained in her experience, communities that have implemented a similar position have found savings and been able to conduct some interventions. She asked if it would be a possibility at some point with this program. Chief Zambito explained there are two angles where there are savings. First is from the more education that can be done with firefighter-paramedics on reporting. In Upper Arlington they have a 40-hour EMS Coordinator and they have a much higher return on their billing than we. Secondly, once you hit a certain number of transports through Medicare/Medicaid, they no longer reimburse you. If we are able to get to the high utilizers, there is a savings there.

Mr. Bartter added that the Board of Health contract with Columbus Public Health, we anticipate a 5% increase from the \$70,000 paid in 2020. Refuse

service and funding for special groups is held flat from 2020 into 2021. The contingency was increased at the beginning of the pandemic, it would drop back down to the \$50,000 we have there. The dispatching services is new for 2020 as it was split off from the Police Department. That contract is reduced in 2021. In other funds, we have Police Pension where we are required to pay the Police Pension from Municipal Motor Vehicle License Tax. The Coronavirus Relief Fund is one of our new funds.

Mr. Greeson highlighted that on November 9th, Council will hear from Parks and Recreation and Service and Engineering, and also the Worthington Partnership, the Worthington Historical Society, and the McConnell Arts Center. That will be a robust budget conversation in addition to hearing the visioning report.

Ms. Kowalczyk requested when looking at the Police budget and collaboration between mental health providers and the Police, she would like to hear more about their partnership with Columbus Police, Franklin County, and their Mobile Crisis Units. She wants to know how that is working now, and what thoughts there are about improving or expanding that relationship or services. Chief Ware conveyed that if we can leverage existing units and relationships to be more cost effective for Worthington, that is the smart thing to do. As we dig deeper and collaborate with other organizations, we may find we want to have our own unit. He wants to do what is fiscally responsible within our staffing levels while also giving the best services to the community. Ms. Kowalczyk agreed about examining and understanding what we are doing now. In terms of the survey that was recently completed and the mental health impact of the pandemic, it is even more relevant. It is an issue our community can do better on and Council should be kept informed of the progress.

## Reports of Council Members

### 12. Discussion Item(s)

#### Minutes:

Ms. Dorothy thanked the Bike and Ped Committee for inviting Councilmembers to hear about bike boulevards. Maybe we can get the City of Columbus Vision Zero engineer to present. This weekend she got to the art installation for Art Unite C-Bus over at the McConnell Arts Center. There is a start-up group, Gen-Z Worthington, trying to create conversations and unity in Worthington. They had a pop-up art installation on the Village Green. She thanked staff for helping to get them the permit they needed to have that installation. Hopefully it encourages people to talk with each other in Worthington.

Mr. Myers shared a thought about how we do not do a lot of discussion when it comes to the Operating Budget. He hopes that if there are any citizens listening, they understand the reason why, which is that he views the Operating Budget much like his home budget. While he can switch to LED bulbs or get a low flow toilet, there is not much he can do about his gas, electric, or mortgage bills. Our operating budget is set



similarly. The real policy discussions are with the Capital Budget where priorities are expressed.

Ms. Kowalczyk detailed how there were quite a few policy items in the operating budget. She appreciates the discussion about the issues regarding fall prevention and mental health, she is glad to see us putting some priority on them. She wanted to thank Mr. Greeson and staff for all their efforts towards our original resolution about racial equity and how we wanted to have a more diverse, inclusive, and equitable community. These are important priority issues that were identified this year and need to be supported by our operating budget. There are other police areas connected to that resolution as well. She thanked Mr. Greeson and Chief Ware for arranging several opportunities to have discussions with various members of the police department, and other experts around police operations, and where there might be the ability to move our public safety initiatives forward in light of racial equity issues. The resolution we discussed tonight has a component of that. She has talked about and will continue to look at reporting from the police department around things such as bias and traffic stops. She wanted to put this out there to thank everyone involved, and let the public know that we are continuing the work of the resolution. She participated in the 21 Day Racial Equity and Social Justice Challenge that the CRC is partnering with the libraries for. It is a learning circle with daily assignments to review materials related to racial justice, and then having a conversation. She also thanked everyone involved with setting up the flu shots. President Michael mentioned that she and Mr. Greeson had a Zoom meeting along with CRC members about what they can be doing to help Council and the community. Mr. Greeson explained how he is going to distribute some reports and a background on a topic the CRC would like Council to think about around source of income discrimination. Additionally, he thanked folks who organized the flu shots. Lastly, the Visioning Committee is going to be presenting their final statements to Council next week. We need to look at this as a several step process where they are going to present their statements, then it will be followed-up with the report which will provide all the background information that supported the development of the statements. Finally, it makes sense to adopt by resolution the vision statements once Council comes to a point they agree and embrace them. Next year we will spend time deciding how to move to action on these things.

**a. Overview and outline for a proposed resolution regarding City Council oversight of law enforcement, related to crowd control/1st amendment events by Council Member Robinson**

**Minutes:**

Mr. Robinson described how these issues are complex and the proposed resolution is simple and straightforward in its outline. The basic purpose of the resolution is to enable Council to better fulfill its oversight function of law enforcement, particularly deployment in crowd control for First Amendment events, within Worthington proper and other jurisdictions as part of existing

mutual aid agreements. There are two basic provisions, first to formalize protocol for timely notification of Council when these types of operations are imminent or ongoing, and secondly to update existing code 121.06 regarding the convening of special meetings. If Council can discuss this and pass the resolution, it would be a simple, yet important step forward.

Ms. Kowalczyk stated that this is a good idea and has been talked about. Council has a responsibility to know what is going on in these situations. We tend to get notified promptly, but this would put a formal process in place that recognizes our responsibility in terms of oversight. She supports having this resolution drafted and considered.

Mr. Myers questioned about First Amendment and crowd control, and what is expected and how we define it. For context, a Friday night football game is a First Amendment, crowd control situation, so is the Fourth of July celebration. He asked would this resolution apply to those things amongst others, and if not how is it narrowed. Mr. Robinson responded that the term crowd control is the term used within the police profession, that would be operationally the language to use in this resolution. He wanted to include terms like First Amendment and free speech events as part of his framing for why this is important. Regarding the Fourth of July or Market Days, Council could be notified about those things, though it is not important to know about those events. Mr. Myers explained whenever First Amendment comes into play, it becomes a very difficult thing to define, regulate, or parse out. Even commercial speech is protected speech. It is difficult to say that one First Amendment speech is important, and another one is not. You cannot establish priorities of First Amendment speech and it all must be regulated the same. He would think that the resolution would need to be very broadly written and would result in a lot of unnecessary communication. Mr. Robinson explained that the intent relates to crowd control. Mr. Myers stated that anytime you are moving people from one place to another, that is crowd control. That would apply to traffic at a high school football game. Mr. Robinson asked rather than defining things in a way that could make things difficult, what language could be used to get at the intent as outlined. Mr. Myers wondered what the intent is. If the intent is just protests, you cannot distinguish when it comes to First Amendment speech.

Ms. Kowalczyk described how the intent is more about the response, and the degree of response. She is not interested in learning about every time traffic needs to be directed. When there is a response that requires something that is unusual or more involved that does not happen often, or could have an adverse impact on a crowd, that is what she is interested in. Is there a way to write language that addresses the language relating to the response, as opposed to the circumstances. When that occurs, Council should be informed promptly. Mr. Myers understands the intent, which is narrow and focused. He is suggesting that we may not be able to make those distinctions when it comes to the exercise of First Amendment rights. When discussing response, he does not

know what that means. Ms. Kowalczyk explained if the response is something that could be escalated as opposed to informing that person to move, and could have an adverse effect on that person. She is thinking about pepper spraying of protestors. This is a conversation she wishes there had been more discussion with Mr. Lindsey and Chief Ware, about whether this is even possible. She does not want to sit here and debate it if we cannot work through a mechanism for doing it. Mr. Myers responded that this is not the first time he has raised these concerns. His point is to figure out if we are looking for an after the fact evaluation or an on the spot reaction. Mr. Robinson replied that the timely notification is a key element of this. He would say that we might as well drop the First Amendment terminology as it is problematic. He would rather focus on the issue of crowd control. In order to narrow the instances where notification would be warranted, it could be something about if it is a non-scheduled event. We are not talking about ordinary football games for farmers markets.

President Michael asked if we are trying to micro-manage the police department, because it feels that way. She does not have the police background to understand what is right and wrong when talking about what policing should be. She is worried about this. Mr. Robinson responded that this is not an effort to micro-manage the police. That is clear in his notes. He asked if Council should have no say in these types of events, which he does not find acceptable. It is not wise policy for Council, or fair for our police forces to be expected to make judgement calls about participation about certain crowd control operations, when they may or may not know if Council and the public would support what they are doing. President Michael explained that the other side is that a lot of times with things such as crowd control, it is a fast moving situation. She is afraid if the police have to stop and get Council permission to do something, we will be harming their ability to do their job. Mr. Robinson explained that is not part of this proposed resolution. There is no need for them to wait for approval to do anything, it is a misunderstanding of what is being proposed. The only way their operations could be impacted by this proposal would be if Council were to subsequently convene in a meeting, which is in the second provision, and discuss amongst themselves whether ongoing participation and support is something Council would want to endorse. If not, then the City Manager could be directed to intervene. To suggest law enforcement should not be amendable to civilian oversight is not something that should be the case in our country and community.

Mr. Myers asked how this resolution would change what we do now, as opposed to codifying what we do. For example, this conversation being had right now is part of that civilian oversight. That is why he was pushing to have this on the agenda. Mr. Robinson replied that for instance, in May, when our police on two evenings participated in Columbus operations downtown relating to the Black Lives Matter protests, he was unaware until almost two weeks after the fact. When he asked people in the public whether they knew our police had

supported Columbus Police in these operations, no one was aware that we were doing that. This resolution would change that Council would no longer not know what our police are doing relating to crowd control. Mr. Myers focused on the events in Worthington, asking whether there should have been a change in how Council was informed in those events. Mr. Robinson replied that City Manager Greeson did an excellent job keeping us informed. Mr. Myers said that Mr. Greeson invited Councilmembers to the command center, and notified them in advance so Councilmembers could march if they desired to do so. He believes that the City Manager did what was expected in those circumstances. Maybe in hindsight Mr. Greeson dropped the ball on our traffic control in the first instance when assisting Columbus. Mr. Greeson said he would take responsibility for that. Mr. Myers explained that if this resolution codified what was done in the incidents in Worthington, it is basically us broadcasting how we do business in and expect in Worthington. By and large, staff have done a pretty good job of letting Council know what is going on. Mr. Robinson agreed, but sound public policy should not be based on personalities and people in office right now. Years from now we do not know who will be the City Manager or Police Chief. This is a prudent step to formalize protocol where Council will be informed regardless of who is City Manager or Police Chief, and the public will know what their own police force is doing. Ms. Kowalczyk conveyed how this is codifying what we were provided in communication for the reasons Mr. Robinson elaborated. Mr. Myers asked if the language of the resolution could say something like, "...at the earliest possible opportunity, the City Manager shall inform the members of Council at any time that the police are asked to assist in crowd control..." Mr. Robinson and Ms. Kowalczyk agreed with that language, and noting as soon as possible would be satisfactory to him. Mr. Myers also added, "...and shall continue to inform members of Council as appropriate..." With that being said, it does some discretion up to both the Chief and the City Manager as it has to be. Mr. Robinson explained it puts the burden on them to let Council know as soon as possible.

Mr. Myers wondered if this is the will of the majority of Council before Mr. Lindsey can put pen to paper on drafting these revisions. He asked for President Michael to poll Council to see if there is consensus. Ms. Dorothy expressed that with the conversation Mr. Myers helped to facilitate, she would be happy moving forward. Mr. Smith said he was glad this conversation was had and he is in favor. Mr. Bucher conveyed he is in favor of moving forward.

Mr. Robinson explained how the second part of this, is to update the existing code outlining how special meetings can be convened, recognizing there will be complexities. This part of the code was drafted in pre-internet days and he does not think we need physical delivery of notification. His sense is the ways that a special meeting could be convened seems on target, so really it is about updating how Council should be notified and changing the language to make it gender neutral. Mr. Myers explained how the language for notification could say



electronic, but in his mind an email is written. Mr. Robinson expressed he is comfortable with the language that Mr. Lindsey uses. Mr. Myers discussed that as far as delivery goes, the courts consider electronic submittal to be delivery. We could probably include electronic in the language, but the current language would be permissible, allowing electronic delivery and notification. Mr. Robinson conveyed that he thought there was ambiguity about turnaround time for the Clerk, and they could theoretically sit on a request to convene for an undetermined amount of time before notifying everyone. So there should be some language such as, "as soon as practicable" or something like that. Mr. Myers wondered about what if it happens to be on a Sunday and should the City Clerk be checking their email on Saturdays and Sundays. Mr. Robinson suggested, as soon as practicable, ideally within 24 hours. Mr. Myers posed the idea of next business day. Ms. Kowalczyk expressed there is still some question about the interpretation of the language around electronic delivery and she is interested in the answer. Mr. Lindsey expressed he wanted to make clear there will be some need to clarify language definitionally, and clarifying the intent. His intention will to begin drafting, looking at other cities, making sure we are in compliance with our own City Charter. Our Charter does give authority to have meetings on less than 24-hour notice, it is only in our code. Westerville's City Charter has a 12-hour provision in theirs. That is an issue for Council to decide.

## **Other**

### **Executive Session**

#### **13. To consider the appointment of a public employee or official**

**Minutes:**

**MOTION** Mr. Smith moved, Mr. Myers seconded a motion to go into Executive Session to consider the appointment of a public employee or official.

**The motion carried unanimously by a roll call vote.**

Council recessed at 9:31p.m. from the Regular meeting session.

## **Adjournment**

#### **14. Motion to Adjourn**

**Minutes:**

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

President Michael declared the meeting adjourned at 9:57 p.m.



# City Council Special Meeting Minutes

Monday, November 9, 2020 at 6:30 pm

6550 N. High Street, Worthington, Ohio 43085

## Virtual Meeting Information

Link through: [worthington.org](http://worthington.org)

Our Government - Live Stream

### 1. Call to Order

#### Minutes:

Worthington City Council met remotely in a Special Session on Monday, November 9, 2020, via Microsoft Teams videoconference. President Michael called the meeting to order at or about 6:30 p.m.

### 2. Roll Call

#### Minutes:

**Members Present:** Peter Bucher, Rachael Dorothy, Beth Kowalczyk, Scott Myers, David Robinson, Doug Smith and Bonnie Michael

**Member(s) Absent:** None

**Also Present:** Clerk of Council D. Kay Thress

### 3. Executive Session

#### Minutes:

**MOTION** Mr. Myers moved, Mr. Bucher seconded a motion to go into Executive Session to consider the appointment of a public employee or official.

**The motion carried unanimously by a roll call vote.**

### 4. Adjourn

#### Minutes:

Council members returned to open session at 7:20 p.m.

**MOTION** Ms. Dorothy moved, Ms. Kowalczyk seconded a motion to adjourn. The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned at 7:21 p.m.





# City Council Agenda

## Minutes

Monday, November 9, 2020 at 7:30 pm

6550 N. High Street, Worthington, Ohio 43085

### Virtual Meeting Information

Link through: [worthington.org](https://www.worthington.org)

Our Government – Live Stream

#### 1. Call to Order

**Minutes:**

Worthington City Council met remotely in Regular Session on Monday, November 9, 2020, via Microsoft Teams videoconference. President Michael called the meeting to order at or about 7:30 p.m.

#### 2. Roll Call

**Minutes:**

**Members Present:** Peter Bucher, Rachael Dorothy, Beth Kowalczyk, Scott Myers, David Robinson, Doug Smith and Bonnie Michael

**Member(s) Absent:** None

**Also Present:** City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Assistant City Manager/Economic Development Director David McCorkle, Law Director Tom Lindsey, Director of Finance Scott Bartter, Director of Service & Engineering Dan Whited, Director of Planning & Building Lee Brown, Director of Parks & Recreation Darren Hurley, IT Director Gene Oliver, Chief of Police Robert Ware, Chief of Fire & EMS Mark Zambito, Clerk of Council D. Kay Thress

#### 3. Pledge of Allegiance

**Minutes:**

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

### Special Presentation(s)

#### 4. Community Visioning Report

**Minutes:**



President Michael thanked the Visioning Committee members for the time, hard work, and their dedication to our City. We can't thank you enough. We appreciate all that you have done and are looking forward to hearing the results.

Mr. Greeson shared that we owe a debt of gratitude to those who have joined the meeting this evening and who have spent the last thirteen months serving their community in a volunteer capacity by trying to discern a vision for our great City. He intends to turn the meeting over to Chairman of the Visioning Committee, Joe Sherman but before doing that he wants to talk a little bit about process. He believes tonight they will present the visioning statements and overview the process that they undertook to arrive at those. Later Council will receive the totality of that report and staff will bring back a resolution where you can vote to accept the report and adopt the vision statements. He thanked Mr. Sherman and the entire committee for their outstanding work and invited him to address Council.

Mr. Sherman thanked Mr. Greeson and President Michael for their comments. He shared that joining him this evening is the Vice Chair Austin Mitchell as well as the other members of the committee, which Council will meet in a few minutes. This evening they will be presenting an overview of the Visioning project. On February 19, 2019 City Council passed Resolution No. 10-2019 (As Amended) where they committed to a citizen led process to move on to June 26th with appointing the thirteen Worthington residents to serve on the Visioning Committee. The Committee's job was to steer our citizens in a visioning process. They kicked off their organizational meeting on August 19th. In the last fifteen months they have held over one hundred meetings encompassing seven hundred and seventy hours and here they are today. With all looking forward as an avid listener and not as an advocate, they heard from an engaged community sharing their common interest, attitudes, and goals as they described their future of change and growth. It became clear the importance of looking at things from different perspectives. The ways that you do things is not the only way to do them. When you change the way you look at things, the things you look at can also change. This evening we have a high-level overview of what they have heard. He introduced the members of the Visioning Committee as Laura Abu-Absi, Kathryn Burris, Catey Corl, Paul Cynkar, Cynthia Findlay, Matthew Lees, Jon Melchi, Linda Mercadante, Austin Mitchell, Don Motley, Beth Sommer, and Graham Wood. Each of them gladly volunteered their time for the good of the community. They all have different talents, and they gave those to this visioning process. They would also like to commend City Council for putting together a great team. Another big thank you has to go to Robyn Stewart, Anne Brown, and Ethan Barnhardt from the City who provided countless hours in technical support and a special thank you to our consultant project manager Lauren Falcone with Poggemeyer Design Group for her guidance, foresight, and direction throughout the process. He invited Ms. Falcone to comment.

Ms. Falcone shared that at the beginning of the process we told the group this would be like a roller coaster ride with ups and downs, twists and turns but at the end of the ride you were glad you rode it although it did take many hours and meetings. We are

at the end of the ride and Poggemeyer has really enjoyed assisting the committee, city staff and the members of the Worthington community. When you think of how many people we talked to, heard from, and touched with our outreach, it was a very large-scale project. Today one of her co-workers was reading the visionings and was giving her the kudos. She commented that the credit belongs to the community members of Worthington who participated in the process and the Visioning Committee who put those thoughts to one voice. Visioning has a bright future with implementation, and we look forward to sharing the visions with Council tonight.

Mr. Sherman thanked the public. There were so many community members who took time to attend public meetings, provide written comments and generally let us pick their brains on this visioning effort. He turned the presentation over to Austin Mitchell. Mr. Mitchell thanked Council for the opportunity to be here. He would like to provide a high-level view of the process. This should be a reminder of what we did to build community awareness, what were the opportunities we provided for the community to engage and ultimately what was it that led us to the vision statements that they will present this evening.

Community Awareness – what was great about the committee approach is that we were intentional about the different ways that people interact and where they get their information. It involved putting postcards around Worthington and being at the Farmer’s Market and putting signs around the community. It also involved mailing 6,000 postcards to every address in the City of Worthington, advertising upcoming focus groups, as well as opportunities to take the public survey. If you are on social media and you are associated with the zip code 43085, no doubt you received one of their social media ads over the last six months. We used these ads and were constantly tweaking them to drive the community to engage in where we were in the process. Everything that we were doing related to Community Awareness was ultimately getting people to engage in the process.

When talking about engagement, we are talking about getting the community to tell us why they moved here. To tell us what they love about Worthington or what they would like to see changed. To help paint for us a picture of the future. They started small, working with some selected stakeholders that the committee identified. Then they broadened the scope and began talking to those who applied to be on the Visioning Committee, Council candidates as well as Council members. They held virtual discussions with various civic groups. They also created a platform, which was one of their goals at the start, that enabled people to enact with the Visioning process at any moment in time. It was the place where they would take what they heard from the community and put it back out to the community to get feedback. They would reflect on current events and start discussions.

They undertook Community Engagement in a virtual setting. There were four SOAR Workshops that had 72 residents moving virtual sticky notes around a computer screen. They had a total of eight focus groups that included 150 residents. The focus groups were used to dive into topics related to demographics, inclusion, and diversity. Lastly were the public survey and student survey. This was an opportunity for them to

get some depth on some issues and talk with people in tactical ways about those things they love or would want to change about the community.

So, there were multiple ways for people to engage in this process while providing a great amount of information and insight on key themes. What were they hearing from the community? They focused on the key things that kept reoccurring. They used that to begin the process of drafting their vision statements. They sent out that draft to the entire community. They tried to include everything they heard on eight pages. It was great to hear the community's reaction, good, bad, or otherwise, they got the feedback they needed to sharpen their pencils and begin to innovate and send drafts out to various groups. That was the process they have been going through over the last couple of months to get some last finishing touches on these visioning statements. So that was a high-level overview of the process and some of the community activities that were utilized. He invited questions/comments.

Mr. Robinson thanked the group for their incredible effort. He asked a question about the vision statements and the drafting of those and an important decision that they made early on to draft statements that were more amenable to agreement amongst folks. Mr. Mitchell shared that when they were looking at the information, they received through the community engagement, their focus was understanding what things unite us and bring us together as a community. It was around seeking consensus around what people aspire to in the future. He thinks that was always their lens, understanding and constantly re-testing that. One of the things that stands out to him in this process is that in these last couple of months, it was common place within their discussion to say, did we hear it like that from the community or did we hear it another way? They felt really comfortable testing each other and it was remarkable because anytime you get thirteen cooks in the kitchen, working virtually, on a single document with people with different perspectives on everything, it became sort of an amazing process where we provided that internal dialog that refined and really clarified what it was that we heard from the community. That effort and what they heard from the community is why they feel good about where they have landed today. He added that they were intentional in ensuring that all demographics had to be represented for this to work. He thinks that data bares that out.

Mr. Bucher added his thanks to the committee. He knows they invested countless hours and the broad outreach effort went well even while being done virtually. He appreciates them being able to adapt and keep the mission going.

Continuing, Mr. Mitchell shared that they have eight visions, 4-6 supporting principles and a list of action items. Visions are their articulation of what the community aspires to in the future. The supporting principles are essential to see these visions become a reality. Another cool thing about this process is that the engagement with the community and hearing from thousands of people, you get a lot of really good ideas. People had different approaches on how to make a Vision become a reality. Action items are all the great things they heard through this process and keep them associated with a Vision. They are ideas that we might look to down the road to

answer the question of how we make this Vision come to life. All the great ideas we've heard, will be captured in the report.

Mr. Sherman reported that after much re-working by the Visioning Committee, this became our overarching vision statement. What we heard from the community is what they want to be in five, ten, and twenty years down the road, even if some portions are currently happening in Worthington or are not happening. What we have heard and what we have said is:

Worthington is a vibrant community. It is where tradition truly does meet tomorrow. It is a community that welcomes us all and is among central Ohio's most livable, viable and memorable communities. It is this sense of community that is cultivated and preserved above all else because our future rests in each other.

Ms. Abu-Absi commented that she would be reading the Visioning statement. She will give Council members time to read through the bulleted principles and she then will share some notes in terms of how they finalized this.

The following are the Vision Statements:

1) Worthington is a Diverse and Equitable Community (shared by Ms. Abu-Absi)  
Worthington welcomes people across age, race, gender, ethnicity, orientation, gender expression, abilities, income, religion and politics. We are committed to systems, processes, resources, employment and public services that are accessible and fair for all. We recognize inequities and actively work to overcome biases and injustices that create barriers to full inclusion within our community. Diversity strengthens the social fabric of Worthington as we build authentic, lasting relationships and care for one another.

Ms. Abu-Absi noted that once this vision was drafted and sent out in the survey, this was very well received by the public. Roughly 72% of respondents to online visioning agreed with this vision. Overall, people asked that this be more inspirational and less vague.

Members of the public provided many good ideas for action items, one included large-scale events and year-long promotion of diversity. The majority of those who disagreed with this statement were disagreeing on the basis that this wasn't happening today and they are not sure how it can happen in the future but overall agree that this is where we want to go.

2) Worthington is Dedicated to the Vibrancy of its Downtown (shared by Paul Cynkar)  
The heart of Worthington is a pedestrian-friendly, historic business district and village green that attract visitors and bring our community together. Planned by our founders, downtown Worthington is where our past, present and future are linked as it serves as a place of celebration, a niche of unique and local businesses and a hub to Worthington's other business districts and community assets. Old Worthington's historic character is paramount to our identity.

Mr. Cynkar commented that this vision and principles developed after the initial public feedback. People feel that downtown is our gem, it is our living room and gathering room. We need to preserve, promote, and connect it to other areas of the community.

3) Worthington is Connected (shared by Don Motley)



Community members appreciate walking their neighborhoods, biking around town, and the ease with which they can travel to work and other destinations around Central Ohio. Our transportation infrastructure – sidewalks, bikeways, streets and highways – connects us to each other and the region. We are also connected through innovative technology that offers personal, business and educational benefits to all residents. We recognize the importance of adopting and promoting multimodal forms of transportation and digital technology while eliminating barriers to access.

Mr. Motley shared that about 68% of respondents agreed with this vision/principle. There were many positive comments, but sidewalks seemed to be where people disagreed. Many wanted to see the entire city connected, while others felt that sidewalk were not necessary in some places because of changes in tree lawn, trees, and cost. There were many action items for this vision including improvements to public transportation stops/shelters.

4) Worthington is a Model for Environmental Stewardship (shared by Cynthia Findlay)  
Nestled along the beautiful Olentangy River, Worthington is a dedicated steward of its land, air and waterways. The parks, paths, woods, green spaces, and outdoor recreation throughout our community create a lifetime of memorable experiences. Our dedication to preserving the natural environment is rooted in our desire to live sustainable and healthy lives. We are a community that appreciates the splendor of mature trees, native vegetation and natural waterways.

Ms. Findlay reported that roughly 74% of respondents agreed with this vision/principle. They felt that the city is already doing a good job here. Not many disagreed with much of these ideas except those who felt that green space in the City was disappearing. She stated that there were many action items and she encouraged members to read those. She mentioned that putting recycling cans with trash cans in public spaces and examining the zoning code to make green practices easier were just a few ideas.

5) Worthington Offers a High Quality of Life (shared by Graham Wood)

Our community is committed to quality housing, services, and amenities for all residents. A stable and diverse housing market makes it possible for Worthington residents to put down roots and live full lives here, actively participating and contributing to the wellbeing of the community. Our strong schools, excellent city services, and unique cultural, recreational and entertainment offerings make Worthington the most livable and desirable community in Central Ohio.

Mr. Wood shared that roughly 63% of survey respondents agreed with this vision/ the principles. The majority who disagreed questioned how it could happen in the future if it is not happening today. Some other feedback was that they did not like some of the wording, so this final wording was reworked to provide a little more visionary and inspiring language that was requested. Some of the action items include attention to water/storm/sewer/electric issues, balance in development, increasing offering housing for all ages, and incomes.

6) Worthington's Economy is Balanced and Resilient (shared by Catey Corl)

Worthington is a community with varied, but interconnected business districts that

enhance and strengthen each other. A thriving High Street thoroughfare (“Worthington Mile”) of diverse business, retail, residential and entertainment options complements the vibrancy, character, and walkability of our historic downtown. Robust business districts from Linworth to Wilson Bridge Road to Huntley Road add to the economic prosperity and stability of our city. Worthington residents live and work here as employers are attracted to the unique features of the city and its diverse and skilled workforce.

Ms. Corl reported that roughly 63% of respondents to the survey agreed with this vision/ principle. They liked the forward-thinking energy of this vision, while still referencing history. The majority of those who disagreed did so again because it is not happening today so how can it happen in the future. They were having trouble grasping the idea of a future vision since it is not happening today. Some feel that there is no need for any more variety of business / goods / services, while others claimed that we had too many hotels/offices and not enough greenspace. Action items included the idea of a Worthington Mile, an updated High Street connecting downtown to commercial centers.

7) Worthington’s Leadership is Open, Forward-thinking and Collaborative (shared by Jon Melchi)

Worthington is a model for civic engagement where citizens participate, contribute and are heard on issues that affect their community. Our elected leaders carefully consider diverse points of view but also take timely and coordinated action to move our community forward. We set the pace for communities like ours and our government is known for listening to and responding to the voices of its citizens.

Mr. Melchi shared that if there is a theme that has developed over these it is that 68% of survey respondents agreed with this vision / principles. Some comments included the City is not here yet but wants to be in the future. This one captured energy and was an aspirational vision. There were not many negative comments other than it is not happening now so how will it happen in the future. Action items included working groups/roundtables to move the visions forward and an idea lab as a place to go to get information and find tools to get things done.

Questions or Comments Regarding the Vision Statements/Principles

President Michael asked if there is a conflict between two principals, as an example, economic development and historic preservation or historic preservation and sustainability, were there any suggestions on how Council should look at balancing those? Mr. Mitchell shared that everything they put on paper reflects most of our community. He thinks folks know that there are trade-offs. We will have to see change for us to make progress. He thinks that is really where they heard from the community at-large. They want to have a conversation. Let us use these vision statements to measure what we are doing and why we are doing it. There will be trade-offs but let us move forward.

Mr. Sherman agreed. He thinks these will set a baseline for conversation. It might open an opportunity for perhaps more visions to be heard. This is just a platform to start to build upon how we continue to build our community. There were different

perspectives, which is what makes this community tick.

Ms. Kowalczyk thanked the team. She knows it was a great deal of work and she is greatly impressed with the results. Based on her experience living here, these reflect on what she has heard and her experience, so she thinks they have done a fantastic job. She also wants to point out that many of these vision statements reflect what it means to live in an age friendly community, so she feels validated a little bit. There are many great recommendations that can move us forward with that initiative as well. She really appreciates all the work that has been done. These are actually very helpful. When you think about things they are not really in conflict. She thinks people do really want it all. It is very clear in our community that we want the best for our community, and we identify these things that we believe will help move us forward. It is council's job to figure out that balance.

Mr. Sherman added that there are the action steps that will be included in an appendix that will tie to each of these principles. They are actual quotes of what we have heard. Paul Harvey would say the rest of the story. He thinks it will be interesting to see how all this ties together as we move this thing along.

Ms. Dorothy added her thanks to everyone involved in the Visioning process. 770 hours is a lot of time and commitment to seeing this through and trying to reach out to as many people in the community as possible. She is excited that we have cohesive statements and is looking forward to seeing what the action plan is. She added her looks forward to seeing what happens in the next part of the story.

Mr. Robinson said he wants to make sure he isn't missing anything. He thinks there are eight visions in this report. Mr. Sherman agreed. Mr. Robinson shared that what he wrote down is Diversity, Dedicated to Vibrancy of Downtown, Connected, Model for Environmental, High Quality of Life, Economic Development and Leadership. He asked if he is missing anything. Mr. Sherman replied that what we are talking about is just an overview, the Worthington Future, where tradition meets tomorrow is also a vision.

Mr. Robinson asked if they are going to lay out what is the next step. This is a phenomenal report, and he can't wait to immerse himself in the language that they used. He asked what was next. Mr. Sherman replied that is a great lead-in to the next slide. The next steps will be a little different with the COVID situation. They will keep things online instead of in person. They will be posting the Vision Statements and Principles that they just shared to the VisionWorthington.org website tomorrow. They are working to finalize the report and a community rollout. They are working with Anne Brown and company to put together a video along with the finalize report. Then they will post the final report in December. That is the direction they are going to take this. He thinks we will find that the final report will focus on the process as well as the action steps and the community is going to be able to see in their own words. That is what they are really hoping to do, tie this back to actual comments that were said along the way.

