



City Council Agenda

Monday, April 8, 2024 at 7:00 pm

6550 N. High Street, Worthington, Ohio 43085

1. Call to Order
2. Roll Call
3. Pledge of Allegiance

Approval of the Minutes

4. Approval of Minutes (2)

December 4, 2023 (Joint Meeting) and December 4, 2023 (Regular Meeting)

Approval of the meeting minutes from December 4, 2023, Joint Meeting of the Worthington City Council and the Sharon Township Trustees, and from December 4, 2023, Regular Meeting of the Worthington City Council.

Recommendation: Motion to approve minutes as presented.

Reports of City Officials

5. 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. City Council Retreat Report and Discussion

Executive Summary: Time is provided for review of the City Council Retreat Report for the retreat held on March 16, 2024, and follow-up discussion.

Recommendation: Motion to approve the Retreat Report.

c. Permission to Bid – Selby Blvd West Bridge (PID 116037)

Executive Summary: Staff is seeking approval to advertise the Selby Boulevard West Bridge project for public bidding.

Recommendation: Motion granting permission to bid the FRA-Selby Boulevard West Bridge project (PID 116037).

d. March 2024 Financial Report

Executive Summary: The March 2024 Financial Report is attached.

Recommendation: Motion to approve as presented.

6. Discussion Item(s)

a. Fund Balance Discussion

Executive Summary: In accordance with the provisions of the 2018 amended General Fund Carryover Balance Policy, the City Manager shall schedule a discussion with City Council when the General Fund unencumbered balance exceeds 50% of prior year expenditures. The City closed fiscal year 2023 with an unencumbered General Fund balance of 68% of prior year expenditures.

Reports of Council Members

Other Business

Executive Session

Adjournment

7. Motion to Adjourn

Contact: David McCorkle, Assistant City Manager (david.mccorkle@worthington.org (614) 436-3100) | Agenda published on 04/04/2024 at 2:31 PM



Worthington City Council & Sharon Township Trustees

Joint Meeting Agenda

Monday, December 4, 2023 at 7:00 pm

6550 N. High Street, Worthington, OH 43085

~Minutes~

1. Call to Order

The meeting was called to order at 7:00 p.m.

2. Roll Call

Members present: Laura Kunze, Tony Palmer, John Oberle, Katy Brewer, Pete Bucher, Rebecca Hermann, Beth Kowalczyk, Bonnie Michael, and David Robinson

Also present were: Acting City Manager Robyn Stewart, Assistant City Manager, David McCorkle, Law Director Tom Lindsey, Director of Finance Scott Bartter, Planning & Building Director Lee Brown, Director of Parks & Recreation Darren Hurley, Chief of Police Eric Grile, and Chief of Fire & EMS Mark Zambito.

3. Pledge of Allegiance

President Robinson lead the Pledge of Allegiance.

4. Board Appointment

Worthington City Council Member

Executive Summary: Appoint a City Council Member to the Cemetery Board
(3-year term)

Minutes:

Mr. Robinson: The item of this joint meeting is the introduction of legislation item four, Walnut Grove and Flint Union Cemetery Board appointment. The City and Township jointly appoint members to the Cemetery Board. This appointment is for a City Council member. Would anyone like to make a motion to nominate a Council member to this Board?

Motion:

Ms. Michael nominated Beth Kowalczyk to be appointed to the Walnut Grove and Flint Union Cemetery Board. Mr. Oberle seconded the motion.

Ms. Kowalczyk accepted the nomination and thanked everyone for their confidence in her and for everything that the cemetery board has been doing. It's been a wonderful experience and she is glad to continue doing it.

The motion carried unanimously by voice vote.

5. Other

There was no other business to discuss.

6. Adjournment

Ms. Brewer moved to adjourn the Joint Meeting of Worthington City Council & the Sharon Township Trustees. Ms. Michael seconded the motion.

The motion carried unanimously by voice vote.

The meeting adjourned at 7:03 p.m.



City Council Agenda

Monday, December 4, 2023 at 7:00 pm

6550 N. High Street, Worthington, Ohio 43085

~Minutes~

1. Call to Order

Minutes: President Robinson called the meeting to order at 7:05 p.m.

2. Roll Call

Minutes:

Members Present: David Robinson, Bonnie Michael, Beth Kowalczyk, Katy Brewer, Rebecca Hermann, and Pete Bucher (virtual)

Members Absent: Doug Smith

Also Present: Acting City Manager Robyn Stewart, Assistant City Manager David McCorkle, Director of Law Tom Lindsey, Director of Finance Scott Bartter, Planning & Building Director Lee Brown, Director of Parks & Recreation Darren Hurley, Chief of Police Eric Grile, Chief of Fire & EMS Mark Zambito, and Director of Service & Engineering John Moorehead.

3. Pledge of Allegiance

Minutes:

President Robinson invited those in attendance to stand and recite the Pledge of Allegiance.

4. Visitor Comments

Minutes:

Mr. Robinson welcomed public comments with the completion of a speaker slip. He noted that because the December 18 meeting will focus on recognizing outgoing Council members, Council will take public comments at the Committee of the Whole meeting on December 11 instead. He asked the first speaker to come forward, Mr. Mark Gideon.

Mr. Gideon (*prepared remarks noted verbatim*): Mark Gideon, 91 Chaucer Court, Worthington. Thank you, Mr. President, members of Council and city officials. In 1920, the village approved the construction of a sewer system, making it possible for village residents to have indoor toilets and eliminate outhouses. When my parents bought Lot 6 on Chaucer Court in 1965, the title document showed a sanitary sewer built in 1920 across the lot, but the city never attained or recorded an easement and did not have

easements on any of the other properties west of High Street. As the city had done nothing to obtain an easement in 45 years, and as the sewer was unburied on top of the wet swampy ground, speculation was that the city would eventually rebuild the sewer on solid ground, and would need an easement where it would be relocated. The city never contacted my parents to discuss the sewer or their future intentions. My parents moved to Worthington from Columbus and their neighbors and good friends. Jim and Anne Favret moved from Riverlea. Worthington was their city of choice. My father worked in defense research at Battelle. My mother was an RN and cared for Worthington residents at Norworth North Convalescent. Now the Laurels. Jim and Anne Favret were owners of Favret Heating and Cooling and provider of HVAC services and a major employer. In subsequent years, the city expressed their intention to build a new sewer. This was extremely distressing to both my parents and the Favrets who hoped to fully use and enjoy their properties. Any construction would bring destruction and delay. My parents and the Favrets contacted the city numerous times to obtain information, discuss and hopefully arrive at a resolution. At that time, the city was not willing or ready to have a discussion or permit a resolution. Both my parents and the Favrets felt a growing disenchantment with their new city due to the city's unresponsive attitude. Time was a thief year after year, decade after decade passed. With the city stating its intention to one day build a sewer but never taking any action to actually do so. The threat hung over my parents and the Favrets for years. My parents held the title and paid the taxes, but the city exercised real control, which discouraged any further work on the yard for fear that next year, with year following, it would all be destroyed. After the sewer on my parents' property was replaced in 1967, it was another 50 years before the city began to get serious about obtaining easements, something which the city could have done any time in the last 100 years. Mr. and Mrs. Favret passed away and both of my parents passed away without this issue of being resolved. In 2010, the City Engineer wrote to me indicating the city was ready to build the new sewer. In a short time, obstacles developed and he explained to me the difficulties in moving forward but agreed to keep me informed. I heard nothing from the city for the next eight years. In 2018, within a two-month period, the city sent three letters to me requesting an easement, each one requesting more land than the letter before. Being anxious to start construction, the city moved to cut down my trees even without an easement. Should residents have a reasonable expectation, that issues such as this be resolved as early and as quickly as possible, so residents can plan their lives and enjoy their property. This issue on my parents' property has been unresolved for 55 years. I grieve for my parents and their friends the Favrets, they worked so hard, all their lives to acquire their homes and had every right to expect that they could enjoy them during their working and retirement years. Unfortunately, they were denied this opportunity. Why has the city waited until now to pursue this issue, which could have been resolved 55 to 100 years ago? The city is ready to begin cutting down my trees and destroying my yard just when I am looking forward to retirement and enjoying my remaining years in the home built by my parents and enjoyed by several generations of our family. Again, I urge the city to construct Northbrook Sanitary Sewer Phase 2 in the public right-of-way as the City Engineer did in constructing Phase 1 and as recommended by the project manager for the city. Thank you very much. Appreciate it.

