



City Council Agenda

Monday, December 11, 2023 at 7:00 pm

6550 N. High Street, Worthington, Ohio 43085

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

Public Hearings on Legislation

5. Ordinance No. 37-2023 - Code Change - Parks & Recreation Commission Student Members

Amending Section 151.03 (Boards and Commissions – Parks & Recreation Commission) of the Codified Ordinances of the City of Worthington and Re-appointing Student Members to the Parks & Recreation Commission.

Executive Summary: This Ordinance amends Section 151.03 of the Codified Ordinances to indicate the student members of the Parks & Recreation Commission are to be high school students at the time of the appointment and re-appoints two student members.

Recommendation: Approve as presented.

6. Ordinance No. 38-2023 Appropriation – Capital Equipment & Various Small Projects

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the Capital Improvements Fund and DUI Education Fund Unappropriated Balance to Pay the Cost of the 2024 New and Replacement Equipment Items and for Certain Projects as Identified in the 2024 Five-Year Capital Improvements Program and all Related Expenses and Determining to Proceed with said Projects.

Executive Summary: This Ordinance appropriates funds to procure the new and replacement equipment provided in the Capital Improvement Plan (CIP) for Fiscal Year 2024. This Ordinance also appropriates funds for multiple projects identified in the 2024-20278 CIP.

Recommendation: Approve as presented.

New Legislation - Resolution(s)

7. Resolution No. 69-2023 - Second Addendum to Acting City Manager Employment Agreement Services

Executive Summary: This resolution would extend the employment agreement with Acting City Manager Robyn Stewart for an additional six months or until a City Manager is appointed.

Recommendation: Introduce and approve as presented.

Reports of City Officials

8. Policy Item(s)

a. Worthington Pools

Executive Summary: Time is provided for continued discussion of the funding request from Swiminc for the outdoor pool facility on the grounds of Thomas Worthington High School. Staff is seeking direction from City Council regarding the amount of funds, if any, to be provided and the strategy for provision of the funds.

b. Proposed Bicycle Boulevard Pilot Project

Executive Summary: In March of 2023, the City engaged Burton Planning Services to aide with implementation of the Bicycle and Pedestrian Master Plan. This agenda item will present an overview of Burton's progress and present the concept of a Bicycle Boulevard Pilot project for discussion.

Recommendation: Present for discussion.

c. November 2023 Financial Report

Executive Summary: The financial report for November 2023 is attached.

Recommendation: Motion to accept as presented.

Reports of Council Members

9. Discussion Item(s)

a. Current Initiatives

Executive Summary: Time is provided, as needed, to discuss the timeline and status of current initiatives. A document displaying the timelines for the initiatives is attached.

b. Visions Implementation- Status Update

Executive Summary: Time is provided to discuss the current status and next steps for the Vision Implementation Teams.

Other Business

Executive Session

Adjournment

10. Motion to Adjourn



STAFF MEMORANDUM
City Council Meeting – December 11, 2023

Date: December 6, 2023

To: Worthington City Council

From: Robyn Stewart, Acting City Manager

Subject: ORDINANCE NO. 37-2023– CODE CHANGE – PARKS & RECREATION
COMMISSION STUDENT MEMBERS

EXECUTIVE SUMMARY

This Ordinance amends Section 151.03 of the Codified Ordinances to indicate the student members of the Parks & Recreation Commission are to be high school students at the time of the appointment and re-appoints two student members.

RECOMMENDATION

Approve as presented.

BACKGROUND/DESCRIPTION

Currently, Section 151.03 of the Codified Ordinances indicates the two student members of the Parks & Recreation Commission are to be residents of the City of Worthington and enrolled as juniors in high school at the time of their appointment or be in an equivalent grade in a district-approved home school program. This Ordinance drops the specific reference to being juniors and instead allows the appointees to be enrolled in high school or an equivalent grade in a district-approved home school program. This provides for a broader range of students that can be considered for appointment.

This Ordinance also re-appoints two current student members, C.J. Carpenter to a term expiring on December 31, 2025, and Noah Barnard to a term expiring on December 31, 2024.

ATTACHMENT(S)

Ordinance No. 37-2023

ORDINANCE NO. 37-2023

Amending Section 151.03 (Boards and Commissions – Parks & Recreation Commission) of the Codified Ordinances of the City of Worthington and Re-appointing Student Members to the Parks & Recreation Commission

WHEREAS, it is the wish of the City Council to amend the Administrative Code to provide more flexibility in the age of the student members of the Parks & Recreation Commission; and,

WHEREAS, Section 151.03(a) of the Codified Ordinances of the City of Worthington indicates student members are to be enrolled as juniors in high school at the time of their appointment or be in an equivalent grade in a district-approved home school program; and,

WHEREAS, City Council desires to be able to appoint any students enrolled in high school at the time of their appointment or be in an equivalent grade in a district-approved home school program; and,

WHEREAS, City Council desires to re-appoint the two current student members of the Parks & Recreation Commission.

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

SECTION 1. That Section 151.03(a) of the Codified Ordinances of the City of Worthington be and the same is hereby amended to read as follows:

151.03 PARKS AND RECREATION COMMISSION

(a) Members; Term. There is hereby established a Parks & Recreation Commission to be composed of nine voting members including two students who are residents of the City of Worthington and are enrolled ~~as juniors~~ in high school at the time of their appointment or who are in an equivalent grade in a district-approved home school program. All members of the Parks and Recreation Commission shall be appointed by Worthington City Council for terms of one to two years as Council shall determine and specify at the time of making such appointment, each term commencing on January 1.

SECTION 2. That Christian (C.J.) Carpenter is hereby re-appointed as a student representative to the Parks and Recreation Commission to a term expiring on December 31, 2025.

SECTION 3. That Noah Barnard is hereby re-appointed as a student representative to the Parks and Recreation Commission to a term expiring on December 31, 2024.