Mr. Sherman shared some brave thoughts as we start to move things forward. When you are creating a vision, it is all about purpose. You are creating both a concept and foresight. Then you must follow through with that. It was brought up earlier but one of

the biggest comments that we heard repeatedly was we need to do something. We need to move forward. We need to make decisions because really what is the point in creating a vision if it is not possible to follow through? When you get right down to the meaning of the word succeed, you will find it simply means to follow through. So, let us continue to seek input, listen to others, and let's decide on the right direction and go forward with confidence and show everybody, yes, we are ready to follow through. Mr. Myers echoed his thanks to the committee. What a herculean job that you have done, and he appreciates it. If the committee knew how much weight council has put on your shoulders, every time someone asks a question in the last 12 months, we can say, we are waiting on the Visioning Committee. Now it is back on Council. You have done your job. He is going to be curious to read the action plan. He thinks that is where the meat of this is. He asked if we are going to have another opportunity to talk with the Committee in case members have clarifying questions from here on out. Once he reads the report is really when his questions will arise. Mr. Sherman replied that after looking at the resolution establishing the committee, we will remain together for 60 days beyond the presentation of this report. They serve at the pleasure of Council and he thinks with enough notice they will be happy to get everyone together in a virtual environment and entertain any questions or comments that members may have. Mr. Myers stated that he appreciates that. He hopes he can call on their expertise in the future because he thinks he will need it. Mr. Sherman replied that they can put their heads together and figure it out. Mr. Greeson thinks when the final report is done the best practice would be to have a resolution that does two things: one is to accept the report and two is actually to adopt the vision statements. Like the slide in front of members shares; vision without action is merely a dream so 2021 should be devoted to trying to prioritize the actions that we can pursue that would best fulfill the vision. The first step is accepting and adopting and as soon as we receive the final report, we will prepare a resolution to that effect.

President Michael reported that members now have contact information for Mr. Sherman and Mr. Mitchell if they have any additional questions after tonight. She added her thanks to the committee and remarked that Council appreciates all their time, effort and the love they have for our City because you would not have done this without loving our City. Mr. Sherman thanked Council for the opportunity on behalf of the committee. They enjoyed their task and look forward to the work that begins now.

## **Reports of City Officials**

### **5. Policy Item(s)**

#### **a. Proposed 2021 Operating Budget - Presentations from Community Groups**

##### **Minutes:**

Mr. Greeson shared that the high quality of life in the City of Worthington that was described by our Visioning Committee and we aspire to in the future does

not happen by City government alone. It happens in collaboration and partnership with several not-for-profit organizations in our community, several of which we provide some funding to help accomplish their programmatic activities. As we do every year our three major partners not-for-profit partners, The Worthington Historical Society, The Partnership, and the McConnell Arts Center will present their budget requests. He invited Kate LaLonde, Executive Director of the Historical Society to address City Council first since they were listed first on the agenda.

#### The Worthington Historical Society

Ms. LaLonde reported it being a big year at the Historical Society. The completely unexpected year had many challenges, but they have been able to continue to move forward with preservation and education missions. They had the opportunity with the big schedule shake-ups to delve into some things that we never really work on. They continued with preservation efforts at their three properties; the Orange Johnson House, the Old Rectory, and the Jeffers Mound which had significant storm damage in June. They had efforts to clear trees and re-seed where the ground cover was damaged. At the Old Rectory they continued with their exterior preservation efforts and had the 1920s section towards the rear repainted this year. Their biggest and most exciting accomplishment was finishing the Orange Johnson Bicentennial projects, which spanned three years and involved the entry and most recently, replacing the brick walls with limestone and augmenting the steps. The railings went in this week, so they are really pleased and excited about that project, which received quite an outpouring of support both from Council and from our community. As far as programming and education efforts this year, their biggest project was to quickly turn around from March to the beginning of May and create a virtual Pioneer Day experience for the Worthington third graders who were not able to come on their traditional field trip to the Johnson House. They certainly are going to look forward to when they can invite them all to visit the museum down the road. They did manage to put together on their website a place where students could go and tour the house room by room. They had their volunteers help record videos to explain different things, share some of their favorite stories and things they would traditionally share during the field trip. Then they were also able to engage with the students in virtual meetings where instead of the volunteer going into the school where they would do a basket visit, they met online in their virtual classroom, talked and then hear questions. It was exciting for them to still be able to have that face-to-face contact and get a chance to encourage and stimulate excitement about local history.

Another big project that they have been working on over the summer that is usually pushed to the back burner is working with the libraries to add their records to Worthington's Memory. They have been able to add about 75 records which may not seem incredibly significant except that each record takes about 30 minutes to an hour and a half to add depending on the amount of research



that needs to go into it and making sure all of the details are added for people to be able to understand what they are looking at. This is a really good way from the Historical Society to be able to provide access to our collections, particularly while the buildings are closed. The site gets about 3,000 visitors a month and while records on Worthington Memory are certainly more expansive than just Historical Society records, many the scrapbook items come from the Historical Society's collections.

They also spent a fair amount of time, particularly early in the spring working on converting some of their established walking tours so that they were available on a virtual platform as well as creating a new walking tour that focused on African-American history. Those are all still available on pocket sites and are free. It is also nice because you can preview the walking tours through the website without walking, you can see all the pictures and read all the text. It is a way that people in Worthington and beyond can explore our history. We have a Walnut Grove cemetery tour and the Worthington historic district. Over the summer there were about 2,000 views of those three tours. So that has been a nice way for them to still engage while being unable to do person face-to-face tours.

Last month they were able to create an audio ghost tour. The ghost tour is typically one of their larger fundraisers. Since they could not do that face-to-face, this tour did have a small fee which raised a small amount of funds for the Society. It was nice to collaborate with the Worthington Community Theater who helped record some of their most iconic ghost stories. It was a nice event that was also organized by a student at the Linworth Alternative program. That was a nice way to pair with a few different organizations and folks.

Ms. LaLonde mentioned that at the end they did apply for a PPP loan that did help them offset the loss of income this year since they were unable to have many events or fundraisers. Just looking at how they can move forward until they have more events, both staff members have volunteered to reduce their hours so they can make sure they are in a good financial position going forward until they are able to ramp back up and get back to seeing people in person. That is her report for this year, and she would be happy to answer any questions.

Mr. Greeson mentioned that the Historical Society submitted a grant application for \$32,500, which is the same amount as they received last year. President Michael shared that Council appreciates the Historical Society and all the great programming that they do. We understand that much is volunteer driven and that they are very fortunate to have many great docents and volunteers that come out to help. The programs are wonderful. You can continue to take care of the properties and still be able to provide some meaningful programs.

Mr. Robinson commented that he wanted to give Ms. LaLonde a big kudos for all she does but particularly this year. The African American walking tour was profound and obviously extremely well thought out and articulated bringing

history to current events. He thought particularly during the summer, during the racial justice protests and those in our community who read and actually participated in the walk, it was very meaningful in terms of positioning Worthington's traditions with current events. Hats off to her and whoever helped craft and write the supporting text. He thought it was brilliant. Ms. LaLonde shared that she was able to work with the Community Relations Commission on that effort. They went through, talked through what was being presented, how it was being presented to have that good sounding board. So that was a great collaboration for the Historical Society to be able to work with such a wonderful group of people.

Mr. Smith added this appreciation and thanks for integrating the pocket sites app. It is cool innovative stuff there. He is curious as to whether the repairs at the Orange Johnson House and new front wall that the City helped fund went smoothly or were there hiccups on the project. Ms. LaLonde reported that the project went smoothly. They had great contractors who stayed on schedule. They knew it had to happen but most of them were thrilled with how much better the house looks. The house really shines with the new lower wall. It was a smooth project.

President Michael thanked the Board, the volunteers and Ms. LaLonde for all that they do for the community.

#### The Partnership

Mr. Greeson shared that next on the agenda is the Partnership. Members may recall that we had a reorganization about a year ago when they managed both the Worthington Partnership as well as the Worthington Convention and Visitors Bureau. There was a grant request for the Partnership of \$55,000, which is flat from last year and \$60,900 for the Convention and Visitors activities. That is the remaining balance of \$51,000 plus the projected 66% of the Hotel tax revenue from the Econo Lodge, which is about \$9,900. He invited those from the Partnership to make their presentation.

Sarah Mullen reported being in her second year as Board Chair of the Worthington Partnership. She is delighted to be here this evening. She shared that Board member Aaron Brown pointed out that this year was as if the light switch was flipped off in mid-March. The 2020 plans that many had were immediately turned on their heads and the organization was faced with the decision of how to move forward. It was in that moment that the Worthington Partnership acted with confidence, innovation, collaboration, and energy to help lead the way back for the community. Where did this energy come from? It came from their people. Their people consist of a 14-member Board of Directors all of whom live, work or own property in the City. This year they added board member Jeff Packard, who is the owner of a design and branding firm that is in Old Worthington, called Nonfiction. Jeff has quickly made a giant impact on the organization, specifically helping during the time of COVID and working with the businesses. The depth and talents of the Board allowed them to focus on

maintaining financial stability during these trying times. They shifted their funding model away from event-based fundraising to leaning more heavily on corporate donations. They assisted the staff in designing ways to be a resource for Worthington businesses and were both strategic thinkers and Boots-on-the-Ground workers for a pivoting Farmer's Market.

Shared acknowledged that their Board is a working Board. Their energy comes from their committees. Their committees keep them plugged into our community. They are an organization with a solid foundation and framework to make a good idea truly a possibility. One of the best examples of that is the Worthington Green team. This is a group of highly passionate and energized individuals including Councilpersons Bucher and Dorothy who led a very successful energized campaign that you will hear about later. A large part of their energy is their staff. She cannot say enough about the work they did this year. The Farmers Market shifted operations multiple times to be able to continue to bring fresh local food to consumers. Christine Hawks, Market Manager and Karen Chestray, Market Coordinator continue to lead the way in central Ohio Farmer's Market. The Tourism Director Beth Dekker was able to quickly pivot and show her broad range of talents by supporting the businesses at a time of great need. Lastly, Annina Parini again showed through her tireless energy and passion how much one person can accomplish. She invited Nina to take over the presentation.

Ms. Parini thanked Council for having them. She agreed with Ms. Mullen that it was like the lights went off in Worthington when they had to close. They did add great energy through all their accomplishments this year. The 2020 highlights boiled down to three: they only canceled one week of the Worthington Farmers Market, they had no Old Worthington business closed during this pandemic and they earned a large grant from AEP and Columbia Gas. Those are their three main accomplishments.

Where did they get the energy and what were they working on? They brought energy for Worthington businesses. Their tourism director was able to help the Worthington merchants in many ways, some of which includes navigating closures, CARES Act funding, and finding new ways to promote the businesses. They developed a small business support page to share information regarding closures. That received more traffic in one week than it did in the entirety of last year. They were the Go To Place for information and were proud that they were able to offer that to our businesses. Merchant support is their bread and butter. They host monthly merchant meetings and were able to help them navigate the CARES Act. Their close community partner, FC Bank held two different online Zoom meetings with merchants to really walk them through how they apply for these loans and what it means for them. They were wonderful to work with. They invited a local attorney to share information related to the new employment rules and the strings that come with owning a small business and how that impacts employment rules. They also created masks required signs for



merchants. Again, just filling those gaps for the small businesses and helping to get them what they needed.

Their staff played an important role in the Worthington ReBOOT team.

Merchants wanted something to let people know they were open and that it was safe to come here. Working with Mr. McCorkle, they established the We Are Open To All campaign. They designed posters to that effect and then someone suggested having 100 flags throughout Worthington that said we are open, open to all and Mr. McCorkle said, maybe we can. The flags were immediately designed by our board member Jeff Packard at Nonfiction and the City was generous enough to purchase those. It was a dynamic display that attracted positive attention to our City. In fact, they received a note from the head of the Columbus Council on World Affairs who said, you know that is a wonderful statement. It is exactly what we want to see, that Open to All statement here in central Ohio. They were pleased it brought that kind of attention.

Ms. Parini reported that they also put a lot of energy towards the Worthington community and keeping them plugged in to the small businesses throughout this closure and through the pandemic. Supporting local businesses and making people feel safe. When they think of Worthington, they think safe. They are following the rules and doing everything they can to keep visitors safe.

The Green team has been a huge success story. The group of passionate individuals came to them and said they wanted to put energy behind sustainability efforts. The Green team was formed last year. This year that group worked with two utility companies (AEP and Columbia Gas) to enroll Worthington residents in the Community Energy Savers Program that not only saved energy but also generated small business grant money that businesses can use to reinvest back into their own business. It was a huge undertaking having to do this remotely, but she has received almost \$10,000 promised to local businesses in our town. They are hopeful that more people will take advantage of that as it was really a wonderful project. They hosted learn and grow webinars on subjects ranging from composting to organic gardening and native plants. Those were well received.

They put energy into our public spaces because people do not want to go inside yet. They convinced the City to allow them to use six picnic tables on the south Village Green. They provided cornhole games and local businesses sponsored bistro tables throughout the district. They produced Worthington branded face coverings. These small little efforts make a huge impact as it showed visual excitement of a thriving community.

They put energy behind the diversity inclusion issue. While they are not experts, they wanted to do something. They worked hard, again Jeff Packard with Nonfiction and several of the board members put time and effort into a comprehensive document outlining a way forward to achieving a more diverse and inclusive community. The Chief Diversity officer at Cardinal Health looked it over and was blown away. He suggested they share it far and wide because

please more organizations need to see this and use it. They have shared it with all the council members, all their volunteers and their staff has pledged to use it and live by it. They felt that was a great first step.

Energy was put behind tourism. The tourism world has had a terrible year as you can imagine. But the Worthington tourism organization is uniquely positioned because it is used to working on a shoestring budget. While others struggle with massive cuts, they have always been lean and mean and able to execute more efficiently than many other organizations in neighboring communities. Their blog is very well received. This is a great way to get information out about our local businesses and provide updates. While their main events had to be canceled, they have been able to have a couple of events. Towards the end of the summer they had a fair food event and the Oktoberfest. The focus was on takeout food, picnicking and entertainment that can be done with proper social distancing. They did a great Invited Travel where Malini Swank of Lakes and Lattes visited and wrote about Worthington to market to her followers and provided sharable content to the businesses. Our tourism director did a great job with the liaison and the blogger with links and content. She did a great post and there is a lot of attraction to that.

The Farmers Market is their corner stone event and where a great deal of energy was invested. Imagine we celebrated their 33rd anniversary this summer and everything that they knew about Farmers Markets got turned on its head. They were proud of the work that the entire board and staff did to make sure that this event did not suffer. After closing for one week, they shifted to a drive-thru market, which the Worthington Community Center hosted in their parking lots. They began with pre-orders and continued to refine the processes and share their safe procedures. At the height of their drive-thru market, they processed a little over 600 cars in a three-hour period. By mid-June they shifted the location to several West Wilson Bridge Road properties and transitioned from drive-thru to a controlled, safe walk up market event. Unfortunately, they were never able to transition back to the Historic District this year. They will transition to an indoor market in November. They received an accommodation from the Department of Health about their wonderful protocols, which they are very proud of. They appreciate the City and David McCorkle's work on connecting them with the two properties that hosted them.

Their energy was split two ways. They have a real responsibility to the producers, some of them have been with them for decades. These small farmers obviously are suffering. That is a business that if you close your shop, you are going to die. Things go bad. They need to get this product into people's hands. It is important that they have that access to these products and get the producers and the customers together. Our market always wins awards. They are proud of the accolades that they gain. Our market manager has done a great job of dealing with the markets. We are proud of that. We are still able to do data gathering surveys with the market. It is great to have that data.

A great deal of energy went into Partnerships as we can't do this alone. The Farmers Market was hosted by the City, Paradigm Properties and Worthington Industries. Their tourism director worked closely with the Historical Society to help create the St. Johns Cemetery walking tour and publicize the Pocket sites app for the walking tours. This is the first time they have partnered with Worthington Industries in their parking lot. We gave their staff priority in the customer queue at the Farmers Market and social media credit for doing that. They were lovely to host them there. The City of Worthington and the great work done with David McCorkle through the ReBOOT program. Council member Dorothy at one of their events worked the information booth.

So, where will they put their energy in 2021. It is hard to say. Hopefully, things will get back on track but overall, they are going to focus on continuing to devise ways to keep the business community healthy, seek new investors and deepen their board expertise. They are always looking for board members that have a passion for Worthington and so they will bring new energy and help their working board continue the big work that they are doing.

President Michael thanked the Partnership and its board for all the wonderful programs, creativity, and the resilience to bounce back after the lights went out. We could not have the community we have without organizations like the Partnership. She asked them to send a message to their board and staff and say thank you.

Mr. Myers asked what is her sense of how our downtown businesses are doing and is there anything more we can do? Ms. Parini replied that the ReBOOT efforts have been enormous. Every merchant situation is different. Some have suffered more than others. Retail is so hard, especially when we have such small independent eclectic business. It is hard for them to pivot quickly to a preorder pickup situation. We are doing as much as we can to help them. We have had several trainings and we try to get resources in their hands for any assistance they need. We just had some virtual training as part of the ReBOOT effort which is important because we are all virtual and how to take advantage of Facebook and Instagram. Our Tourism Director and one of our local media experts had a training with our merchants last week. We gave each merchant that attended \$500 to boost posts on Instagram and Facebook. They are doing okay. She has not heard that are close to shuttering. It is very tough. The holidays may be the make or break but many hold on until gift giving season and if that suffers then it may be a different story come January 1st.

Mr. Bucher asked how much was left of the funds received from AEP and Columbia Gas. Ms. Parini replied that they received \$40,000 from AEP Ohio. She has already committed almost \$10,000 to local merchants of that money. That money went directly to them to be used solely for energy efficient projects. The Columbia Gas money is handled a little differently. That is \$20,000 and they are still working those issues. She thinks the Board will put a deadline on that and if it is not used by the businesses to offer it to other community enhancing



projects. That will likely get kicked back to the Green Team to decide if there is money left over. We have had some great ideas on things the community could use. Mr. Bucher congratulated the group on all the great work this year. It is incredible how much they have accomplished with all the challenges.

Ms. Dorothy echoed the sentiments that have been shared. Ms. Kowalczyk added that as a Board member, it has been amazing to be part of this fantastic team.

Mr. Myers shared that this is a very different conversation than she and Council had maybe five years ago when they were all fighting for their very existence. Now we are falling over each other with accolades to you and your team. He thinks that is a tremendous compliment to her leadership and to the Board. They are positioned much differently than they were, and he appreciates her leadership. Ms. Parini expressed that it has been a privilege to harness the passion of the folks they work with on the Board and staff. It is a privilege. Thank you!

#### McConnell Arts Center (MAC)

Mr. Greeson reported the MAC as being the last community group to present tonight. We have their Executive Director Erin Blue with us. The MAC is unique in that they bring to life a building that the City owns as well as gives life to many other things in the community of arts. Ms. Blue is going to talk about their budget request of \$220,000, which is the same as last year's request.

Ms. Blue shared that she is happy to be with Council this evening as the second Executive Director of the Arts Center.

The fiscal year began with high hopes, innovative programs, the 10th anniversary celebration plans, a Decade Party, and new leadership ready to bring the MAC into its next decade. As a reminder of typical activity at the MAC, in 2019 they had 89,000 visitors, displayed the works of 150 local artists, held more than 200 live performances that generated \$3.9M in economic activity. The MAC continued to grow and while the amount of funding they received from the City has remained the same since 2009, they have successfully leveraged the funding and grown support each year. The City contribution represents 25% of the budget, with 29% through donations and/or public support, 26% for educational programs and visual arts and then 20% comes from performing arts and rentals.

We worked with Worthington school, community groups, along with local arts organizations to maximize engagement and creative program offerings. It can cross program between visual and performing arts and include educational components with the programming that is different from other local arts groups. We are more flexible and able to provide great engagement in ways that other groups cannot.

For our 10th Anniversary year, they received their third competitive PNC Arts Alive grant for the concert series. This was a chance to bring emerging bands into the light of day from the bars into a family friendly concert event. They had

food trucks. Only a couple of grants are given each year and the fact that the MAC has received three is phenomenal.

They also had continued success with their Swingin' Holiday Show. On Stage was Mad Mad Men which expanded to a fourth sold-out performance last December. On stage, along with the other great event that they got, the MAC chamber orchestra, new works of local composers as well as works from women of color. On View, Yanni Shane's exhibition took a Japanese miniature sculpture tradition and brought it to life on huge canvases. In Class, classes continued to expand with offerings in more than 15 artistic disciplines.

Then there was COVID. They navigated the pandemic as everyone has. They worked from home, canceled, and rescheduled and canceled events again. Through it all they managed to stay connected to their patrons in the spring and welcomed them back over the summer. The first exhibition in the gallery featured the work of three of our instructors which was a way to support artists while they are not able to teach. They interviewed each instructor on Facebook Live and had works in an online gallery for those that could not come into the building.

In August they brought classes back in plain air outside. They laid the groundwork on how to bring classes back indoors as well. Live performance was the last to return with their popular chamber and jazz concert outside and a new lecture series in October. Each program helps them determine a way forward through a sustainable financial model or at least as sustainable as they can get right now.

She also wanted to mention that the first chamber orchestra concert that they had was the first live performance that the Columbus Health Department came and audited. The guy was there with his clipboard and reported that they did everything perfectly. They were a model for the City, and he wished everybody would do it just like we did. It felt great to have that feedback.

So, what does this mean now? They have cut 40% of the budget. Staff has gone from seven to four and the City funding, which remains the same as last year now is more than 40% of their operating budget while during this time revenue sources are extremely limited. The good news is with all the reduced expenses and careful fiscal management, they can see a way through this pandemic with a balanced budget, given City funding and other donations and support stays at previous year levels.

What does that mean for the great statistics, 89,000 people, hundreds of programs? Their priorities are the same. This year their impact will not be measured in numbers but in stories. They have stripped away all activities that were not directly associated with their mission and the feedback has been great. They have had students who talked about how thankful they were to be back at the MAC and creating art surrounded by other people. One of their groups that rents from them serves people with development disabilities and one participant when she found out she could come back cried in joy. These stories are warming

our hearts. After everything they do, they are offering a survey to find out how they can do things better. 100% of people feel safe coming back. They receive notes of encouragement, donations from people who have never given before and something that was a surprise to her, they are not just getting their regular students back in the building but new students who have never taken an art class from them before. So there really is an opportunity for them to continue building new connections as well as continuing the ones they had prior to the pandemic.

The goals for 2021 are going to be to continue to work within the Worthington community, with local artists and the MAC patrons. There are a variety of ways to enjoy the arts. While the number of people in the building is dramatically less, the awareness of the MAC is still growing. She was recently invited to be on All Sides, with Ann Fisher to talk about how performing arts are opening back up. A couple of weeks ago, the MAC was selected to be one of the only locations to host the Black Lives Matter murals from the protects this summer and the only one outside of the city of Columbus. They continue to leverage the support of the City and the community and protect your investment in the MAC.

Why support the arts? Why now? They are \$41 billion dollar industry in Ohio.

There is in carryout for the arts. But as in-person events return, so will the local spending. Patrons spend over ticket price and they can bring that right into Worthington businesses. The arts are a comfort to us through the lockdown and they will bring new connections. 82% of Americans believe arts and culture are important to the economy. 87% believe the arts are important to our quality of life. 73% say the arts are a positive experience in a troubled world. The Black Lives Matter murals that are being displayed on the school's lawn have only been there for a week or two. Families are stopping by to take selfies. One English teacher said on her way to work, she was having a difficult day and did not know how she would get through. She drove by the murals and made the decision to throw out the lesson plan and bring her students to look at them. Last Wednesday there was no fewer than four elementary school classes that walked over and walked around and enjoyed the beauty of the murals but also talked about what they mean to us personally, to our community and to our future. One story, the teacher said she was going to take them for a walk but did not tell them where they were going. She was going to walk over and start the conversation. The minute they turned right from Evening Street; one kid yelled they were going to see the Black Lives Matter boards. The minute we hear the children outside, they run to go talk to the teachers and find out their inspiration with these boards. These will be up since Martin Luther King Day and they are looking forward to working with Worthington libraries, and the Historical Society to provide some additional meaningful programming connected to this exhibition.

Ten years ago, the MAC opened during a different economic crisis. The Worthington community supported them then and continues to support them



and help them grow. Together we will weather the storm and come out on the other side inspired and connected through the arts.

President Michael thanked members for all the hard work they have done and the great programming and having to roll with the punches when the COVID came. We just want to thank you so much for how much the arts adds to the community and the quality of life for people. Congratulations on your first year in successfully making it as Executive Director.

Ms. Kowalczyk offered her thanks. She thinks the efforts they have taken to pivot and ease back into things and mental health has been one of the top issues that people are feeling in the community. She can't think of a better opportunity for the arts than to help uplift people and connect people. She thinks it is so important for us to continue to support those efforts. She understands that the state has released a significant amount of money towards arts organizations. She did not know if the MAC would be eligible for those CARES Act dollars. Are you eligible or are you thinking about applying for them? Ms. Blue replied that they are eligible. The funds are being distributed through the Ohio Arts Council and they are only being made available to those organizations that are already operating support grantees and the MAC is one of those. In fact, she did not hear about it when everyone else did. She had to ask why we were not included. Arts organizations that are part of a university or municipality were excluded from the funding. She wondered if they thought we were officially a part of the city of Worthington and that is why she did not get the initial e-mail. Luckily, she reached out to them and they did qualify. She submitted the application but expects that the lions share will go to the large art organizations in the state. CAPA Columbus is really hurting and are not able to do what it typically does. Cleveland and Cincinnati have organizations as well. We hope there are funds available for the little guys, but they just do not know how much that might be. The deadline was last Thursday, and we will find out within the next few weeks how they will allocate those funds.

Ms. Dorothy offered her thanks to Ms. Blue and the Board and the remaining staff members for organizing all the events we could do this year. As you said, the outdoor event was a great place to be as a community that was safe and then helping to coordinate with the Partnership and making sure people know that Worthington does still have a lot of activities and they should come out and in a part of the community. Having those different learning opportunities and art is a great place to help to get inspiration and a place that you can have improved mental health. Thank you so much for all the work you have been doing. Ms. Blue thanked Ms. Dorothy for showing up every time they send out a call for volunteers.

Mr. Smith appreciates the information. He would like to know more about the interaction relationship with the small community groups that the City used to provide grants to years ago that were swept under the MAC's umbrella. Ms. Blue replied that she is still getting her bearings where that task is concerned. She

thinks Mr. Greeson and she had an initial conversation in early March about starting that conversation and then COVID got in the way. She does not actually know where the funding stands for this year. She has heard from one of the arts groups that the funding applications were being held but she does not have any details on that. She know that there was a process that was identified for the smaller arts groups to apply for funding and that is something she needs more information about so we can move forward with that if it is still a possibility this year. Mr. Smith urged staff to rekindle that flame a little bit as well. Mr. Greeson replied we can do that. We will follow up with Ms. Blue and figure out where to go.

President Michael thanked Ms. Blue for the wonderful presentation and great work that her Board and volunteers, and staff are doing at the McConnell Arts Center. Ms. Blue replied that they look forward to having everyone back again whenever they can.

Mr. Greeson reported that we have made our not-for-profit organizations including the three members just heard from eligible for the ReBOOT program. They were not eligible for the first round but will be eligible for the second round. We expect applications for those as well in addition to their annual budget allocations.

#### **b. Budget Department Reviews - Parks & Recreation, and Service & Engineering**

##### **Minutes:**

##### **Parks & Recreation Department**

Mr. Greeson reported the next group of presenters are City departments. This will take us through the remainder of the departments. He shared that he had the opportunity to present about Government on a Zoom call with his wife's third grade class this week. He called the department of Parks and Recreation the Department of Fun. So, he turned the meeting over to Mr. Hurley the director of the Department of Fun.

Mr. Hurley agreed that they are the Department of Fun and like many of the organizations, it has been more challenging to bring fun than usual. He is excited that they too have improvised and as they reopen the facilities and serve the community and find ways to do programming and modify their events they were seeing more people engage and do so safely. They will continue to do so even as we lose daylight and weather. He is proud of the staff for what they have been able to do and have plans to do as we enter the winter months. We will keep Council posted on that as we get more and more of that going. As far as their budget presentation, he wants to highlight the changes. They will have a decrease in 2021 in contractual services due to additional appropriations in 2020 for Community Center pipe repair and refunds. He is excited and proud to say that they also made a big dent with cuts in expenditures. It is going to look odd that we increased some expenditures in the bar graph you will see in a

second. Other departments have been highlighting vacant positions. There are two such vacancies in Parks and Recreation: The Parks and Recreation Superintendent retired at the end of March. That position is our number II in terms of providing oversight of the Community Center and helping to bring the Griswold and Community Center in line. They have been excited about filling that position but have been able to navigate with a little less going on in the department. They have been able to utilize Colleen Light, current Griswold Manager, and other folks to fill that void in the meantime.

The building maintenance position is one of two such positions at the Community Center. With less activity they have been able to put a hold over those. A finger over some holes and keep things going. That position has been vacant since this same time last year. They are hopeful to be able to fill that as we get into the new year and get more and more things going.

In the summary of their expenditures, members will notice a jump in 2020 because of these expenses that he talked about. To highlight some of their bigger things going on this year. They are excited that funds were reinstituted for the Shelby Park Playground. They have a survey out in the community, which he believes has over 100 responses. They are gathering information to allow them to work with vendors on designs that will go back out to the community. That prepares them to have that project queued up when the weather allows as we come through winter. It is probably one of their most heavily used programs and a neighborhood park. It is very popular partly because of the events and activities they hold there, and they are excited about getting those improvements.

They also have coming up this year replacement of things in the Community Center. Some are routine and some are more capital. Several of those were planned for 2020 and have been pushed to 2021, including some fitness equipment, windows, and doors. There is a bigger project with some Diamond Brite surfacing that will be done at the end of next summer. As excited as he is sure members were to see a lot of mention of Bike and Pedestrian access in the Vision presentation this evening, and they are excited as Parks and Recreation and being a part of facilitating the Bike & Pedestrian Board, they have been really focusing since the completion of the Master Plan on not just trying to implement projects with the funding Council has provided through the CIP but also shifting into some more education and encouragement and so we were able to have a special events speaking of navigating through the COVID situation, they were able to still have a special event. Many on Council attended their educational session on Bike Boulevards. They have been excited about keeping that ball rolling and now with the funding from 2019, all of 2020 and now as you approve 2021 CIP, they will be able to dig in and implement some projects from that Master Plan. They will continue our conversation about Safe Routes to School. They are also moving forward with the implementation of McCord Park Phase 1 renovations. They have met again with POD Design to get them started



again. They expect to be out for bid this winter. They will keep that in front of Council as they continue to finalize design and make decisions around the budget and get that project ready to go. He asked if there were any questions. Mr. Smith wondered if they had any conversation about outdoor items such as fire pits and more warm stuff for outdoor activities. Any conversation about that type of thing as we continue through the pandemic in cold months. Mr. Hurley shared that it is interesting. They actually shared around the department a great article that was given to him about outdoor activities and as they have seen a huge increase in the bike and ped area, they actually have extrapolated that to their parks and rec thinking because they know it is safer outside. They have a hard-core group of exercisers that still meet at 6:00 a.m. in the dark in the parking lot at the community Center because they feel safer doing their workout outside. As a staff they are charging everyone with thinking outside the box on things. If we get some snow, we may look at things you mentioned Council member Smith. We will be looking for way to do things outside. You never know the weather in Ohio. He is sure they will have opportunity. Mr. Smith shared that while they may not fit the Worthington aesthetics, old barrels and trash cans make great apparatuses for fires.