Mr. Steve Tornes (*prepared remarks noted verbatim*): Steve Tornes, 211 Chaucer Ct. On behalf of the Worthington Alliance for Responsible Development, otherwise known as WARD. WARD continues to be gravely concerned with the inaction by Council. In

additional information we have learned through public sources about the process for hiring a new city manager. Another Spotlight article was published on December 1st, and once again, it is the primary source for information given the absence of any official communications from the city. Given the dearth of information communicated about the search process and the protracted delay in appointing someone, WARD submitted a public records request earlier today for any and all documents regarding the recruitment and hiring of a city manager. While we understand the discussions in executive session are confidential, communications about whether and why to convene executive sessions, and discussions about executive sessions prior and afterwards, as they relate to the city manager hiring process, are not privileged confidential communications. According to the most recent Spotlight article, four different Council members, Pete Bucher, Bonnie Michael, Doug Smith and Katy Brewer were non-committal about when a decision is expected. Unfortunately, no Council member has offered any explanation for the delay. The only substantive comments offered about the process, other than taking longer than anticipated, have been positive. Doug Smith characterized the executive search firm as excellent in his November 10th blog post, after saying in August to the Spotlight that it provided Council with a slate of high-quality candidates. Doug further was quoted in a December Spotlight article saying, “we had a good process and found some highly qualified candidates”. David Robinson was quoted in the August 4th, 2023, Spotlight article in saying, the city has conducted a thorough national search and has a diverse pool with a wide range of backgrounds. It is hard to understand how a good process with an excellent consultant in excess of \$20,000 that has produced a pool of highly qualified, diverse candidates, has failed to result in Worthington naming a new city manager. Five candidates identified five months ago back in July were all interviewed, plus at least one additional candidate was interviewed thereafter. There were reportedly two finalists for the city manager position back in October. The lengthy delay by Council is troublesome in several respects. First, it is unrealistic to expect candidates to remain available in limbo for months on end. Indeed, one of the five candidates interviewed has accepted another position and is no longer available. Another applicant acting city manager, Robyn Stewart, removed her name for consideration before interviews even started. It is important to understand that Council has put these candidates at possible risk with their current employers while they stall for no apparent reason. Second, the delay suggests council is unable to function as it should. Council members should set aside whatever differences they may have for the greater good of serving the community who elected them to appoint a qualified city manager. One would hope the Council would have unanimous agreement on the appointment of a city manager to set the tone for a good working relationship. No one on Council has complained about the consulting firm failing to produce good candidates or the selection process. If Council is not going to do its job and appoint a city manager before the end of the year when the composition of Council changes, at a minimum Council should provide the public with a thorough, substantive explanation for the delay, something more than vague statements that the process is taking longer than anticipated. Thank you.

Public Hearings on Legislation

5. Ordinance No. 24-2023 – Subdivision – Final Plat – 286 W. South St. – SUB 03-2023

Approving a Final Plat for the Re-subdivision of Lot #1 of Weatherburn Subdivision Located at 286 W. South St. and Authorizing Variances (Eric Kmetz)

Executive Summary: This Ordinance approves the Final Plat to re-subdivide Lot #1 of Weatherburn Subdivision located at 286 W. South St. and grants variances for lot width for Lot#1B and Lot #1C.

Recommendation: Motion to table until January 16, 2024.

Minutes:

Mr. Robinson provided an overview of the agenda item. He indicated that it was tabled until this evening to allow for the possibility of dialogue between the developer and the public. He shared that staff is recommending that there be a new motion to table until a date specific January 16, 2024.

Ms. Stewart shared that the applicant and neighbors held a meeting since City Council last discussed this item and the applicant has asked for this tabling and the extension of time to be able to modify some of their request and bring that back.

Mr. Brown added that the applicant has requested time to get new drawings, updated legals, and a plat that meets the subdivision requirements. They believe they can be ready by the January 16, 2024, City Council meeting.

Mr. Robinson asked if council members have questions or comments pertaining to this.

Ms. Michael stated that she had a few of the neighbors contact her and they are feeling very positive about the changes.

Ms. Hermann shared that she also appreciates the developer working with the residents for a positive outcome.

Motion:

Ms. Michael moved to table Ordinance 24-2023 – Subdivision – Final Plat until January 16, 2024. Ms. Brewer seconded the motion.

The motion carried unanimously by voice vote.

6. Ordinance No. 26-2023 – 2024 Operating Budget

Executive Summary: This Ordinance adopts the City's annual budget for Fiscal Year 2024 and appropriates sums for current operating expenses.

Recommendation: Motion to amend, approve as amended.

Minutes:

Mr. Robinson indicated that there was a speaker slip for this item and invited Ms.

Hoffman to the podium.

Ms. Hoffman: Kay Hoffman, 5555 Indianola Avenue. Ms. Hoffman asked about how the City of Worthington's budget compares to other communities, as we appear to have a high number of firefighters and police officers.

Mr. Bartter shared that this is difficult to answer because every municipality offers a different suite of services, providing Ms. Hoffman with a few examples. He also pointed her to the general fund report that is done each year and located on the City's website.

Ms. Stewart added that we do look at the cost of city services and do a comparison of us versus others, which we can provide if helpful.

Mr. Robinson returned to the agenda, asking Ms. Stewart if there was additional information to share on Ordinance number 26-2023, adopting the city's annual budget for fiscal year 2024 and appropriates sums for current operating expenses.

Ms. Stewart shared that the proposed budget is consistent with the conversations we've had with Council during the Fall, with some updated information included after additional staff research. She indicated that the ordinance needs to be amended. It was introduced with blanks pending our final conversation at the last meeting. Now the numbers need to be amended into it.

Motion:

Ms. Michael moved to amend Ordinance No. 26-2023 for the 2024 Operating Budget. Ms. Hermann seconded the motion.

The motion to amend carried unanimously by voice vote.

Roll Call vote on Ordinance 26-2023 carried unanimously: Yeas (6), Nays (0)

7. Ordinance No. 27-2023 – 2024 Community Group Funding

Amending Ordinance No. 27-2023 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the General Fund and Convention and Visitor's Bureau Fund Unappropriated Balance's to Pay the Cost of Funding for Community Groups, Cultural Arts Center and Tourism Activities for 2024.

Executive Summary: This Ordinance appropriates funds for Community Groups including the Worthington Historical Society, the Worthington Partnership, the Worthington Chamber of Commerce and the McConnell Arts Center.

Recommendation: Motion to amend, approve as amended.

Minutes:

Mr. Robinson asked Ms. Stewart if she had any background for this item.

Ms. Stewart share this ties to the last agenda item but was separated into different legislation since we know that we have some Council members that sit on the boards of these organizations. Separate votes allows for the ability to abstain as needed by

Council members. This was also introduced with zeros pending the previous discussions that were held around funding for these groups, so it needs to be amended to insert the amounts and be voted upon.

Motion:

Ms. Kowalczyk moved to amend Ordinance No. 27-2023 for 2024 Community Group Funding. Ms. Brewer seconded the motion.

The motion to amend carried unanimously by voice vote.

Roll Call vote for Ordinance 27-2023: Mr. Bucher, yea; Ms. Kowalczyk, abstained because she sits on two of the Boards; Ms. Michael, yea; Ms. Brewer, yea; Ms. Hermann, yea; and Mr. Robinson, yea.

Yeas (5), Nays (0)

8. Ordinance No. 32-2023 – Compensation for Unclassified Employees

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2024 through December 31, 2024, and Adopting Class Specifications for Said Unclassified Positions.

Executive Summary: This Ordinance establishes the salaries for unclassified employees in the City for 2024.

Recommendation: Motion to amend; Approve as amended

Minutes:

Mr. Robinson asked Ms. Stewart if she had any additional information for the item.

Ms. Stewart shared that this ordinance relates to compensation as noted for unclassified employees. It was also introduced with blanks pending the adoption of the budget, so it needed to be amended to insert the amounts that were previously shared with City Council and that are consistent with the budget.

Motion:

Ms. Michael moved to amend and approve Ordinance No. 32-2023 – Compensation for Unclassified Employees. Ms. Brewer seconded the motion.

The motion to amend Ordinance 32-2023 carried unanimously by voice vote.

Roll Call vote to approve Ordinance 32-2023 carried unanimously: Yeas (6), Nays (0)

9. Resolution No. 67-2023 - Adoption of 2024-2028 Capital Improvements Program (CIP)

Approving the 2024-2028 Capital Improvements Program for the City of Worthington.

Executive Summary: This Resolution adopts the 2024-2028 Capital Improvements Program.