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

Introduced
P.H.
Effective

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – December 11, 2023

Date: December 6, 2023

To: Robyn Stewart, Acting City Manager

From: Scott F. Bartter, Finance Director

Subject: Ordinance -2023 – Appropriation – Capital Equipment & Various Small Projects

EXECUTIVE SUMMARY

This Ordinance appropriates funds to procure the new and replacement equipment provided in the Capital Improvement Plan (CIP) for Fiscal Year 2024. This Ordinance also appropriates funds for multiple projects identified in the 2024-20278 CIP.

RECOMMENDATION

Approve as presented.

BACKGROUND/DESCRIPTION

In addition to appropriating funds for the 2024 New and Replacement Equipment program, this Ordinance appropriates funds for the Capital Improvement Program 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. 2024 Building Improvement Program
2. Community Center Sidewalk Replacement
3. Fire Hydrant Replacement and Painting
4. Olentangy River Road Trail Maintenance
5. Community Center Floor Refinishing
6. Central Business District Streetscape Improvements
7. Community Center Maintenance

8. Community Wayfinding Signage
9. LED Park Lighting
10. 2024 Traffic Signal Program
11. W. Wilson Bridge Waterline Design
12. Griswold Center Improvements
13. Park Court Resurfacing

ATTACHMENTS

Ordinance No. 38-2023

ORDINANCE NO. 38-2023

Amending Ordinance No. 26-2023 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the Capital Improvements Fund and DUI Education Fund Unappropriated Balance to Pay the Cost of the 2024 New and Replacement Equipment Items and for Certain Projects as Identified in the 2024 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. 308.8120.533479 the sum of One Million Seven Hundred Sixty-One Thousand Nine Hundred Dollars (\$1,761,900.00) to pay the cost of 2024 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 DUI Education Fund Unappropriated Balance to Account No. 216.1616.533479 the sum of Five-Thousand Dollars (\$5,000.00) to pay the cost of replacement speed lasers from the 2024 New and Replacement Equipment list. The amounts shown are estimates with final costs to be within 10% of this item.

SECTION 3. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533480 the sum of Two Hundred Thousand Dollars (\$200,000.00) to pay the cost of the 2024 Building Improvement Program and all Related Expenses (Project No. 750-24).

SECTION 4. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533469 the sum of Seventeen Thousand Five Hundred Dollars (\$17,500.00) to pay the cost of replacing sidewalk and approaches outside the Community Center and all related Expenses (Project No. 740-23).

ORDINANCE NO. XX-2023

SECTION 5. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533391 the sum of Thirty-Five Thousand Dollars (\$35,000.00) to pay the cost of the Fire Hydrant Replacement and Painting and all Related Expenses (Project No. 661-18).

SECTION 6. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533481 the sum of Twenty-One Thousand Dollars (\$21,000.00) to pay the cost of the maintenance of the Olentangy River Road Trail and all related Expenses (Project No. 751-24).

SECTION 7. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533482 the sum of Forty-Nine Thousand Dollars (\$49,000.00) to pay the cost of refinishing the Community Center wood floors in the south gym, fitness studio and community room and all Related Expenses (Project No. 752-24).

SECTION 8. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533483 the sum of Fifty Thousand Dollars (\$50,000.00) to pay the cost of CBD Streetscape Improvements and all Related Expenses (Project No. 753-24).

SECTION 9. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533484 the sum of Twenty-Three Thousand Dollars (\$23,000.00) to pay the cost of flooring replacement in restrooms, vending area, upgrade lighting control panel and HVAC improvements to Trane Chiller and all Related Expenses (Project No. 754-24).

SECTION 10. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.5010.533347 the sum of Forty Thousand Dollars (\$40,000.00) to pay the cost of the Community Wayfinding Signage and all Related Expenses (Project No. 619-15).

SECTION 11. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533485 the sum of Forty Thousand Dollars (\$40,000.00) to pay the cost of LED lighting upgrades at Indianola Park, Olentangy Parklands and Wilson Hill Park and all Related Expenses (Project No. 755-24).

SECTION 12. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533452 the sum of Sixty-Two Thousand Dollars (\$62,000.00) to pay the cost of the Traffic Signal Improvement Program and all Related Expenses (Project No. 724-22).

ORDINANCE NO. XX-2023

SECTION 13. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8160.533473 the sum of Eighty-Three Thousand Dollars (\$83,000.00) to pay the cost of the design of the Water Line Improvements from Old Wilson Bridge to the Worthington Mall Entrance and all Related Expenses (Project No. 744-23).

SECTION 14. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533486 the sum of Seventy-Five Thousand Dollars (\$75,000.00) to pay the cost of Griswold Center renovations to the kitchen, restrooms and the second floor and all Related Expenses (Project No. 756-24).

SECTION 15. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533487 the sum of Ninety-One Thousand Dollars (\$91,000.00) to pay the cost of resurfacing multiple tennis and basketball courts within our Parks System and all Related Expenses (Project No. 757-24).

SECTION 16. 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 17. 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.

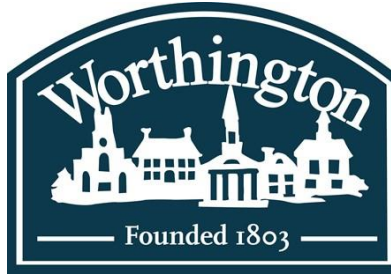
Passed

President of Council

Attest:

Clerk of Council

Introduced
P.H.
Effective



STAFF MEMORANDUM
City Council Meeting – December 11, 2023

Date: December 7, 2023

To: David Robinson, Council President
Robyn M. Stewart, Acting City Manager

From: Tom Lindsey, Law Director

Subject: Second Addendum to Acting City Manager Employment Agreement
Services

EXECUTIVE SUMMARY

This resolution would extend the employment agreement with Acting City Manager Robyn Stewart for an additional six months or until a City Manager is appointed.

RECOMMENDATION

Introduce and Approve as Presented.

BACKGROUND/DESCRIPTION

Robyn Stewart was appointed to serve as Acting City Manager pursuant to Ordinance No 38-2023. The Employment Agreement, as amended by the First Addendum, is due to expire on December 12, 2023. The proposed Resolution would authorize the Council President to enter into a Second Addendum to extend the Employment Agreement for an additional six months or until a City Manager is appointed by Council.