President Michael congratulated the staff on the nice job they are doing on trying to reopen the Community Center in different phases to get it opened in a safe manner. Mr. Hurley acknowledged it being a challenge. There are those who say we are not doing enough fast enough while others say we are going too fast. It is a challenge. We feel good about how safe they are doing things and they have more and more coming back online, all be it in a very measured way. Mr. Greeson noted that they still have quite a few part timers furloughed and Mr. Hurley has done a great job keeping in touch with them. While those furloughs have been part of our cost savings measures as they had less activity, they are certainly conscious of the impacts of that operationally as well as families and individuals. The full-time staff deserve a lot of credit. They have filled in everywhere outside of their job descriptions. He appreciates those that usually work with fitness or with seniors who have watered hanging baskets and all that kind of stuff. Just getting the job done where it needs to be done with limited resources. Mr. Hurley thanked Mr. Greeson. He shared that they look for silver linings and one of the things is an appreciation for what other people do. He heard a lot of that from recreation staff after spending a day outlining a ball field or landscaping a bed to have an appreciation for our parks crew and vice versa. It has been great that the staff had the spirit to jump in and do different things. It is good things across the department for people to appreciate each other a little more.

Service & Engineering Department

Mr. Whited reported they lost a maintenance technician this year due to retirement and that put a hit on his staff, particularly since they are focusing on COVID disinfectant and clean-up and the CIP program going. They are also down

with our seasonal staff that do a lot of stuff to keep us up with baskets and the holiday decorations and a lot of things that can keep the staff busy on other pertinent items at the same time. That is their issue as that goes. As with the Parks Department, they are doing a great job of keeping up with it.

He does not have much to say about the budget, it is mostly flat across the board. There have been a few changes with the allocations to different funds, but the funding is virtually flat across.

As far as the goals for 2021, they have a great deal going on. There is about \$15M worth of construction with getting the Northeast Gateway Improvements moving and completed in 2022. Finalizing the Northbrook Relief and Kenyonbrook Sewers projects will take a great deal of time. Implementing repair recommendations, he talked about last week with the sanitary sewer evaluation study. The Police Station project (HVAC, mold mitigation, vestibule, roof) will also carry over into 2021. Mr. Treadway in our Service Department has done a phenomenal job of keeping up with that, including our contractors. He is excited to say that they will begin the design of the waterway improvement project in 2021 and moving to construction in 2022 in the Colonial Hills area and continuing to take those down over time. It would be nice to get that taken care of to reduce the hotspots that have been occurring with the watering system and a few other things. We will continue the comprehensive city building assessment, identify projects and inventory of our assets beginning with the facilities and the items there and moving on to other infrastructure that ties into our sub-assessment program to refine our policies and protocols and procedures to move forward with what they hope to do to just bring the departments to the next level so that they can just be as top-notch as possible. To be able to provide the best serve they can to the citizens. One thing he did want to mention, Engineering is focused on the design, review, programming inspection and coordination and G.I.S. inventory. Those guys are busy with all of those things you see here while the Service Department is taking care of our infrastructure, leaves, streets, snow and ice, baskets, and all of those different things. Given the magnitude of projects we have coming up in the next year or two, we are intending to use third party construction administration and inspection firms to help them out with that work to be able to do that in a quality way and have the resources to be able to do that. Those costs are included in the budget. That is something a little different from what has been done in his five years here, but they really need that help to keep up with the magnitude of everything they have going on. He would be happy to answer any questions. Mr. Myers reported having no questions but a gripe. He asked how come the Public Works Commission got top billing on the sign for the Northeast Gateway and we are all the way down at the bottom. We are doing all the work. Mr. Whited replied because they gave us money he guesses.

Ms. Dorothy said thank you for all that you have going on. She has been talking about water lines replacement ever since she got on City Council nine years

ago. She is excited that Colonial Hills will get some water lines replaced and she is sure because all the new updates will be coordinated with repaving or not repaving. She has been very impressed with how we have been staging everything and doing more for less. We are about done with that. Everyone is stretching their budget as tight as possible and she appreciates all the new life cycle effective costs he has been bringing to the City to help prepare and improve our infrastructure which is very much needed. She thanked him for everything he is doing and looks forward to seeing more construction throughout Worthington. Mr. Whited replied that staff appreciates Council's support through all the work they have been getting done.

President Michael added her thank you as well to him and his staff. Our City would not be what it is if it were not for all the dedicated staff. People do not realize what is happening with sewers and fixing sidewalks and maintaining traffic lights and we really thank you very much and thank your staff.

Mr. Greeson added that Mr. Whited's team, like Mr. Hurley's team did it with a little less full-time staff as well as full-time staff doing things that seasonal employees normally do during the summer. He thinks we only funded one seasonal employee, so they were down quite a bit. Everybody pitching in.

President Michael thanked Mr. Whited for his report.

Mr. Greeson commented that before moving on to the October Financial Report he would like to do a Next-Step check in with the operating budget and the Capital Improvements Program. We have done presentations on the five-year forecast. We have done presentations on the forecast for the CIP as well as the CIP itself, going through the projects for 2021 as well as the planned ones for the out years. We have now worked through each department. Our goal is to try to get the plan and the budget adopted at the first meeting in December. It would be helpful if Council members have any questions that need addressed, if you would provide them prior to next week's meeting, which is the last meeting before the final public hearing.

### **c. Financial Report - October**

#### **Minutes:**

Mr. Bartter reported that members have received the October 2020 Financial Report. The one thing of note is he did move just under \$1.3 million dollars in expenses out of the General Fund and into the Coronavirus Relief Fund as we talked about numerous times. That did increase the unencumbered and cash balance in the General Fund by reducing those expenditures. He would be happy to answer any questions. A motion to approve the October 2020 Financial Report would be appreciated.

Mr. Robinson asked Mr. Bartter to repeat his earlier statement about the movement. Mr. Bartter reported how we received a little over \$1.3M in CARES Act funding, which by mandate from the Federal Government must be received in a different fund, which is the Coronavirus Relief Fund that was established.

We moved about \$1.3M dollars in expenses, predominantly wages of our safety services departments into the Coronavirus Relief Fund, which then reduces the amount of expenditures in the General Fund and increases the Fund balance.

MOTION Mr. Myers moved, seconded by Mr. Bucher a motion to approve the October 2020 Financial Report.

The motion passed unanimously by a voice vote.

Mr. Greeson shared that he would also request a brief Executive Session to talk about Board and Commission appointments but that could wait until next week.

Mr. Greeson shared that he has begun to dust off all the Joint Recreation District materials and documents and will be pulling together a meeting with Council President Michael and hopefully school leadership and Swiminc. leadership to connect to the issues associated with funding the improvement of the pool complex that is run by SwimInc. That is because there is a need that we talked about before and the second is that SwimInc. was cleared to use the million dollars in state funds for consulting assistance. They went through a robust consulting process that Mr. Hurley served on the committee for as well as facility staff and others. It does not make sense to enter consulting contracts to further the scope of the pool project and cost estimates if there is not a vehicle to fund the construction. So, we need to bring focus to that here in the coming months. We are starting to spend more time on that again.

Ms. Kowalczyk commented that she volunteered to be part of that work as well. She will continue to be willing to do that if people think that is helpful. Members agreed with Ms. Kowalczyk continuing to be involved.

Council members decided to move the Executive Session request to next week's meeting.

## **Reports of Council Members**

### **6. Member Reports**

#### **Minutes:**

Mr. Myers commented that we went through a very traumatic week in this country and hopefully it will lead to resolution. He has seen some of that trauma in his own neighborhood. We have talked a lot tonight about diversity and inclusion and he thinks now more than ever we need to make sure those words are construed as broadly as possible. There is a substantial portion of our population that risks being disenfranchised and he can't say a manner similar to the way other members of our population have been disenfranchised but in their minds they have some of those same feelings. While he may disagree with their views he believes as a democracy we need to give their words an audience. He wants to make sure going forward that that we do what we can on the local level to heal the wounds of this country. President Michael stated if he has any thoughts on how to do that, please let members know. Mr. Myers replied that he is just going to keep his ears open and his mouth shut. Mr. Robinson reported that he is pleasantly surprised at his initial reaction to the



Visioning committees stated visions and principals. He really looks forward to seeing their subsequent work. His initial reaction was that they threaded a needle by embracing and capturing the key impulses and values of the City's residents and articulating them in a beautiful, creative language. He is excited to see what else they bring forward. Nicely done Visioning committee. President Michael thinks they all were impressed with the report and are looking forward to seeing the rest of it.

President Michael reported attending a leadership meeting that included County Commissioner O'Grady, Mayor Ginther and the Franklin County and Columbus Health Department talking about COVID-19. They asked communities to come together and talk about trying to encourage social distancing, masks and if anyone has other ideas of things we can do, they were talking about the statistics and how things are going. More importantly, she had two Central Ohio Mayor Manager calls, one was the general meeting and the other was the executive committee meeting. There are four pieces of legislation, two of which are critical and encouraging communities to take some action. She wanted to discuss these with members. The first is the ability for local governing bodies to conduct virtual meetings expires December 1st. That means unless legislation gets passed, we must meet in person after December 1st. The Central Ohio Mayor Manager's Association and several of the City members have been passing resolutions to be sent out to all the legislature encouraging them to get legislation in place before December 1st. With the uptick of COVID cases and with all those things going on, she knows many people are more comfortable virtual than in person. We want the choice open so as a council, we can decide what we think is best. That is her opinion and the consensus opinion of the Central Ohio Mayor Manager's Association. Grove City did legislation and sent her a copy, which she forwarded to Mr. Myers and to the law director so they would have the copies. General concept is if the council likes the concept, we can have something drafted for our next meeting. She wanted to know Council's thoughts.

Mr. Myers asked the law director if Council has the option to unilaterally, without General Assembly approval under our Charter or ordinances, the ability to convene virtual meetings on our own. He does not need an answer now.

Secondly, as much as he would like to be in person, he thinks for council to go back now would be irresponsible and a poor example to send to the public. Whatever we need to do to encourage that legislation and whatever we need to do to continue to meet virtually. His office is not going back until May pursuant to the Governor's suggestions. He is in favor of a resolution in support of any legislation they would permit us to stay virtual.

Mr. Greeson reported that we can have a resolution ready for next Monday. President Michael reminded members that at least four people need to agree.

President Michael added that the second piece of legislation is getting hearings is one in which the Buckeye Institute suggested and got a legislative sponsor to change the way income tax is paid to municipalities. There currently is a sunset clause as to how long people can work from home and their employer receive the income tax. If the sunset law is not changed the sunset is at the end of this year. At that time

employees' taxes would go to the City where they are working from (their home city). This is an absolute nightmare for budgeting. We do not know what kind of budget we are going to have. We do not know what to project it on. It will be a real loss. They are anticipating Columbus would lose \$500 million or something, an astronomical number. They have so many that work for companies in the city of Worthington that drive in from the suburbs. We have been encouraged to also send a letter or a resolution opposing this change in the taxation. She believes RITA has done projections on that. She asked Mr. Bartter if he had any information.

Mr. Bartter reported the easy math is for every dollar we gain; we would lose two. For every dollar maybe somebody working in Columbus, we would lose two. At 10%, that is a gain of \$924,000 and a loss of \$1.8 million. That amounts to a loss of \$845,000, 10% of the workforce shifting to working from home for extending time into the future. It is complicated. It is a two to one loss.

Mr. Myers asked if the Buckeye Institute is proposing maybe allow the temporary measure to expire? Is that what they want, or the temporary measure expanded? Mr. Bartter replied that first, they want to be able to receive a refund for the taxes withheld to Columbus for the time they did not work there. Big stuff.

Mr. Myers comments that it would seem to him, the employers right now would be opposed to that because it would be a dramatic change for them overnight. Mr. Bartter agreed which is why the legislation put that in there. If they originally passed this emergency section 29 House Bill 19, to try to change all of that as an employer would be a mess. Mr. Myers stated the provision sunsets at the end of the year. Mr. Bartter thinks it is when the emergency is lifted. Mr. Myers replied okay, then it would be up to the Governor then. He certainly is in favor of not changing things even though he thinks the General Assembly must come up with a permanent fix. He is not certain we will ever be back to normal.

Mr. Myers asked if we can have a resolution in opposition of that proposal by next week? President Michael replied yes, we should be able to because the Ohio Municipal League has draft language. Mr. Myers commented that he would support that resolution.

President Michael stated the third thing she wanted to share was that we received an email, the supreme court ruled central collection is permitted for the net profit tax for our businesses however the state is not permitted to take the half percent fee that they charged for their work. We are talking about having legislation introduced that requires Ohio to refund the money they took from our municipal tax money. We are looking at trying to figure out how to get the refund.

President Michael shared her last bit of news, is that David Collinsworth, Westerville's City Manger is retiring at the end of the year. He has been Chair of the Central Ohio Mayors Manager Association and will be leaving. The Executive Committee can determine who is going to fill the vacancies and she has been named as his replacement.

## Executive Session

### Adjournment

#### 7. Motion to Adjourn

**Minutes:**

**MOTION:** Ms. Kowalczyk moved, Mr. Smith seconded a motion to adjourn. The motion passed unanimously by a voice vote. President Michael adjourned the meeting at 10:00 p.m.

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Contact: D. Kay Thress, Clerk of Council (Kay.Thress@worthington.org 614-436-3100)



# City Council Agenda

## Minutes

Monday, November 16, 2020 at 7:30 pm

6550 N. High Street, Worthington, Ohio 43085

### Virtual Meeting Information

Link through: [worthington.org](https://www.worthington.org)

Our Government – Live Stream

#### 1. Call to Order

**Minutes:**

Worthington City Council met remotely in Regular Session on Monday, November 16, 2020, via Microsoft Teams videoconference. President Michael called the meeting to order at or about 7:30 p.m.

#### 2. Roll Call

**Minutes:**

**Members Present:** Peter Bucher, Rachael Dorothy, Beth Kowalczyk, Scott Myers, Doug Smith, David Robinson, and Bonnie Michael

**Member(s) Absent:** None

**Also Present:** City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Law Director Tom Lindsey, Director of Finance Scott Bartter, Director of Service & Engineering Dan Whited, Director of Planning & Building Lee Brown, Director of Parks & Recreation Darren Hurley, IT Director Gene Oliver, Chief of Police Robert Ware, Chief of Fire & EMS Mark Zambito, Clerk of Council D. Kay Thress

#### 3. Pledge of Allegiance

**Minutes:**

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

#### 4. Visitor Comments

### Approval of the Minutes

#### 5. Approval of Minutes

a. Meeting Minutes - October 19, 2020



**Minutes:**

**MOTION** Mr. Bucher moved, seconded by Ms. Kowalczyk to approve the meeting minutes as presented.

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

## **Public Hearings on Legislation**

### **6. Ordinance No. 43-2020 Supplemental Appropriation - Waterline Repairs (Columbus Water)**

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund and Water Fund Unappropriated Balances.

**Minutes:**

Mr. Greeson detailed how this ordinance appropriates \$70,000 from the General Fund into the Water Fund to pay for the past year's watermain break repairs performed by the City of Columbus. We reimburse Columbus each year based on a formula in the contract for the breaks that occur in Worthington. Sometimes the amount of breaks and resulting bills exceed what we estimated in our budget for the year, which is the case this year. We had budgeted \$50,000, but had a bill for about \$115,000.

Ms. Dorothy asked if there is an additional fee that everyone pays based upon usage for the water and how is that calculated when Columbus charges us for the approximate number of breaks. Mr. Greeson replied that there is a water surcharge that Worthington enacts that helps, where we do get some funds that go into our Water Fund. Those funds are insufficient to cover both the staffing or the ongoing repair and replacement of waterlines. That is one of those things that have previously been talked about increasing. This particular bill when we receive it, we typically have \$50,000 for it, and then move dollars from the General Fund to help subsidize when the bill is over. Our Capital Improvement Program does include a number of waterline projects which over time should decrease the number of breaks we see, such as in Colonial Hills. Those projects are largely funded from the CIP, which is funded by a 20% transfer of income taxes into the CIP for capital costs. The water surcharge of residents and businesses bills aren't sufficient to cover all of those repair and replacement projects, so our income tax dollars are helping to support that over the next five years. Ms. Stewart described how the proposed CIP does have three waterline projects over the five-year window starting in 2021 with Colonial and Foster Avenue. In 2022, there will be design for the construction of Meadoway Park and Park Boulevard with construction in 2023. In 2024 there will be design for Park Overlook Drive, and construction in 2025. Ms. Dorothy expressed she wanted to make sure people were aware of things that were going on, especially if they were trying to use our budget tool that is online now.

Mr. Robinson asked for an approximation of what the water surcharge would be for the average household in Worthington. Mr. Bartter replied that the average residential user is looking at about \$20-25 per year.

**There being no additional comments, the clerk called the roll of Ordinance No. 43-2020. The motion carried by the following vote:**

## **New Legislation to Be Introduced**

### **7. Resolution No. 51-2020 2021 Various Purpose Bonds Notes (Reimbursement)**

Authorizing the Use of a Portion of the Proceeds of Bonds or Bond Anticipation Notes of the City of Worthington, in the Estimated Principal Amount of Not to Exceed \$3,000,000, to be Issued for the Purpose of (I) Acquisition of the Northeast Gateway Right-of-Way, with Related Design and Construction; (II) Designing, Engineering, and Constructing Improvements for the Reconstruction of McCord Park, and (III) Designing, Engineering, and Constructing Sanitary Sewer System Improvements, to Reimburse the City's General, or Capital Improvements Fund for Moneys Previously Advanced for Such Purpose.

#### **Minutes:**

#### **Introduced by Mr. Smith**

**MOTION** Mr. Myers moved, seconded by Ms. Dorothy to adopt Resolution No. 51-2020 Mr. Bartter detailed how this legislation has been done the past few years and allows us to issue debt and reimburse ourselves for expenses and incurred in 2020 for the projects that are listed.

**The motion to pass Resolution No. 51-2020 passed unanimously by a voice vote.**

### **8. Resolution No. 52-2020 Amend Title and Job Description (Admin Asst Public Information and Community Relations Officer)**

Amending the Position Title and the Position Description for Administrative Assistant / Public Information and Community Relations Officer

#### **Minutes:**

#### **Introduced by Mr. Robinson**

**MOTION** Mr. Bucher moved, seconded by Ms. Kowalczyk to adopt Resolution No. 52-2020

Mr. Greeson described how we have been undertaking some review of various organizational things in the City, one thing we have been looking at for a while is this job description and whether it reflects the evolving and growing duties for our public information officer. This resolution amends the title as well as updates and modernizes the job description, reflecting the reality and importance of Ms. Brown's importance in our organization.

Ms. Dorothy expressed how every time there is a new medium, Ms. Brown steps up to the plate and has done a phenomenal job making sure we get as much information out on as many platforms as possible.

Ms. Kowalczyk reiterated an earlier portion of the budget discussion, this position is evolving along with the world in terms of communications. There has been an expressed need for additional staff if the opportunity presents itself. She fully supports this and wanted to emphasize how communications needs will continue to grow.

**The motion to pass Resolution No. 52-2020 passed unanimously by a voice vote**

### **9. Resolution No. 53-2020 Re-appointments to Various Boards and Commissions**

Re-appointing Members to Various City Boards and Commissions.

#### **Minutes:**

DRAFT  
President Michael read the list of re-appointments to the various boards and commissions.

Mr. Bucher brought up that he would abstain from the vote for the Parks and Recreation Commission due to Rachel DeNower being his spouse. Mr. Lindsey recommend that Mr. Bucher abstain on the vote for the resolution since the appointments are grouped together.

**Introduced by Mr. Smith**

**MOTION** Mr. Myers moved, seconded by Ms. Dorothy to adopt Resolution No. 53-2020  
**The motion to adopt Resolution 53-2020 passed by a voice vote**

#### **10. Resolution No. 54-2020 Urging Legislation Extending Virtual Meetings**

A Resolution Urging the General Assembly and Governor DeWine to Pass and Approve Legislation Extending the Ability of Public Entities to Hold Virtual Meetings and Hearings.

**Minutes:**

**Introduced by Mr. Robinson**

**MOTION:** Mr. Bucher moved to adopt Resolution 54-2020, seconded by Ms. Kowalczyk

President Michael expressed that she hopes if this does pass that staff will take a very aggressive effort to get this out to our elected officials for our district, urging them to get this in place before December 1.

Ms. Kowalczyk asked where we stand if this bill is not passed. Mr. Lindsey responded that last spring the question came up whether we could have virtual meetings without such legislation, the Attorney General did provide a guidance letter but did not specifically opine in a formal way, but did say every City should consult with their legal counsel. In his judgement, we do not have the authority to meet virtually based on the language of the open meetings law as written. If the legislature does not act, it is his opinion Council will need to either meet in-person, or suspend meetings. He has heard that it may be included in a lame-duck bill moving forward. We will continue to monitor the situation.

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

#### **11. Ordinance No. 44-2020 2021 Budget Ordinance (Blank)**

Providing for the Adoption of the Annual Budget for the Fiscal Year 2021 and Appropriating Sums for Current Operating Expenses.

**Minutes:**

**Introduced by Mr. Myers.**

#### **12. Ordinance No. 45-2020 Unclassified Pay Plan (Blank)**

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2021 through December 31, 2021, and Adopting Class Specifications for Said Unclassified Positions.

**Minutes:**

**Introduced by Ms. Dorothy**

#### **13. Ordinance No. 46-2020 Columbus Public Health Contract**

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

**Minutes:**

**Introduced by Mr. Robinson**

**14. Ordinance No. 47-2020 Riverlea Police Contract 2021**

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

**Minutes:**

**Introduced by Mr. Bucher**

**15. Ordinance No. 48-2020 CIP - Fire Station Bathroom (Project 712-20)**

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the Fire Station Bathroom Renovation Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 712-20)

**Minutes:**

**Introduced by Ms. Kowalczyk**

**16. Ordinance No. 49-2020 Convention and Visitors Bureau Allocation of Hotel-Motel Tax**

The Allocation of the Six Percent (6%) Hotel/Motel Tax as it Relates to the Operation of Convention and Visitors' Bureau Services provided by the Worthington Partnership.

**Minutes:**

**Introduced by Mr. Smith**

**17. Ordinance No. 50-2020 Plumbing Inspections 2021 (Franklin County) District Board of Health**

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

**Minutes:**

**Introduced by Mr. Myers**

## **Reports of City Officials**

**18. Policy Item(s)**

**a. Follow Up - Proposed 2021 Operating Budget & Proposed 2021-2025 Capital Improvements Program**

**Minutes:**

Mr. Greeson described how this is a follow-up agenda item, going over the process to date, and answering any final questions Council may have. We have discussed the proposed CIP and Operating Budget, and are scheduled to adopt the budget at the first budget in December. When we submit the budget in early October, we do our best to anticipate every single thing, but additional requests do come later and small changes are identified that are not initially submitted. We received a fairly significant request from SwimInc that we will spend some time evaluating. He thanked Mr. Bartter and his team, Mr. Barnhardt, Ms. Stewart, Ms. Brown, and Mr. McCorkle for all of their work on creating videos and putting together the Balancing Act simulation software. Information from Balancing Act will be distributed to Council.



Mr. Bartter overviewed how there was one minor change on the CIP for \$53,000 in 2021 for the Community Center south-end door replacement. That is not the project being eliminated, we will just be using funds that were appropriated in 2020 to move that project forward. In the Operating Budget, we need to increase the appropriation for Columbus Public Health for health services by \$1,500. We need to create an appropriation transfer from the 27th Pay Fund, which was created a few years ago with a \$50,000 annual transfer. We need to appropriate that transfer into the General Fund. There is a minor change for some cable service of \$1,200 from the Fire Department. The CVB and CVB Fund need to have an adjustment from \$51,000 to \$60,000 to make sure we incorporate the 66% for the Econolodge through 2021. There are also some minor adjustments in personnel funding. We will add \$4,750 in funding for the CRC per their request to enhance some of their programming.

Mr. Robinson asked what is the approximate dollar amount for a pay cycle. Mr. Bartter responded the 27th pay costs about \$680,000 and we have about \$300,000 set aside right now. Mr. Robinson asked if our contract with Columbus Public Health is in the CIP Budget. Mr. Bartter said it is in the Operating Budget, paid out of the General Fund.

Mr. Smith commented on the Balancing Act software and he likes hearing how many people have looked at it. This is a first step. He appreciates the effort put into that.

Ms. Dorothy expressed she is also excited about Balancing Act, and wondered how long the tool will be available for people to use. Mr. Bartter replied that he anticipates we will reload the final budget numbers in January and leave that up until October of next year, before reloading with the proposed numbers. It will always be available as an informational tool.

Ms. Kowalczyk thanked staff for their work on the budget and the presentations, everyone did a fantastic job putting things together.

Mr. Myers asked about Balancing Act and whether we are recording the visits to the website and what the comments are, and will that be reported back to Council. Mr. Greeson responded that we are compiling that information now in order to report back to Council. There have been about 300 people who have visited the website, and 25 have submitted. Next year the tool will be up a lot earlier. There was a lot of effort put in initially to describe all the parts of the budget.

## **b. Other**

### **Minutes:**

Mr. Greeson described how we have fallen out of the habit of providing a look-ahead agenda. We have started doing that again, which was included as a packet drop-in. There is also one thing that was missed, which was the resolution that is anticipated on the duty to notify the City Council when there is a police response to demonstrations or protests. The goal is to have the look-

forward agenda provided to Council for the Committee of the Whole Meeting each month. Secondly, he will be reaching out to Councilmembers regarding the annual retreat process. Staff is going to begin thinking through the logistics of that retreat to ensure it is a successful endeavor.

## **Reports of Council Members**

### **19. Reports of Council Members**

#### **Minutes:**

Mr. Smith mentioned that the City's grant subcommittee got together with a robust group of folks, mostly representing non-profits, to see if we can help people with CARES dollars. It was a good conversation.

Ms. Kowalczyk echoed what Mr. Smith said. She asked whether there is an update on the status of COVID. She is concerned, and does not know if there is anything else we need to be thinking about. President Michael explained that the Governor is going to be speaking on that topic tomorrow afternoon, but she is unsure what he will be saying. Mr. Greeson responded that we are maintaining a weekly incident command meeting and will be reviewing the epidemiological data. We are monitoring things closely. Mr. Hurley and his team are monitoring things related to fitness and senior centers. We will be reinforcing all of the protocols that have been in place around wearing masks, social distancing, and ensuring we keep the public and our employees safe. That will be accomplished through our various communications channels. We can do a more comprehensive report in December if desired. Ms. Kowalczyk said that would be helpful to stay connected on that front, and to know we are prepared for whatever may come.

Mr. Myers asked about a contingency agenda if for some reason we find it necessary to cancel or postpone the December 7th meeting due to pending legislation to allow us to meet virtually. Is there a plan to push off the meeting or to do all the necessary work in two weeks. Mr. Greeson explained that we have three meetings planned in December, but have canceled the third meeting if there is no business. We have some flexibility there. Mr. Myers expressed he wants to make sure we are in a position to do this if necessary, it may require Council to cancel a meeting. Ms. Stewart brought up that we just brought up a series of ordinances for public hearing on that first Monday in December. She wondered if there was anything needed from Council to be able to change the dates of those public hearings if we do not have a meeting. Mr. Lindsey described how one option would be by motion tonight to clarify those points, including the possibility the legislature does not pass an extension of the ability to meet virtually, and to move any of the public hearings. Mr. Greeson proposed having a special virtual meeting before the first if necessary. Mr. Lindsey described how the current ordinance reads that Council can vote by a majority of a quorum at a regular meeting to change the day and hour of holding the next subsequent regular meeting. In his opinion, you would need to do this at a regular meeting. Council has the authority as to any of the ordinances, resolutions, Council rules, to waive those and

could do so after the fact. It is not a best practice, and can create some questioning. Regardless there are ways to address the question that was raised in line with our code and best COVID practices.

## Other

## Executive Session

### 20. Executive Session

**Minutes:**

**MOTION:** Mr. Bucher moved, seconded by Mr. Robinson to go into executive session for the purpose of personnel, boards and commissions.

**Vote results:** Ayes: 7 / Nays: 0

Council adjourned to executive session at 8:27 p.m. from the Regular meeting session.

**MOTION:** Ms. Dorothy moved, seconded by Mr. Myers to return to open session at 8:52 p.m.

**Vote results:** Ayes: 7 / Nays: 0

**MOTION:** Mr. Myers moved, seconded by Ms. Kowalczyk to recommend to the Community Improvement Corporation the reappointment of Kathy Holcombe.

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

## Adjournment

### 21. Motion to Adjourn

**Minutes:**

**MOTION:** Mr. Smith moved, seconded by Ms. Kowalczyk to adjourn. President Michael declared the meeting adjourned at 8:52 p.m.

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Contact: D. Kay Thress, Clerk of Council (Kay.Thress@worthington.org 614-436-3100) | Minutes published on 12/02/2020 at 2:42 PM



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: December 3, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance No. 46-2020 – Public Health Contract – Columbus Public Health

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**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

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

Columbus Public Health has been an invaluable resource as the City has worked to navigate the COVID-19 pandemic. The City has worked closely with CPH to coordinate a response to the current health crisis.

**FINANCIAL IMPLICATIONS**



2020 Contract Price = \$70,000  
2021 Contract Price = \$73,500

**ATTACHMENTS**

Ordinance No. 46-2020

ORDINANCE NO. 46-2020

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

WHEREAS, the City of Columbus Board of Health has indicated its intention to provide health services for the City of Worthington during calendar year 2021; and,

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

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

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

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the City of Columbus Board of Health for the purpose of providing health services to the City of Worthington, said service to commence January 1, 2021, and remain in full force and effect until December 31, 2021.

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

Passed \_\_\_\_\_

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

Attest:

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

## AGREEMENT FOR PUBLIC HEALTH SERVICES

This Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the City of Columbus Board of Health (hereinafter referred to as "Columbus") and the City of Worthington (hereinafter referred to as "Worthington") for the purpose of having Columbus provide public health services to Worthington on a contractual basis.

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

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

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

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

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

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

### SECTION 1. SCOPE OF SERVICES

#### A. ENVIRONMENTAL HEALTH SERVICES

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

MOSQUITO ABATEMENT SERVICES	\$13,661.00
INSPECTION OF PUBLIC AND NONPUBLIC SCHOOL BUILDINGS	\$ 9,435.00
SMOKE-FEE AIR PROGRAM	\$ 1,436.00
ANIMAL BITE INVESTIGATIONS	\$ 6,773.00
CHEMICAL RESPONSE	\$ 1,472.00
 TOTAL SECTION A	 \$ 32,777.00

#### B. ADDITIONAL COSTS RELATED TO FEE-BASED SERVICES

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

Food License Fees-Indirect Costs– Additional actual indirect costs associated with inspecting Worthington establishments that are not included in license fees paid by the establishment- \$9,945.00

Pool License Fees- Direct Costs- Additional actual inspection costs not included in license fee paid by Worthington establishments- \$1,331.00

Pool License Fees–Indirect Costs- Additional actual indirect costs associated with inspecting Worthington establishments that are not included in license fees paid by the establishment- \$1,564.00

TOTAL SECTION B	\$ 12,840.00
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#### C. COMMUNITY HEALTH CARE SERVICES

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

TOTAL SECTION C	\$13,487.00
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#### D. GENERAL SUPPORT OF COMMUNICABLE DISEASE CONTROL PROGRAM AND COMPREHENSIVE SEXUAL HEALTH SERVICES

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

TOTAL SECTION D	\$14,396.00
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TOTAL CONTRACT AMOUNT	<u>\$73,500.00</u>
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#### SECTION 2. BILLING AND PAYMENT

Columbus will invoice this annual amount (\$73,500.00) over four equal quarterly invoices of \$18,375.00. Said billing shall include, at a minimum, a statement of the number and types of services rendered, including a breakdown of each different type of service rendered as specified above. Worthington shall, after verifying its accuracy, pay said invoice within thirty (30) days following receipt.

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

#### SECTION 3. STAFF LIAISON

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

#### SECTION 4. DURATION, MODIFICATION, AND NOTICE OF INTENT

That this agreement shall take effect and be in force from and after January 1, 2021 and shall remain in full force and effect until December 31, 2021, subject to any mutually agreed modifications in the scope of services following the end of the first six months. All modifications shall be incorporated in written amendments to this Agreement.

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

SECTION 5. AUTHORIZATION

Worthington has entered into this contract under authorization of Ordinance No. \_\_\_\_\_ passed \_\_\_\_\_, \_\_\_\_\_.

Columbus has entered into this contract under authorization of Ordinance No. \_\_\_\_\_ passed \_\_\_\_\_, \_\_\_\_\_.