Recommendation: Introduce and approve as presented.

Ms. Brewer introduced Resolution No. 67-2023 – Adoption of 2024-2028 Capital Improvements Program (CIP).

Ms. Stewart shared that staff distributed the proposed capital improvements program for the years 2024-2028 back in early October. No proposed changes from the document that was distributed in October, so it is being presented for adoption.

Motion:

Ms. Michael moved to approve Resolution No. 67-2023 – Adoption of 2024-2028 Capital Improvements Program (CIP), and Ms. Brewer seconded the motion.

The motion carried unanimously by voice vote.

CONSENT AGENDA

10. Ordinance No. 28-2023 - Additional Appropriations – General Fund and Capital Improvement Fund

Amending Ordinance No. 39-2022 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the General Fund and Capital Improvement Fund.

Executive Summary: This legislation appropriates additional funds in the General Fund and the Capital Improvement Fund to provide additional funding for tax collection and income tax refund activity.

Recommendation: Approve as presented.

Minutes:

Ms. Michael introduced the items on the Consent Agenda for approval.

Ms. Brewer moved to approve the Consent Agenda. Ms. Kowalczyk seconded the motion.

The motion carried unanimously by voice vote.

11. Ordinance No. 31-2023 – Public Health Contract – Columbus Public Health

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

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

Summary: Approve as presented.

12. Ordinance No. 33-2023 - Appointment of the Franklin County District Board of Health as the Provider of Plumbing Inspection Services

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

Executive Summary: This is the annual ordinance that authorizes the City Manager to appoint the Franklin County District Board of Health as the provider of plumbing inspection services for the City of Worthington in 2024.

Recommendation: Approve as presented.

13. Ordinance No. 35-2023 – Riverlea Police Protection Contract

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 2024 contract in the amount of \$91,391, This represents a 3.5% increase from the 2023 contract.

Recommendation: Approve as presented.

14. Resolution No. 62-2023 – Classified Employee Compensation

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. 55-2022, 20-2023, and 41-2023.

Executive Summary: This Resolution establishes the compensation for all classified positions for 2024 consistent with the 2024 budget and collective bargaining agreements.

Recommendation: Introduce and approve as presented.

15. Resolution No. 63-2023 – 2024 Staffing Chart

Amending the Staffing Chart of the City of Worthington to Reflect the Positions Authorized in the 2024 Operating Budget.

Executive Summary: This Resolution adopts a staffing chart for the City for 2024. The number, type, and classification of the position in the document are consistent with the 2024 Budget.

Recommendation: Introduce and approve as presented.

16. Resolution No. 64-2023 - 2024 Emergency Medical Services Fees

Establishing Rates and Fees for Emergency Medical Transportation Services Provided by the City of Worthington.

Executive Summary: This Resolution increases the Emergency Medical Services fees

by 2.4% consistent with the Ambulance Inflation Factor adopted by the Federal Medicare program.

Recommendation: Approve as presented.

17. Resolution No. 65-2023 - Custodial Services Contract for Parks & Recreation Facilities

To Authorize the City Manager to Execute a Custodial Services Contract with Circle Building Services, Inc. for the Worthington Community Center and Griswold Center.

Executive Summary: This Resolution authorizes the City Manager to enter into an agreement for custodial services for the Community Center and Griswold Center for 2024 and for extension for up to two additional years.

Recommendation: Introduce and approve as presented.

18. Resolution No. 66-2023 - Re-appointments to Boards & Commission

Re-appointing Members to Various City Boards and Commissions and Appointing New Members to the Volunteer Peace Officers Dependents Board and the Worthington International Friendship Association

Executive Summary: This Resolution appoints members to various Boards and Commissions.

Recommendation: Introduce and approve as presented.

19. Resolution No. 68-2023 - Approving the City Manager's Appointment of Christopher Wilson as Alternate Chief Building Official and Jeff Uroseva as Alternate Plans Examiner

Approving the City Manager's Appointment of Christopher Wilson as Alternate Chief Building Official and Jeff Uroseva as Alternate Master Plans Examiner for the Division of Building Regulation.

Executive Summary: This resolution approves the City Manager's appointment of Christopher Wilson as "Alternate Chief Building Official" and Jeff Uroseva "Alternate Plans Examiner."

Recommendation: Introduce and approve as presented.

20. End of Consent Agenda

Public Hearings on Legislation (Continued)

21. Ordinance No. 30-2023 – Adopting Replacement Pages to the Codified Ordinances

To Revise the Codified Ordinances of the City of Worthington to Conform to Changes in

State Law and Adopting Replacement Pages to the Codified Ordinances.

Executive Summary: This Ordinance adopts replacement pages for the Codified Ordinances to incorporate changes to the City Code and State Law since the last update.

Recommendation: Approve as presented.

Minutes:

Mr. Robinson asked Ms. Stewart if she had any additional information to share about this ordinance.

Ms. Stewart noted that these pages incorporate changes that occurred with our city code. Changes that City Council previously voted on to change our city code or changes in state law that then need to be adopted within our state code.

Mr. Robinson asked for a summary or idea about what types of changes are being enacted in the code.

Mr. Lindsey responded that many of the updates are things that Council already passed, dating back to 2022. He shared a couple specific examples of updates regarding changes to state law with respect to law enforcement and impacts to Mayor's Court.

Mr. Robinson replied that he was satisfied with the response.

Roll Call: Ms. Brewer, yea; Ms. Hermann, yea; Mr. Bucher, yea; Ms. Kowalczyk, yea; Ms. Hermann, yea; Mr. Robinson, yea; Ms. Michael, yea. The Ordinance is hereby passed.

Yeas (6), Nays (0)

22. Ordinance No. 34-2023 – Amending the Municipal Income Tax Code

To Amend Part Seventeen – Title Two of the Codified Ordinances of the City Regarding Municipal Income Tax.

Executive Summary: This Ordinance adopts the amendments to the municipal income tax code as recommended by the Regional Income Tax Agency and required by the General Assembly in House Bill 33.

Recommendation: Approve as presented.

Minutes:

Mr. Robinson asked Ms. Stewart for additional information.

Ms. Stewart asked Mr. Bartter to highlight some of the changes or the background on this.

Mr. Bartter indicated the big change here is going to be on the late filing fee. The General Assembly instituted a \$150 late filing penalty uniformly across the state of Ohio that is

now being amended back down to \$25. Other changes include how we deal with an apportionment of a net profit tax return with remote workers. The rest are just language changes.

Mr. Robinson asked if any council members have any questions or comments.

Roll Call: Ms. Hermann, yea; Mr. Bucher, yea; Ms. Kowalczyk, yea; Ms. Brewer, yea; Ms. Michael, yea; and Mr. Robinson, yea. The Ordinance is hereby passed.

Yeas (6), Nays (0)

New Legislation - Ordinance(s)

23. 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: Introduce for public hearing on December 11, 2023.

Ms. Michael introduced Ordinance No. 37-2023 – Code Change – Parks & Recreation Commission Student Members

24. 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: Introduce for public hearing on December 11, 2023.

Ms. Hermann introduced Ordinance No. 38-2023 Appropriation – Capital Equipment & Various Small Projects.

Reports of City Officials

25. Policy Item(s)

a. Request to Bid - Park Overlook Waterline

Executive Summary: Staff is seeking approval to advertise for bid the Park Overlook Drive and Andover Street Water Main Replacement project.

Recommendation: Motion to approve.

Minutes:

Mr. Robinson asked Ms. Stewart to provide background information.

Ms. Stewart shared that this project has been under design and is the next waterline project in our schedule and so we are asking for permission to go out for bid.

Mr. Moorehead state that this waterline project is one of the most-needed Colonial Hills waterline replacements that we have. It is the second project that was recommended by the city's 2020 condition assessment of all 72 miles of our waterline. We are replacing a six-inch cast-iron line. Currently 72 years old. In good condition it would ideally last for about 80 years but this line has one of the highest rates of breakages in our system and so we are seeking to replace it. Bids would be advertised immediately with the bid opening scheduled for January 5, 2024.

Motion:

Ms. Brewer moved to approve the Request to Bid – Park Overlook Waterline. Ms. Kowalczyk seconded the motion.

The motion carried unanimously by voice vote.

Reports of Council Members

Ms. Brewer: The next ARB-MPC meeting is on December 14th and I'll have the agenda next Monday to report on.

Other Business

Executive Session

Ms. Stewart: At this time an Executive Session is needed to consider the appointment of public officials.

a. To consider the appointment of a public official(s).