ATTACHMENT(S)

Resolution
Second Addendum to Employment Agreement

RESOLUTION NO. 69-2023

Authorizing a Second Addendum to the Employment Agreement for Acting City Manager Robyn Stewart.

WHEREAS, pursuant to Ordinance No. 38-2022 Council appointed Robyn Stewart to serve as Acting City Manager and authorized the Council President to enter into a six-month Employment Agreement with Ms. Stewart effective December 12, 2022; and,

WHEREAS, pursuant to Resolution No. 37-2023 Council authorized a six month extension of the Employment Agreement effective June 12 2023; and,

WHEREAS, it is the desire of Worthington City Council to authorize another six month extension of the Employment Agreement effective December 12, 2023;

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

SECTION 1. That the President of Council is hereby authorized and directed to enter into a Second Addendum to the Employment Agreement with Robyn Stewart as 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.

Passed _____

President of Council

Attest:

Clerk of Council

Second Addendum to Employment Agreement

This is an addendum effective December 12, 2023 to the Employment Agreement made and entered into on the 7th day of December, 2022 (the “Agreement”) and amended by the First Addendum to Employment Agreement entered into on the 12th day of June, 2023 by and between the City of Worthington, an Ohio municipal corporation (the “City”), and Robyn Stewart, an individual (“Ms. Stewart”), for the purpose of setting forth the terms and conditions of Ms. Stewart’s employment by the City as its Acting City Manager.

WHEREAS, the City and Ms. Stewart desire to modify and clarify their understanding as to certain terms while Ms. Stewart is serving as Acting City Manager;

NOW, THEREFORE, in consideration of the foregoing and the continuing promises, representations, conditions and undertakings set forth in this Second Addendum and the Agreement and the First Addendum, the adequacy, receipt and sufficiency of which are hereby acknowledged, the City and Ms. Stewart hereby agree that the Agreement as amended by the First Addendum be further amended *in pertinent part* as follows:

1. Employment. In accordance with Section 2.09 of the City Charter, Ms. Stewart shall serve as Acting City Manager at the pleasure of City Council up to the date when a City Manager is appointed by City Council or six (6) months from ~~December 12, 2022, June 12, 2023~~ **December 12, 2023**, whichever occurs sooner. Ms. Stewart shall serve subject to any protections afforded to the City Manager by Section 2.09, as amended from time to time. Ms. Stewart shall have the powers and perform the duties of said position as are set forth in the Charter and ordinances of the City, including but not limited to Section 3.02 of the City Charter, all of which are incorporated into and made a part of this Employment Agreement as if fully rewritten herein. ~~If City Council has not appointed a City Manager by May 26, 2023, City Council shall provide Ms. Stewart with a review of her performance which may also include a mutual assessment of the terms and conditions of continuing employment as the Acting City Manager.~~
2. Commencement of Employment. Ms. Stewart shall commence employment as Acting City Manager on the 12th day of December, 2022. Ms. Stewart’s term of employment as Acting City Manager shall continue: (a) up to the date when a City Manager is appointed by City Council or (b) six (6) months from ~~December 12, 2022, June 12, 2023~~ **December 12, 2023**, or (c) upon provision of Ms. Stewart giving at least thirty (30) days’ notice of her desire to no longer serve as Acting City Manager to either tender her resignation from employment or elect the “Right-of-Return” under Section 7 of the Agreement, whichever occurs sooner, and shall be as prescribed by the City Charter and applicable Ohio law, subject to the provisions of Section 7 of this Agreement.

Except as set forth above, the Agreement shall remain as entered into on the 7th day of December, 2022 and as amended by the First Addendum entered into on the 12th day of June, 2023.

Agreed to and Accepted:

Date: _____

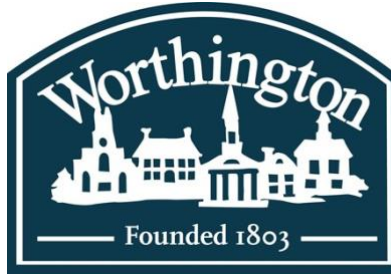
Robyn Stewart

Date: _____

David Robinson
President – Worthington City Council

Approved As To Form:

Tom Lindsey, Law Director
City of Worthington



STAFF MEMORANDUM
City Council Meeting – December 11, 2023

Date: December 7, 2023

To: City Council

From: Robyn Stewart, Acting City Manager

Subject: WORTHINGTON POOLS

EXECUTIVE SUMMARY

Time is provided for continued discussion of the funding request from Swiminc for the outdoor pool facility on the grounds of Thomas Worthington High School. Staff is seeking direction from City Council regarding the amount of funds, if any, to be provided and the strategy for provision of the funds.

BACKGROUND/DESCRIPTION

Worthington Pools is comprised of the outdoor pools and natatorium on the grounds of Thomas Worthington High School. Worthington Pools is run by Swiminc, Inc. which is a 501(c)3 private, nonprofit organization that incorporated in 1953. Swiminc was established for the purpose of operating the facilities and directing the programs of Worthington Pools. It is run by a volunteer Board of Directors and has a property lease and facility use agreements with Worthington Schools.

Swiminc reports the need for major renovation or replacement of the outdoor pools and the natatorium. The organization is seeking a solution to the infrastructure needs associated with the outdoor pools and has requested the City provide funding for the capital investment. They have presented three options with varying levels of repair, renovation, and replacement. The costs associated with the options range from \$10,300,000 to \$15,400,000.

During the November 6th City Council meeting, staff provided an overview of various strategies for providing the funds if Council desires to do so. Staff highlighted the pros and cons of each of the strategies. The attached sheet summarizes the information provided for the options.

Staff also identified various details that will need to be decided if Council decides to

provide the funding. These details and staff's preliminary recommendations were discussed with Council on November 20th. They are highlighted below.

1. If a ballot issue, what is the structure of it?

The City could seek either voter approval of the bonds and associated millage to pay for them or seek voter approval of a parks and recreation levy that would be used to pay bonds the City would separately issue. A voted bond issuance sends a clearer message to voters that the millage will be used to pay the bonds, so this may be the preferred option.