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

CITY OF WORTHINGTON

COLUMBUS BOARD OF HEALTH

By: \_\_\_\_\_  
City Manager

By: \_\_\_\_\_  
President Pro Tempore

By: \_\_\_\_\_  
Andrew J. Ginther, Mayor  
City of Columbus

By: \_\_\_\_\_  
Health Commissioner

APPROVED AS TO FORM

OHIO DEPARTMENT OF HEALTH

By: \_\_\_\_\_  
Worthington Attorney

By: \_\_\_\_\_  
Director

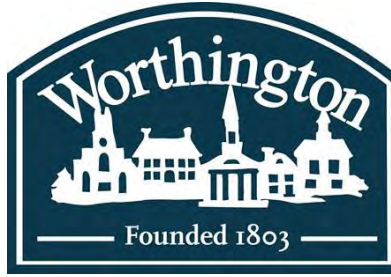
By: \_\_\_\_\_  
Columbus Attorney

DEPARTMENT OF FINANCE CERTIFICATE

It is hereby certified that the amount of \$73,500.00 required to meet the contract, - agreement, obligation, payment of expenditure, for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process of collection to the credit of the General Fund and is free from any obligation or certificates now outstanding.

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Director of Finance  
City of Worthington, Ohio



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 2, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance No. 47-2020 – Riverlea Police Protection Contract

---

**EXECUTIVE SUMMARY**

Staff is proposing a 2021 contract in the amount of \$83,234, this increase is in line with what was proposed as part of the 2020 police contract.

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

The Village of Riverlea contracts with the City of Worthington for approximately 22 hours of police protection services per week. Based upon a forty (40) hour work week, this equates to 55% of the cost of one full time police officer.

In an effort to spread a large one-time increase across two years, the 2020 contract was increased 6% with the anticipation that the 2021 contract would increase 7.36% to \$83,234. The \$83,234 would represent approximately 55% of the full cost of one police officer in 2021.

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

2020 General Fund Revenue of \$83,234

**ATTACHMENTS**

Ordinance No. 47-2020

ORDINANCE NO. 47-2020

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

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

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

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

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

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

Passed \_\_\_\_\_

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

Attest:

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





**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 9, 2020

To: Matthew H. Greeson, City Manager

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

Subject: Ordinance No. 48-2020 – Appropriating Funds for Firehouse Bathroom  
Renovation Project Number 712-20

---

**EXECUTIVE SUMMARY**

This ordinance appropriates funds for the design and construction of bathroom/locker room renovations at the Fire House

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

The Sharon Township Fire House was built in 1992 and acquired by the City of Worthington in 1993. The locker rooms and bathrooms are original to the structure and have not been fully renovated. Over the last two years, plumbing issues have resulted in the flooding of the second-floor locker room, and subsequent flooding of the training room below on several occasion. This ordinance will fund the architectural design of the bathroom and locker room facilities, and construction of locker room renovations.

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

\$100,000.00 CIP Fund

**ATTACHMENT(S)**

Ordinance No. 48-2020

ORDINANCE NO. 48-2020

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the Fire Station Bathroom Renovation Project and all Related Expenses and Determining to Proceed with said Project. (Project No. 712-20)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.6060.560988 the sum of One-Hundred Thousand Dollars (\$100,000) to pay the cost of the Fire Station Bathroom Renovation Project and all related expenses (Project 712-20).

SECTION 2. Pursuant to Section 3.02 of the Charter of the City, the City Manager is authorized to execute any contract necessary for the completion of this public improvement. Provided that the total of such contracts shall not exceed the total appropriation as authorized in Section 1 of this Ordinance.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. 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 – December 7, 2020**

Date: November 9, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance No. 49-2020: Convention and Visitors Bureau

---

**EXECUTIVE SUMMARY**

This Ordinance authorizes the distribution of 66% of the Hotel/Motel Tax collected in 2021 to the Worthington Partnership for the purpose of convention and visitors' bureau services.

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

With the passage of Ordinance 03-2019, the Convention and Visitors Bureau Fund (CVB Fund) was established to receive 66% of the Hotel/Motel Tax received by the City of Worthington. This Ordinance authorizes that those funds be distributed to the Worthington Partnership for the purpose of convention and visitors' bureau services.

**FINANCIAL IMPLICATIONS**

The total Hotel/Motel tax projected for 2021 is \$15,000, with \$9,900 (66%) projected into the CVB Fund, and out to the Worthington Partnership. The remaining \$5,100 would be General Fund revenue.

**ATTACHMENTS**

Ordinance 49-2020

ORDINANCE NO. 49-2020

The Allocation of the Six Percent (6%) Hotel/Motel Tax  
as it Relates to the Operation of Convention and Visitors'  
Bureau Services provided by the Worthington Partnership.

WHEREAS, Ordinance No. 65-2001 as passed by Worthington City Council on December 3, 2001, provided for the allocation of sixty six percent (66%) of the City's Hotel/Motel Tax from the General Fund to be distributed to the Worthington Area Convention and Visitors Bureau; and,

WHEREAS, Ordinance No.03-2019 as passed by Worthington City Council on February 4, 2019, consistent with Section 5739.09 of the Ohio Revised Code, established the CVB Fund and authorized and directed sixty-six percent (66%) of all hotel and transient occupation taxes received after January 1, 2019 be deposited into the CVB Fund.

WHEREAS, the allocation of sixty-six percent (66%) of Hotel/Motel Tax revenue to the CVB Fund exceeds the statutorily required twenty-five percent (25%).

WHEREAS, Worthington City Council recognizes the need and request of the Worthington Partnership for funding at the allocation of sixty six percent (66%) of Hotel/Motel Tax revenues to provide funds for the operation of convention and visitors' bureau services;

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

SECTION 1. That effective January 1, 2021, sixty six percent (66%) of the six percent Hotel/Motel Tax collected shall be distributed from the CVB Fund to provide for operation of convention and visitors' bureau services provided by the Worthington Partnership.

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 – December 7, 2020**

Date: November 9, 2020

To: Matthew H. Greeson, City Manager

From: R. Lee Brown, Director Planning & Building

Subject: Ordinance No. 50-2020 - Appointment of the Franklin County District Board of Health as the Provider of Plumbing Inspection Services

---

**EXECUTIVE SUMMARY**

This is the annual ordinance that authorizes the City Manager to appoint the Franklin County District Board of Health as the provider of plumbing inspection services for the City of Worthington in 2021

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

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

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

The cost of the service is paid by the applicants for building/plumbing permits via the permit fees. There is no change in fees for 2020.

**ATTACHMENT(S)**

- Ordinance No. 50-2020
- 2021 Contract

ORDINANCE NO. 50-2020

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

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

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

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

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

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the Franklin County District Board of Health for the purpose of providing plumbing inspection services in the City of Worthington, said service to commence January 1, 2021, and remain in full force and effect until December 31, 2021.

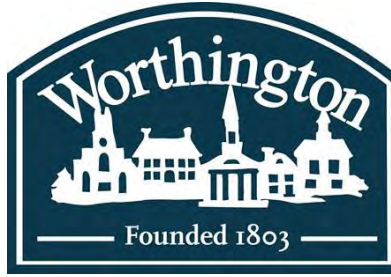
SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file 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 – December 7, 2020**

Date: November 18, 2020

To: Matthew H. Greeson, City Manager

From: R. Lee Brown

Subject: Resolution Approving the City Manager's Appointment of Donald W. Schofield as Alternate

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**EXECUTIVE SUMMARY**

This resolution approves the City Manager's appointment of Donald W. Schofield as "Alternate Chief Building Official" and "Alternate Plans Examiner."

**RECOMMENDATION**

Introduce and Approved as Presented

**BACKGROUND/DESCRIPTION**

The appointment of an alternate chief building official and alternate master plans examiner is required by the Ohio Building Code. Mr. Schofield is a Certified Chief Building Official and Master Plans Examiner. Mr. Schofield has held this position with the City of Worthington for many years.

**ATTACHMENT(S)**

- Resolution

RESOLUTION NO. 55-2020

Approving the City Manager's Appointment of Donald W. Schofield as Alternate Chief Building Official and Alternate Master Plans Examiner for the Division of Building Regulation.

BE IT RESOLVED by the Council of the City of Worthington, County of Franklin, State of Ohio:

SECTION 1. That pursuant to provisions of the Charter of the City of Worthington, Ohio, the appointment by the City Manager of Donald W. Schofield as Alternate Chief Building Official and Alternate Master Plans Examiner.

SECTION 2. That this appointment shall be for the period of January 1, 2021 through December 31, 2021.

SECTION 3. That the Clerk be and hereby is instructed to record this Resolution in the appropriate Resolution Book.

Adopted \_\_\_\_\_

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

Attest:

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





**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 9, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Resolution No. 56-2020 – 2021 Staffing Chart

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**EXECUTIVE SUMMARY**

This Resolution adopts a staffing chart for the City for 2021. The number, type and classification of the position in the document are consistent with the 2021 Budget.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

The 2021 Operating Budget reflects a decrease of 7.5 full-time equivalents from the 2020 staffing chart. This reduction is due to the transition of 911 call answering services to the Northwest Center, which resulted in the following changes to the staffing chart:

- Communication Technicians reduced from 9 to 0.
- Part-time Communication Technicians reduced from 1 to 0.
- Administrative Support Technician increased from 0 to 2.
- Part-time Administrative Support Technician increased from 0 to .5.

Additionally, the Student Resource Officer position was reduced from 1 to 0 and patrol officers increased from 24 to 25.

**ATTACHMENTS**

Resolution 56-2020  
2021 Staffing Chart

RESOLUTION NO. 56-2020

Amending the Staffing Chart of the City of Worthington to  
Reflect the Positions Authorized in the 2021 Operating  
Budget.

WHEREAS, City Council has adopted the 2021 Operating Budget for all departments and divisions of the City; and,

WHEREAS, it is desirable and necessary to amend the Staffing Chart of the City to correspond to the wishes of City Council as expressed in the 2021 Operating Budget;

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

SECTION 1. That the Staffing Chart of the City of Worthington be and the same is hereby amended as per the Staffing Chart attached hereto and made a part hereof.

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

Adopted \_\_\_\_\_

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

Attest:

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

**CITY OF WORTHINGTON  
2021 STAFFING CHART\***

	Unit /Title				2018 FTE	2019 FTE	2020 FTE	2021 FTE
<b>Safety Department - Division of Police</b>								
1	Deputy Director of Safety/Police Chief				1	1	1	1
2	Lieutenants				2	2	2	2
3	Sergeants				5	5	5	5
4	Patrol Officers				24	24	24	25
5	Communication Technicians				9	9	9	0
6	Secretary				2	2	2	2
7	Operations Support Manager				1	1	1	1
8	Administrative Support Technician				0	0	0	2
9	Part-time Administrative Support Technician				0	0	0	0.5
10	School Resource Officer					1	1	0
11	Crossing Guards (5 positions)				1.5	1.5	1.5	1.5
12	Part-time Court Liaison				0.5	0.5	0.5	0.5
13	Part-time Communication Technicians				1.0	1	1	0.0
	<b>Total</b>				<b>47</b>	<b>48</b>	<b>48</b>	<b>40.5</b>
<b>Planning &amp; Building Department</b>								
1	Director				1	1	1	1
2	Field Inspector/Building & Zoning				1	1	1	1
3	Chief Building Inspector				1	1	1	1
4	Planning Coordinator				1	1	1	1
5	Planning and Building Assistant				1	1	1	1
6	PT Code Enforcement Officer				0.5	0.5	0.5	0.5
	<b>Total</b>				<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>
<b>Finance Department</b>								
1	Director				1	1	1	1
2	Finance Manager				1	1	1	1
3	Finance Assistant				1	1	1	1
4	Finance/Personnel Analyst				1	1	1	1
	<b>Total</b>				<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Court Clerk</b>								
1	Court Clerk				1	1	1	1
2	Part-time Court Clerk				0.5	0.5	0.5	0.5
	<b>Total</b>				<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>
<b>Public Service/Engineering Department</b>								
1	Director/City Engineer				1	1	1	1
2	Secretary				1	1	1	1
3	Mechanic				1	1	1	1
4	Fleet Manager				1	1	1	1
5	Field Inspector/Capital Improvements				1	1	1	1
6	Eng/GIS Manager				1	1	1	1
7	GIS Analyst				1	1	1	1
8	Fleet Maintenance Technician				1	1	1	1
9	Maintenance Superintendent				1	1	1	1
10	Maintenance Supervisor				4	4	4	4
11	Maintenance Technician				7	7	7	7
12	Signal Technician				1	1	1	1
13	Custodian				1.5	1.5	1.5	1.5
14	Seasonal Workers (6 positions)				0.5	0.5	0.5	0.5
15	Administrative Assistant				1	1	1	1

**CITY OF WORTHINGTON  
2021 STAFFING CHART\***

<b>Total</b>	24	24	24	24
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	Unit /Title				2018 FTE	2019 FTE	2020 FTE	2021 FTE
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**Administration**

1 City Manager	1	1	1	1
2 Assistant City Manager	1	1	1	1
3 Assistant to the City Manager/Personnel Director	1	1	1	1
4 Secretary to the City Manager	1	0	0	0
5 Management Assistant	0	1	1	1
6 Executive Assistant to the City Manager/City Clerk	1	1	1	1
7 Student Intern	0.25	0.25	0.25	0.25
8 Assistant to the City Manager/IT Director	1	1	1	1
9 Administrative Assistant/Communications Director	1	1	1	1
10 Information Technology Technician	1	1	1	1
11 Assistant City Manager/Economic Development Director	1	1	1	1
12 Systems Engineer	1	1	1	1
13 Help Desk Specialist	1	1	1	1

<b>Total</b>	11.25	11.25	11.25	11.25
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**Safety Department - Division of Fire**

1 Deputy Director of Safety/Fire Chief	1	1	1	1
2 Assistant Chief	1	1	1	1
3 Captains	3	3	3	3
4 Lieutenants	6	6	6	6
5 Firefighters	24	24	24	24
6 Secretary	1	1	1	1
7 Fire Prevention Lieutenant	1	1	1	1
8 Part-time Firefighters	4	4	4	4

<b>Total</b>	41	41	41	41
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**Parks and Recreation Department**

1 Director	1	1	1	1
2 Secretary	0	0	0	0
3 Summer Assistants	*	*	*	*
4 Seasonal Workers/ Part-time Maintenance (5 positions)	*	*	*	*
5 Assistant Director/Parks and Recreation Superintendent	1	1	1	1
6 Parks Manager	1	1	1	1
7 Parks Supervisor	1	1	1	1
8 Parks Crew Leader	1	1	1	1
9 Parks Technician	4	4	4	4
10 Program Supervisors	0	0	0	0
11 Senior Center Manager	1	1	1	1
12 Recreation Supervisor - Griswold Center	2	2	2	2
13 Recreation Supervisor - Community Center	4	4	4	4
14 Marketing & Outreach Supervisor	1	1	1	1
15 Building Maintenance Technician	1	1	1	1
16 Project Supervisor	1	1	1	1
17 Marketing & Outreach Coordinator	1	1	1	1
18 Customer Service Coordinator	2	2	2	2
19 Parks & Recreation Custodian	0	0	0	0



**CITY OF WORTHINGTON  
2021 STAFFING CHART\***

20 Building Maintenance Assistant	1	1	1	1
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Unit /Title				2018 FTE	2019 FTE	2020 FTE	2021 FTE
<b>Parks and Recreation Department Cont'd</b>							
30	Part-time Secretary			0.5	0.5	0.5	0.5
36	Community Center - Part-time Support Staff & Instructors *			22	22	22.5	22.5
37	Recreation Programs - Part-time Support Staff & Instructors *			0.75	11.25	11.75	11.75
38	Senior Center - Part-time Support Staff & Instructors *			2	2	1.5	1.5
39	P&R Revolving - Part-time Programs Support Staff *			10.5	0	0	0
<b>Total</b>				58.75	58.75	59.25	59.25
<b>Law Department</b>							
1	Director			1	1	1	1
2	Paralegal			1	1	1	1
<b>Total</b>				2	2	2	2
<b>Grand Totals</b>				<b>195.00</b>	<b>196.00</b>	<b>196.50</b>	<b>189.00</b>

FTE Staffing Chart part-time positions are calculated using a base of 2080 full-time hours effective with 2014 Staffing Chart. Fire Department part-time positions are calculated on a base of 2756 full-time hours.



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 2, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance No. 44-2020 – 2021 Operating Budget

---

**EXECUTIVE SUMMARY**

This Ordinance adopts the City's annual budget for Fiscal Year 2021 and appropriates sums for current operating expenses.

**RECOMMENDATION**

Motion to Amend; Approve as Presented

**BACKGROUND/DESCRIPTION**

The City Council has held a series of budget workshops over recent weeks. This Ordinance adopts the City's operating budget for Fiscal Year 2021. It is introduced with blanks pending the conclusion of the budget presentations and discussion. The amounts for appropriation have been filled in consistent with the proposed budget.

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

The proposed 2021 Operating Budget document includes information about the cost of the City's services and programs and projected revenue sources.

**ATTACHMENTS**

Ordinance No. 44-2020 (As Amended)  
Ordinance 44-2020

ORDINANCE NO. 44-2020  
(As Amended)

Providing for the Adoption of the Annual Budget for  
the Fiscal Year 2021 and Appropriating Sums for  
Current Operating Expenses.

WHEREAS, pursuant to the provisions of Section 2.07, paragraph 3, of Article II of the Charter of the City of Worthington, Ohio, the City Council is authorized to adopt the Municipal Budget for the Fiscal Year beginning January 1, 2021 and ending December 31, 2021; and,

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

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

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

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

SECTION 2. To provide operating expenditures for General Government, Department of Service/Engineering, Department of Public Safety, Department of Parks and Recreation, and Department of Planning and Building during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the General Fund:

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.1010	Legislative and Clerk:	
	Personal Services	\$ 83,947
	All Other	76,400
101.1020	Mayor & Mayors Court:	
	Personal Services	\$ 152,815
	All Other	14,280
101.1030	Department of Administration:	
	Personal Services	\$ 799,275
	All Other	83,398

ORDINANCE NO. 44-2020  
(As Amended)

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.1040	Department of Personnel:	
	Personal Services	\$ 387,646
	All Other	50,150
101.1050	Department of Finance & Taxation:	
	Personal Services	\$ 546,991
	All Other	1,243,497
101.1060	Department of Law:	
	Personal Services	\$ 297,066
	All Other	272,150
101.1070	Economic Development:	
	Personal Services	\$ 180,346
	All Other	623,818
101.1080	Legal Advertising	\$ 5,000
101.1090	County Auditor Deductions	\$ 125,700
101.1100	Board of Health	\$ 73,500
101.1110	Transfers	\$ 135,000
101.1120	Contractual Services/Refuse	\$ 1,054,000
101.1140	Special Group Activities	\$ 125,000
101.1150	Contingency Account	\$ 50,000
101.1160	Information Technology:	
	Personal Services	\$ 555,716
	All Other	169,483
101.1170	Lodging Tax	\$ 0



ORDINANCE NO. 44-2020  
(As Amended)

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.1180	Cultural Arts Center	\$ 247,500
101.1190	Kilbourne Memorial Library	\$ 2,500
<b>Total General Government</b>		<hr/> \$ 7,355,178
<b>Department of Safety: Division of Police</b>		
101.2010	Administration:	
	Personal Services	\$ 542,259
	All Other	367,838
101.2020	Community Service:	
	Personal Services	\$ 5,545,005
	All Other	37,075
101.2030	Support Service:	
	Personal Services	\$ 489,817
	All Other	0
<b>Total Division of Police</b>		<hr/> \$ 6,981,994
<b>Department of Service/Engineering</b>		
101.3010	Administration:	
	Personal Services	\$ 989,457
	All Other	129,890
101.3040	Buildings & Structures Maint:	
	Personal Services	\$ 302,295
	All Other	268,329
101.3050	Grounds Maintenance:	
	Personal Services	\$ 531,064
	All Other	275,500
101.3060	Sanitation	\$ 26,200

ORDINANCE NO. 44-2020  
(As Amended)

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
101.3070	Fleet Maintenance:	
	Personal Services	\$ 140,190
	All Other	164,500
<b>Total Department of Service/Engineering</b>		<hr/> \$ 2,827,425
<b>Department of Parks &amp; Recreation</b>		
101.4010	Administration:	
	Personal Services	\$ 249,637
	All Other	40,050
101.4020	Parks Maintenance:	
	Personal Services	\$ 976,508
	All Other	303,578
101.4030	Community Center Programs:	
	Personal Services	\$ 2,103,774
	All Other	788,432
101.4040	Recreation Programs:	
	Personal Services	\$ 639,613
	All Other	279,300
101.4050	Senior Citizen Programs:	
	Personal Services	\$ 523,223
	All Other	63,275
<b>Total Department of Parks &amp; Recreation</b>		<hr/> \$ 5,967,389
<b>Department of Planning and Building</b>		
101.5010	Planning and Building:	
	Personal Services	\$ 717,689
	All Other	190,338
<b>Total Department of Planning and Building</b>		<hr/> \$ 908,027

ORDINANCE NO. 44-2020  
(As Amended)

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
<b>Department of Safety: Division of Fire</b>		
101.6060	Administration: Personal Services All Other	\$ 273,469 129,500
101.6070	Operations: Personal Services All Other	\$ 6,228,575 301,790
101.6080	Training & Prevention: Personal Services All Other	\$ 196,988 27,000
	<b>Total Division of Fire</b>	<b>\$ 7,157,322</b>
101.7010	Dispatching Services All Other	\$ 870,000
	<b>TOTAL GENERAL FUND</b>	<b>\$ 32,067,335</b>

SECTION 3. To provide operating expenditures for the Street Maintenance and Repair Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Street Maintenance and Repair Fund:

202.2050	Administration: Personal Services All Other	\$ 374,159 0
202.2060	Street Maintenance, Construction & Equipment: Personal Services All Other	\$ 233,550 98,500
202.2070	Street Cleaning	\$ 0
202.2080	Street Drainage	\$ 5,000

ORDINANCE NO. 44-2020  
(As Amended)

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
202.2090	Traffic Control Systems:	
	Personal Services	\$ 123,990
	All Other	92,900
	<b>Total Street Maintenance &amp; Repair Fund</b>	<b>\$ 928,099</b>

SECTION 4. To provide operating expenditures for the State Highway Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the State Highway Fund:

203.0010	State Highway Improvement:	
	Personal Services	\$ 83,335
	All Other	25,000
	<b>Total State Highway Fund</b>	<b>\$ 108,335</b>

SECTION 5. To provide operating expenditures for the Water Distribution Fund for the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Water Distribution Fund:

204.6010	Maintenance & Repair:	
	Personal Services	\$ 59,946
	All Other	62,500
	<b>Total Water Distribution Fund</b>	<b>\$ 122,446</b>

SECTION 6. To provide operating expenditures for the Sanitary Sewer Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Sanitary Sewer Fund:

205.7010	Maintenance & Repair:	
	Personal Services	\$ 62,946
	All Other	23,000
	<b>Total Sanitary Sewer Fund</b>	<b>\$ 85,946</b>



ORDINANCE NO. 44-2020  
(As Amended)

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
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SECTION 7. To provide operating expenditures for the Visitors and Convention Bureau Fund for the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Visitors and Convention Bureau Fund:

210.1170	Visitors Convention Bureau Fund	\$ 60,000
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SECTION 8. To provide for a transfer from the 27<sup>th</sup> Pay Fund, the following appropriations are hereby made in the 27<sup>th</sup> Pay Fund:

211.1111	27 <sup>th</sup> Pay Fund	\$ 300,000
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SECTION 9. To provide operating expenditures for the Police Pension Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Police Pension Fund:

212.1212	Personal Services	\$ 755,840
	<b>Total Police Pension Fund</b>	<hr/> \$ 755,840

SECTION 10. To provide operating expenditures for the Law Enforcement Trust Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Law Enforcement Trust Fund:

214.1414	Law Enforcement Trust	\$ 2,500
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SECTION 11. To provide operating expenditures for the MMVLT Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the MMVLT Fund:

215.8150	Contractual Services	\$ 150,000
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SECTION 12. To provide operating expenditures for the Enforcement and Education Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Enforcement and Education Fund:

216.1616	Education Supplies	\$ 3,500
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SECTION 13. To provide operating expenditures for the Court Clerk Computer Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Court Clerk Computer Fund:

ORDINANCE NO. 44-2020  
(As Amended)

218.1818	Computer Supplies	\$	97,900
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SECTION 14. To provide operating expenditures for the Economic Development Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Economic Development Fund:

219.1919	Development Efforts	\$	633,000
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SECTION 15. To provide operating expenditures for the Law Enforcement Continuing Education Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Law Enforcement Continuing Education Fund:

221.2121	Law Enforcement CED	\$	20,000
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SECTION 16. To provide operating expenditures for the Special Parks Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Special Parks Fund:

229.4010	Capital Expenditures	\$	10,000
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SECTION 17. To provide operating expenditures for the Capital Improvements Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Capital Improvements Fund:

308.8110	Capital Expenditures	\$	2,138,562
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SECTION 18. To provide operating expenditures for the General Bond Retirement Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the General Bond Retirement Fund:

409.9010	Debt Service	\$	1,475,000
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SECTION 19. To provide operating expenditures for the O.B.B.S. Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the O.B.B.S. Fund:

830.3333	O.B.B.S. Surcharge	\$	7,500
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ORDINANCE NO. 44-2020  
(As Amended)

SECTION 20. To provide operating expenditures for the TIF/CRA Funds during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the TIF/CRA Funds:

910.9020	TIF Distribution (Worthington Station)	\$	130,750
920.9020	TIF Distribution (Worthington Place – The Heights)	\$	189,000
930.9020	TIF Distribution (933 High Street)	\$	19,500
935.9020	TIF Distribution (Downtown Worthington)	\$	144,000
940.9020	TIF Distribution (Worthington Square)	\$	27,700
945.9020	TIF Distribution (W.Dublin Granville Rd)	\$	96,500
950.9020	TIF Distribution (350 W. Wilson Bridge Rd.)	\$	86,000
999.9020	PACE Fund (Columbus Finance Authority)	\$	33,000

SECTION 21. To provide operating expenditures for the Accrued Acreage Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Accrued Acreage Fund:

825.2525	Accrued Acreage Fees	\$	20,000
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SECTION 22. Sums expended from the above appropriations which are proper charges against any other department or against any firm, person, or corporation, if repaid within the period covered by such appropriations shall be considered reappointed for such original purpose; provided that the net total of expenditures under any appropriation shall not exceed the original total.

SECTION 23. Section 2.07 (11) of the City Charter requires City Council to annually review the investment policy of all funds held by the City. This review was completed as a component of the annual budget process for the fiscal year beginning January 1, 2021 and ending December 31, 2021.

ORDINANCE NO. 44-2020  
(As Amended)

SECTION 24. That this Ordinance shall become effective on the first day of January, 2021, as provided in Section 4.05 of the Charter of the City of Worthington, Ohio.

Passed \_\_\_\_\_

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

Attest:

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

Introduced November 16, 2020  
P.H. December 7, 2020

ORDINANCE NO. 44-2020

Providing for the Adoption of the Annual Budget for  
the Fiscal Year 2021 and Appropriating Sums for  
Current Operating Expenses.

WHEREAS, pursuant to the provisions of Section 2.07, paragraph 3, of Article II of the Charter of the City of Worthington, Ohio, the City Council is authorized to adopt the Municipal Budget for the Fiscal Year beginning January 1, 2021 and ending December 31, 2021; and,

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

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

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

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

SECTION 2. To provide operating expenditures for General Government, Department of Service/Engineering, Department of Public Safety, Department of Parks and Recreation, and Department of Planning and Building during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the General Fund:

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



ORDINANCE NO. 44-2020

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

ORDINANCE NO. 44-2020

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

ORDINANCE NO. 44-2020

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

ORDINANCE NO. 44-2020

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
<b>Department of Safety: Division of Fire</b>		
101.6060	Administration: Personal Services All Other	\$
101.6070	Operations: Personal Services All Other	\$
101.6080	Training & Prevention: Personal Services All Other	\$
	<b>Total Division of Fire</b>	<hr/> \$
101.7010	Dispatching Services All Other	\$
	<b>TOTAL GENERAL FUND</b>	<hr/> \$

SECTION 3. To provide operating expenditures for the Street Maintenance and Repair Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Street Maintenance and Repair Fund:

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

ORDINANCE NO. 44-2020

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

SECTION 4. To provide operating expenditures for the State Highway Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the State Highway Fund:

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

SECTION 5. To provide operating expenditures for the Water Distribution Fund for the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Water Distribution Fund:

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

SECTION 6. To provide operating expenditures for the Sanitary Sewer Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Sanitary Sewer Fund:

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



ORDINANCE NO. 44-2020

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
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SECTION 7. To provide operating expenditures for the Visitors and Convention Bureau Fund for the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Visitors and Convention Bureau Fund:

210.1170	Visitors Convention Bureau Fund	\$
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SECTION 8. To provide for a transfer from the 27<sup>th</sup> Pay Fund, the following appropriations are hereby made in the 27<sup>th</sup> Pay Fund:

211.1111	27 <sup>th</sup> Pay Fund	\$
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SECTION 9. To provide operating expenditures for the Police Pension Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Police Pension Fund:

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

SECTION 10. To provide operating expenditures for the Law Enforcement Trust Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Law Enforcement Trust Fund:

214.1414	Law Enforcement Trust	\$
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SECTION 11. To provide operating expenditures for the MMVLT Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the MMVLT Fund:

215.8150	Contractual Services	\$
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SECTION 12. To provide operating expenditures for the Enforcement and Education Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Enforcement and Education Fund:

216.1616	Education Supplies	\$
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SECTION 13. To provide operating expenditures for the Court Clerk Computer Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Court Clerk Computer Fund:

218.1818	Computer Supplies	\$
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SECTION 14. To provide operating expenditures for the Economic Development Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Economic Development Fund:

219.1919	Development Efforts	\$
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SECTION 15. To provide operating expenditures for the Law Enforcement Continuing Education Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Law Enforcement Continuing Education Fund:

221.2121	Law Enforcement CED	\$
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SECTION 16. To provide operating expenditures for the Special Parks Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Special Parks Fund:

229.4010	Capital Expenditures	\$
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SECTION 17. To provide operating expenditures for the Capital Improvements Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Capital Improvements Fund:

308.8110	Capital Expenditures	\$
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SECTION 18. To provide operating expenditures for the General Bond Retirement Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the General Bond Retirement Fund:

409.9010	Debt Service	\$
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SECTION 19. To provide operating expenditures for the O.B.B.S. Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the

ORDINANCE NO. 44-2020

O.B.B.S. Fund:

830.3333	O.B.B.S. Surcharge	\$
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SECTION 20. To provide operating expenditures for the TIF/CRA Funds during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the TIF/CRA Funds:

910.9020	TIF Distribution (Worthington Station)	\$
920.9020	TIF Distribution (Worthington Place – The Heights)	\$
930.9020	TIF Distribution (933 High Street)	\$
935.9020	TIF Distribution (Downtown Worthington)	\$
940.9020	TIF Distribution (Worthington Square)	\$
945.9020	TIF Distribution (W.Dublin Granville Rd)	\$
950.9020	TIF Distribution (350 W. Wilson Bridge Rd.)	\$
999.9020	PACE Fund (Columbus Finance Authority)	\$

SECTION 21. To provide operating expenditures for the Accrued Acreage Fund during the fiscal year ending December 31, 2021, the following appropriations are hereby made in the Accrued Acreage Fund:

825.2525 Accrued Acreage Fees \$

SECTION 22. Sums expended from the above appropriations which are proper charges against any other department or against any firm, person, or corporation, if repaid within the period covered by such appropriations shall be considered reappointed for such original purpose; provided that the net total of expenditures under any appropriation shall not exceed the original total.

ORDINANCE NO. 44-2020

SECTION 23. Section 2.07 (11) of the City Charter requires City Council to annually review the investment policy of all funds held by the City. This review was completed as a component of the annual budget process for the fiscal year beginning January 1, 2021 and ending December 31, 2021.

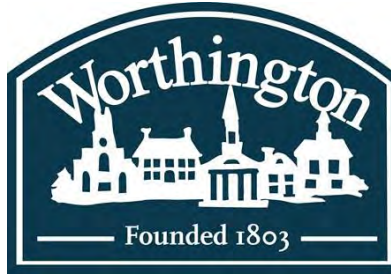
SECTION 24. That this Ordinance shall become effective on the first day of January, 2021, as provided in Section 4.05 of the Charter of the City of Worthington, Ohio.