Motion:

Ms. Brewer moved to enter into Executive Session. Ms. Kowalczyk seconded the motion.

The roll call vote carried unanimously: Yeas (6), Nays (0)

Council went into Executive Session at 7:56pm.

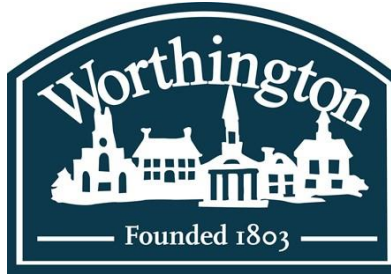
Out of Executive Session at 8:37pm.

Adjournment

26. Motion to Adjourn

Ms. Hermann moved to adjourn the meeting. Ms. Michael seconded the motion.

The motion carried unanimously by voice vote and the meeting adjourned at 8:38pm.



STAFF MEMORANDUM
City Council Meeting – April 8, 2024

Date: March 6, 2024

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

This memorandum provided for the March Committee of the Whole City Council meeting is provided again for background.

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.

A series of questions are provided below that can be utilized by City Council to work through this request and determine a direction to pursue.

1. Do Council Members have remaining questions for Swiminc, the Schools or City staff?
2. Swiminc has provided three investment options. Which level of investment do you support?
3. How much of the selected investment amount do you think the City should provide?
4. How much General Fund balance do you support being allocated to the project?
5. What currently planned projects and initiatives are you willing to forego to free up funding for the pool facility?
6. What is the remaining funding gap? Are you willing to increase the property tax millage to provide the funding? If so, do you want to place it on the ballot for voters or levy Charter millage, which does not require voter approval.

In reflecting on past City Council discussions of this topic, it seems the most likely path forward is a combination of cash from the General Fund Balance and bonding. (This is the “hybrid” approach highlighted in the November 3rd presentation.) Staff has previously discussed utilizing \$4 million from the General Fund and bonding the remaining amount. There are two paths for making the bond payments, either additional revenue through an increase in property tax or expenditure reductions. Each of these ideas is further explored below.

General Fund Allocation

An allocation of \$4 million from the General Fund maintains a projected General Fund Balance of 43%, so maintains compliance with the General Fund Balance Policy.

Expenditure Reductions

Among the three levels of investment proposed by Swiminc, Option 1 was the lowest cost at \$10,300,000. With a \$4 million General Fund contribution, bonds would be needed in the amount of \$6,300,000 which would result in a projected debt service payment of \$500,000 annually for 20 years.

The 2024-2028 Capital Improvements Program has insufficient funding to simply absorb an additional \$500,000 per year. Without additional revenue, expenditure reductions would need to be made. Staff would look to reduce enhancement projects or investment in enhanced services. This means elimination of items such as bike & pedestrian improvements (\$250,000 annually), vision implementation (\$100,000 annually), Selby Shelter renovation (\$750,000 one-time), Worthington Mile trail study (\$100,000 one-time), and a modified, less broad-scale Comprehensive Plan Update (\$200,000 one-time). These items equate to \$350,000 annually, plus lump-

sum, one-time items in the amount of \$1,050,000. Since the debt service is paid over a 20-year timeframe, the items would need to be eliminated until such time as either additional revenue is collected, or the bonds are paid off. This scenario only frees up funding for Option 1. Additional expenditure reductions would need to be made to accommodate Options 2 or 3.

Additional Revenue – Property Tax

If the expenditure reductions are not pursued, then the other alternative is to seek additional revenue through an increase in the property tax millage. With a \$4 million contribution from the General Fund, the following estimated additional millage amounts are needed for the three investment levels.

Option 1 – Bonds in amount of \$6,300,000 = 0.515 mills

Option 2 – Bonds in amount of \$8,800,000 = 0.719 mills

Option 3 – Bonds in amount of \$11,400,000 = 0.931 mills

If Council decides to pursue this route, the additional millage could be a voted ballot issue or it could be Charter millage levied by City Council. If Council decides to pursue an issue on the ballot in November, legislation will need to be adopted this summer. If Charter millage is pursued, the City will need to signal it with the Tax Budget which is adopted in July.

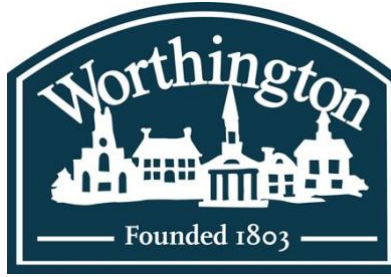
Additional Details

Once the overall direction and amount of City contribution are determined, the details of the arrangement can be finalized. Attached to this memorandum are the Staff Memorandum from the December 11th City Council agenda packet which provides staff's recommendations on various details. Also attached are the presentation slides from the November 3rd City Council meeting which highlight the three investment options, provide a summary of discussions to date, and highlight the pros and cons of the financial options.

ATTACHMENT(S)

Staff Memorandum from the December 11, 2023, City Council Meeting

Presentation Slides from the November 6, 2023, City Council Meeting



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 Request

November 6, 2023

1

Background

Swiminc runs Worthington Pools which includes outdoor pools and a natatorium on the grounds of Thomas Worthington High School

Worthington Schools is rebuilding the natatorium along with the high school reconstruction

Swiminc has approached the City for funding to renovate or replace the outdoor pools

Swiminc has presented three options for investment

2

Investment Option #1

\$10,300,000

Renovation and repair of existing outdoor pool and pool house, including the concessions and locker facilities



OPTION 1 SITE CONCEPT

3

Investment Option #2

\$12,800,000

Renovations and repair of existing outdoor pool;
Replacement of the pool house, including the concessions and locker facilities



OPTION 2 SITE CONCEPT

4

Investment Option #3

\$15,400,000

Replacement of existing outdoor pool and pool house, including the concessions and locker facilities



OPTION 3 SITE CONCEPT

5

Discussions to Date

Multiple conversations with Swiminc through the spring and summer, including conversations among representatives of the City, Swiminc and Schools through a working group

Preliminary discussion of financial strategies in June

Presentation of options for investment by Swiminc in June

Continued conversation in July, including authorization of the community survey

Presentation of survey responses in October

6

Community Survey

Questions or follow up discussion related
to the survey before moving into financial
strategy options?

7

Financial Options

No Action

Current City
Funds

Voted Ballot
Issue

Charter
Millage

Hybrid

Fundraising

School Joint
Recreation
District

Other Joint
Recreation
District

8

Financial Options: Not Likely and/or Feasible

No Action

- Likely results in closure of outdoor pool

Fundraising

- Won't raise sufficient funds

Other JRD

- Outside of the School District, no other entity provides enough additional taxpayers/beneficiaries

9

Financial Options

No Action

Current City
FundsVoted Ballot
IssueCharter
Millage

Hybrid

Fundraising

School Joint
Recreation
DistrictOther Joint
Recreation
District

10

Financial Options: Current Funds



Benefits

- Quick & easy to authorize



Challenges

- 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

11

Financial Options: Current Funds – GF Balance

\$10,300,000 Option

- Projected General Fund Balance reduced to 30% of prior year expenditures
- Per the General Fund Balance Policy, the City would need to take steps to raise revenue or reduce expenditures to reach at least 35%

\$15,400,000 Option

- Projected General Fund Balance reduced to 16% of prior year expenditures
- Per the General Fund Balance Policy, the City would need to take steps to raise revenue or reduce expenditures to reach at least 35%

Note: Utilizes proposed 2024 Operating Budget as baseline

12

Financial Options: Current Funds – GF Bond Payments

\$10,300,000 Option

- Annual operating deficit of between \$971,000 - \$2,183,000
- Projected General Fund Balance would shrink to 40% by 2028 and continue to decline beyond 2028

\$15,400,000 Option

- Annual operating deficit of between \$1,367,000 - \$2,579,700
- Projected General Fund Balance would shrink to 34% by 2028, triggering steps to raise revenue or reduce expenditures to comply with the General Fund Balance Policy

Note: Utilizes proposed 2024 Operating Budget as baseline

13

Financial Options: Current Funds – CIP Bond Payments

\$10,300,000 Option

- Annual deficit in the CIP Fund of between \$347,000 - \$1,138,775
- CIP Fund Balance would shrink to 23% by 2028

\$15,400,000 Option

- Annual deficit in the CIP Fund of between \$755,846 - \$1,547,511
- The City's CIP Fund Balance would be fully spent by 2028