2. Who holds the construction contract?

The City can structure the funding so that Swiminc holds the construction contract. In this situation, staff recommends a construction agreement that requires a qualified project manager oversee the project and a bank serve as trustee of the funds with disbursement after review by the City of the invoices and the work completed.

3. Does the City want supplemental review/inspection during construction?

Staff recommends the City hire a contract inspector to monitor the construction, regardless of whether the City or Swiminc holds the construction contract. This is common with City projects.

4. Does the City want influence or control related to operations and maintenance?

Given the amount of funding, staff recommends the City have representation on the Swiminc Board for the foreseeable future or at least for 20 years.

5. Will Swiminc continue to be the operator?

Swiminc has successfully operated the pool facility for 70 years. If there are questions regarding their capability to successfully operate it in the future, staff is prepared to enter into a review of their operations and conversations with Swiminc to obtain answers to the questions. Council representatives can be included in the review as desired.

6. Does the City want operational obligations?

If the City provides funding, staff recommends a discounted rate for Worthington residents and taxpayers. Given the location of the pool facility on land owned by the School District, there could be a three-tier rate structure with the lowest rate offered to those who live and/or work within the City limits.

7. Does the City want to require funds set aside for maintenance?

If Swiminc continues to operate the facility, staff recommends the City require a maintenance fund be maintained by Swiminc. It could be based on a percentage of total value of the facility or a flat amount. Staff is checking to see if there is an industry standard for the calculation.

8. Does the City want Swiminc to make payments on the capital expense?

If the City provides funding for the \$15 million option, which Swiminc indicates will provide additional revenue from the operation, staff recommends Swiminc make annual payments to help offset the City's capital investment. Council could authorize staff to negotiate the amount with Swiminc.

ATTACHMENTS

Outdoor Pool Funding Options

Outdoor Pool Funding Options

	Current City Funds	Voted Ballot Issue	Charter Millage	Hybrid	JRD (w/ Schools)
Description	Utilization of existing funds in either the General Fund or CIP Fund to either pay cash or repay bonds	Placement of a property tax issue on the ballot to provide funding to repay bonds	City Council authorizes an increase in property tax to repay bonds. This would not be a fixed payment amount, but would increase as valuations increase	Utilization of the General Fund to dedicate cash to reduce the amount to be bonded and then utilization of either current city funds, a voted ballot issue or charter millage to repay the bonds.	The City approaches Worthington Schools seeking the creation of a Joint Recreation District which, upon being formed, would provide funding, most likely through a property tax placed on the ballot.
Pros	Quick & easy to authorize	Dedicated revenue stream to fund the outdoor pool investments Voters weigh in No need to forego other planned expenditures	Dedicated revenue stream to fund the outdoor pool investments Requires only the support of City Council; doesn't require voter support No need to forego other planned expenditures	Decreases the amount of new debt while meeting the requirements of the General Fund Balance Policy Reduces the amount of debt payments Reduces the impact to other planned investments, OR reduces the amount of new property taxes	Dedicated revenue stream to fund the outdoor pool investments Voters weigh in No need to forego other planned expenditures Lowers the amount of new property tax millage; spreads financial support to additional users
Cons	Creates a deficit throughout the five-year forecast and beyond until bonds are paid off, OR Utilizes cash from the General Fund balance, which will immediately trigger the need to raise revenue or reduce expenditures to align with the General Fund Balance Policy Impacts to other planned expenditures	Additional tax burden on residents Time and effort associated with a ballot issue Need support of voters to move forward with investment	Additional tax burden on residents Voters are not given the option to weigh in on the new taxes Millage would not be available in case of financial downturn to support existing services	Same as those identified for the companion strategy (Voted Ballot Issue, Charter Millage, Current Funds)	Additional tax burden on residents Time and effort associated with creation of the JRD and passage of a ballot issue (multi-year effort) Need support of a broader group of voters to move forward with investment Lower feeling of connection to the pool the further the geographic distance
More Details	Using GF Balance Projected GF Balance reduced 16-30%, requiring steps to raise revenue or reduce expenditures to comply with GF Balance Policy GF Bond Payments Creates an annual operating deficit in the General Fund of \$1-2 million setting the City on the path to raise revenue or reduce expenditures to comply with GF Balance Policy CIP Bond Payments Creates an annual deficit of \$350,000 - 1.5 million in the CIP Fund, setting the City on the path to raise revenue or reduce expenditures to maintain a viable CIP Fund	\$10,300,000 Option 1.084 mills \$38 cost per \$100,000 of appraised value 20 Years \$15,400,000 Option 1.620 mills \$57 cost per \$100,000 of appraised value 20 Years	\$10,300,000 Option 1.084 mills \$38 cost per \$100,000 of appraised value \$15,400,000 Option 1.620 mills \$57 cost per \$100,000 of appraised value	Sample Scenario: \$4M from GF Balance, Remaining bonded & funded from CIP Fund Maintains projected GF Balance at 41% \$10,300,000 Option Annual deficit in the CIP Fund expanded by \$505,000 annually Not sustainable without offsetting expenditure cuts or additional revenue \$15,400,000 Option Annual deficit in the CIP Fund expanded by \$915,000 annually Not sustainable without offsetting expenditures cuts or additional revenue	\$10,300,000 Option 0.339 mills \$12 cost per \$100,000 of appraised value \$15,400,000 Option 0.507 mills \$18 cost per \$100,000 of appraised value

For simplicity purposes, this sheet highlights the \$10.3 and \$15.4 million options. The \$12.8 million option would fall in the middle of the amounts shown.

The analysis utilizes the proposed 2024 Operating Budget and 2024-2028 Capital Improvements Program as baselines and calculates millage utilizing current assessed valuation.



STAFF MEMORANDUM
City Council Meeting – December 7, 2023

Date: December 6, 2023

To: Robyn Stewart, Acting City Manager

From: John Moorehead, P.E., Director of Service & Engineering

Subject: Proposed Bicycle Boulevard Pilot Project

EXECUTIVE SUMMARY

In March of 2023, the City engaged Burton Planning Services to aide with implementation of the Bicycle and Pedestrian Master Plan. This agenda item will present an overview of Burton's progress and present the concept of a Bicycle Boulevard Pilot project for discussion.