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 2, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance No. 45-2020 – Compensation for Unclassified Employees

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**EXECUTIVE SUMMARY**

This Ordinance establishes the salaries for unclassified employees in the City for 2021.

**RECOMMENDATION**

Motion to Amend to include revisions reflected in the As Amended version included in this agenda packet; Approve as Amended

**BACKGROUND/DESCRIPTION**

This Ordinance establishes compensation for the City's unclassified employees for 2021. Compensation for classified employees is established via a separate Resolution. City positions are classified, except for those positions designated as unclassified by the City's Charter.

This Ordinance was introduced with blanks, thus needs to be amended to reflect the changes included in the As Amended version. The amounts in the Ordinance are consistent with the amounts included in the 2021 Operating Budget. These amounts account for a 27<sup>th</sup> pay in 2021, as opposed to the customary 26 pays.

**ATTACHMENTS**

Ordinance No.45-2020 (As Amended)  
Ordinance No. 45-2020



ORDINANCE NO. 45-2020  
(As Amended)

Establishing Compensation for Certain Unclassified  
Positions of the Municipal Service For the Period of January  
1, 2021 through December 31, 2021, and Adopting Class  
Specifications for Said Unclassified Positions.

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

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

SECTION 1. The salary of the City Manager (Class Specification No. 20) shall not exceed \$172,870.

SECTION 2. The salary of the Director of Finance (Class Specification No. 22) shall not exceed \$112,880.

SECTION 3. The salary of the Director of Parks and Recreation (Class Specification No. 24) shall not exceed \$124,127.

SECTION 4. The salary of the Director of Public Service and Engineering / City Engineer (Class Specification No. 31) shall not exceed \$124,127.

SECTION 5. The salary of the Assistant to the City Manager/Personnel Director (Class Specification No. 27) shall not exceed \$109,271.

SECTION 6. The salary of the Assistant City Manager (Class Specification No. 30) shall not exceed \$131,380.

SECTION 7. The salary of the Court Clerk (Class Specification No. 52) shall not exceed \$68,094.

SECTION 8. The salary of the Administrative Assistant/Service Department (Class Specification No. 167) shall not exceed \$79,708.

SECTION 9. The salary of the Assistant to the City Manager/Information Technology Director (Class Specification No. 244) shall not exceed \$138,220.

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

SECTION 11. The salary of the Assistant to the City Manager/Communications Director (Class Specification No. 202) shall not exceed \$81,800.

ORDINANCE NO. 45-2020  
(As Amended)

SECTION 12. The salary of the Chief Building Inspector (Class Specification No. 223) shall not exceed \$111,312.

SECTION 13. The salary of the Director of Law (Class Specification No. 226) shall not exceed \$138,220.

SECTION 14. The salary of the Assistant City Manager/Economic Development Director (Class Specification No. 229) shall not exceed \$121,812.

SECTION 15. The salary of the Director of Planning and Building (Class Specification No. 236) shall not exceed \$117,030.

SECTION 16. The salary of the Administrative Assistant/Finance Manager (Class Specification No. 243) shall not exceed \$86,387.

SECTION 17. The salary of the Deputy Director of Safety/Fire Chief (Class Specification No. 180) shall not exceed \$136,946.

SECTION 18. The salary of the Executive Assistant to the City Manager/City Clerk (Class Specification No. 248) shall not exceed \$77,986.

SECTION 19. The salary of the Deputy Director of Safety/Police Chief (Class Specification No. 122) shall not exceed \$136,946.

SECTION 20. The salary of the Assistant Director/Parks and Recreation Superintendent (Class Specification No. 253) shall not exceed \$97,449.

SECTION 21. The provisions of this ordinance supersede Ordinance No. 46-2019, as Amended, passed December 2, 2019, as it pertains to positions specified in Sections 1 through 19, Ordinance 12-2020 as it pertains to the position specified in Section 20 above, and Ordinance 42-2020 as it pertains to the position specified in Section 14 for the period of January 1, 2021 through December 31, 2021.

SECTION 22. That Ordinance No. 46-2019 as Amended and Ordinance No. 12-2020 and 42-2020 be and the same are hereby repealed.

SECTION 23 That the rates as specified in Sections 1 through 20 account for a twenty-seventh (27<sup>th</sup>) pay date as opposed to the normal and customary twenty-six (26) pay dates.

ORDINANCE NO. 45-2020  
(As Amended)

SECTION 24. 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

Introduced November 16, 2020  
P.H. December 7, 2020

ORDINANCE NO. 45-2020

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2021 through December 31, 2021, and Adopting Class Specifications for Said Unclassified Positions.

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

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

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

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

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

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

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

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

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

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

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

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

SECTION 11. The salary of the Assistant to the City Manager/Communications Director (Class Specification No. 202) shall not exceed \$\_\_\_\_\_.

ORDINANCE NO. 45-2020

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

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

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

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

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

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

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

SECTION 19. The salary of the Deputy Director of Safety/Police Chief (Class Specification No. 122) shall not exceed \$\_\_\_\_\_.

SECTION 20. The salary of the Assistant Director/Parks and Recreation Superintendent (Class Specification No. 253) shall not exceed \$\_\_\_\_\_.

SECTION 21. The provisions of this ordinance supersede Ordinance No. 46-2019, as Amended, passed December 2, 2019, as it pertains to positions specified in Sections 1 through 19, Ordinance 12-2020 as it pertains to the position specified in Section 20 above, and Ordinance 42-2020 as it pertains to the position specified in Section 14 for the period of January 1, 2021 through December 31, 2021.

SECTION 22. That Ordinance No. 46-2019 as Amended and Ordinance No. 12-2020 and 42-2020 be and the same are hereby repealed.

SECTION 23 That the rates as specified in Sections 1 through 20 account for a twenty-seventh (27<sup>th</sup>) pay date as opposed to the normal and customary twenty-six (26) pay dates.

SECTION 24. 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.



ORDINANCE NO. 45-2020

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 – December 7, 2020**

Date: November 9, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Resolution No. 57-2020 – Classified Employee Compensation

---

**EXECUTIVE SUMMARY**

This Resolution establishes the compensation for all classified positions for 2020 consistent with the 2020 budget and collective bargaining agreements.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

The 2021 proposed operating budget has funded a two and one half (2.5%) wage increase for members of the Fraternal Order of Police, part-time wages have been held at 2020 rates pending the completion of the part-time wage study, wages for members of the IAFF have been held at 2020 rates pending resolution of the expired contract. All other rates have been increased by two percent (2.0%).

**FINANCIAL IMPLCIATIONS/FUNDING SOURCES**

Classified positions are funded out of the General Fund, Street Maintenance & Repair Fund, State Highway Improvement Fund, Water Fund and Sanitary Sewer Fund.

**ATTACHMENTS**

Resolution No. 57-2020  
2020 Compensation Plan

RESOLUTION NO. 57-2020

Establishing the Compensation Plan, Assigning Compensation Levels for Positions in the Classified Service, Adopting Class Specifications, Providing for Normal Work Weeks, and Repealing Resolutions No. 73-2019, 74-2019, and 14-2020.

WHEREAS, Section 139.05 of the Codified Ordinances of the City of Worthington provides for submission of a Compensation Plan to Council by the City Manager; and,

WHEREAS, it has been deemed necessary and proper that a revised Compensation Plan for Classified Personnel be considered; and,

WHEREAS, Council has fully considered such revised Compensation Plan; and,

WHEREAS, Council may approve said Compensation Plan or otherwise prescribe compensation policy by resolution;

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

SECTION 1. That the annual, bi-weekly, and hourly rates of compensation as indicated on the Compensation Plan which is attached hereto and made a part hereof, shall be the plan of compensation for all positions in the Classified Service of the City. Said plan shall be identified by the number of this resolution. Salary rates shall be identified by the number of this resolution. Salary rates are based on twenty-six (26) pay periods each year. In converting from annual to hourly rates for part-time service, full time service shall be considered as 2080 hours per year except for part-time firefighters. Full time service for 56-hour employees of the Worthington Division of Fire shall be considered as 2,756 hours per year.

SECTION 2. That the normal workweek for full time employees shall be forty (40) hours except for the Division of Fire and Emergency Medical Services where the normal workweek shall be 56 hours for Captains, Lieutenants, Firefighters, and Firefighter/Paramedics.

SECTION 3. Positions in the Classified Service are hereby assigned to the following ranges of the Compensation Plan.

Classified <u>Position</u>	Class Specification <u>No.</u>	<u>Range</u>
Police Captain	123	34

RESOLUTION NO. 57-2020

Classified <u>Position</u>	Class Specification <u>No.</u>	<u>Range</u>
Assistant Chief	181	33
Police Lieutenant	124	32
Fire Captain	183	30A
Fire Lieutenant	184	29A
Fire Prevention Lieutenant	184a	29B
Police Sergeant	125	27
Recreation Superintendent	111	26
Maintenance Superintendent	151	25
Assistant Building Inspector	145	24
Assistant City Engineer	144	24
Fleet Manager	148	24
Eng/GIS Manager	222	22
Police Officer	129	20A
Part-Time Court Liaison	130	20B
Finance Assistant	64	20
Senior Center Manager	168	20
Mechanic	162	20
Planning Coordinator	164	20
Operations Support Manager	239	20
Parks Manager	166	20
Systems Engineer	237	20
Firefighter	186	19A
Firefighter/Paramedic	188	19A
Fire Inspector/Prevention Officer	196	19B
Maintenance Supervisor	152	19
Building Maintenance Technician	214	19
Parks Supervisor	104	19
Field Inspector/Building and Zoning	146	17
Field Inspector	191	17
Marketing and Outreach Supervisor	232	17
Parks Crew Leader	246	17
Recreation Supervisor - General	113	17
Recreation Supervisor - Aquatics	207	17
Recreation Supervisor - Fitness	210	17
Recreation Supervisor - Senior Fitness	224	17
Recreation Supervisor – Pre-School	233	17
Recreation Supervisor - Senior	234	17
IT Technician	205	17
Traffic Signal Technician	154	16
GIS Analyst	242	16
Finance/Personnel Analyst	69	16

RESOLUTION NO. 57-2020

<u>Classified Position</u>	<u>Class Specification No.</u>	<u>Range</u>
City Clerk	44	16
Part-Time Finance Specialist	219	16
Fleet Maintenance Technician	192	16
Maintenance Technician	157	15
Parks Technician	105	15
Animal Warden	133	15
Aquatics Assistant	208	15
Project Supervisor	212	15
Building Maintenance Assistant	225	15
Building Custodian II	153a	14
Finance Analyst	70	14
Help Desk Specialist	245	14
Support Services Technician	252	12
Secretary	135	12
Customer Service Coordinator	213	12
Marketing and Outreach Coordinator	231	12
Parks & Recreation Custodian	215	12
Assistant City Clerk	203	12
Management Assistant	250	12
Paralegal	227	12
Planning & Bldg. Asst.	247	12
Part-Time Communications Specialist	238	11
Part-Time Secretary	136	10
Part-Time Code Enforcement Officer	240	10
Part-Time Deputy Court Clerk	53	10
Building Custodian	153	9
Crossing Guards	134	1T
Seasonal Workers	158	2T
Part-Time Parks Maintenance Staff	251	2T
Summer Programs Coordinator	193	3T
Summer Specialist	197	4T
Summer Leader II	108	5T
Summer Leader I	110	6T
Part-Time Custodian	156	7T
Part-Time Parks & Recreation Custodian	216	7T
Student Intern	143,194,195	8T
Part-Time Firefighter	249	9T
Part-Time Support Staff	199	1P
Part-Time Lifeguard	209	1P/2P/3P
Part-Time Fitness Attendant	211	1P



## RESOLUTION NO. 57-2020

Classified	Class	
<u>Position</u>	<u>Specification</u>	<u>Range</u>
	<u>No.</u>	
Part-Time Customer Service Staff	204	1P/2P
Part-Time Child Care Attendant	218	1P
Part-Time General Instructor	200	2P
Part-Time Child Care Coordinator	217	2P
Part-Time Specialized Staff	201	3P
Part-Time Specialized Staff II	241	4P
Junior Leader	220	5P
Dispatching Attendant	221	5P

### **Special Compensation Rates:**

**Building Official** - Compensation at the rate of \$60.00 per hour.

SECTION 4. On and after January 1, 2021, all employees will receive compensation at the range and step within that range as reflected in this resolution and the attached compensation plan.

SECTION 5. Annual step rate increases for regular employees may, when properly recommended by procedures established by Administrative Regulation 2.2, be granted on the current merit increase anniversary date or the anniversary date of the most recent promotion.

SECTION 6. All new employees shall remain for a period of one year in the step and range at which they were hired. This one-year period shall be the probationary period.

SECTION 7. No newly hired employee shall be given a probationary or provisional appointment at a starting rate in excess of Step B of the appropriate range to which said new employee is assigned. Exception to this section will be by Council resolution only, upon request of the City Manager.

SECTION 8. Class specifications for these Classified Positions are as in the Master List retained in the Personnel Office and are hereby reaffirmed.

SECTION 9. Hourly rated employees shall be assigned to the step within the new range prescribed by this resolution, which is nearest their current pay rate.

SECTION 10. Part-time and Seasonal employees may be advanced to the next step of the appropriate salary range upon recommendation of the Department Head/Division Chief and upon approval of the Personnel Director and City Manager. Any such recommendation must include regular performance evaluations. In no event shall an employee advance more than one (1) step during the calendar year.

RESOLUTION NO. 57-2020

SECTION 11. Part-time Lifeguards designated as a Special Event Lifeguard for a specific event shall be compensated at pay range 3P.

SECTION 12. Part-time staff designated as private swim instructor, corporate fitness instructor or personal trainer shall be compensated at \$30.00 per hour as assigned for these specific duties.

SECTION 13. There shall be a Review Board consisting of the City Manager, Director of Finance, and the President of City Council, whose duty it shall be to review questioned cases of transfers from the existing compensation plan to the compensation plan in this resolution.

SECTION 14. All employees in the classifications of Full-time and Part-time Support Services Technician are authorized to receive, in addition to their regular wage, eight-five cents (\$0.85) per hour shift differential for all hours worked in second and third shifts (3:00 PM – 7:00 AM). Special or adjusted regular schedules that begin prior to 3:00 PM shall not be paid a shift differential, however, additional hours worked past a special or adjusted regular schedule will be paid a shift differential. Shift differential shall be paid in a lump sum during the second pay of January for the prior year.

SECTION 15. The pay range assigned to this resolution shall be effective on January 1, 2021, and replaces all prior legislation relating to compensation of City Employees in the Classified Service

SECTION 16. That Resolution No.73-2019, as Amended, and Resolution No. 74-2019 and Resolution No.14-2020 be and the same are hereby repealed.

Adopted \_\_\_\_\_

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

Attest:

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

## 2021 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
9	Hourly	21.8565	23.6230	25.4438	27.5153
	Biweekly	1,748.52	1,889.84	2,035.51	2,201.22
	Annual	45,461.56	49,135.90	52,923.14	57,231.79
10	Hourly	22.7345	24.5604	26.5629	28.6830
	Biweekly	1,818.76	1,964.83	2,125.04	2,294.66
	Annual	47,287.85	51,085.65	55,250.92	59,661.16
11	Hourly	23.6230	25.5392	27.5153	29.7434
	Biweekly	1,889.84	2,043.14	2,201.22	2,379.47
	Annual	49,135.90	53,121.55	57,231.79	61,866.20
12	Hourly	24.5604	26.5629	28.6830	30.9285
	Biweekly	1,964.83	2,125.04	2,294.66	2,474.28
	Annual	51,085.66	55,250.92	59,661.15	64,331.24
13	Hourly	25.6290	27.6949	29.8810	32.2760
	Biweekly	2,050.32	2,215.59	2,390.44	2,582.08
	Annual	53,308.33	57,605.45	62,151.55	67,134.05
14	Hourly	26.5629	27.6949	29.8810	33.3951
	Biweekly	2,125.04	2,215.59	2,390.44	2,671.60
	Annual	55,250.92	57,605.45	62,151.55	69,461.71
14A	Hourly	30.9285	33.3951		
	Biweekly	2,474.28	2,671.60		
	Annual	64,331.23	69,461.71		
15	Hourly	27.5153	29.7434	32.0993	34.6411
	Biweekly	2,201.22	2,379.47	2,567.95	2,771.29
	Annual	57,231.77	61,866.20	66,766.61	72,053.49
16	Hourly	28.6830	30.9285	33.3951	36.1045
	Biweekly	2,294.66	2,474.28	2,671.60	2,888.36
	Annual	59,661.15	64,331.24	69,461.71	75,097.32
17	Hourly	29.7434	32.0993	34.6411	37.4854
	Biweekly	2,379.47	2,567.95	2,771.29	2,998.83
	Annual	61,866.20	66,766.61	72,053.49	77,969.71
17A	Hourly	35.9167	37.7906		
	Biweekly	2,873.34	3,023.25		
	Annual	74,706.75	78,604.47		

## 2021 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
18	Hourly	30.9285	33.2742	36.1045	38.9314
	Biweekly	2,474.28	2,661.93	2,888.36	3,114.52
	Annual	64,331.24	69,210.27	75,097.32	80,977.41
19	Hourly	32.0993	34.6411	37.4854	40.4628
	Biweekly	2,567.95	2,771.29	2,998.83	3,237.02
	Annual	66,766.61	72,053.49	77,969.71	84,162.61
19A	Hourly	21.8344	25.3894	27.3447	29.3964
	Biweekly	2,314.45	2,691.28	2,898.54	3,116.02
	Annual	60,175.72	69,973.28	75,362.00	81,016.49
19B	Hourly	28.9306	33.6410	36.2317	38.9502
	Biweekly	2,314.45	2,691.28	2,898.54	3,116.02
	Annual	60,175.72	69,973.28	75,362.00	81,016.49
20	Hourly	32.2760	34.8086	37.6357	42.2887
	Biweekly	2,582.08	2,784.69	3,010.86	3,383.10
	Annual	67,134.05	72,401.88	78,282.27	87,960.57
20A	Hourly	31.6748	37.3645	40.1308	46.9600
	Biweekly	2,533.98	2,989.16	3,210.47	3,756.80
	Annual	65,883.55	77,718.10	83,472.15	97,676.75
20B	Hourly	30.3488	31.7621		
	Biweekly	2,427.90	2,540.96		
	Annual	63,125.48	66,065.08		
21	Hourly	33.3951	36.1045	38.9314	42.0663
	Biweekly	2,671.60	2,888.36	3,114.51	3,365.31
	Annual	69,461.71	75,097.32	80,977.38	87,497.94
22	Hourly	35.2912	37.6357	40.6591	43.8927
	Biweekly	2,823.30	3,010.86	3,252.73	3,511.41
	Annual	73,405.79	78,282.27	84,570.97	91,296.77
23	Hourly	36.1045	38.9314	42.0663	45.9060
	Biweekly	2,888.36	3,114.52	3,365.31	3,672.51
	Annual	75,097.32	80,977.41	87,497.94	95,485.19
24	Hourly	37.4854	40.4628	43.7130	47.1861
	Biweekly	2,998.83	3,237.02	3,497.04	3,774.89
	Annual	77,969.71	84,162.61	90,923.12	98,147.15

## 2021 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
25	Hourly	38.9314	42.0663	45.4690	49.0724

	Biweekly	3,114.52	3,365.31	3,637.53	3,925.79
	Annual	80,977.41	87,497.94	94,575.82	#####
26	Hourly	40.4628	43.7130	47.1861	50.9586
	Biweekly	3,237.02	3,497.04	3,774.89	4,076.69
	Annual	84,162.61	90,923.12	98,147.15	#####
27	Hourly	49.7738	53.5364		
	Biweekly	3,981.90	4,282.91		
	Annual	#####	#####		
28	Hourly	42.2887	45.6592	49.0724	53.2641
	Biweekly	3,383.10	3,652.74	3,925.79	4,261.12
	Annual	87,960.57	94,971.13	#####	#####
29	Hourly	43.7130	47.1861	50.9586	55.0305
	Biweekly	3,497.04	3,774.89	4,076.69	4,402.44
	Annual	90,923.12	98,147.15	#####	#####
29A	Hourly	31.4531	32.9240		
	Biweekly	3,334.03	3,489.94		
	Annual	86,684.71	90,738.48		
29B	Hourly	41.6753	43.6243		
	Biweekly	3,334.03	3,489.94		
	Annual	86,684.71	90,738.48		
30	Hourly	45.4691	49.0724	53.0080	57.2487
	Biweekly	3,637.53	3,925.79	4,240.64	4,579.90
	Annual	94,575.82	#####	#####	#####
30A	Hourly	34.2403	36.2164		
	Biweekly	3,629.47	3,838.93		
	Annual	94,366.26	99,812.30		
31	Hourly	47.1861	50.9586	55.0305	59.4318
	Biweekly	3,774.89	4,076.69	4,402.44	4,754.54
	Annual	98,147.15	#####	#####	#####

## 2021 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
31A	Hourly	53.0632	54.1695	55.3896	
	Biweekly	4,245.05	4,333.56	4,431.17	
	Annual	#####	#####	#####	
32	Hourly	57.0976	59.2321		
	Biweekly	4,567.81	4,738.57		
	Annual	#####	#####		



33	Hourly	52.2799	55.4167
	Biweekly	4,182.39	4,433.33
	Annual	#####	#####
34	Hourly	56.6582	58.9240
	Biweekly	4,532.66	4,713.92
	Annual	#####	#####
35	Hourly	57.0693	61.6348
	Biweekly	4,565.54	4,930.79
	Annual	#####	#####
36	Hourly	58.7275	63.4009
	Biweekly	4,698.20	5,072.07
	Annual	#####	#####
1T	Hourly	16.0700	17.9400
2T	Hourly	14.1500	15.7600
3T	Hourly	21.2500	22.2100
4T	Hourly	17.4800	18.4200
5T	Hourly	15.5900	16.5200
6T	Hourly	13.2100	14.1500
7T	Hourly	14.6400	16.2200
8T	Hourly	10.8800	16.3200
9T	Hourly	15.5900	

## 2021 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
1P	Hourly	12.7100	14.5200	16.3400	
2P	Hourly	16.3400	18.1800	20.0000	
3P	Hourly	20.8900	22.7000	24.4900	
4P	Hourly	27.5600	29.3300	31.1300	32.9000
5P	Hourly	8.8600			



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 25, 2020

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: Resolution – Adoption of 2021-2025 Capital Improvements Program (CIP)

---

**EXECUTIVE SUMMARY**

This Resolution adopts the 2021-2025 Capital Improvements Program.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

The Proposed 2021-2025 Capital Improvements Program (CIP) was distributed to City Council on October 5 and was discussed on October 19. The Proposed 2021-2025 Capital Improvements Program is now presented for approval. Since the Proposed CIP was developed, the replacement of the south end doors at the Community Center has been authorized to move forward utilizing 2020 funds, so staff recommends removal of the project from 2021 in the Proposed CIP. The proposed Resolution amends the Proposed CIP to delete the 2021 funding for the Community Center South End Door Replacement project.

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

The CIP document outlines the financial implications and funding sources related to the 2021-2025 Capital Improvements Program (CIP).

**ATTACHMENT(S)**

Resolution

Proposed 2021-2025 Capital Improvements Program

RESOLUTION NO. 58-2020

Approving the 2021-2025 Capital Improvements  
Program for the City of Worthington.

WHEREAS, staff has prepared and presented to Worthington City Council the Five-Year Capital Improvement Program for their consideration; and,

WHEREAS, the Five-Year Capital Improvement Program provides a planning tool to assist Worthington City Council in maintaining our capital infrastructure; and,

WHEREAS, staff has identified a need to remove the Community Center South End Door Replacement Project from the Proposed CIP as the project is being funded in 2020; and,

WHEREAS, City Council approves each project in this document with specific funding legislation.

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

SECTION 1. That City Council does hereby adopt the Proposed 2021-2025 Capital Improvements Program attached hereto with the amendment of deletion of the 2021 allocation in the amount of \$53,000 for Community Center South End Door Replacement.

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

Adopted \_\_\_\_\_

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

Attest

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





# City of Worthington, Ohio 2021-2025 Capital Improvements Program

Proposed October 5, 2020



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## Definition of Capital Improvements/Expenditures

The proposed five-year Capital Improvement Program (CIP) for 2021-2025 presents the City's plan for infrastructure development and improvements. The CIP is evaluated annually to ensure funding and to update the project and equipment needs and costs of the City.

The CIP identifies the City's intended capital expenditures. The City defines capital items as:

1. New construction projects and buildings valued in excess of \$5,000.
2. Major equipment and vehicles valued in excess of \$2,500 and with a life expectancy of five years or more. Where a number of non-expendable items were in excess of \$2,500, they are included.
3. All projects requiring borrowing.
4. All land purchases regardless of value.
5. All land improvements valued in excess of \$5,000.
6. Major equipment valued at \$2,500 or more required to furnish new buildings or other projects.
7. Major building improvements that are not routine expenses and that substantially enhance the value of the structure.
8. All projects which, while maintenance and/or repair in nature, prolong the life of public facilities.

## Capital Improvements Program Development Process

The Capital Improvements Program is developed over several months. The process starts in July with a City Council discussion about priorities and objectives for the capital improvements program. City staff incorporate information about revenue trends and pressures on expenditures as background for the discussion. In August, staff in City departments and divisions submit requests for funding for projects and equipment. They review the most recently approved CIP and update the information in the remaining years. They consider City Council's identified priorities and look toward adopted plans such as the Bicycle & Pedestrian Master Plan, Parks & Recreation Master Plan and the Wilson Bridge Corridor Enhancement Plan, to determine funding requests. They interact with the various City advisory boards and commissions, such as the Bicycle and

Pedestrian Advisory Board and the Parks and Recreation Commission, to hear and consider their recommendations. Staff also evaluate the condition of the City's existing infrastructure such as buildings, streets, sewers and water lines and request funding for ongoing maintenance needs. The Fleet Division evaluates the City's vehicles and equipment and submits prioritized recommendations for replacement of items such as dump trucks, fire engines, medic vehicles, police cars and recreation buses. In September, the submittals are evaluated and totaled to compare with revenue projections. Inevitably, the requested amounts exceed the funds available and items must be delayed, reduced or eliminated in order to submit a financially supportable program. The proposed CIP is submitted for City Council consideration in October and adoption by City Council in December.

## Capital Improvements Program Overview

### Financial Constraints

The proposed 2021-2025 CIP is very constrained financially. The City is experiencing the economic impact of the COVID-19 pandemic. While not as severe thus far as originally feared, the City's income tax collections in 2020 are slightly down from 2019 collections. When the 2020-2024 CIP was prepared, staff indicated that expenditure needs were outpacing revenue collections. This situation is exacerbated by the lack of increased income taxes. It is unclear how long the financial impacts of COVID-19 will last. The income tax revenue projections included in the proposed CIP include a 1.5% increase in 2021, 1.5% increase in 2022, 2% increase in 2023 and 2.5% increase for 2024 and 2025.

Additionally, there are new or expanded demands for investment. Given the number of water line breaks that are experienced in the City, a study of the water system was completed in 2020 which identified water lines that should be scheduled for replacement. While the 2020-2024 CIP included \$500,000 annually for investment in water lines, the study has estimated costs for specific projects which exceed this amount. The proposed CIP includes three water line projects which start a cycle of design one year and construction the next to begin tackling the water lines identified in the study.

The HVAC systems in City buildings have been evaluated and many systems are past their useful life. The City has already experienced failures in some of these systems that resulted in air conditioning not being available at times over the summer. Significant investment needs to be made in these systems to keep the HVAC systems functioning. The work is phased over the first three years of the proposed CIP.

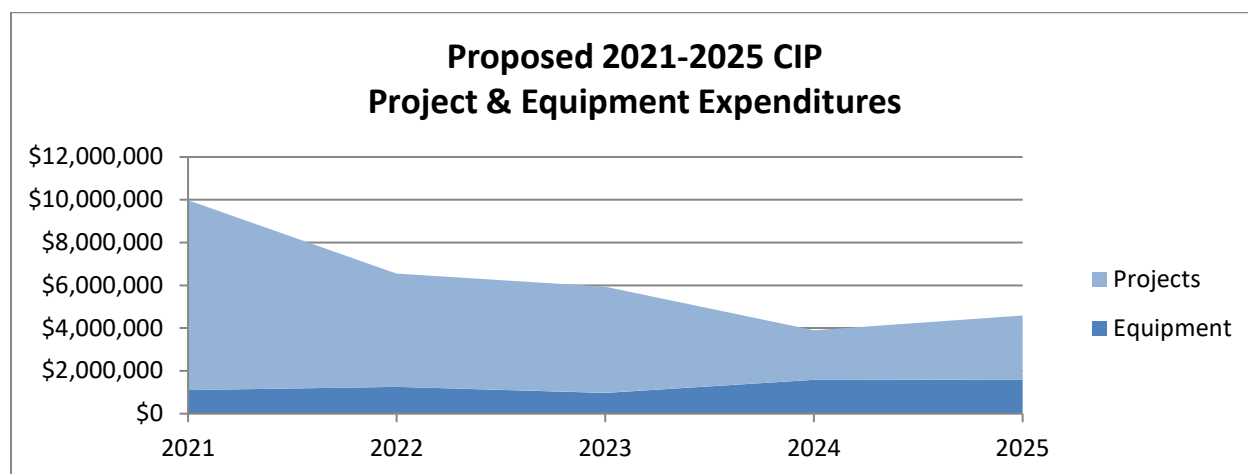
Even though departments understood the City's financial situation and thus limited the items submitted for funding, initial requests for projects and equipment significantly exceeded the

funding available. Across the five years, requests for funding exceeded the incoming revenue by \$7,400,000. In order to bring expenditures in line with revenues, items were delayed to later years in the CIP or not funded. In particular, arterial street improvements and water line projects which were submitted to occur each year in the CIP were spread out to occur every other year in the proposed CIP. Equipment purchases were closely scrutinized to reduce the cost for replacement by considering smaller vehicles or replacing components and not the entire vehicle.

Worthington is a built-out, historic community which leads to a CIP in which the City's capital investments are primarily focused on maintaining the existing infrastructure. The proposed CIP includes a number of ongoing programs and individual projects that renovate and repair the City's streets, buildings, parks and other infrastructure. This proposed CIP begins to address the City's water lines utilizing the study of the water system to prioritize the first projects to be completed. The focus on maintenance of existing infrastructure is particularly true in this CIP given the tight financial constraints. The CIP seeks to address the immediate needs of the City's current infrastructure which doesn't leave much funding for discretionary spending. The discretionary spending that is included is tied to the City Council's established priorities, which are described later in this document.

### **Project & Equipment Expenditures**

The proposed 2021-2025 CIP expenditures, taking into account all funding sources, reflect higher than typical project expenses in 2021 and 2022. The increase in project expenditures is due to the construction of the Kenyonbrook Trunk Sanitary Sewer project, investment in HVAC systems in City buildings, water line improvement projects and McCord Park renovations. The later years in the CIP are likely to change as we move closer to the timeframe and more is known about necessary and desired investments.



The City has a number of buildings that need investment due to their age. The CIP includes HVAC improvements at most of the City buildings, window replacement at the Griswold Center, repair

or replacement of the windows and doors at the Municipal Building, and renovation of bathroom and shower facilities at the Fire Station. Given the active public use of the Community Center, there are a number of maintenance projects in the proposed 2021-2025 CIP for that building.

A significant portion of the City's annual project expenditures are dedicated to street maintenance. Funding for the Street and Sidewalk Improvement Program has remained flat for many years. Beginning in 2017, the Service & Engineering Department began focusing a portion of these funds toward preventative maintenance strategies other than overlay to extend pavement life cycles and thus stretch dollars further. Base management practices include microsurfacing, surface rejuvenation and greater utilization of crack seal to extend pavement lifecycles. The benefits of preventative maintenance take several years to be fully recognized. Staff have begun using an analytical tool known as Pavement Surface Evaluation Rating (PASER) to evaluate the benefits of the preventative maintenance and effectively apply the practices. Appropriate practices will ultimately be applied to all Worthington streets and the program will be expanded with additional practices based on the PASER evaluations and as the staff become adept at the application of the measures. Note that maintenance of arterial streets is funded separately given the larger dollar costs associated with maintaining these wider, multi-lane streets.