Note: Utilizes proposed 2024-2028 Capital Improvements Program as baseline

14

Financial Options: Voted Ballot Issue



Benefits

- Dedicated revenue stream to fund the outdoor pool investments
- Voters weigh in
- No need to forego other planned expenditures



Challenges

- Additional tax burden on residents
- Time and effort associated with a ballot issue
- Need support of voters to move forward with investment

Note: City will need to move quickly if there is a desire for a spring ballot issue

15

Financial Options: Voted Ballot Issue

\$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

Note: Based on current assessed valuation; expected to change for next year

16

Financial Options: Charter Millage



Benefits

- 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



Challenges

- 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

17

Financial Options: Charter Millage

\$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

This would not be a fixed payment amount, but would increase as valuations increase

Note: Based on current assessed valuation; expected to change for next year

18

Financial Options: Hybrid



Benefits

- 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



Challenges

- Same as those identified for the companion strategy (Voted Ballot Issue, Charter Millage, Current Funds)

19

Financial Options: Hybrid

\$4M from GF Balance, Remaining Bonded and 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

Note: Utilizes proposed 2024 Operating Budget & proposed 2024-2028 Capital Improvements Program as baseline

20

Financial Options: School Joint Recreation District



Benefits

- 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



Challenges

- 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

21

Financial Options: School Joint Recreation District

\$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

Note: Based on current assessed valuation; expected to change for next year

22

Other Details to be Determined



If a ballot issue, what is the structure (bonds or only additional millage)?

Could ask for approval of bonds specifically or seek a parks & recreation levy that would be used to pay off bonds



Who holds the construction contract?

If Swiminc, City could require a qualified & experienced project manager

If City, would need to incorporate public bidding and prevailing wage to scope/cost



Does the City want supplemental review/inspection during construction?

City could hire a contract inspector to monitor construction performed by Swiminc's contractor



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

City could seek representation on Swiminc Board or designate other requirements in exchange for funding

23

Other Details to be Determined



Will Swiminc continue to be the operator?

Swiminc has successfully operated the pool facilities for 70 years



Does the City want operational obligations?

City could request discounted rates for Worthington residents and taxpayers if City provides funding



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

City could require an annual set-aside for maintenance of the outdoor pool facility



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

City could request Swiminc make annual payments to partially repay the City's contribution

24

Summary of Financial Strategy Options

Current City Funds

Necessitates reduction in other expenditures

Voted Ballot Issue

If want to place issue on spring 2024 ballot, need legislation this month

Charter Millage

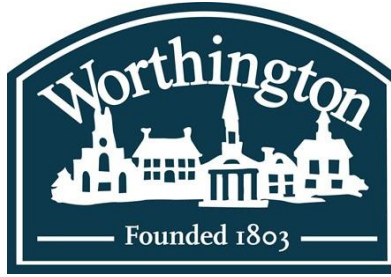
Need to signal with Tax Budget in July

Hybrid

If additional millage involved, timelines noted above apply

School Joint Recreation District

Need to engage School District to determine level of support and identify people to lead the JRD and pass a levy



STAFF MEMORANDUM
City Council Meeting – April 8, 2024

Date: April 3, 2024

To: City Council

From: Robyn Stewart, Acting City Manager

Subject: CITY COUNCIL RETREAT REPORT & DISCUSSION

EXECUTIVE SUMMARY

Time is provided for review of the City Council Retreat Report for the retreat held on March 16, 2024, and follow up discussion.

RECOMMENDATION

Motion to approve the Retreat Report

BACKGROUND/DESCRIPTION

City Council held a retreat on Saturday, March 16th during which they discussed the recommendations from the Vision Implementation Teams and the Age Friendly Plan, current initiatives and likely recommendations from the Northeast Area Plan. City Council identified items to pursue Now and items to pursue Next. Jane Dockery facilitated the discussion at the retreat and prepared the attached report documenting the conversation and determinations.

ATTACHMENT(S)

2024 Retreat Report

City of Worthington

City Council Retreat Report, March 2024

City of Worthington Council members along with the City Manager, Assistant City Manager, and Department Directors convened on March 16, 2024 to discuss ideas for a two-year policy agenda for the City. Systematic Solutions, Inc., Consultant, Jane Dockery, facilitated the Council planning retreat and drafted this report summary. The primary source for new ideas for the two-year policy agenda came from the community visioning process.

Beginning in 2019, the City of Worthington, working with a consultant, developed and implemented a community visioning process involving the citizens of Worthington that resulted in seven community vision statements and supporting principles. The vision statements and supporting principles were adopted by Worthington City Council on March 1, 2021. While City Council has used the statements and principles as guides and expressions of values, in 2023 Council decided to pursue proactive discussions in each vision area to identify actions to be taken in the next two years toward implementing the vision statements. To accomplish this, the City Council established seven Vision Implementation Teams (VITs) that were co-led by a City Council Member and a member of an advisory board or commission related to the vision area and were supported by City staff to:

1. Document existing efforts in the vision area by inventorying actions already being pursued in support of the vision statements;
2. Evaluate the action ideas suggested during the visioning process and identify new ideas that could help achieve the visions;
3. Engage people knowledgeable about the subject area to help form a set of recommendations on up to five ideas that could be pursued;
4. Solicit public feedback;
5. Consider the public input received, the current resources available, and the potential to obtain additional resources and/or partner with other organizations when articulating recommended action ideas; and
6. Provide the top two or three ideas to the City Council for consideration.

In preparation for the Council Retreat, background information from each VIT was presented in City Council Meetings held from February 19 to March 11, 2024 and those presentations can be viewed here: <https://worthington.org/1885/Live-Recorded-Meetings>. VIT memos, recommendations, survey and public meeting results, and presentations can be viewed here: <https://www.worthington.org/visioning>.

This draft two-year policy agenda summarizes the strategic and policy guidance provided to staff by Council on March 16, 2024. A policy agenda highlights core areas of focus and direction from City Council members to the City staff, so they may carry out their work and provide critical services to residents and visitors. The financial plan will support the policy agenda once finalized.

This draft policy agenda concludes with a method for considering new ideas (presented by Council or residents, for example) to identify those new ideas that may rise to the level of changing the sequencing of implementation as described in this summary.

The Draft Two-Year Policy Agenda

The top two or three action ideas from each VIT along with current initiatives, other initiatives, the Northeast Area Plan implementation strategies, and age-friendly initiatives, were presented in summary format by origin and by type by City staff. During the Council Retreat, ideas were discussed by type to facilitate discussion and decision making. “Types” include topics such as the comprehensive plan, other plans and studies, task forces/committees, infrastructure, and so on. Recognizing that every initiative cannot be implemented simultaneously, Council Members sequenced action items for their two-year policy agenda into two categories: action items to be addressed “now” and action items to be addressed “next.” Those two categories are used to organize ideas by topic below, wherever applicable. Council and staff will use recurring progress reports to assess capacity to move items from the do *next* category to the do *now* category.

Comprehensive Plan

The comprehensive plan is an adopted public document that serves as a guide for decisions about physical development in the community. It is an explicit statement of future community goals, values, and objectives and provides a formal vision for the community.¹ In short, it is the foundational document of long-term planning and zoning—the big picture for the community. It addresses future land use (economic, residential, open spaces, and so on), multimodal transportation, roads, sustainability, public utilities, and more.

The City has two current initiatives underway now—a housing assessment and a Northeast Area Plan—that will provide key information to jumpstart the Comprehensive Plan update. Several new ideas were presented by the VITs that Council Members decided should coincide with the City’s planned update to its Comprehensive Plan, beginning in fall 2024.

Action Ideas to do Now

- Develop new housing strategies, including those to diversify the housing stock.
 - Housing is a major priority for the City. Because the City is generally built-out, its challenges are particularly acute since building new housing is a common strategy for alleviating a housing crisis. The Mid-Ohio Regional Planning Organization (MORPC) reports that the 15-county Central Ohio region is on track to reach nearly 3.15 million residents by 2050, an increase of 726,000 people. “According to a report commissioned by the Building Industry Association (BIA) of Central Ohio, housing permitting must increase approximately two-fold from recent trends to meet the projected housing need of over 100,000 new housing units in the next decade. It is more important now than ever to ensure that a variety of attainable housing options will be available to accommodate these new residents.”²
- Update the City’s economic development strategic plan.
 - The City doesn’t have a current overall economic development plan that covers targeted industries and the tools used to retain and attract companies, as well as tools that could help enhance workforce development trends (like hybrid options—work from home and from the office), and strategies for working optimally with partners, developers, and

¹ Ohio's Balanced Growth Program

² Mid-Ohio Regional Planning Organization 2024 - 2050 Population Growth Forecasts

property owners. One option for an overall economic development plan is to also include a more targeted focus on specific geographies within the City.