RECOMMENDATION

Present for discussion.

BACKGROUND/DESCRIPTION

Worthington's Bicycle and Pedestrian Master Plan identifies a network of neighborhood streets as potential bicycle boulevards. Burton Planning Services and the Service and Engineering Department have assessed the feasibility of selected streets as potential bicycle boulevards.

As a next step in implementing the Bicycle and Pedestrian Master Plan, staff and the Bicycle and Pedestrian Advisory Board recommend moving forward with a pilot Bicycle Boulevard project. This pilot would provide valuable information about the effectiveness of the proposed streetscape changes and the community's opinion about bicycle boulevards. Staff will present an overview of Burton Planning Service's feasibility study and the proposed pilot project.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

N/A

ATTACHMENTS

None

Department of Finance

November 2023 Financial Report



Quick Facts

All Funds

<u>11/30/2023</u>	<u>11/30/2023</u>
<u>Cash Balances</u>	<u>Unencumbered</u>
\$57,836,663	Balance
(January 1, 2023 balance: \$47,524,866)	\$36,868,274

General Fund

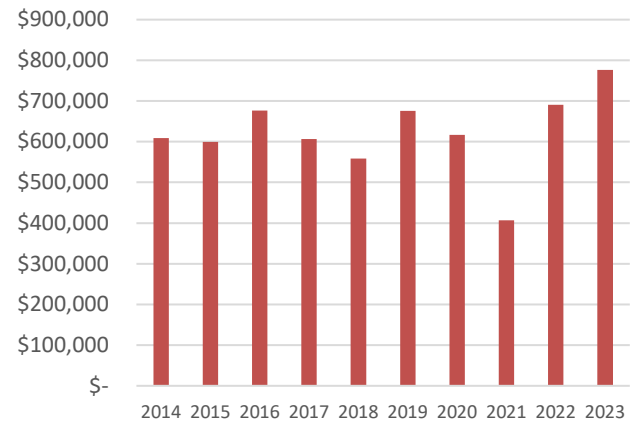
<u>11/30/2023</u>	<u>11/30/2023</u>
<u>Cash Balance</u>	<u>Unencumbered</u>
\$27,293,728	Balance
(January 1, 2023 balance: \$23,512,622)	\$22,283,876
	(69% of prior year expenditures)

Highlights & Trends for November 2023

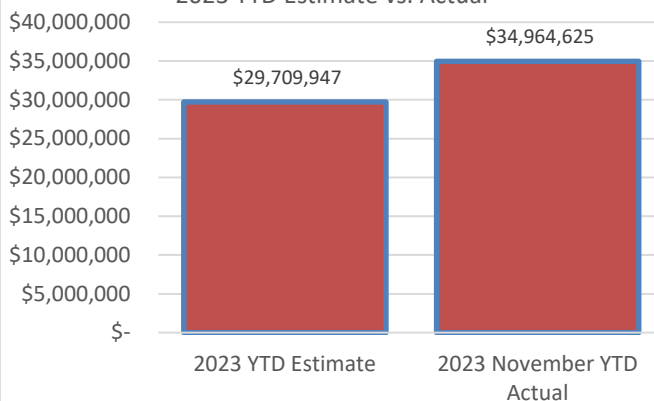
Income Tax Collections

- Year to Date (YTD) income tax collections are above 2022 YTD income tax collections \$985,276 or 3.18%.
- YTD Income tax collections are above estimates by \$4,027,313 or 14.44%
- Year to date refunds total \$776,767