In 2017, the City of Worthington, City of Columbus, Perry Township, Mid Ohio Regional Planning Commission (MORPC), Franklin County Engineer's Office and the Ohio Department of Transportation (ODOT) partnered in a feasibility study of SR-161 between Olentangy River Road and Sawmill Road to evaluate improvements that could be made to reduce congestion, increase safety and provide pedestrian and bicycle accommodations. The study identified the Linworth Road intersection as the most congested area along the study corridor between the west side of the Olentangy River Road intersection and the east side of the Sawmill Road intersection. As a result, the project to improve the intersection at Linworth Road is recommended to be completed first. The City of Worthington has joined with the partners involved in the study to submit an application for federal attributable funding for the intersection project. If successful, federal funds will support 80% of the right of way acquisition, utility relocation and construction for the project. The City of Worthington, City of Columbus and Perry Township have committed to sharing the remaining 20% of the cost. The proposed CIP includes funding for the City of Worthington's share of the right of way and utility relocation phase, which will be funded from tax increment financing dollars. The construction phase is projected to occur outside of this five-year window.

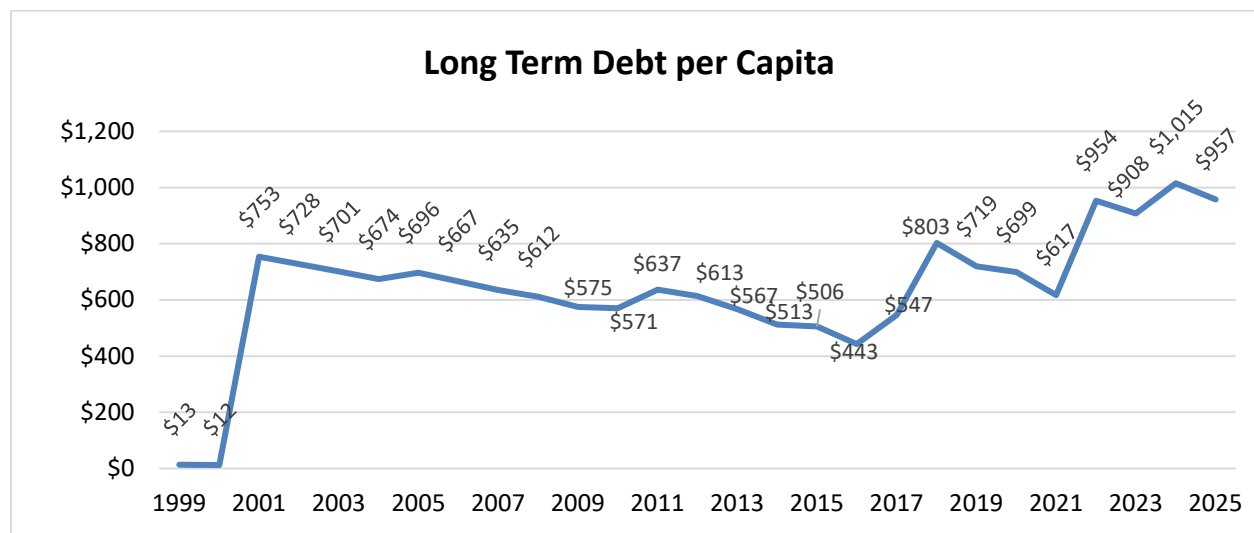
## **Debt**

The City will make the final payment on the debt associated with the Community Center expansion and the renovations of the Police Building in 2021. The City is utilizing new debt to fund a number of more expensive projects, most notably the mandated sewer projects associated with a Consent Order with the Ohio Environmental Protection Agency, water line projects and renovations to McCord Park. The combination of these debt commitments is resulting in an increase in the

amount of CIP resources dedicated to debt payments. The old debt is being replaced with new debt.

As required by Ohio law, debt service payments are expended from the General Bond Retirement Fund (Fund 409). For many years, the full amount needed to pay the City's debt service was transferred from the CIP Fund to the General Bond Retirement Fund. Because the General Bond Retirement Fund also received .17 of the 5 mills of property tax levied by the City, a fund balance has been built. The proposed CIP utilizes some of this General Bond Retirement Fund balance to lower the amount of transfer needed from the CIP Fund.

An analysis of the City's long-term debt over the past 20 years indicates the City's amount of debt is increasing. Prior to 2000, the City held very little debt. In the early 2000s, the City issued debt to expand the Community Center and renovate an office building for use by the Division of Police. The final payments on that debt will be made in 2021. That debt is being replaced with debt the City has issued in recent years and additional debt projected to be issued in the five years of this CIP. The following chart shows the City's long-term debt per capita for the past 20 years and for the five years included in this CIP. A detailed listing of the City's current and projected debt is included in the Existing and Anticipated Debt section later in this document. Since the rest of the City's long term debt was issued in recent years, no additional long term debt will be paid off until 2031.

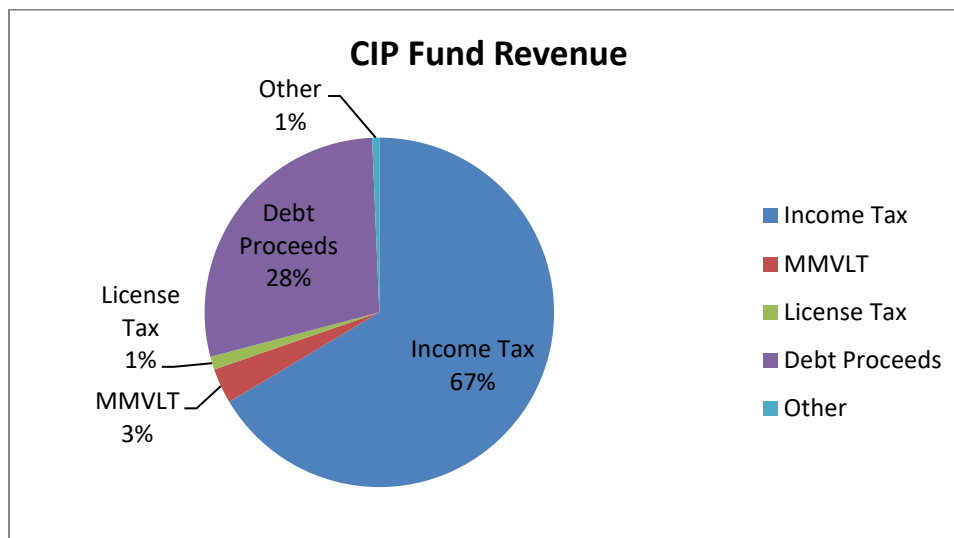


## Revenue

The City plans to issue municipal bonds in 2021 to convert 2020 bond anticipation notes to long-term financing and to obtain the revenue needed to execute the projects scheduled for bonding in 2021 in the CIP. Income taxes make up 67% of the CIP Fund revenue in this five-year period with debt proceeds making up 28%. Each of the other revenue sources in the CIP Fund are 3% or less



of revenue. Given the needs of the CIP, the proposed CIP includes increased MMVLT revenue. This increased revenue will only be received if City Council passes legislation to increase the amount of MMVLT charged to the registration of vehicles in the City by \$5.00 as now permitted under Ohio law. The CIP funding sources are more fully explained in a later section.



## City Council Priorities

City Council has previously designated priority areas for investment in the CIP. Each of these areas, listed in priority order, is considered below. (Note: The numbering used below is intentional due to ties in the prioritization.)

### *1. Wilson Bridge Road*

The CIP includes improvements to McCord Park in 2021. The McCord Park improvements will implement the recommendations from the conceptual plan approved by City Council. The McCord Park improvements are not fully funded, and additional funds will need to be pursued from external sources such as State Capital funding or grant funding.

### *2. Age Friendly*

City Council, in December 2019, adopted a resolution expressing support for age friendly initiatives, directing the City to join AARP's Network of Age-Friendly Communities and directing the convening of a discussion to seek input on current and potential age friendly initiatives, services and programming and to develop an action plan specific to Worthington. A planning group is starting work on the organization and strategies for the overall effort. To this point, this work has not resulted in requests

for the CIP. The CIP includes investment in the Griswold Center (replacement of windows in 2021, HVAC system projects in 2021, 2022 and 2023, new fitness equipment in 2023 and a replacement copier in 2024) which will improve the condition of the building and equipment that provide support for programs and services for older adults.

### *3. McCord Park*

As noted above, funding has been included to implement the conceptual plan for McCord Park. There is \$1,800,000 included in 2021 and additional funds will need to be identified from external sources to fully fund the recommended improvements.

### *4. Updated Office Buildings*

City initiatives related to encouraging improvements to privately owned office buildings in Worthington are funded via the operating budget.

### *4. Energy Efficiency*

In 2018, the City's buildings were evaluated for improvements that could be made to enhance energy efficiency. The first round of these improvements was installed in 2018 in the Community Center and Griswold Center. The second round of improvements was installed at the Police Building in 2020. Additional energy efficiency measures will be implemented with the HVAC projects scheduled in most of the remaining City building in 2021, 2022 and 2023.

### *6. Bike/Ped Implementation*

An annual allocation for bike and pedestrian improvements is included in the CIP. The allocation is \$100,000 in 2021, increases to \$150,000 in 2022 and 2023 and increases to \$250,000 the final two years of the CIP.

### *6. Electric Vehicle Charging*

The City received a grant from AEP Ohio to install two electric vehicle charging stations, one in Old Worthington and one at the Community Center. By the end of January 2020, the two stations were operational. The expenses and revenue associated with the stations are reflected in the operating budget.

## Uncertainties

Two items of uncertainty are important to note here. The CIP reflects \$1,800,000 in City funding for McCord Park renovations, however, the recommended improvements are estimated to require \$1,000,000 more in funding. Other funding sources such as State Capital funding and/or grants will need to be evaluated to make up this gap or the project will need to be scaled back to fit within available funding.

Secondly, it is unclear how long the current pandemic and the associated economic impacts will last. The City will need to closely monitor revenues and make mid-year changes as needed to match expenditures to the resources available.

## Capital Improvements Program Funding Sources

CIP Fund/Income Tax - The primary funding source for the City's CIP is income tax revenue. The City levies a 2.5% income tax. Twenty percent (20%) of the revenue collected from the income tax is allocated to the CIP and placed in the CIP Fund. Annual income tax revenue for the CIP Fund is projected to range from \$5,296,100 to \$5,760,632 for 2021 through 2025.

Bonds/Notes (Debt Proceeds) – The City can issue municipal bonds to finance capital infrastructure and equipment. The proposed 2021-2025 CIP anticipates the issuance of bonds in 2021, 2022 and 2024 to fund sanitary sewer projects, enhancement to Huntley Bowl Park to modify the stormwater control structure, waterline improvements, McCord Park renovations and the purchase of a fire engine. The City may issue bond anticipation notes for short term financing until the timing is right for a municipal bond issuance.

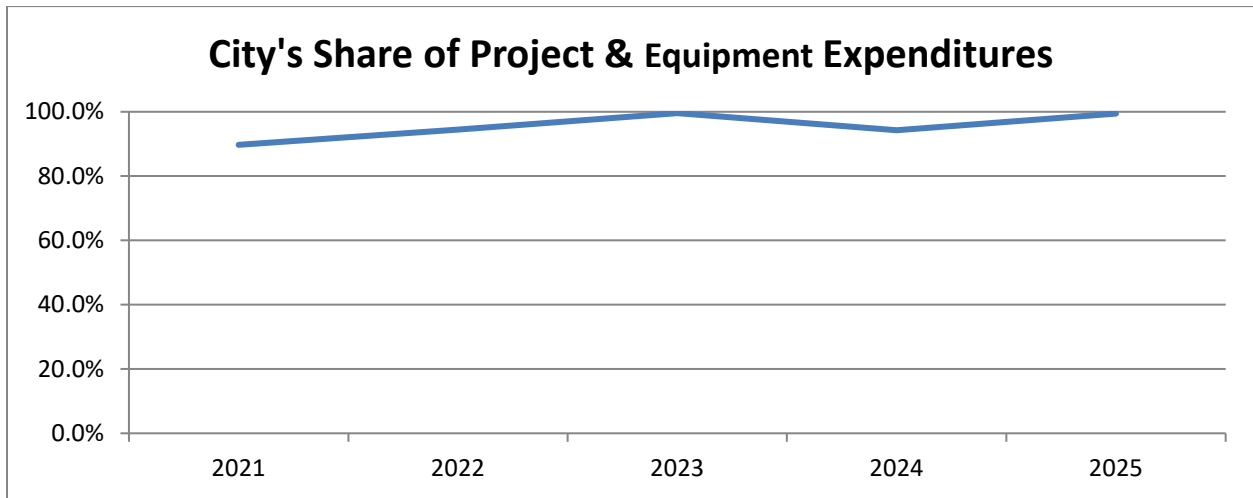
Assessments – The City utilizes special assessments to charge property owners for work that benefits their property. The proposed 2021-2025 CIP anticipates assessments for sidewalk repairs that occur in conjunction with the City's annual street and sidewalk improvement program.

MMVLT - The Municipal Motor Vehicle License Tax (MMVLT) is a tax on vehicle license plates and is used to partially fund street resurfacing through the annual street and sidewalk improvement program. The proposed CIP increases the amount of MMVLT revenue dedicated to the CIP starting in 2022 from \$150,000 to \$300,000 which is contingent on the City taking advantage of the additional \$5.00 MMVLT authorized by the State.

License Tax – The County receives funds from a tax on license plates and makes them available for repairs to major arterial roads that are not designated as State routes. The City requests these funds for specific road projects. The proposed 2021-2025 CIP utilizes these funds for resurfacing of a small portion of Huntley Road and Schrock Road.

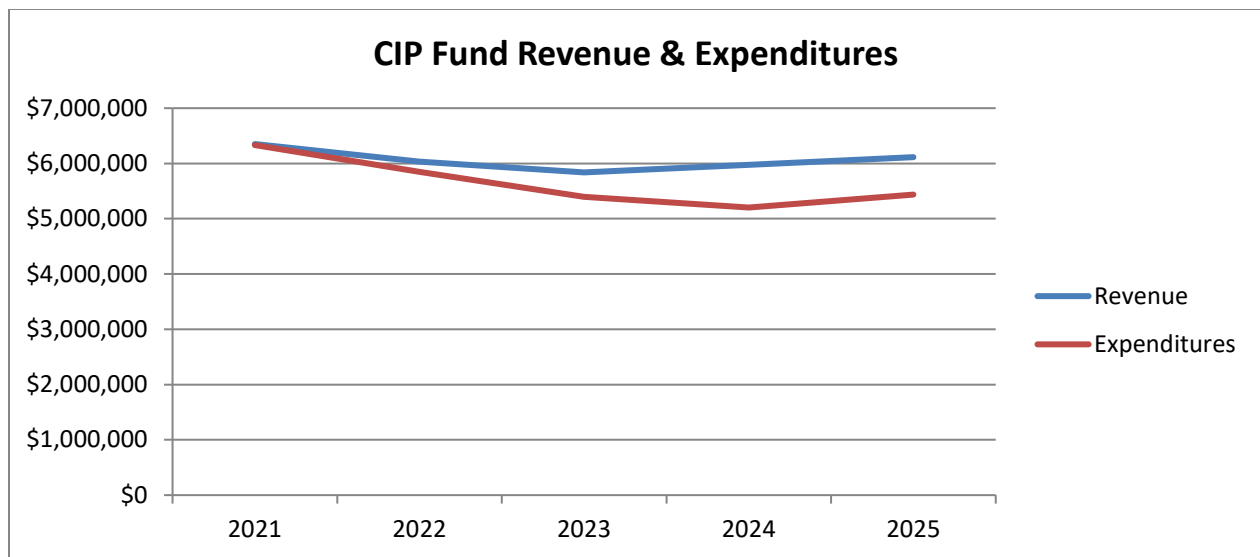
Other – At times, the City is successful in obtaining funding from other sources. The proposed 2021-2025 CIP anticipates grant funding for McCord Park renovations, joint funding with the City of Westerville for the Grit Pad Installation and Service Yard Improvements, and tax increment financing payments for right of way and utility work associated with the SR-161 and Linworth Road intersection.

The revenue used to fund the expenditures in the proposed 2021-2025 CIP can be evaluated to determine the amount from City sources and the amount from other sources. The City sources in the CIP are the CIP Fund/income tax, bonds, MMVLT and some of the “Other” revenue. Non-City sources in the CIP are assessments, license tax, and some of the “Other” revenue. The City sources share is typically 90% or higher.



### Capital Improvements Fund Revenue, Expenditures & Fund Balance

The CIP Fund is the primary funding source for the City’s financial share of the CIP. It receives the income tax revenue that is allocated for capital improvements along with revenue from the Municipal Motor Vehicle License Tax (MMVLT). The Fund also reflects debt proceeds when the City anticipates the issuance of bonds, license tax revenue when it anticipates reimbursement from County license tax funding and grant funds when it anticipates receipt of a grant that will reimburse the City. When excluding revenue and expenditures associated with bonded projects and equipment, the proposed 2021-2025 CIP Fund has expenditures essentially equal to revenue in 2021 and revenue higher than expenditures in the final four years.



The CIP Fund has four categories of expenditures:

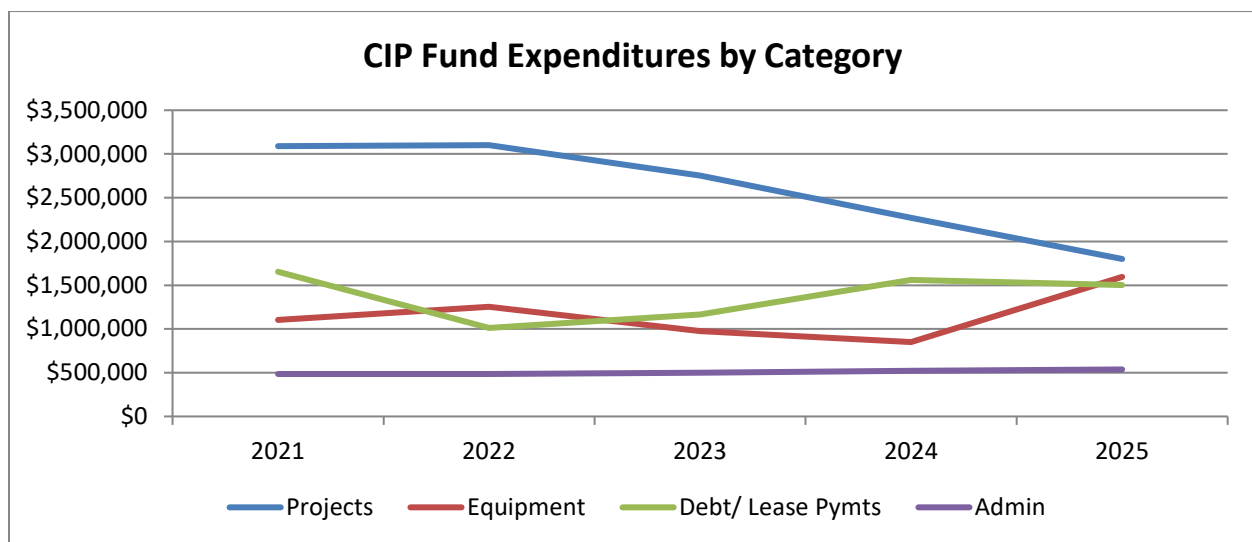
1. **Projects** - Projects involve investments in capital infrastructure of the City such as streets, sewers, buildings and parks. Some large projects are funded via municipal bonds, while other projects are paid from the City's cash on hand. The total annual amount allocated in the CIP Fund for all projects ranges from \$2,320,000 to \$7,875,000. Excluding projects scheduled for bonding, the annual amount allocated for projects ranges from \$1,800,000 to \$3,101,000.
2. **Equipment** – Most of the equipment investments that occur in the CIP involves the replacement of existing City-owned equipment such as dump trucks, fire and emergency medical vehicles, recreation buses, police cars, administrative vehicles, and leaf vacuums. Occasionally, the CIP will include the purchase of new equipment that is being added to the City's inventory. This is typically information technology equipment. In the proposed 2021-2025 CIP, the annual amount in the CIP Fund allocated for all equipment ranges from \$976,200 to \$1,595,000. Excluding equipment scheduled for bonding, the annual amount allocated for equipment ranges from \$850,100 to \$1,595,000.
3. **Debt payments** – The City sometimes finances capital items through loans or the issuance of temporary/bond anticipation notes or municipal bonds. Additionally, the City sometimes acquires large pieces of equipment via leases. The annual debt and lease payments are paid out of the CIP Fund. These annual payments in the proposed 2021-2025 CIP range from \$1,011,695 to \$1,561,041.
4. **Administration** - There are various administrative costs associated with the projects and equipment purchases in the CIP. These costs are associated with collecting the revenue,



insurance and legal services. These administrative costs range from \$485,000 to \$537,000 in the proposed 2021-2025 CIP.

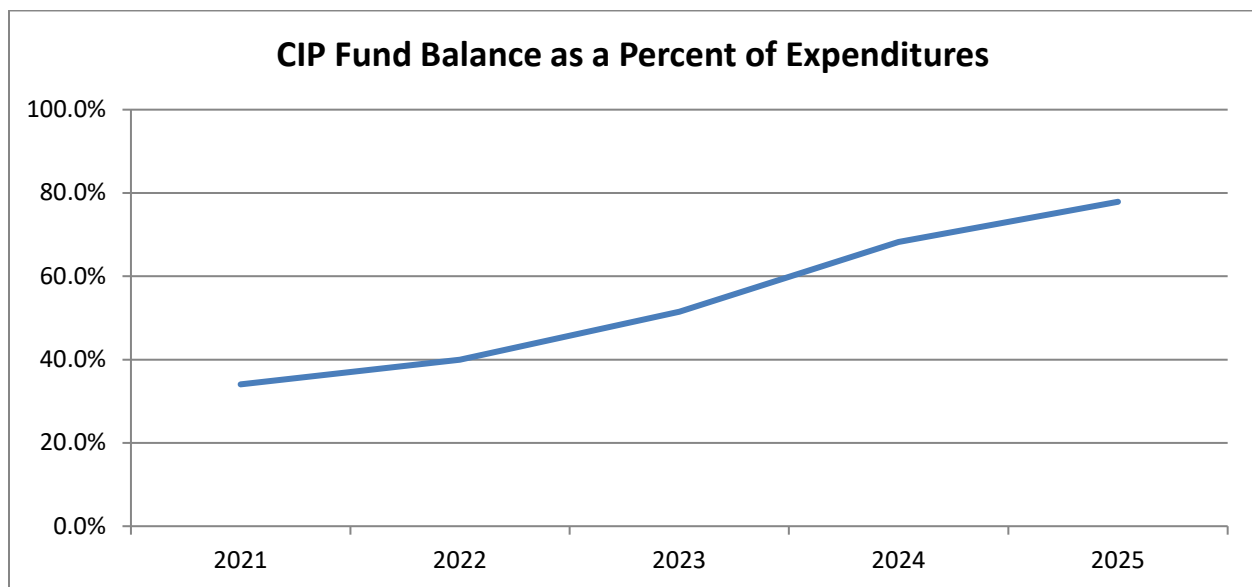
When excluding projects to be bonded, project expenditures are higher in 2021, due primarily to HVAC and other projects at City buildings. The exclusion of bonded projects level out the expenditures since the largest projects funded by the City are typically bonded. When excluding bonded purchases, the equipment allocation increases in 2025 due to the replacement of a medic vehicle and the camera van and system used in the City's sewer system to identify issues and problems.

The City's debt service payments in the CIP Fund are stable due to the use of fund balance in the General Bond Retirement Fund to offset the payments associated with the new debt scheduled for issuance in 2021, 2022 and 2024. The new payments are also partially offset by the conclusion of payments on the debt issued for the Community Center expansion and renovation of the Police Building.



The fund balance is the amount of money left in the fund after the revenue has been received and the expenditures have been paid. Historically, the City's goal was to maintain a projected CIP Fund balance at the end of each year approximately equal to the amount of projected expenditures for that year. Since income tax revenues flow into the CIP Fund throughout the year, this practice ensures there is adequate cash in the fund to proceed with the projects and equipment purchases at any time during the year and it limits the temporary financing needed by the City for items scheduled to be bonded. It also allows the City to pursue opportunities that arise regarding new capital investments and enables the City to respond to unanticipated needs such as when a culvert collapsed on McCoy Avenue several years ago.

As the CIP has become more financially constrained in recent years, the City has not met the historical fund balance target. As the balance available in General Fund has been above 35% of General Fund expenditures, the City has been comfortable reducing the fund balance in the CIP Fund as the General Fund balance could be utilized to cash flow items in the CIP. Excluding the new bond revenue and the cost of new bonded projects, the proposed CIP results in the balance in the CIP Fund dropping to 34% of CIP expenditures at the end of 2021 and then steadily increasing across the remaining years of the proposed CIP. It is beneficial to increase the balance in the later years of the CIP as the projected balance in the City's General Fund is expected to decline over the next five years, thus will have less resources available to support the cash flow needs of the CIP.



## Categories of Projects

The City has five categories of projects to assist with determining the importance of each one.

Legal Mandates – This category includes projects the City is legally mandated to complete. The proposed 2021-2025 CIP includes a number of sanitary sewer projects that are mandated by a Consent Order between the Ohio Environmental Protection Agency and the City, and a project for grit pad installation and service yard improvements which are required to comply with stormwater quality regulations.

Essential for Basic Services – This category includes projects that must be completed in order to continue to provide the level of basic services that has historically been provided by the City. The proposed 2021-2025 projects in this category maintain existing infrastructure of the City such as streets, sidewalks and buildings.

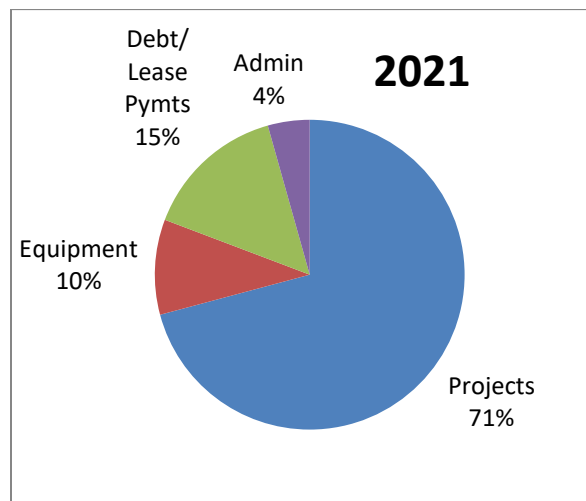
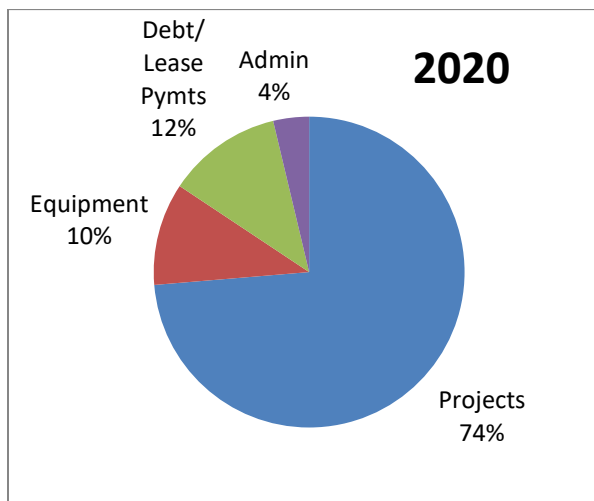
Improvement to Basic Services – This category includes projects that enhance an existing service offered by the City. The proposed 2021-2025 projects in this category primarily include renovations to parks and playgrounds and improvements to City buildings

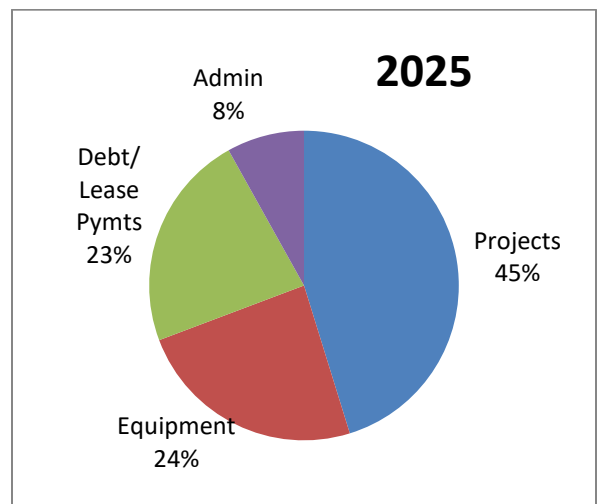
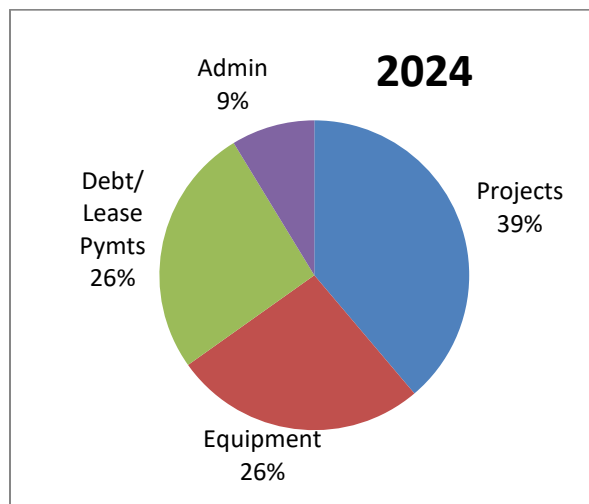
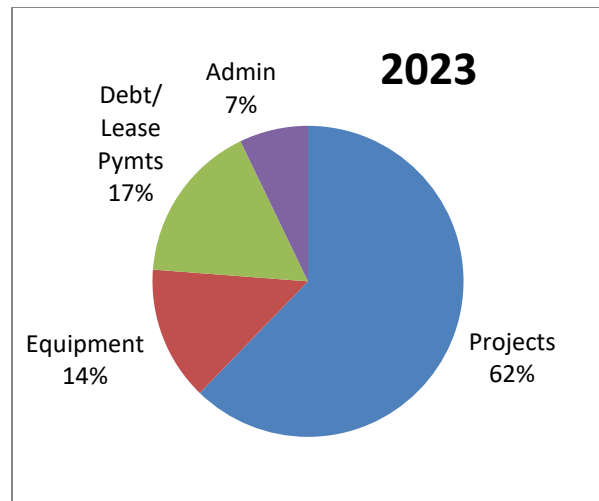
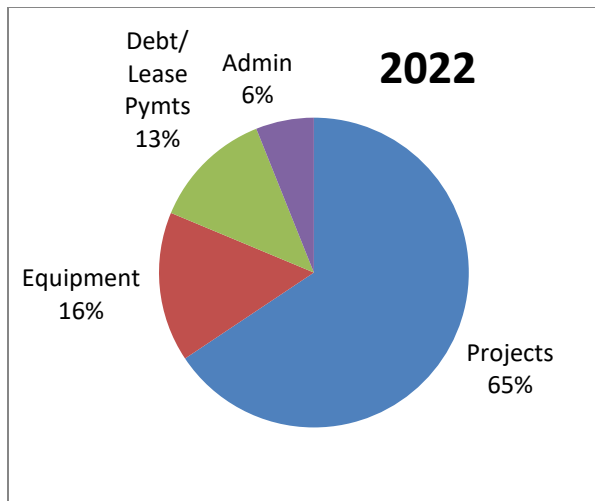
Enhancement / Discretionary – This category includes projects that provide something new that has not been historically provided by the City. The proposed 2021-2025 projects in this category include enhancements to the bike and pedestrian improvements, wayfinding signage and right of way and utility work for the SR-161 and Linworth Road intersection project.

## Capital Improvements Program Comparisons

The City's allocation of expenditures from the CIP Fund across the four categories of projects, equipment, debt service and administration varies from year to year depending on identified needs. The following charts show the percent of expenditures allocated to each area by year, including a comparison with 2020. In the proposed CIP, the percent spent on projects is notably higher in 2021 and 2022 than in the other three years. This is due primarily to the sanitary sewer improvements, Colonial Avenue and Foster Avenue water line project and McCord Park renovation in 2021, Kenyonbrook Trunk Sewer project in 2022, and HVAC and other improvements for City buildings in 2021 and 2022. Debt service as a percentage of expenditures increases significantly in the last two years of the proposed CIP due to bond issuances planned for 2021, 2022 and 2024 and fewer expenditures planned for projects.