- Develop sustainability strategies to positively impact the community's environment. The initial focus will be on documenting the many sustainability strategies already being implemented within Worthington's city government.
- Incorporate the "Worthington Mile" concept plan into the Comprehensive Plan. (The Worthington Mile concept plan includes adopting the concept, developing guidelines, working with property owners over the long-term, and so on.)

Other Plans and Studies

The City of Worthington is already investing in a housing assessment as well as in a targeted economic development plan for the Northeast Area Corridor. Council Members indicated their wish to complete the housing assessment and the Northeast Area Plan. The Council would like to make some steps toward sustainability planning, as described below. Once these action items are well in hand, *next* the Council would like to have a feasibility study of a parking garage/the need for additional parking in Old Worthington.

Action Items to do Now

- Complete the City of Worthington Housing Assessment.
 - The City of Worthington is undertaking a Housing Assessment to gather background information to help inform future housing strategies in anticipation of the Comprehensive Plan update later in 2024. The Housing Assessment will include a review of existing housing needs and an understanding of current and future housing supply and demand, while also looking at housing surrounding Worthington.
- Complete the Northeast Area Plan to guide the future of the Northeast Area Corridor, which includes the Northeast Gateway, and the Huntley Road, Proprietors Road, and Lakeview Plaza corridors.
- Initiate some steps toward sustainability planning by inviting representatives from Power a Clean Future Ohio (PCFO) to present to Council, by inventorying the sustainability strategies that the city government is already implementing, and by incorporating sustainability strategies into the Comprehensive Plan. Community waste reduction is an important aspect of sustainability planning to Council members and to the Environmental Stewardship VIT. Therefore, the City will include in its "sustainability" inventory all that it is doing to divert waste from landfills, which will raise awareness of these efforts and make them more prominent. After those sustainability activities are addressed, Council will assess and decide on other steps.

Action Items to do Next

- Conduct a feasibility study for a structured parking garage at the existing W. New England municipal parking lot.
 - Evaluate the need for additional parking, the number of additional spaces that could be achieved, the costs to construct the garage, and potential funding strategies, including additional infill development opportunities.

Task Forces/Committees

The VIT's presented three ideas for task forces/committees—a restaurant task force, the creation of a Leadership Roundtable, and an Arts Committee. Council members and staff discussed whether an organization outside of the City could manage these task forces/committees. If the task force/committees envision that the implementation of the program will be performed by City staff, then City staff must be involved in the development of the program. City staff doesn't necessarily need to do all the logistical work, but they need to be engaged in the program components so that the results are workable for staff moving forward. The City currently has a Deer Task Force, and the pending Comprehensive Plan update will engender committees which will also need to be staffed.

Regarding the establishment of an Arts Committee, the Council policy agenda suggests that such a committee be considered “next,” once there is sufficient City staff capacity. The *Vibrant Downtown* VIT recommends the establishment of an Arts Committee to facilitate the installation of art displays throughout the City. The *High Quality of Life* VIT also called for an Arts Task Force to enhance accessibility to the arts. If an arts committee will develop a program that is managed by the McConnell Arts Center or the Worthington Partnership (as two possible examples) without the City managing or even funding it, then the Arts Committee would not require the City's involvement. However, if there is a desire to have the City involved in the identification and contractual arrangements for locations where art will be placed, in the selection of the art, in funding for the program, or in other ways, then the City needs to be involved in the committee at least during conversations about the components involving the City.

Action Items to do Now

- Provide staff support to the Deer Task Force.
- Establish Comprehensive Plan committees to help guide the comprehensive planning process to be commenced in the fall of 2024. This group has a front-row seat to building the plan and determining future planning in the city.
- Determine if the Restaurant Task Force will be led by the Worthington Partnership. A first step of the Task Force is to conduct research on the perspectives of the restaurateur, especially to identify the best methods to entice, support, and subsidize restaurants.
- Decide how to structure a Leadership Roundtable as an ongoing group that convenes leaders in government, non-profit, church, and neighborhood organizations to enable stronger connections across the groups and coordination on events and programs. The group could also develop strategies for addressing unmet needs in the community. One option for initiating the Roundtable is to utilize the Leadership Vision Implementation Team to create the group and invite participants.

Action Items to do Next

- The City will explore, in partnership with the McConnell Arts Center (MAC) and/or the Worthington Partnership, the role of an Arts Committee to commission public works of art, such as statues, etc., to make art universally accessible throughout the city.

Infrastructure

The City of Worthington is studying potential funding options for the Worthington Pools, in response to a Swiminc request to provide funding for repair, renovation or replacement of pool facilities. More discussions will be required before Council members are prepared to provide policy guidance to staff.

The Worthington Mile concept plan recommends leveraging public and private investment throughout the corridor by adopting and implementing planning guidelines that encourage improvements consistent with the vision expressed in the Worthington Mile plan. The total cost of plan implementation is likely to be significant.

The City set aside \$50,000 from its Capital Improvement Program to implement a sidewalk gap program pilot demonstration. This pilot program continues to be funded in 2024 at the level of \$50,000, which will be sufficient to address up to three residential lots. The *Worthington is Connected* VIT recommended to formalize the pilot program into an annual program. From a policy perspective, not all residents want a sidewalk on their property due to the required repair and maintenance (e.g., clearing snow). Council members will determine in future discussions their policy position in this regard.

The *Worthington is Connected* VIT also recommended that the City seek ways to make the crossing at High Street and Wilson Bridge Road safer and more comfortable for pedestrians, cyclists, and mobility-challenged individuals.

The City of Worthington is developing a plan to guide the future of the Northeast Area Corridor, which includes the Northeast Gateway, and the Huntley Road, Proprietors Road, and Lakeview Plaza corridors. The Northeast Area Plan (NEAP) recommends public infrastructure improvements and gateway signage and branding, among other strategies.

There is a desire to refresh the aesthetics in Old Worthington and address the impact of heavy pedestrian traffic during events. This can be done through an evaluation of streetscape enhancements.

Action Items to do Now

- Continue the Sidewalk Gap Program Pilot in 2024 as a connection program to fill in sidewalk gaps across the City.
- Regarding Worthington Pools, Council wishes to hold more conversations with Swiminc, the 501(c)(3) community based, private non-profit organization that runs Worthington Pools, to brainstorm the way forward.
- Pursue external funding that can finance infrastructure improvements envisioned in the Worthington Mile concept, specifically the installation of shared use paths.

Action Items to do Next

- Implement a plan and provide funding for improving sidewalk connects and replacements throughout the City as an ongoing initiative. The Bike and Pedestrian Master Plan specifies where the sidewalk gaps are.
- Undertake a study to identify ways to improve crossings at the Wilson Bridge and High Street intersection from both a pedestrian and vehicle standpoint. Engage with other stakeholders including ODOT. The study would require a moderate to high level of engineering complexity and could be completed in two years.

- Design and implement a streetscape improvement plan for Old Worthington. The focus is on refreshing the area's aesthetics, addressing the impact of heavy pedestrian traffic during events in Old Worthington, including the Farmers Market, and maintaining the character of the area. The next phase will be development of a forward-looking conceptual plan.
- For the Northeast Area Corridor: Identify public infrastructure improvements, capital projects, and funding strategies for Rush Run and Huntley Bowl Park, Huntley and Proprietors Roads, and pedestrian and bike paths.
- For the Northeast Area Corridor: Design and implement a marketing and branding strategy to attract private sector development by focusing on primary gateway signage and branding.

Code Changes

The City's Codified Ordinances (or Codes) set out the structure of the city government, and establish laws and programs related to traffic, general offenses, business regulation, public infrastructure and utilities, use of the rights of way, land use (zoning), building regulations and taxation. The municipal sign code represents a compilation of regulations covering the construction, design, and usage of signage. The City of Worthington is expected to complete a sign code update in the first quarter of 2024.

In order to elevate the narrative regarding the Northeast Area Corridor, zoning code updates are necessary.

A noise complaint was made by concerned citizens in 2024 at a Council meeting in regard to a particular business and the citizens asked about updating the noise ordinance. Noise ordinances must be universally written and interpreted, and therefore addressing the citizens' concern will require staff time for research, analysis, and recommendation writing.

Action Items to do Now

- Complete the sign code update.