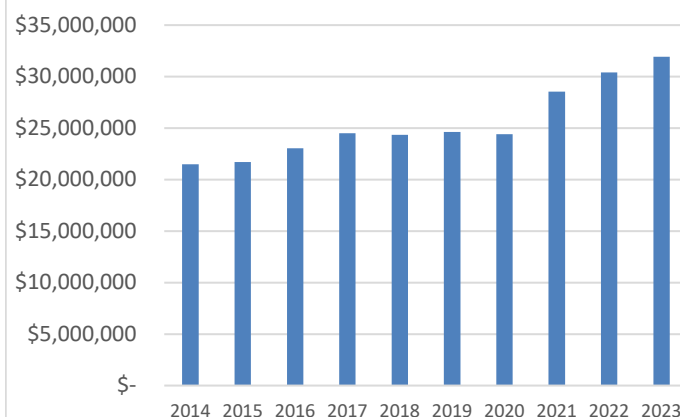
Income Tax Refunds as of November



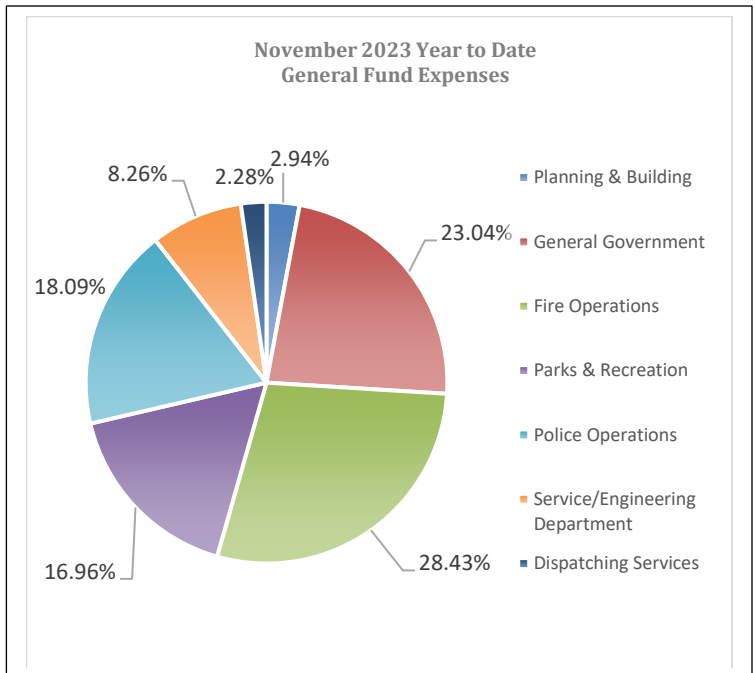
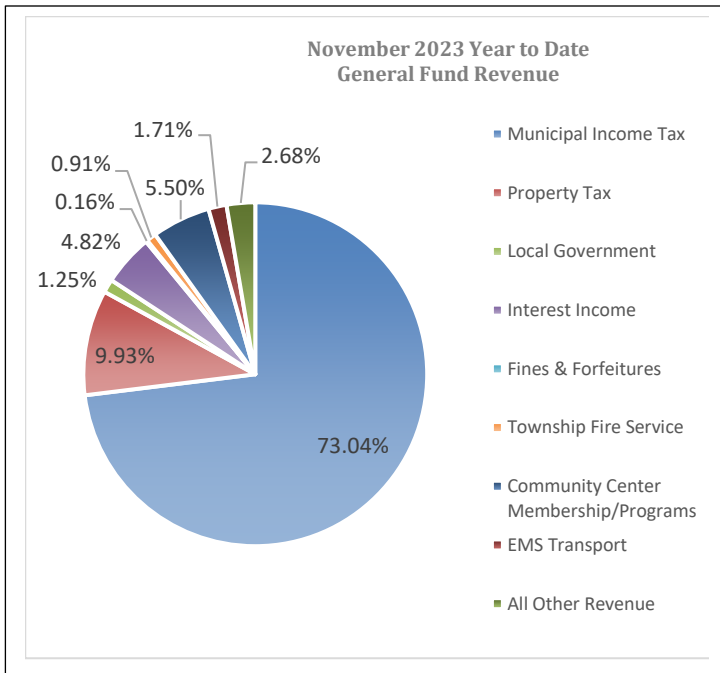
General Fund Revenue
2023 YTD Estimate vs. Actual



November Year to Date
Income Tax Collections



Highlights & Trends for November 2023 (continued)

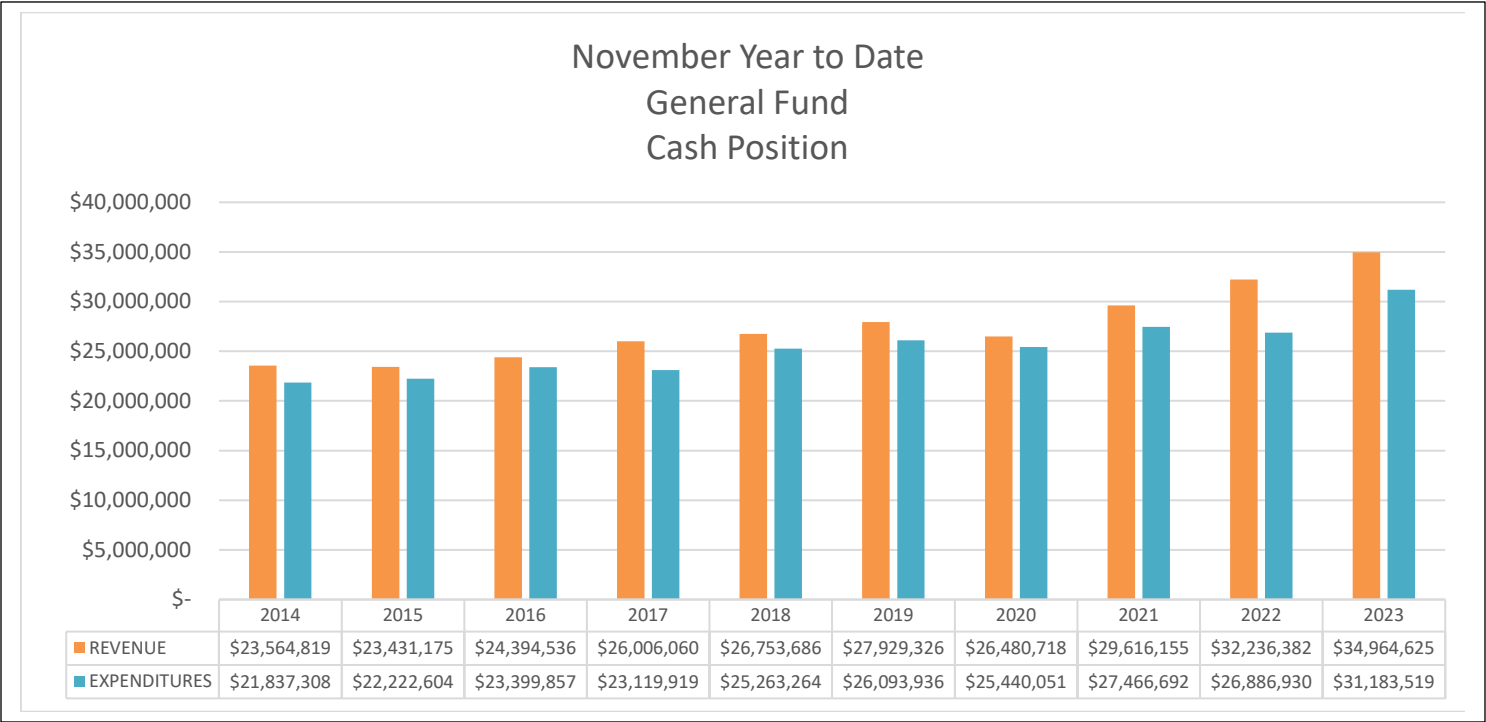


Notable Initiatives & Activities

- In April 2023, we transferred \$2.5M from the General Fund to the Capital Fund to hold as an encumbrance for the purchase of a new ladder truck and engine in the Division of Fire.
- In May 2023, the City closed on \$4,400,000 in bonds to fund McCord Park Phase 2 and Sewer Lining & Repair. The all-inclusive rate was 3.77%.
- Second half property tax distribution was received in August 2023.