### CIP Fund Categories of Expenditures

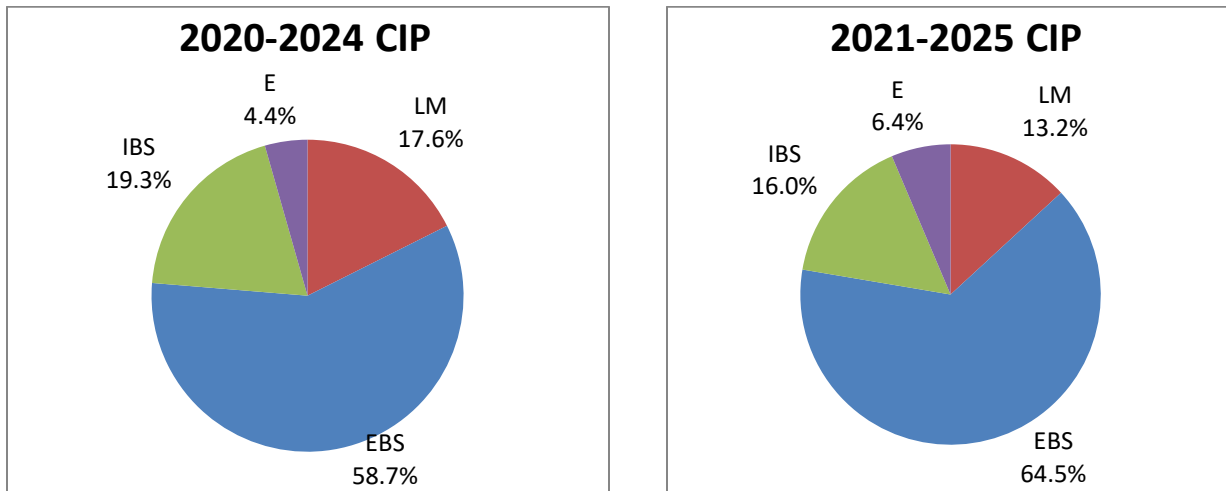




The charts above include all expenditures in the CIP. When bonded projects and equipment are excluded, expenditures for projects in the CIP equal 49-53% of CIP expenditures, with percentages in 2024 and 2025 at 44% and 33% respectively; expenditures for equipment equal 16-22%, with the higher amount of 29% in 2025; and expenditures for debt payments varying from 17% to 30%. Administration expenditures are 8-10%.

The type of projects in each year across all funding sources is compared in the following charts. The projects are grouped into the categories of Legal Mandates (LM), Essential for Basic Services (EBS), Improvements to Basic Services (IBS), and Enhancement / Discretionary (E). These categories are explained in the previous section.

## Types of Projects



## Existing and Anticipated Debt

The City's proposed 2021-2025 CIP includes annual debt, loan and lease payments ranging from \$1,011,695 to \$1,561,041. This is a combination of payments on existing debt and payments on anticipated debt.

The City's existing debt obligation consists of the following breakdown:

### 2015 Refunding Bonds for the Police Division and Community Center Improvements

Interest: 1.62%

Original Issuance: \$4,590,000

Remaining Principal as of 1/1/2021: \$780,000

Principal Payment due in 2021: \$780,000

Interest Payment due in 2021: \$12,636

Date of Maturity: December 2021

### 20 Year Loan from the Ohio Public Works Commission for ADA Ramps at Intersections

Interest: 0%

Original Issuance: \$156,201

Remaining Principal as of 1/1/2021: \$62,480.52

Annual Payments: \$7,810.06

Date of Maturity: December 2028

### 30 Year Loan from the Ohio Public Works Commission for Kenyonbrook Sanitary Sewer

Interest: 0%



Original Issuance: \$612,816  
Remaining Principal as of 1/1/2021: \$510,679.96  
Annual Payments: \$20,428  
Date of Maturity: December 2045

2017 Various Purpose Bonds for Northeast Gateway Design, Sanitary Sewer Repairs & Bond Anticipation Note Repayment

Interest: 2.21%  
Original Issuance: \$3,960,000  
Remaining Principal as of 1/1/2021: \$3,060,000  
Principal Payment due in 2021: \$240,000  
Interest Payment due in 2021: \$67,626  
Date of Maturity: December 2031

The City issued a Bond Anticipation Note in September 2020 to pay off a Bond Anticipation Note issued in September 2019 and to fund building improvements at the Police Station. The new Bond Anticipation Note is in the amount of \$5,815,000 with a net interest cost of 0.786%. The projects included in the original Note were the East Wilson Bridge Road water line, Fire Station roof, Community Center south end roof, improvements to Northbrook Sewer, Kenyonbrook and Hardy Way sewer design and energy conservation improvements at the Community Center and Griswold Center.

The Northeast Gateway project will continue to move forward with construction in 2021. This project is not reflected in this year's CIP as it was listed for 2019 even though it is a multi-year project. The City will issue debt for the City's share of the cost of the project. The project's funding comes from a combination of federal, state and local (City) funding sources. The City's local share will be included in the anticipated bond issuance in 2021.

The proposed 2021-2025 CIP includes additional debt for the following projects:

Kenyonbrook Trunk Sewer Improvements	\$2,100,000
Sanitary Sewer Repairs & Rehabilitation	\$1,000,000
Water Line Improvement: Colonial Ave. & Foster Ave.	\$1,550,000
Water Line Improvement: Meadoway Park & Park Blvd.	\$1,650,000
Water Line Improvement: Park Overlook drive	\$1,250,000
Rush Run Stream – Huntley Bowl Improvements	\$435,000
McCord Park Renovations	\$1,800,000
Fire Engine Rescue	\$725,000

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2021										
Kenyonbrook Trunk Sewer Improvement (design)	S&E	LM	\$25,000					\$25,000	Delayed from 2020	
Replacement of Kenyonbrook sewer from High Street to New England Avenue. This section of sewer was identified in the 2011 Southeast Sewer Study as needing replaced and rehabilitated. Additional design work and easement acquisition is planned for 2021.										
Sanitary Sewer Repair & Rehabilitation	S&E	LM		\$1,000,000				\$1,000,000	None	
Design, repair, rehabilitation and/or replacement (by priority) of sanitary sewer infrastructure identified within all of the sanitary sewer studies.										
Arterial Pavement Preservation	S&E	EBS	\$200,000					\$200,000	Increased from \$195,000	
As part of the City's maintenance of arterial roadways, this project performs microsurfacing on Olentangy River Road, from the south corporation limit to the north corporation limit.										
Building Improvement Program	S&E	EBS	\$200,000					\$200,000	None	
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.										
Community Center Pools Resurfacing	P&R	EBS	\$125,000					\$125,000	Delayed from 2020; increased by \$5,000	
Resurfacing of the diamond brite on the pool walls and floor. This is the second phase as we did the lazy river in 2019. This addresses the remaining pool areas to restore our diamond brite. Over time, we are experiencing severe pitting which results in a very abrasive surface resulting in cuts on feet and rough areas on the pool walls and floor. This is the first resurfacing since the opening of the pool in 2003.										
Community Center South End Door Replacements	P&R	EBS	\$53,000					\$53,000	Delayed from 2020, increased by \$5,000	
Replacement of exterior doors on the south end of the Community Center. These wood doors have reached the end of their useful life.										
Community Center Window & Door Replacements - Art, Pottery & Childcare	P&R	EBS	\$102,000					\$102,000	None	
Replacement of the windows in the art studio, pottery room, childcare room, south lobby/entrance, and playground hallway including some of the adjacent doors with glass in the south end of the Community Center.										
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000					\$25,000	None	
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.										

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2021										
Fire Station Hot Water Boiler	S&E	EBS	\$335,000					\$335,000	New	
The boiler is in critical need of replacement. This is a key HVAC component										
Griswold HVAC	S&E	EBS	\$225,000					\$225,000	New	
Presently, the 40 ton split system is operating at 50% cooling.										
Municipal Building HVAC	S&E	EBS	\$120,000					\$120,000	New	
The project replaces the split system units 4A & 4B and condensing unit 4. This system has experienced numerous failures and needs replacement.										
Planning & Building HVAC	S&E	EBS	\$80,000					\$80,000	New	
The current split systems #6 and #7 are operating at less than 50% capacity and must be replaced.										
Service & Engineering Building HVAC	S&E	EBS	\$125,000					\$125,000	New	
This project replaces an air handling unit, ductwork, furnace and condensing unit. The equipment is 19 years old and past its useful life.										
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000			\$900,000	None	
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$150,000 in 2021 are planned to be transferred into the CIP Fund to help fund this project.										
Water Line Improvements: Colonial Avenue & Foster Avenue	S&E	EBS		\$1,550,000				\$1,550,000		Changed from general allocation of \$500,000 to specific projects
This project replaces the water lines on Colonial Avenue from Andover Street to Foster Avenue and on Foster Avenue from Colonial Avenue to 400 feet south of Selby Avenue. The project was identified in the Waterline Study.										

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2021										
Rush Run Stream - Huntley Bowl Improvements	S&E	EBS		\$435,000				\$435,000	Delayed from 2020; increased from \$420,000	
Excavation at the site and retrofit of the outlet control structure at Huntley Bowl Park for managing stormwater flow.										
Windows & Doors: Municipal Building & Griswold Center	S&E	EBS	\$425,000					\$425,000	Increased from \$375,000	
Replacement of the north, south & west entry doors and all of the windows at the Municipal Building. All windows will be replaced at the Griswold Center.										
McCord Park Renovations	P&R	IBS		\$1,800,000			\$1,000,000	\$2,800,000	Delayed from 2020	
Implementation of the adopted conceptual plan for the renovation of McCord Park. Improvements will likely include renovation of the ball diamonds, restroom/storage facility, Wilson Bridge Road entrance, drives, parking areas, circular multi-use trail, multi-use sports field, playground, two shelter houses and a train observation area. The City's funding will need to be supplemented by external funding to achieve the full conceptual plan.										
Security System Improvements	S&E	IBS	\$50,000					\$50,000	None	
Bi-annual allocation to implement recommendations from the 2013 Building Security Assessment. Items include key card access for City buildings and camera systems for buildings that do not currently have them.										
Bike & Pedestrian Improvements	P&R	E	\$100,000					\$100,000	None	
The City has been evaluating the bicycle and pedestrian needs of the community and has completed a Bike and Pedestrian Master Plan. This annual allocation provides funding to implement recommendations of the plan.										

2021 Total - Projects                      \$3,065,000    \$4,785,000                      \$25,000                      \$0    \$1,000,000    **\$8,875,000**

<b>Year: 2022</b>									
<b>Grit Pad Installation and Service Yard Improvements</b>	S&E	LM	\$50,000				\$40,000	<b>\$90,000</b>	Anticipates cooperation with City of Westerville
This project brings our Service & Engineering facility into Ohio EPA compliance for Phase II NPDES MS4 communities. Currently, materials storage bins and some road salt storage is uncovered and non-compliant. Crews currently must drive the vacuum truck and street sweeper to Grove City to properly dispose of excavation spoil and street sweepings. This project saves staff time and mileage by locating the required grit pad dumping facility in house. Materials bins will be covered, the salt storage secured, current stormwater catch basins will be protected and we can assure both compliance as well an environmentally responsible stewardship of the facility. This is a joint project with the City of Westerville.									

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2022										
Kenyonbrook Trunk Sewer Improvement (construction)	S&E	LM		\$2,100,000				\$2,100,000	Delayed from 2020	
Replacement of Kenyonbrook sewer from High Street to New England Avenue. This section of sewer was identified in the 2011 Southeast Sewer Study as needing replaced and rehabilitated.										
Arterial Improvements (Huntley Road, South of Schrock to railroad tracks; Schrock Road, East Corp to railroad tracks)	S&E	EBS	\$350,000				\$300,000	\$650,000	Increased from \$600,000	
Repair of curbs and gutters, storm inlets, and street base; mill and overlay of pavement; and restriping.										
Building Improvement Program	S&E	EBS	\$200,000					\$200,000	None	
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.										
Community Center Fitness Floor Painting	P&R	EBS	\$15,500					\$15,500	None	
Repainting of the fitness floor area of the Community Center. The area is typically painted every five years on average.										
Community Center Locker Room Painting	P&R	EBS	\$10,000					\$10,000	None	
Painting of the men's and women's locker rooms on both the north and south end of the Community Center during the annual building shutdown.										
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000					\$25,000	None	
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.										
Fire Station Apparatus Bay Floor Renovation	FD	EBS	\$25,500					\$25,500	None	
The apparatus bay floors are pitting and need to be repaired and sealed. This project applies epoxy coating and sealant similar to that of the garage floor at Fleet Maintenance.										
Griswold Hot Water Boiler	S&E	EBS	\$325,000					\$325,000	New	
This project replaces the hot water boiler at the Griswold Center which is three years beyond its useful life.										



## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2022										
Municipal Building HVAC	S&E	EBS	\$170,000					\$170,000	New	
This project replaces the split system units #1, #2, #3 and #7.										
Planning & Building HVAC	S&E	EBS	\$160,000					\$160,000	New	
This project replaces the split systems #1, #3, #4 and #5. These are the second oldest systems in City facilities and are 17 years past useful life.										
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000			\$900,000	None	
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$300,000 in 2022 are planned to be transferred into the CIP Fund to help fund this project.										
Traffic Signal Improvement Program	S&E	EBS	\$50,000					\$50,000	None	
Bi-annual project for the replacement and updating of traffic signal equipment at various signalized intersections in the City. Improvements are prioritized by repair history, equipment obsolescence and service life.										
Water Line Improvements: Meadoway Park & Park Boulevard (design)	S&E	EBS		\$50,000				\$50,000		Changed from general allocation of \$500,000 to specific projects
This project funds design for the replacement of the water line on Meadoway Park from Indianola Avenue to Park Boulevard and along Park Boulevard from Indianola Avenue to Foster Avenue										
Perry Park Playground	P&R	IBS	\$280,000					\$280,000	New	
Replacement of the playground at Perry Park. The current playground has not met typical life expectancy since last replaced in 2004. The surfacing is in poor condition and coming apart and the equipment has not held up as well as our typical playgrounds. It receives heavy usage both from sports families and community usage, and is a prominent feature in one of our busiest parks.										
Selby Park Renovations Design	P&R	IBS	\$60,000					\$60,000	None	
One of the priority projects of the Parks Master Plan is to assess the west end of Selby Park including the aging shelter building and the oddly configured parking and "point" of the park. This design work will look at the best future layout for the west end of the park and assess whether to renovate or replace the existing shelter.										

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2022										
Bike & Pedestrian Improvements	P&R	E	\$150,000					\$150,000	Reduced from \$250,000	
The City has been evaluating the bicycle and pedestrian needs of the community and has completed a Bike & Pedestrian Master Plan. This annual allocation provides funding to implement recommendations of the plan.										
Community Wayfinding Signage	P&B	E	\$30,000					\$30,000	Reduced from \$50,000	
Wayfinding uses local landmarks, signage, pathways and environmental elements to help orient residents and visitors to the City of Worthington. This phased program will allow for continued implementation of the recommendations from the wayfinding study.										
2022 Total - Projects			\$2,776,000	\$2,150,000	\$25,000	\$300,000	\$40,000	\$5,291,000		
Year: 2023										
Building Improvement Program	S&E	EBS	\$200,000					\$200,000	None	
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.										
Community Center North Locker Room Improvements	P&R	EBS	\$28,500					\$28,500	None	
Improvements to the Community Center north locker rooms and shower stalls.										
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000					\$25,000	None	
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.										
Fire Station HVAC	S&E	EBS	\$310,000					\$310,000	New	
This project replaces the packaged rooftop unit and VAV boxes.										
Griswold Center HVAC	S&E	EBS	\$305,000					\$305,000	New	
This project replaces the controller and VAV box.										

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2023										
Municipal Building HVAC	S&E	EBS	\$150,000					\$150,000	New	
This project replaces the split system units #5 and #6 (\$114,000) and the gas fired unit heater (\$16,000).										
Service & Engineering Building HVAC	S&E	EBS	\$300,000					\$300,000	New	
This project replaces the split system HVAC 1, which requires frequent repair and is ten years beyond its useful life for a cost of \$55,000; two Reznor units at a cost of \$75,000 and furnace 1 and units #1 and #2 in Building 2 at a cost of \$95,000.										
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000			\$900,000	None	
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$300,000 in 2023 are planned to be transferred into the CIP Fund to help fund this project.										
Water Line Improvements: Meadoway Park & Park Boulevard (construction)	S&E	EBS		\$1,600,000				\$1,600,000	Changed from general allocation of \$500,000 to specific projects	
This project replaces the waterline on Meadoway Park from Indianola Avenue to Park Boulevard and along Park Boulevard from Indianola Avenue to Foster Avenue										
Community Center Wood Floor Renovation	P&R	IBS	\$32,000					\$32,000	None	
Sand down and restore the wood floors in the Community Center South Gymnasium, Fitness Studio and Community Room. Over time wax and finishes build up on the floor and it is beneficial to sand them down and refinish them to restore life and appearance to the original floors.										
E. Granville Road Park Playground Replacement	P&R	IBS	\$105,000					\$105,000	Delayed from 2022	
Replacement of the playground at East Granville Road Park. The current playground was installed in 1993 and is in need of replacement. This has been identified as one of the priority projects by the Parks and Recreation Commission in the Parks Master Plan.										
Fire Station Bunk Room Renovations	FD	IBS	\$105,000					\$105,000	New	
The current bunk rooms are 28 years old. With each room shared by three firefighters they see a lot of wear and tear resulting in the need of a remodel.										

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2023										
Fire Station Restroom/Shower Rehabilitation - 1st Floor	FD	IBS	\$64,000					\$64,000	No Change	
Renovate main level officers' toilet/shower room. Divide into two separate rooms instead of this communal room. Separate shower and bathroom facilities will more effectively accommodate the genders in the workforce and this space has not been renovated since the building was built in 1994.										
Security System Improvements	S&E	IBS	\$50,000					\$50,000	None	
Bi-annual allocation to implement recommendations from the 2013 Building Security Assessment. Items include key card access for City buildings and camera systems for buildings that do not currently have them.										
Bike & Pedestrian Improvements	P&R	E	\$150,000					\$150,000	Reduced from \$250,000	
The City has been evaluating the bicycle and pedestrian needs of the Community and has completed a B&P Master Plan. This annual allocation provides funding to implement recommendations of the plan.										
Community Wayfinding Signage	P&B	E	\$30,000					\$30,000	New, as a result of cancelation of funding in 2020	
Wayfinding uses local landmarks, signage, pathways and environmental elements to help orient residents and visitors to the City of Worthington. This phased program will allow for continued implementation of the recommendations from the wayfinding study.										
SR-161 & Linworth Road Intersection Improvements - Right of Way Acquisition	S&E	E					\$600,000	\$600,000	New	
This intersection improvement project will improve the severe congestion and long queues experienced by vehicles at the intersection and adds pedestrian/multi-use facilities. Right hand turn lanes will be added to the east, west and south legs of the intersection. The left turn lanes on the west, north and south legs will be extended. A sidewalk will be added to the north side of SR-161, on both sides of Linworth Road on the north leg, and on the east side of Linworth Road on the south leg. A multi-use path will be extended to the project limits from the existing facility on the south side of SR-161. This project will be performed in partnership with the City of Columbus, Perry Township, ODOT and Franklin County. Federal funds are being pursued for the project which will be managed by the Franklin County Transportation Improvement District and Franklin County Engineer's Office. This is the right of way phase of the project. ODOT is funding the design, with federal transportation funds (if approved), Columbus, Perry Township and Worthington funding the right of way acquisition and construction. Worthington's share of this phase is estimated to be \$600,000, which will be funded from the Linworth TIF.										
2023 Total - Projects			\$2,729,500	\$1,600,000	\$25,000		\$0	\$600,000	\$4,954,500	

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2024										
Arterial Improvements (High Street, South Corp. to South Street)	S&E	EBS	\$250,000					\$250,000	Increased from \$400,000; delayed from 2023	
Repair of curbs and gutters, storm inlets, and street base; mill and overlay of pavement; and restriping. Note that High Street is not included in the County License Fee Program										
Year: 2024										
Building Improvement Program	S&E	EBS	\$200,000					\$200,000	None	
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.										
Community Center Carpet Replacement	P&R	EBS	\$135,000					\$135,000	None	
The Community Center carpeting will be due for replacement at the end of its typical ten year cycle. This replaces all of the carpeting throughout the entire facility.										
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000					\$25,000	None	
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.										
Service & Engineering Building II Concrete Replacement	S&E	EBS	\$106,000					\$106,000	None	
Concrete is deteriorated along with floor drains and needs replaced where we park snow equipment										
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000			\$900,000	None	
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$300,000 in 2024 are planned to be transferred into the CIP Fund to help fund this project.										
Traffic Signal Improvement Program	S&E	EBS	\$50,000					\$50,000	None	
Bi-annual project for the replacement and updating of traffic signal equipment at various signalized intersections in the City. Improvements are prioritized by repair history, equipment obsolescence and service life.										



## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2024										
Water Line Improvements: Park Overlook Drive (design)	S&E	EBS		\$50,000				\$50,000	Changed from general allocation of \$500,000 to specific projects	
This project designs the replacement of the water line on Park Overlook Drive from Andover Street to Indianola Avenue.										
Fire Station Restroom Renovation - 1st Floor	FD	IBS	\$32,000					\$32,000	None	
Renovate and update the men's and women's main floor toilet facilities that serve for Administrative staff and visitors to the building. These rooms have not been renovated since the building was built in 1994.										
Shaker Square Park Playground Replacement	P&R	IBS	\$110,000					\$110,000	None	
Replacement of the playground at Shaker Square Park. The current playground was installed in 1994 and is in need of replacement. This has been identified as one of the priority projects in the Parks Master Plan.										
Street Sign Upgrades	S&E	IBS	\$12,500					\$12,500	None	
Upgrade street signs incrementally to incorporate a new color scheme and bring lettering into compliance with reflectivity										
Bike & Pedestrian Improvements	P&R	E	\$250,000					\$250,000	None	
The City has been evaluating the bicycle and pedestrian needs of the community. This annual allocation provides funding to implement recommendations of the plan. The allocation was increased to provide funding for recommendations from the Bike and Pedestrian Master Plan.										
2024 Total - Projects			\$2,045,500	\$50,000	\$25,000	\$0	\$0	\$2,120,500		
Year: 2025										
Building Improvement Program	S&E	EBS	\$200,000					\$200,000	Continuation of annual program	
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.										
Fire Station Emergency Generator	Fire	EBS	\$250,000					\$250,000	New	
This project replaces the current generator, which is 28 years old and is approaching the end of its service life										

## 2021-2025 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total	Change from 2020-24 CIP	
			CIP Fund	Bonds	Assessment	License Tax	Other			
Year: 2025										
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000			\$900,000	Continuation of annual program	
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$300,000 in 2025 are planned to be transferred into the CIP Fund to help fund this project.										
Water Line Improvements: Park Overlook Drive (construction)	S&E	EBS		\$1,200,000				\$1,200,000	Changed from general allocation of \$500,000 to specific projects	
This project replaces the water line on Park Overlook Drive from Andover Street to Indianola Avenue.										
Linworth Park Playground Replacement	P&R	IBS	\$150,000					\$150,000	New	
This replaces the existing Linworth Park playground. It was installed in 1998 and is in need of replacement.										
Security System Improvements	S&E	IBS	\$50,000					\$50,000	Continuation of bi-annual program	
Bi-annual allocation to implement recommendations from the 2013 Building Security Assessment. Items include key card access for City buildings and camera systems for buildings that do not currently have them.										
Bike & Pedestrian Improvements	P&R	E	\$250,000					\$250,000	Continuation of annual program	
The City has been evaluating the bicycle and pedestrian needs of the community. This annual allocation provides funding to implement recommendations of the plan. The allocation was increased to provide funding for recommendations from the Bike and Pedestrian Master Plan.										
2025 Total - Projects			\$1,775,000	\$1,200,000	\$25,000	\$0	\$0	\$3,000,000		

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2021								
Computer Replacement Program	A/IT	\$42,000					\$42,000	Reduced from \$60,000
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.								
Server and Network	A/IT	\$28,000					\$28,000	Reduced from \$40,000
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Division. This is an annual program to provide for growth and programmatic renewal.								
Fire Initial Issue	FD	\$18,000					\$18,000	None
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.								
Firefighter Protection Equipment	FD	\$45,000					\$45,000	None
Firefighter Personal Protective Equipment/Structural firefighting gear								
Mobile Data Terminals for Fire Vehicles	FD	\$25,000					\$25,000	Partial amount planned for 2020 was delayed to 2021
Mobile data terminals (computers) in three vehicles (CF102, Engine 102 and Medic 103) were scheduled for replacement in 2020 but were delayed to 2021 due to the financial impact of COVID-19.								
SCBA Filling Station	FD	\$41,000					\$41,000	None
Replacement of the breathing air system air compressor and cascade bottles								
Self Contained Breathing Apparatus (SCBAs)	FD	\$300,000					\$300,000	Delayed from 2020
Replacement of breathing apparatus the firefighters use to protect themselves from smoke and other harmful chemicals. The SCBA equipment is over ten years old and at the end of its useful life.								
SUV (C101/0521)	FD	\$45,000					\$45,000	Reduced \$17,000 from \$62,000 due to less upfitting
Replacement of a 2008 Tahoe Command Vehicle.								
Community Center Basketball Backboards/Equipment	P&R	\$32,000					\$32,000	Increased by \$1,000
Replacement of all eight electronically operated basketball backboards, operators, pullies, cables, and relays in the Community Center gymnasiums. This price includes installation.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2021								
Community Center Digital Screen Replacement	P&R	\$10,500					\$10,500	None
Existing screens are discontinued and no longer have software support. New technology would allow us to continue utilizing the screens for class/rental locations/times, promotion, patron information and updates.								
Community Center Fitness Equipment	P&R	\$129,000					\$129,000	Reduced from \$131,000
Replacement of select fitness equipment on the fitness floor at the Community Center. All of the cardio and selectorized equipment is typically replaced every five years.								
Community Center Variable Speed Drives Replacement	P&R	\$17,000					\$17,000	None
Replacement of four VFD (variable speed drives) in the Community Center. These are all original to the building (2002) and have a life expectancy of 8-10 years. These drives control the amount of energy used by the motor and pumps for the pool and HVAC system.								
Small Equipment Replacement	P&R	\$15,000					\$15,000	None
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.								
Turf Mowers	P&R	\$14,000					\$14,000	None
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.								
Blood Alcohol Testing Equipment	PD	\$15,000					\$15,000	New
The Ohio Department of Health is discontinuing service of the current blood alcohol content testing devices, thus replacement equipment is needed.								
Mobile Data Terminals - Police	PD	\$25,500					\$25,500	None
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.								
Police Cruisers	PD	\$148,000					\$148,000	Reduced \$9,000 from \$157,000
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2021								
Police Initial Issue	PD	\$30,000					\$30,000	Increased from \$20,000
Anticipation of the need to hire three officers to fill vacancies from officer/staff retirements. This funding covers costs to outfit new officers with all uniform requirements other than a ballistic vest, which are included in operating as part of the collective bargaining agreement.								
1 Ton Dump w/Plow & Spreader (#0433)	S&E	\$114,000					\$114,000	None
Replacement of a 2012 F550 utilized daily for Service maintenance work, leaf collection and snow removal.								
Small Equipment Replacement	S&E	\$10,000					\$10,000	None
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.								

2021 Total - Equipment      \$1,104,000      \$0      \$0      \$0      \$0      **\$1,104,000**

<b>Year: 2022</b>								
<b>Computer Replacement Program</b>	A/IT	\$25,000					<b>\$25,000</b>	Reduced from \$60,000
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.								
<b>Municipal Building Furniture</b>	A/IT	\$21,000					<b>\$21,000</b>	None
This item replaces the three tables and the four chairs in the audience area of the City Council Chambers, plus it replaces the audience chairs with chairs that can be stacked, making the room more functional for various types of meetings.								
<b>Payroll &amp; Accounting Software</b>	A/IT	\$220,000					<b>\$220,000</b>	Delayed from 2021; increased from \$200,000
The Finance Department's accounting and payroll software was last updated in 2009. The current software supplied by CMI is run on jBASE which will no longer be supported effective December 2022. Additionally, CMI is moving to an updated product and will soon stop supporting the current version of Client Server.								
<b>Server and Network</b>	A/IT	\$90,000					<b>\$90,000</b>	Increased from \$55,000
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Division. This is an annual program to provide for growth and programmatic renewal.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2022								
Cardiac Monitor/Defibrillators	FD	\$90,000					\$90,000	None
Replacement of three cardiac monitor/defibrillator units that will be 11 years old at this time. Life expectancy and usage for FDA approved patient care devices such as these is 10 years. It is anticipated with the change of ownership of Physio-Control that by 2022 (if not sooner) the current equipment we have and use daily on the Medic units will be obsolete.								
Fire Initial Issue	FD	\$18,000					\$18,000	None
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.								
Firefighter Protection Equipment	FD	\$45,000					\$45,000	Increased to \$45,000 from \$38,000.
Firefighting personal protection/gear to keep with our current PPE replacment program								
Physical Fitness Equipment	FD	\$10,600					\$10,600	None
Replacement of an elliptical machine and a second treadmill								
SCBA Filling Station	FD	\$42,500					\$42,500	(Applying for FEMA grant - Fall 2020)
Replacement of the breathing air system air compressor and cascade bottles								
Small Equipment Replacement	FD	\$10,000					\$10,000	None
Replacement of various small equipment in the Fire Division.								
SUV (C102/0522)	FD	\$52,000					\$52,000	Reduced from \$62,000 due to lighter upfit
Replacement of the Assistant Chief vehicle, including lighting, graphics, and radio.								
Community Center Cooling Tower Motor	P&R	\$50,500					\$50,500	None
The Community Center Cooling Tower provides air conditioning to the facility. The motor in the tower is starting to go bad and has a 15-20 year life expectancy. It is 16 years old and will likely go out in the next few years. These funds would replace the motor and prolong the life of the overall cooling tower.								
Community Center Fitness Equipment	P&R	\$141,000					\$141,000	None
Replacement of select fitness equipment on the fitness floor at the Community Center. All of the cardio and selectorized equipment is typically replaced every five years.								



## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2022								
Park Drinking Fountain Replacement	P&R	\$12,500					\$12,500	None
As recommended in Parks Master Plan, many of our park drinking fountains need replaced. This funding allows for the replacement of one park drinking fountain.								
Parks Wide Area Mower (#0261)	P&R	\$75,000					\$75,000	None
Replacement of a 2012 Wide Area Mower which will be at the end of its useful life. It is used to mow parks and fields throughout the city.								
Small Equipment Replacement	P&R	\$15,000					\$15,000	None
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.								
Turf Mowers	P&R	\$14,000					\$14,000	None
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.								
Planning & Building Copier	P&B	\$12,500					\$12,500	New
Replacing the 2015 Planning & Building copier and the 2013 Law copier with one new copier that would be shared by both departments. The Planning & Building copier was switched with the Law copier due to the volume of copies and issues with the 2015 Planning & Building copier. Both departments will share in the cost and maintenance of the new copier.								
Planning & Building Training Room Furniture	P&B	\$15,000					\$15,000	Increased from \$13,000
This item replaces 10 tables and 30 chairs and adds one (4'x6') aluminum frame magnetic whiteboard. This replaces the 25 year old furniture that was previously located at City Hall in the Training Room.								
Mobile Data Terminals - Police	PD	\$26,000					\$26,000	None
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.								
Police Chemical Suits	PD	\$15,000					\$15,000	None
Ten-year replacement of officers' chemical suits.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2022								
Police Cruisers	PD	\$152,500					\$152,500	Reduced from \$160,000
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.								
3/4 Ton Pickup (#435)	S&E	\$60,000					\$60,000	Lowered \$10,000 due to differently configured vehicle.
Replacement of a 2011 Chevrolet 1500 pickup truck. Spec for buildings maintenance, to help expedite service. Pickup to be upfitted with a utility body and a liftgate.								
Copier	S&E	\$12,500					\$12,500	New
Replacement of the Service and Engineering copier. Used for daily operations.								
Hot Plastic Applicator (#0488)	S&E	\$17,000					\$17,000	Increased from \$16,000
Replacement of the 2007 Trantexx Street Striping machine.								
Small Equipment Replacement	S&E	\$10,000					\$10,000	None
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.								