Action Items to do Next

- Update the zoning codes for the Northeast Area Corridor to reflect land use, development standards, and noise mitigation options in alignment with the NEAP.
- Research noise ordinances, conduct analyses, and make recommendations for updates as determined necessary.

New Programs

New programs and initiatives are ever warranted in urban areas because new challenges continue to pop up. For the City of Worthington, new initiatives are commonly identified at each annual Council retreat, and City staff were implementing ten initiatives from the 2023 Council retreat when the seven Vision Implementation Teams (VITs) were established, which then generated many more program ideas.

Examples of new program ideas from the VITs include:

- A Tree Planting Program to be a sapling giveaway to coincide with other celebrations such as Arbor Day
- A Tree Planting Program to establish a grove at the Northeast Gateway
- A Tree Planting Program for boulevard planting
- A reimagined Mental Health Response from dispatch, fire, and police departments
- Recent plans conducted for the Age-Friendly initiative and the Northeast Area Corridor have resulted in multiple new program ideas as well.

Current initiatives that generate new programs include (1) a Fire and EMS community risk reduction program, which will hire a coordinator as an important connector between residents and social services, and (2) establishment of a parks and recreation foundation. The action items listed below sort these 15 new programs into those suggested to be a focus of staff effort *now* and those to be addressed *next*.

Action Items to do Now

- Implement the Fire and EMS Community Risk Reduction Program, focusing on connections between residents and social services, providing home visits, phone calls, etc.
- Establish a Parks and Recreation Foundation to enhance recreational opportunities and amenities.
- Provide a bare root sapling giveaway program, coordinated with FLOW (Friends of the Lower Olentangy Watershed). The City could help promote the program in Worthington and nearby.
- Plant a high-visibility, long-term, iconic “grove” of trees that would have an enduring effect on Worthington being identified with its glorious trees. Sites discussed include the Northeast Gateway.
- For the Northeast Area Plan: Explore funding options for redevelopment of the Northeast Corridor.
- For the Northeast Area Plan: Communicate the vision for zoning and rezoning to property owners in relation to land use, development standards, and noise mitigation options.

Action Items to do Next

- Reimagine the Mental Health Response, assessing the need for, designing, and then hiring or contracting with non-police personnel who would provide alternative non-police responses for persons undergoing non-violent mental health or substance use crises. Consider shared staffing with neighboring communities given the uneven demand for such services.
- Determine how to fund and implement a “tree boulevard” planting program.
- Review the Deer Task Force’s deer management strategies and pursue deer management strategies that have community support.
- For the Age-Friendly Plan: Develop community-led support systems to respond to residents’ desire to maintain independence in their homes and community.
- For the Age-Friendly Plan: Identify creative options to provide tools and pathways for residents to remain in their homes and community for as long as they desire.
- For the Age-Friendly Plan: Explore multi-modal transportation options.
- For the Northeast Area Plan: Grow Worthington’s industrial base through marketing and development of underutilized land through the Community Improvement Corporation (CIC).
- For the Northeast Area Plan: Conduct outreach to the development and broker communities to communicate the vision to reposition the Northeast Area Corridor.
- For the Northeast Area Plan: Develop a business attraction marketing campaign for targeted industries, such as the renewable and clean energy industry supply chain.

Other Initiatives

This section describes initiatives that do not fit neatly into the categories previously described and may be able to be incorporated into existing programs. The City staff and City Council continue to implement diversity, equity and inclusion programs and policies. The City Administration is undergoing the process of hiring a new police chief. VITs and the Age-Friendly Plan are interested in expanded communication

formats from the City to residents and among its commissions and boards. Also, from the Age-Friendly Plan, the community seeks to explore and promote age-friendly practices, and to promote educational opportunities about older adult services.

Action Items to do Now

- Conduct ongoing training and complete the work underway with a contractor to assess diversity, equity and inclusion efforts and practices.
- Implement the process to hire a new police chief.
- Ensure that information about City and community services is available and accessible for all in multiple formats. This effort includes implementing best practices to ensure the City’s website and social media accounts are accessible by following the Web Content Accessibility Guidelines (WCAG); making information available in printed form and distributing it at public places (the Age-Friendly Plan encourages providing print materials as well); increasing the amount of information published in the Worthington Spotlight newspaper; and creating a regular “Community Conversation Series” on issues of diversity, equity, and inclusion.
- Increase interaction between the City Council and the City’s Boards and Commissions, ensuring the proper reporting cadence and two-way communication to keep all abreast of information; and enhance the diversity of members serving on the Boards and Commissions.
- For the Age-Friendly Plan: Explore and promote age-friendly practices to combat ageism (such as collaborating with Worthington International Friendship Association to create age-friendly programming, and Community Relations ageism programming.

Action Items to do Next

- Provide educational opportunities about existing community and health services available to adults as they age.

Method for Considering the Possible Re-sequencing of the Draft Policy Agenda

At the 2024 Council retreat, Council members discussed the importance of committing to a two-year policy agenda versus continually adding new initiatives. Council agreed to review, on a quarterly basis, new initiatives submitted using the form below. The intent of the form is to identify the new ideas that may rise to the level of changing the sequencing of the policy agenda.

<p>Provide rationale for why the action idea should be pursued. Use the following items to frame your response.</p> <ul style="list-style-type: none"> • Consider how the new initiative aligns with the current policy agenda. • Make a case that the new initiative is so time-sensitive that it must be considered immediately. • Describe how the initiative is related to an opportunity that recently arose. • Describe the potential to make an impact within a 2-year timeframe. • Make a case for attracting needed resources to implement the action.
<p>Does the staff have time to review the initiative in advance? Consider the relevant Staff members’ existing workload.</p>
<p>Describe the challenges that may be faced.</p>
<p>How might success of this initiative be measured (e.g., performance metrics that could be utilized)?</p>



STAFF MEMORANDUM
City Council Meeting – April 8, 2024

Date: April 3, 2024

To: Robyn Stewart, Acting City Manager

From: John Moorehead, Director of Service and Engineering

Subject: Permission to bid – Selby Blvd West Bridge (PID 116037)

EXECUTIVE SUMMARY

Staff is seeking approval to advertise the Selby Boulevard West Bridge project for public bidding.

STAFF RECOMMENDATION

Motion granting permission to bid the FRA-Selby Boulevard West Bridge project (PID 116037).

BACKGROUND/DESCRIPTION

Worthington is partnering with the Ohio Department of Transportation (ODOT) to replace the existing bridge on Selby Boulevard West over Rush Run. Routine inspections of the bridge revealed deterioration of the bridge structure, leading to a recommendation that the bridge be replaced. Staff has been planning for construction of the new bridge since 2022 and has recently received authorization from ODOT to advertise our project for public bidding.

This project will include demolition of the existing bridge and replacement of the structure in the same location. Work is planned to occur in phases, so that access to the neighborhood along West Selby Boulevard is maintained at all times.

Construction of this project is made possible in part due to financial assistance provided by ODOT's Municipal Bridge Program. The funding schedule imposed by that program requires that this project be awarded no later than June 3, 2024. To meet that schedule, staff is anticipating a need to award this bid by emergency legislation on May 6, 2024 so that the necessary coordination with ODOT can be finalized in advance of the award deadline.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The 2024 CIP budget included \$1,192,000 for the Selby Bridge Replacement. Worthington has been awarded up to \$1,102,000 through ODOT's Municipal Bridge Program to fund this project.

ATTACHMENT(S)

Proposed Project Legislation Schedule



Staff Memo

Date: April 3, 2024

Re: Selby Blvd West Project Schedule

The following schedule is an estimated timeline based on the information currently available. Dates are subject to change.