Financial Tracking



**November 2023
Cash Reconciliation**

Total Fund Balances: \$57,836,663.43

Depository Balances:

General Account: \$ 7,681,774.01

Total Bank Balances: \$7,681,774.01

Investment Accounts:

Huntington Investment: \$15,042,000.00

Star Ohio/Star Plus 26,630,594.75

Fifth Third MMKT/CDs 8,232,769.67

FC Bank 248,000.00

Total Investment Accounts: \$50,153,364.42

Petty Cash/Change Fund: 1,525

Total Treasury Balance as of November 30, 2023 \$57,836,663.43

Total Interest Earnings as of November 30, 2023 \$1,523,404

Debt Statement

<u>Issuance</u>	<u>Purpose</u>	<u>Maturity</u>	<u>Rate</u>	<u>Principal Balance</u>
2017	2017 Various Purpose Bonds	December 2032	2.21%	\$ 2,570,000
2008	OPWC 0% Loan – ADA Ramps	December 2028	0%	\$ 46,860.30
2015	OPWC 0% Loan – Kenyonbrook	December 2045	0%	\$ 469,825.56
2021	2021 Various Purpose Bonds	December 2041	1.65%	\$ 9,565,000.00
2023	2023 Various Purpose Bonds	December 2043	3.77%	\$ 4,400,000.00
	Total Principal Debt Balance			\$17,051,685.86



City of Worthington
Fund Summary Report
as of November 30, 2023

	<u>FUND</u>	<u>1/1/2023 Beginning</u>	<u>Year to Date</u>	<u>Year to Date</u>	<u>11/30/2023</u>	<u>Encumbrances</u>	<u>Unencumbered</u>
		<u>Balance</u>	<u>Actual Revenue</u>	<u>Actual Expenses</u>			<u>Balance</u>
101	General Fund	\$ 23,512,622	\$ 34,964,625	\$ 31,183,519	\$ 27,293,728	\$ 5,009,852	\$ 22,283,876
202	Street M&R	334,238	857,395	787,040	404,594	37,722	\$ 366,872
203	State Highway	93,581	69,519	81,794	81,306	376	\$ 80,931
204	Water	95,416	83,249	139,492	39,173	2,625	\$ 36,547
205	Sewer	63,526	36,976	71,511	28,992	15,220	\$ 13,772
210	Convention & Visitor's Bureau F	4,407	71,451	71,982	3,876	1,851	\$ 2,024
211	27th Pay Fund	50,000	50,000	-	100,000	-	\$ 100,000
212	Police Pension	1,004,283	1,000,534	633,182	1,371,635	-	\$ 1,371,635
214	Law Enforcement Trust	17,503	13	8,011	9,505	1,989	\$ 7,516
215	Municipal MV License Tax	32,083	113,202	-	145,285	-	\$ 145,285
216	Enforcement/Education	53,624	700	-	54,324	-	\$ 54,324
217	Community Technology	-	-	-	-	-	\$ -
218	Court Clerk Computer	190,503	4,698	5,445	189,756	10,014	\$ 179,742
219	Economic Development	536,647	300,000	146,211	690,436	135,121	\$ 555,315
220	FEMA Grant	-	-	-	-	-	\$ -
221	Law Enf CED	18,030	9,830	-	27,860	-	\$ 27,860
222	Coronavirus Relief Fund	-	-	-	-	-	\$ -
223	Coronavirus ARPA Recovery Fu	-	-	-	-	-	\$ -
224	Parks & Rec Revolving	-	-	-	-	-	\$ -
225	Ohio Opioid Settlement Fund	7,086	31,786	-	38,872	-	\$ 38,872
229	Special Parks	50,584	42,148	6,136	86,596	16,913	\$ 69,683
230	Sharon Twp JEDD	37,237	121,197	101,138	57,295	-	\$ 57,295
253	2003 Bicentennial	76,385	-	-	76,385	-	\$ 76,385
306	Trunk Sewer	375,149	-	-	375,149	-	\$ 375,149
308	Capital Improvements	15,856,659	13,480,501	8,935,670	20,401,490	13,926,327	\$ 6,475,163
313	County Permissive Tax	-	-	-	-	-	\$ -
409	General Bond Retirement	1,858,758	1,582,017	1,267,415	2,173,359	6,085	\$ 2,167,274
410	Special Assessment Bond	278,448	-	-	278,448	-	\$ 278,448
825	Accrued Acreage Benefit	8,066	9,132	6,088	11,110	5,022	\$ 6,088
830	OBBS	1,935	6,060	6,317	1,678	1,116	\$ 562
835	Unclaimed Funds	70,141	-	-	70,141	-	\$ 70,141
838	Petty Cash	1,525	-	-	1,525	-	\$ 1,525
910	Worthington Sta TIF	37,541	-	-	37,541	-	\$ 37,541
920	Worthington Place (The Heights	1,666,207	516,212	108,462	2,073,956	1,553,459	\$ 520,497
930	933 High St. MPI TIF Fund	228,573	102,532	9,395	321,710	64,000	\$ 257,710
935	Downtown Worthington MPI TIF	508,410	532,725	367,224	673,912	126,697	\$ 547,215
940	Worthington Square TIF	135,969	40,896	461	176,404	54,000	\$ 122,404
945	W Dublin Granville Rd. MPI TIF	257,607	132,171	1,490	388,288	-	\$ 388,288
950	350 W. Wilson Bridge	35,830	108,065	86,218	57,677	-	\$ 57,677
955	800 Proprietors Road TIF	26,293	44,108	40,497	29,904	-	\$ 29,904
998	Payroll Clearing Fund	-	11,033,642	10,968,890	64,752	-	\$ 64,752
999	PACE Fund	-	32,977	32,977	-	-	\$ -
	Total All Funds	\$ 47,524,866	\$ 65,378,360	\$ 55,066,563	\$ 57,836,663	\$ 20,968,389	\$ 36,868,274