2022 Total - Equipment      \$1,252,600      \$0      \$0      \$0      \$0      **\$1,252,600**

<b>Year: 2023</b>								
<b>Computer Replacement Program</b>	A/IT	\$35,000					<b>\$35,000</b>	Reduced from \$60,000
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.								
<b>Server and Network</b>	A/IT	\$15,000					<b>\$15,000</b>	None
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Building. This is an annual program to provide for growth and programmatic renewal.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2023								
3/4 Ton Pickup (SC 101)	FD	\$63,000					\$63,000	Accelerated from 2024; increased from \$62,000
Replacement of a 2008 1/2 Ton Pickup. Slightly larger truck to tow boat(s) safely.								
ATV Type Unit with Trailer (530)	FD	\$36,000					\$36,000	None
Replacement for the golf cart with cot. The upgrade to an ATV-type unit will enable transport over roadways to reach partner agencies events.								
Fire Initial Issue	FD	\$18,000					\$18,000	None
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.								
Firefighter Protection Equipment	FD	\$45,000					\$45,000	None
Structural firefighting personal protection/gear								
Medic Vehicle (M103/#0513)	FD	\$250,000					\$250,000	Reduced from \$340,000. Will rehab and re-chassis. Delayed from 2022
Replacement of a 2013 F550 Medic and Body (M103/#0513) with a Stryker Lift cot								
Small Equipment Replacement	FD	\$10,000					\$10,000	None
Replacement of various small equipment in the Fire Division.								
SUV (#0525/ P101)	FD	\$52,000					\$52,000	Reduced from \$62,000 due to lighter upfit
Replacement of P101 2008 Chevrolet Tahoe and Up-Fit.								
Vehicle Extrication Hydraulic Tools	FD	\$62,000					\$62,000	None
Replacement of hydraulic vehicle extrication tools that have exceeded life cycle								
Water Rescue Boats	FD	\$36,000					\$36,000	None
Replacement of the existing boat and potential addition a second type. This includes a trailer for the boat(s). The Fire Division has identified several types of bodies of water that require different types of boats to effect a water rescue.								
Community Center Copier	P&R	\$16,000					\$16,000	New
Replacement of the color copier at the Community Center. The copier typically is replaced every rive years.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2023								
Dump Trailer (#252T)	P&R	\$9,600					\$9,600	None
Replacement of a 2012 Carry-On Dump Trailer								
Griswold Center Fitness Equipment Replacement	P&R	\$20,600					\$20,600	None
Replacement of the equipment in the Griswold Center fitness room. The equipment is replaced on a five year cycle and the last replacement occurred in 2017.								
Small Equipment Replacement	P&R	\$15,000					\$15,000	None
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.								
Turf Mowers	P&R	\$14,000					\$14,000	None
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.								
Mobile Data Terminals - Police	PD	\$26,500					\$26,500	None
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.								
Police Cruisers	PD	\$157,000					\$157,000	Reduced from \$162,000
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.								
Police Sedan (#0330)	PD	\$33,500					\$33,500	None
Replacement of a 2012 Ford Fusion and Emergency Lighting								
Police Sedan (#0332)	PD	\$33,500					\$33,500	None
Replacement of a 2012 Ford Fusion and Emergency Lighting								
Small Equipment Replacement	S&E	\$10,000					\$10,000	None
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2023								
UTV (0480)	S&E	\$18,500					\$18,500	Delayed from 2021; increased from \$16,500
Replacement of a 2004 Kubota RTV900W. Used for daily operations.								
2023 Total - Equipment		\$976,200	\$0	\$0	\$0	\$0	\$976,200	
Year: 2024								
Computer Replacement Program	A/IT	\$30,000					\$30,000	Reduced from \$60,000
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.								
Server and Network	A/IT	\$15,000					\$15,000	None
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Building. This is an annual program to provide for growth and programmatic renewal.								
Engine Rescue (E102/0512)	FD	\$725,000					\$725,000	None
Replacement of a 2006 Spartan Gladiator Engine Rescue								
Fire Initial Issue	FD	\$18,000					\$18,000	None
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.								
Firefighter Personal Protective Equipment	FD	\$45,000					\$45,000	None
Firefighting personal protection/gear to keep with our current PPE replacment program								
Small Equipment Replacement	FD	\$15,000					\$15,000	None
Replacement of various small equipment in the Fire Division.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2024								
Community Center Fitness Equipment	P&R	\$15,500					\$15,500	New
Replacement of free weight equipment including hand weights and power racks. This type of equipment is typically replaced every 7-8 years.								
Griswold Center Copier	P&R	\$16,000					\$16,000	New
Replacement of the color copier at the Griswold Center. The current copier was purchased in 2019. We typically replace the copier every five years.								
Parks Truck (#0248)	P&R	\$41,000					\$41,000	None
Replacement of 2011 Parks Truck F250								
Small Equipment Replacement	P&R	\$15,000					\$15,000	None
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.								
Trailer #0261T	P&R	\$9,600					\$9,600	None
Replacement of 2012 Parks 6 Ton Trailer								
Turf Mowers	P&R	\$14,000					\$14,000	None
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.								
UTV #0282	P&R	\$15,500					\$15,500	None
Replacement of a 2008 RTV900. Used daily in Parks operations								
Zoning Vehicle (0116)	P&B	\$29,000					\$29,000	None
Replacement of 2011 Pickup #0116								



## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2024								
Mobile Data Terminals - Police	PD	\$27,000					\$27,000	None
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.								
Police Cruisers	PD	\$162,000					\$162,000	Reduced from \$164,000
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.								
Sedan (#0331)	PD	\$34,500					\$34,500	None
Replacement of a 2013 Taurus with Fusion and equipment								
Sedan (#0334)	PD	\$34,500					\$34,500	None
Replacement of a 2013 Taurus with Fusion and equipment								
Police Truck (#0326)	PD	\$51,500					\$51,500	None
Replacement of a2013 1/2 ton 4x4 quad cab pickup and police equipment.								
3/4 Ton Pickup (0434)	S&E	\$43,500					\$43,500	Delayed from 2023
Replacement of a 2011 1/2 Ton Pickup. Used daily for service operations.								
Backhoe (0458)	S&E	\$93,000					\$93,000	Delayed from 2023
Replacement of a 1999 John Deere 310SE Backhoe. Used for hydrant replacement and construction digs.								
Fleet Service Vehicle (0431)	S&E	\$46,500					\$46,500	Delayed from 2023; increased from \$43,500
Replacement of a 2012 E150. Used daily for fleet operations.								
Leaf Vacuum (0469)	S&E	\$69,000					\$69,000	Delayed from 2023; increased from \$62,000
Replacement of a 2008 Dinkmar Leaf Vacuum. Used heavily during leaf season.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2024								
Small Equipment Replacement	S&E	\$10,000					\$10,000	None
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.								

2024 Total - Equipment                      \$850,100   \$725,000                      \$0                      \$0                      \$0   **\$1,575,100**

<b>Year: 2025</b>								
<b>Computer Replacement Program</b>	A/IT	\$35,000					<b>\$35,000</b>	Continuation of annual program
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.								
<b>Municipal Building Pool Car (0120)</b>	A/IT	\$31,000					<b>\$31,000</b>	New
Replacement of a 2012 Ford Fusion								
<b>Server and Network</b>	A/IT	\$15,000					<b>\$15,000</b>	Continuation of annual program
Many critical public safety and administrative systems run on infrastructure housed in the data center in the police department. This is an annual program to provide for growth and programmatic renewal.								
<b>Fire Initial Issue</b>	FD	\$20,000					<b>\$20,000</b>	New
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.								
<b>Firefighter Personal Protective Equipment</b>	FD	\$48,000					<b>\$48,000</b>	New
Firefighting personal protection/gear to keep with our current PPE replacment program								
<b>Medic Vehicle (M102 / 0514)</b>	FD	\$275,000					<b>\$275,000</b>	New
Rehab and re-chassis of a 2017 F-550 Lifeline Medic. Includes a Stryker cot lift.								
<b>Small Equipment Replacement</b>	FD	\$15,000					<b>\$15,000</b>	Continuation of annual program
Replacement of various small equipment in the Fire Division.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2025								
3/4 Ton Pickup w/ Plow (241)	P&R	\$55,000					\$55,000	New
Replacement of a 2013 3/4 Ton Pickup w/ Plow. Used for daily Park operations and for snow removal.								
Aera-Vator (2133)	P&R	\$14,000					\$14,000	New
Replacement of a 1999 Aera-Vator. Aera-Vator is at the end of its useful life cycle.								
Aerator / Overseeder (2136 / 2151)	P&R	\$30,000					\$30,000	New
Replacement of a 1993 Overseeder and a 1997 Aerator. This piece of equipment replaces 2 pieces of equipment.								
Small Equipment Replacement	P&R	\$15,000					\$15,000	Continuation of annual program
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.								
Turf Mowers	P&R	\$14,000					\$14,000	Continuation of annual program
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.								
Mobile Data Terminals - Police	PD	\$27,500					\$27,500	Continuation of annual program
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.								
Police Cruisers	PD	\$167,000					\$167,000	Continuation of annual program
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.								
3/4 Ton Pickup (442)	S&E	\$46,500					\$46,500	Delayed from 2024
Replacement of a 2011 1/2 Ton Pickup. Used for daily service operations.								
3/4 Ton Pickup w/ Plow (0429)	S&E	\$52,000					\$52,000	Delayed from 2024; Increased from \$50,000
Replacement of a 2013 3/4 Ton Pickup w/ Plow. Used daily for service operations and snow removal.								
Camera Van (432)	S&E	\$300,000					\$300,000	Delayed from 2024
Replacement of a 1997 Camera Van and the camera system for evaluating the City's sewer lines.								

## Proposed 2021-2025 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total	Change from 2020-2024 CIP
		CIP Fund	Bonds	Assessment	License Tax	Other		
Year: 2025								
Facilities Management Software	S&E	\$10,000					\$10,000	New
This system will optimize the maintenance operations of city buildings. A database will be created that will included an inventory of all assets. The inventory will include information necessary to strategically operate & maintain City assets.								
Garage Door Openers	S&E	\$114,000					\$114,000	New
With 38 overhead doors in the city, of which the majority are original door openers from when the buildings were built, many are nearing or beyond their expected life. This item provides funding for the replacement of the door openers.								
Plow Truck (447)	S&E	\$195,000					\$195,000	New.
Replacement of a 2013 International plow tuck. Used heavily during leaf and snow seasons.								
Service Department Sedan (0418)	S&E	\$31,000					\$31,000	Delayed from 2024
Replacement of a 2012 Ford Fusion.								
Small Equipment Replacement	S&E	\$10,000					\$10,000	Continuation of annual program
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.								
Stump Grinder (0495)	S&E	\$75,000					\$75,000	New
Replacement of a 2007 Carlton stump grinder. Used by the Service and Parks Departments for tree removal.								
2025 Total - Equipment		\$1,595,000	\$0	\$0	\$0	\$0	\$1,595,000	

## Proposed 2021-2025 CIP Fund Cash Flow

	Revenue	2021	2022	2023	2024	2025
	Income Tax	\$5,296,100	\$5,375,542	\$5,483,052	\$5,620,129	\$5,760,632
	MMVLT	\$150,000	\$300,000	\$300,000	\$300,000	\$300,000
	License Tax Reimbursement		\$300,000			
	Debt Proceeds	\$5,807,155	\$3,600,000		\$2,375,000	
	Other Revenue	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
	<b>TOTAL REVENUE</b>	<b>\$11,308,255</b>	<b>\$9,630,542</b>	<b>\$5,838,052</b>	<b>\$8,350,129</b>	<b>\$6,115,632</b>

Cat.	Dept.	Projects	2021	2022	2023	2024	2025
LM	S&E	Grit Pad Installation & Service Yard Improvements		\$50,000			
LM	S&E	Kenyonbrook Trunk Sewer Improvement	\$25,000	\$2,100,000			
LM	S&E	Sanitary Sewer Repair & Rehabilitation	\$1,000,000				
EBS	S&E	Arterial Improvements: High, South Corp - South St.				\$450,000	
EBS	S&E	Arterial Improvements: Huntley, Schrock-RR; Schrock		\$650,000			
EBS	S&E	Arterial Pavement Preservation	\$200,000				
EBS	S&E	Building Improvement Program	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
EBS	P&R	Community Center Carpet Replacement				\$135,000	
EBS	P&R	Community Center Fitness Floor Painting		\$15,500			
EBS	P&R	Community Center Locker Room Painting		\$10,000			
EBS	P&R	Community Center North Locker Room Improvements			\$28,500		
EBS	P&R	Community Center Pools Resurfacing	\$125,000				
EBS	P&R	Community Center South End Door Replacement	\$53,000				
EBS	S&E	Community Center Window & Door Replacement	\$102,000				
EBS	S&E	Fire Hydrant Replacement & Painting	\$25,000	\$25,000	\$25,000	\$25,000	
EBS	FD	Fire Station Apparatus Bay Floor Renovation		\$25,500			
EBS	FD	Fire Station Emergency Generator					\$250,000
EBS	S&E	Fire Station HVAC			\$310,000		
EBS	S&E	Fire Station Hot Water Boiler	\$335,000				
EBS	S&E	Griswold Center HVAC System	\$225,000		\$305,000		
EBS	S&E	Giswold Center Hot Water Boiler		\$325,000			
EBS	S&E	Municipal Building HVAC System	\$120,000	\$170,000	\$150,000		
EBS	S&E	Planning & Building HVAC System	\$80,000	\$160,000			
EBS	S&E	Service & Engineering Building II Concrete Replacement				\$106,000	
EBS	S&E	Service & Engineering Building HVAC	\$125,000		\$300,000		
EBS	S&E	Street & Sidewalk Improvement Program	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
EBS	S&E	Traffic Signal Improvement Program		\$50,000		\$50,000	
EBS	S&E	Water Line Improvements: Colonial Ave. & Foster Ave.	\$1,550,000				
EBS	S&E	Water Line Improvements: Meadoway Park & Park Blvd.		\$50,000	\$1,600,000		
EBS	S&E	Water Line Improvements: Park Overlook Drive				\$50,000	\$1,200,000
EBS	S&E	Rush Run Stream - Huntley Bowl Improvements	\$435,000				
EBS	S&E	Windows & Doors - Municipal Building & Griswold Center	\$425,000				
IBS	P&R	Community Center Wood Floor Renovation			\$32,000		
IBS	P&R	East Granville Road Park Playground Replacement			\$105,000		
IBS	FD	Fire Station Bunk Room Renovations			\$105,000		
IBS	FD	Fire Station Restroom/Shower Rehabilitation - 1st Floor			\$64,000		
IBS	FD	Fire Station Restroom Renovation - 1st Floor				\$32,000	
IBS	P&R	Linworth Park Playground Replacement					\$150,000
IBS	P&R	McCord Park Renovations	\$1,800,000				
IBS	P&R	Perry Park Playground Replacement		\$280,000			
IBS	S&E	Security System Improvements	\$50,000		\$50,000		\$50,000
IBS	P&R	Selby Park Renovations Design		\$60,000			
IBS	P&R	Shaker Square Playground Replacement				\$110,000	
IBS	S&E	Street Sign Upgrades				\$12,500	
E	P&R	Bike & Pedestrian Improvements	\$100,000	\$150,000	\$150,000	\$250,000	\$250,000
E	P&B	Community Wayfinding Signage		\$30,000	\$30,000		
E	S&E	SR-161 & Linworth Road Intersection			TIF		
		<b>TOTAL PROJECTS</b>	<b>\$7,875,000</b>	<b>\$5,251,000</b>	<b>\$4,354,500</b>	<b>\$2,320,500</b>	<b>\$3,000,000</b>

Equipment	2021	2022	2023	2024	2025
<b>ADMINISTRATION/IT</b>					
Computer Replacement Program	\$42,000	\$25,000	\$35,000	\$30,000	\$35,000
Municipal Building Furniture Replacement		\$21,000			
Municipal Building Pool Car					\$31,000
Payroll & Accounting Software		\$220,000			
Server & Network	\$28,000	\$90,000	\$15,000	\$15,000	\$15,000
<b>FIRE</b>					
3/4 Ton Pickup (SC101/#0520)			\$63,000		
ATV Type Unit with Trailer (replace golf cart)			\$36,000		
Cardiac Monitor/Defibrillators		\$90,000			
Engine Rescue (E102/0512)				\$725,000	
Fire Initial Issue	\$18,000	\$18,000	\$18,000	\$18,000	\$20,000
Firefighter Protection Equipment	\$45,000	\$45,000	\$45,000	\$45,000	\$48,000
Medic Vehicle (#0513/M102)			\$250,000		
Medic Vehicle (#0514)					\$275,000
Mobile Data Terminals for Fire Vehicles	\$25,000				
Physical Fitness Equipment		\$10,600			
SCBA Filling Station	\$41,000	\$42,500			
Self Contained Breathing Apparatus	\$300,000				
Small Equipment Replacement		\$10,000	\$10,000	\$15,000	\$15,000
SUV (C101/0521)	\$45,000				
SUV (C102/0522)		\$52,000			
SUV (P101/0525)			\$52,000		
Vehicle Extrication Hydraulic Tools			\$62,000		
Water Rescue Boats			\$36,000		
<b>PARKS &amp; RECREATION</b>					
3/4 Ton Pickup with Plow					\$55,000
Aera-Vator (#2133)					\$14,000
Aerator/Overseeder (#2136/2151)					\$30,000
Community Center Basketball Backboards/Equipment	\$32,000				
Community Center Cooling Tower Motor		\$50,500			
Community Center Copier			\$16,000		
Community Center Digital Screens	\$10,500				
Community Center Fitness Equipment	\$129,000	\$141,000		\$15,500	
Community Center Variable Speed Drives Replacement	\$17,000				
Dump Trailer (#252T)			\$9,600		
Griswold Copier				\$16,000	
Griswold Fitness Equipment			\$20,600		
Park Drinking Fountains		\$12,500			
Parks Truck (#0248)				\$41,000	
Parks Wide Area Mower (#0261)		\$75,000			
Small Equipment Replacement	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Trailer #0261T				\$9,600	
Turf Mowers (2)	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
UTV #0208				\$15,500	
<b>PLANNING &amp; BUILDING</b>					
Copier Replacement		\$12,500			
Training Room Furniture		\$15,000			
Staff Vehicle (Zoning)				\$29,000	
<b>POLICE</b>					
Blood Alcohol Testing Equipment	\$15,000				
Mobile Data Terminals - Police	\$25,500	\$26,000	\$26,500	\$27,000	\$27,500
Police Chemical Suits		\$15,000			
Police Cruiser Replacement	\$148,000	\$152,500	\$157,000	\$162,000	\$167,000
Police Initial Issue Equipment	\$30,000				
Police Sedan (#0330)			\$33,500		
Police Sedan (#0332)			\$33,500		
Police Sedan (#0331)				\$34,500	
Police Sedan (#0334)				\$34,500	



<b>Equipment</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Police Truck (#1326)				\$51,500	
<u>SERVICE &amp; ENGINEERING</u>					
3/4 Ton Pickup Truck (#434)				\$43,500	
3/4 Ton Pickup Truck (#435)		\$60,000			
3/4 Ton Pickup Truck (#442)					\$46,500
3/4 Ton Pickup with Plow (#0429)					\$52,000
1 Ton Dump w/ plow & spreader (#0433)	\$114,000				
Backhoe (#0458)				\$93,000	
Camera Van (#0432)					\$300,000
Copier Replacement		\$12,500			
Facilities Management Software					\$10,000
Fleet Service Vehicle (#0431)				\$46,500	
Garage Door Openers					\$114,000
Hot Plastic Applicator		\$17,000			
Leaf Vacuum (#0469)				\$69,000	
Plow Truck					\$195,000
Service Dept. Sedan (#0418)					\$31,000
Small Equipment Replacement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Stump Grinder					\$75,000
UTV (#0480)			\$18,500		
<b>TOTAL EQUIPMENT</b>	<b>\$1,104,000</b>	<b>\$1,252,600</b>	<b>\$976,200</b>	<b>\$1,575,100</b>	<b>\$1,595,000</b>

<b>TOTAL PROJECTS</b>	<b>\$7,875,000</b>	<b>\$5,251,000</b>	<b>\$4,354,500</b>	<b>\$2,320,500</b>	<b>\$3,000,000</b>
<b>TOTAL EQUIPMENT</b>	<b>\$1,104,000</b>	<b>\$1,252,600</b>	<b>\$976,200</b>	<b>\$1,575,100</b>	<b>\$1,595,000</b>
Debt Service Transfers	\$1,365,262	\$723,395	\$876,234	\$1,272,741	\$1,214,501
OPWC Loan Payments	\$28,300	\$28,300	\$28,300	\$28,300	\$28,300
Lease Payments	\$260,000	\$260,000	\$260,000	\$260,000	\$260,000
CIP Administration	\$485,000	\$485,000	\$500,000	\$521,000	\$537,000
<b>TOTAL CIP EXPENDITURES</b>	<b>\$11,117,562</b>	<b>\$8,000,295</b>	<b>\$6,995,234</b>	<b>\$5,977,641</b>	<b>\$6,634,801</b>
<b>REVENUE MINUS EXPENDITURES</b>	<b>\$190,693</b>	<b>\$1,630,247</b>	<b>-\$1,157,182</b>	<b>\$2,372,488</b>	<b>-\$519,169</b>
<b>BALANCE</b>	<b>\$2,328,543</b>	<b>\$3,958,790</b>	<b>\$2,801,608</b>	<b>\$5,174,096</b>	<b>\$4,654,927</b>

<b>Without Debt Proceeds &amp; Bonded Expenditures</b>					
<b>REVENUE</b>	<b>\$6,351,100</b>	<b>\$6,030,542</b>	<b>\$5,838,052</b>	<b>\$5,975,129</b>	<b>\$6,115,632</b>
<b>PROJECTS</b>	<b>\$3,090,000</b>	<b>\$3,101,000</b>	<b>\$2,754,500</b>	<b>\$2,270,500</b>	<b>\$1,800,000</b>
<b>EQUIPMENT</b>	<b>\$1,104,000</b>	<b>\$1,252,600</b>	<b>\$976,200</b>	<b>\$850,100</b>	<b>\$1,595,000</b>
Debt Service Transfers	\$1,365,262	\$723,395	\$876,234	\$1,272,741	\$1,214,501
OPWC Loan Payments	\$28,300	\$28,300	\$28,300	\$28,300	\$28,300
Lease Payments	\$260,000	\$260,000	\$260,000	\$260,000	\$260,000
CIP Administration	\$485,000	\$485,000	\$500,000	\$521,000	\$537,000
<b>EXPENDITURES</b>	<b>\$6,332,562</b>	<b>\$5,850,295</b>	<b>\$5,395,234</b>	<b>\$5,202,641</b>	<b>\$5,434,801</b>
<b>REVENUE MINUS EXPENDITURES</b>	<b>\$18,538</b>	<b>\$180,247</b>	<b>\$442,818</b>	<b>\$772,488</b>	<b>\$680,831</b>
<b>BALANCE WITHOUT BONDS</b>	<b>\$2,156,388</b>	<b>\$2,336,635</b>	<b>\$2,779,453</b>	<b>\$3,551,941</b>	<b>\$4,232,772</b>
<b>FUND BALANCE % OF EXPENDITURES</b>	<b>34%</b>	<b>40%</b>	<b>52%</b>	<b>68%</b>	<b>78%</b>

*Italics = Items to be bonded or otherwise financed*

**Cat. Key:** PPC = Previous Project Commitments; LM = Legal Mandate; EBS = Essential for Basic Services; IBS = Improvement to Basic Services; E = Enhancement/Discretionary; AP = Assessment Project; NFR = Need for Further Review



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: December 3, 2020

To: Matthew H. Greeson, City Manager

From: Tom Lindsey, Law Director

Subject: Resolution – Notifications to Council regarding police operations

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**EXECUTIVE SUMMARY**

This resolution would require that City Council be notified regarding police operations related to protests and demonstrations.

**RECOMMENDATION**

Introduce and adopt as presented

**BACKGROUND/DESCRIPTION**

Earlier this fall Council Member Robinson proposed that City Council consider legislation related to notifications to City Council concerning police operations. Last month City Council discussed the issue and directed staff to prepare legislation for City Council consideration. A draft resolution was prepared with the Whereas clauses primarily based on an email from Council Member Robinson and the operative language primarily based on Council Member Myers' suggestion during the Council meeting. The draft resolution was circulated to Council Members Kowalczyk, Myers, and Robinson who have been discussing various police related issues. The resolution in the packet includes edits to the draft resolution suggested by Council Member Robinson.

The resolution requires the Chief of Police to notify the City Manager and the City Manager to notify City Council regarding certain police operations. The notification

would be required when Worthington police officers anticipate, are engaged in, or have engaged in operations related to protests and demonstration. The requirement would apply for protests and demonstrations in Worthington, as well as when officers are providing mutual aid to another law enforcement agency for protests and demonstrations in another city.

## **ATTACHMENT(S)**

Resolution

## RESOLUTION NO. 59-2020

### A Resolution Requiring Notification of City Council Members of Police Operations Related to Protests and Demonstrations.

WHEREAS, earlier this year City Council passed Resolution 27-2020 condemning racism in all its forms and affirming the constitutional rights of the citizens to peacefully assemble and protest against injustice; and,

WHEREAS, the deaths of George Floyd, Breonna Taylor, and other persons of color, along with a highly contentious presidential election, have resulted in numerous protests and demonstrations in Worthington, central Ohio, and around the country; and,

WHEREAS, while protests and demonstrations in Worthington have generally been peaceful and well managed, some protests and demonstrations in Columbus and around the country, though largely peaceful, have resulted in physical confrontations between law enforcement and protestors; and,

WHEREAS, these confrontations have raised important issues regarding the exercise of civil rights and the role of law enforcement in their protection, resulting in greater awareness of the need for civilian oversight of law enforcement activities related to the exercise of basic civil rights; and,

WHEREAS, civilian oversight is not intended to hamstring law enforcement officers, nor to compromise their safety, but to ensure that the City's police officers are deployed in a manner consistent and supportive of the City's mission and our community values, particularly when engaged in a support role in other police jurisdictions; and,

WHEREAS, Council understands the basic utility of the City's current mutual aid agreements to provide the participating law enforcement agencies with greater efficiencies and capabilities than any one agency could provide on its own; and,

WHEREAS, the purpose of this Resolution is not to question or criticize past actions of the dedicated men and women that serve in the Worthington Division of Police, but rather to ensure that the City's elected officials are promptly notified when the City's police officers are responding to protests and demonstrations;

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

SECTION 1. That the Chief of Police shall notify the City Manager at the earliest time possible whenever officers of the Worthington Division of Police, anticipate, are engaged in, or have engaged in operations, related to a protest or demonstration.

RESOLUTION NO. 59-2020

SECTION 2. That the City Manager shall notify the members of City Council at the earliest time possible whenever the City Manager has been notified or becomes aware that officers of the Worthington Division of Police anticipate, are engaged in, or have engaged in operations, related to a protest or demonstration.

SECTION 3. That the notifications in Sections 1 and 2 shall also be required whenever Worthington officers have been requested to provide mutual aid assistance to another law enforcement agency in support of operations related to a protest or demonstration, regardless of whether the Worthington officers are directly or indirectly engaged in responding to such events.

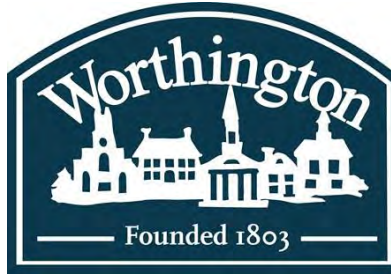
SECTION 4. This resolution shall take effect the earliest opportunity allowed by law.

Adopted \_\_\_\_\_

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

Attest

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



**STAFF MEMORANDUM**  
**City Council Meeting – December 7, 2020**

Date: November 30, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance 51-2020 – Appropriation – New & Replacement Equipment & Various Projects

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**EXECUTIVE SUMMARY**

This Ordinance appropriates funds to procure the new and replacement equipment provided in the Capital Improvement Plan (CIP) for Fiscal Year 2021. This Ordinance also appropriates funds for multiple projects identified in the 2021-2025 CIP.

**RECOMMENDATION**

Introduce for Public Hearing on December 14<sup>th</sup>, 2020.

**BACKGROUND/DESCRIPTION**

In addition to appropriating funds for the 2021 New and Replacement Equipment program, this Ordinance appropriates funds for the CIP projects listed below. Funding for additional projects, where expenses are expected to exceed the \$50,000 competitive bid threshold will be appropriated throughout the year. The projects funded with this Ordinance are:

1. 2021 Building Improvement Program
2. Kenyonbrook Trunk Sewer Design
3. Fire Hydrant Replacement and Painting
4. Security System Improvements

**ATTACHMENTS**

Ordinance No. 51-2020



## Equipment List

## ORDINANCE NO. 51-2020

Amending Ordinance No. 44-2020 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2021 New and Replacement Equipment Items and for Certain Projects as Identified in the 2021 Five-Year Capital Improvements Program and all Related Expenses and Determining to Proceed with said Projects.

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8120.533439 the sum of One Million One Hundred Four Thousand Dollars (\$1,104,000.00) to pay the cost of 2021 New and Replacement Equipment items on the list attached hereto. The amounts shown are estimates with final costs to be within 10% of each item.

SECTION 2. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533440 the sum of Two Hundred Thousand Dollars (\$200,000.00) to pay the cost of the 2021 Building Improvement Program and all Related Expenses (Project No. 713-21).

SECTION 3. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8170.533441 the sum of Twenty-Five Thousand Dollars (\$25,000.00) to pay the cost of the Design for the Improvements to the Kenyonbrook Trunk Sewer and all related Expenses (Project No. 714-21).

SECTION 4. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533391 the sum of Twenty-Five Thousand Dollars (\$25,000.00) to pay the cost of the Fire Hydrant Replacement and Painting and all Related Expenses (Project No. 661-18).

SECTION 5. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533442 the sum of Fifty Thousand Dollars (\$50,000.00) to pay the cost of the Security System Improvements and all Related Expenses (Project No. 715-21).

ORDINANCE NO. 51-2020

SECTION 6. For purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Projects, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 7. 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 – December 7, 2020**

Date: December 2, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance 52-2020 – Coronavirus Relief Fund Appropriation

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**EXECUTIVE SUMMARY**

This Ordinance appropriates CARES Act funding received in the Coronavirus Relief Fund for expenditures incurred due to the public health emergency with respect to COVID-19.

**RECOMMENDATION**

Introduce for Public Hearing on December 14<sup>th</sup>, 2020.

**BACKGROUND/DESCRIPTION**

With the passage of Resolution No. 31-2020, the Worthington City Council requested CARES Act funding for expenditures incurred as a result of the Covid-19 pandemic. The City has received three previous distribution of CARES Act funding, totaling \$1,352,272. On November 30<sup>th</sup>, 2020 the City received a fourth distribution of CARS Act funds for an additional \$63,899.94. This legislation would appropriate the funds received in the fourth distribution.

This legislation is being introduced blank and will be amended to fill the appropriation amounts during the public hearing.

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

Additional appropriation in the Coronavirus Relief Fund (Fund #222)

**ATTACHMENTS**

Ordinance No. 52-2020

ORDINANCE NO. 52-2020

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the Coronavirus Relief Fund Unappropriated Balance.

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

WHEREAS, the City of Worthington passed Resolution No. 31-2020 requesting Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Funding; and

WHEREAS, with the passage of Resolution No. 31-2020, the Worthington City Council affirmed that the City will spend funding only on qualified expenses; and

WHEREAS, any unspent balance of the funds received are required to be returned to the State Treasury by December 28, 2020.

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

SECTION 1. That there be and hereby is appropriated from the Coronavirus Relief Fund unappropriated balances to:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
	<b>Coronavirus Relief Fund Total</b>	<b>\$</b>

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