**City of Worthington, Ohio
General Fund Overview
as of November 30, 2023**

		2022	2023	2023	2023	2023	2023	Variance			
		Year End	Original	Revised	Y-T-D	November	Variance	as % of			
Revenues		Actual	Budget	Budget	Estimates	Y-T-D Actual	Over/(Under)	Budget			
Municipal Income Tax	1	\$ 26,558,839	\$ 23,656,000	\$ 23,656,000	\$ 22,314,915	\$ 25,539,528	\$ 3,224,614	14.45%			
Property Tax	2	3,444,123	3,526,617	\$ 3,526,617	3,526,617	3,470,464	\$ (56,153)	-1.59%			
Local Government	*	474,137	450,000	\$ 450,000	412,500	436,551	\$ 24,051	5.83%			
Interest Income	*	394,819	200,000	\$ 200,000	183,333	1,684,358	\$ 1,501,025	818.74%			
Fines & Forfeitures	*	52,939	75,000	\$ 75,000	68,750	55,698	\$ (13,052)	-18.98%			
Township Fire Service	2	465,519	500,000	\$ 500,000	311,341	319,297	\$ 7,956	2.56%			
Community Center Membership/Progr	*	1,591,015	1,600,000	\$ 1,600,000	1,466,667	1,924,076	\$ 457,409	31.19%			
EMS Transport	*	580,669	675,000	\$ 675,000	618,750	596,221	\$ (22,529)	-3.64%			
All Other Revenue	*	2,644,950	1,015,470	\$ 1,015,470	807,074	938,432	\$ 131,358	16.28%			
Total Revenues		\$ 36,207,010	\$ 31,698,087	\$ 31,698,087	\$ 29,709,947	\$ 34,964,625	\$ 5,254,678	17.69%			
Expenditures											
Planning & Building		\$ 811,823	\$ 1,164,041	\$ 1,164,041	\$ 1,067,038	\$ 885,423	\$ (181,614)	82.98%			
General Government		9,588,318	8,456,177	\$ 8,617,177	\$ 7,622,251	6,938,287	\$ (683,964)	91.03%			
Fire Operations		6,886,792	7,795,214	\$ 10,295,214	\$ 9,437,280	8,559,988	\$ (877,292)	90.70%			
Parks & Recreation		5,051,119	6,006,544	\$ 6,092,544	\$ 5,584,832	5,106,471	\$ (478,361)	91.43%			
Police Operations		6,057,145	7,112,096	\$ 7,148,096	\$ 6,552,421	5,448,146	\$ (1,104,275)	83.15%			
Service/Engineering Department		2,575,346	3,348,775	\$ 3,398,775	\$ 3,115,544	2,487,678	\$ (627,866)	79.85%			
Dispatching Services		752,799	686,000	\$ 686,000	\$ 686,000	685,205	\$ (795)	99.88%			
Total Expenditures		\$ 31,723,342	\$ 34,568,847	\$ 37,401,847	\$ 34,065,365	\$ 30,111,197	\$ (3,954,167)	88.39%			
Excess of Revenues Over (Under) Expenditures		\$ 4,483,668	\$ (2,870,760)	\$ (5,703,760)	\$ (4,355,418)	\$ 4,853,428					
Fund Balance at Beginning of Year		\$ 19,524,896	\$ 23,512,622	\$ 23,512,622		\$ 23,512,622					
Unexpended Appropriations			1,209,910	1,209,910		-				1 - Income Tax budget based on individual monthly projections.	
Expenditures versus Prior Year Enc		495,941	2,039,099	2,039,099		1,072,321				2 - These revenue budgets are based on semi-annual payments.	
General Fund Balance		\$ 23,512,622	\$ 19,812,673	\$ 16,979,673		\$ 27,293,729				* - All other revenue budgets are spread equally over each month.	

Projected Timelines - Initiatives

12/6/2023

Age Friendly Plan Development

Aging Infrastructure (sewer capacity, water lines)

Backyard Chickens

Bike & Ped - Pursuit of External Funding

CIC Properties

Comp Plan Update

DEI

Deer Management

Flavored Tobacco

Griswold - Beer & Wine Rentals

Hiring - CM, Chief

Housing Assessment

Northeast Area Plan

Outdoor Pool

Parks Foundation

Pay to Stay

Sharon Fire Levy

Sign Code Update

Vision Implementation Teams



Initiatives Not Scheduled/Support Undetermined

- Affordable Housing Bonds
- Art in Public Spaces
- Business Retention & Expansion - Expanded Efforts
- Coordinated Efforts w/ Columbus in Border Areas
- Designated Economic Corridors

- Grants - Expanded Efforts
- Parking in Downtown
- Micro Transit/Trolley
- Restaurant Incentives
- Sidewalk Clearance Policy
- Speed Limits Along Major Corridors
- Sustainability - Expanded Efforts
- Village Green - Enhanced Amenities



STAFF MEMORANDUM
City Council Meeting – December 11, 2023

Date: December 7, 2023

To: City Council

From: Robyn Stewart, Acting City Manager

Subject: VISION IMPLEMENTATION TEAMS – STATUS UPDATE

EXECUTIVE SUMMARY

Time is provided to discuss the current status and next steps for the Vision Implementation Teams.

BACKGROUND/DESCRIPTION

On May 15, 2023, City Council passed Resolution No. 34-2023 creating seven Vision Implementation Teams and appointing the leadership of the teams. The Resolution indicated the teams were “to assist the Council in implementing the vision statements through the inventory of actions already being pursued, the evaluation of action ideas suggested during the visioning process, the engagement of the people knowledgeable about the subject area to prepare recommendation to be shared with the public for feedback and to identify and recommend two to three actions that Council could choose to pursue to achieve the vision.”

On June 21st, a kickoff training session was held with the co-chairs and staff members assigned to each of the teams. During this session, a process was outlined that the teams could follow to complete the responsibilities as outlined in the Resolution. The recommended process involved the following steps:

1. Review of current actions and initiatives
2. Brainstorming of new action items
3. Narrowing of the list of action items to 3-5
4. Getting public feedback on the 3-5 items
5. Finalizing 2-3 items to recommend to City Council

We have reached Step 4. Staff has collected the lists and descriptions of the three to five items and has consolidated them for public feedback. A survey has been distributed virtually as well as in paper form at the Municipal Building, Griswold Center and Community Center. An open house will be held on December 13th from 4:30 to 6:30 p.m. for the public to drop in to discuss the ideas with representatives of each vision team and provide feedback. The survey

will close on December 20th and City staff will provide summaries of the feedback provided via the survey and open house for the teams. We anticipate the teams will meet in January to review the feedback and finalize the 2-3 action items they are recommending to City Council.