Anticipated Project Schedule

April 8, 2024:	Council Motion granting permission to bid
April 9, 2024:	Advertise for bids
April 15, 2024:	Introduce appropriation and award ordinance
April 30, 2024:	Bid opening
May 6, 2024:	Public Hearing on appropriation and award ordinance
May 13, 2024:	Submit project award package to ODOT for approval
June 3, 2024:	"Locked" award date for Federal Funds
TBD:	Construction Start/End

Department of Finance

March 2024 Financial Report



Quick Facts

All Funds

03/31/2024	03/31/2024
Cash Balances	Unencumbered Balance
\$53,698,328	\$30,859,175
(January 1, 2024 balance: \$55,029,495)	

General Fund

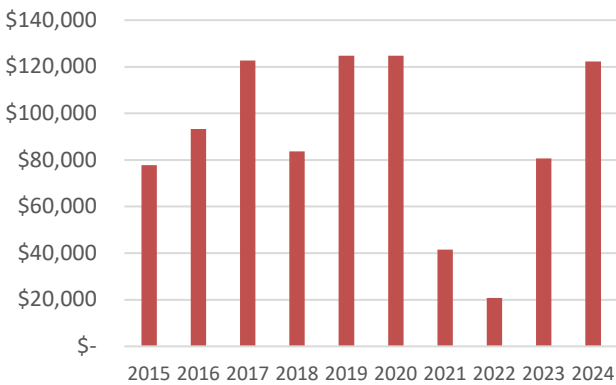
03/31/2024	03/31/2024
Cash Balance	Unencumbered Balance
\$26,342,478	\$18,117,485
(January 1, 2024 balance: \$26,231,841)	(52% of prior year expenditures)

Highlights & Trends for March 2024

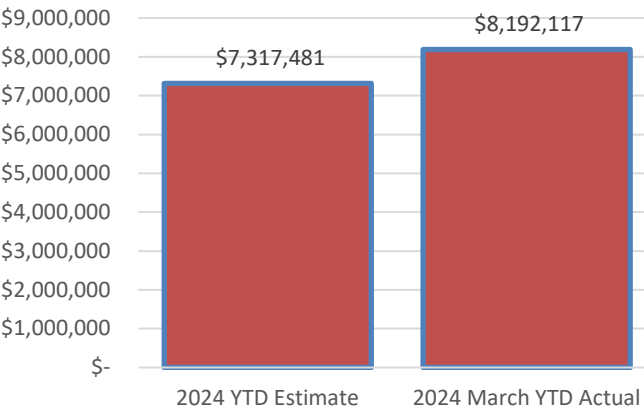
Income Tax Collections

- Year to Date (YTD) income tax collections are above 2023 YTD income tax collections \$283,603 or 3.82%.
- YTD Income tax collections are above estimates by \$261,576 or 3.51%
- Year to date refunds total \$122,221

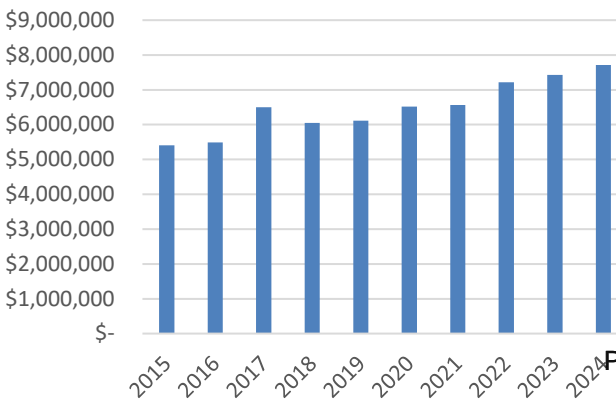
First Quarter Income Tax Refunds



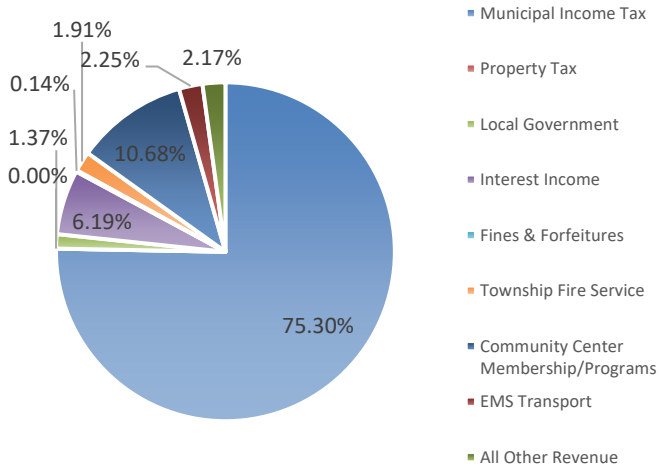
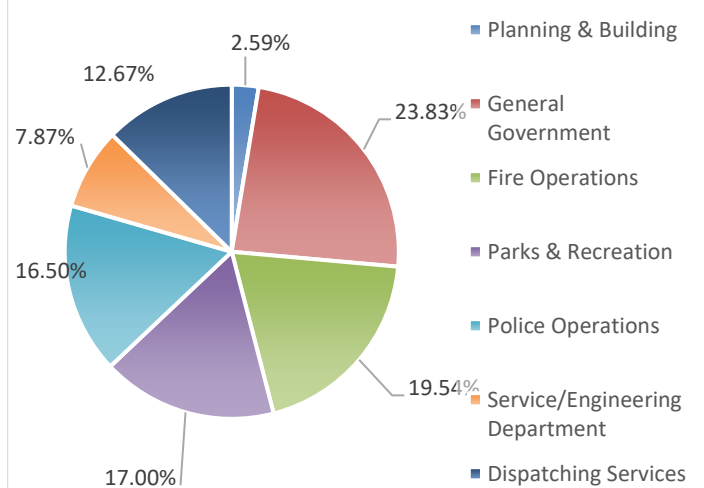
General Fund Revenue 2024 YTD Estimate vs. Actual



First Quarter Tax Collections



Highlights & Trends for March 2024 (continued)

March 2024 Year to Date
General Fund RevenueMarch 2024 Year to Date
General Fund Expenses

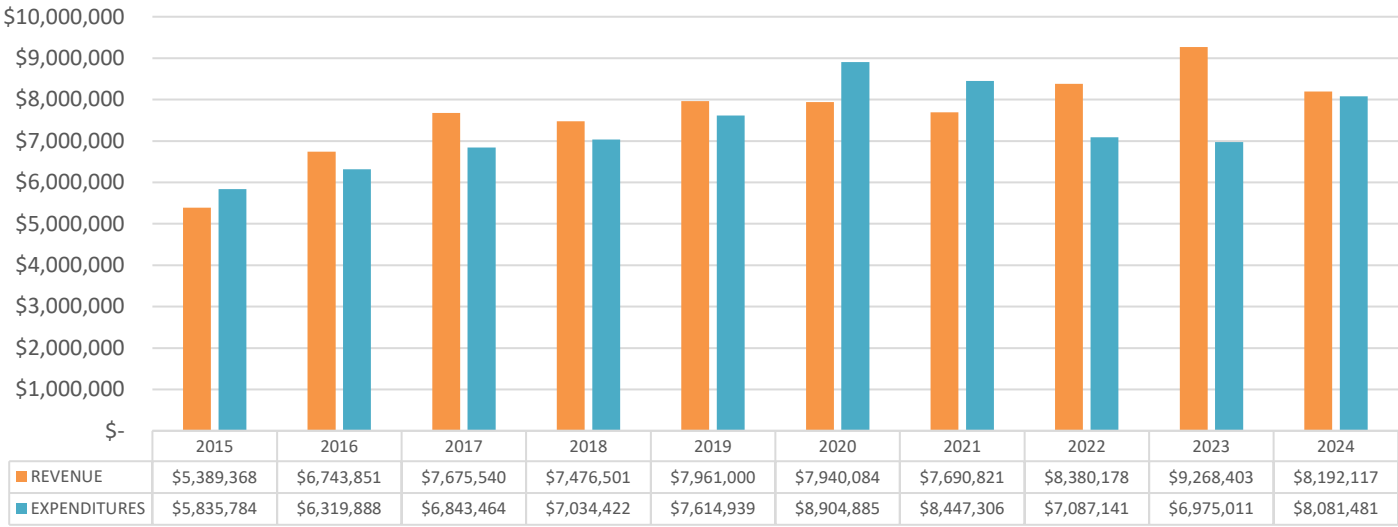
Notable Initiatives & Activities

- Completed State audit of 2022 Ohio Police & Fire Pension Data



Financial Tracking

General Fund
Cash Position





March 2024 Cash Reconciliation

Total Fund Balances:		\$53,698,328.36
Depository Balances:		
General Account:	\$ 2,945,054.79	
Total Bank Balances:		\$2,945,054.79
Investment Accounts:		
Huntington Investment:	\$15,042,000.00	
Star Ohio/Star Plus	27,124,842.08	
Fifth Third MMKT/CDs	8,336,906.49	
FC Bank	248,000.00	
Total Investment Accounts:		\$50,751,748.57
Petty Cash/Change Fund:		1,525
Total Treasury Balance as of March 31, 2024		\$53,698,328.36
Total Interest Earnings as of March 31, 2024		\$506,933.33

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%	\$ 2,310,000.00
2008	OPWC 0% Loan – ADA Ramps	December 2028	0%	\$ 39,050.40
2015	OPWC 0% Loan – Kenyonbrook	December 2045	0%	\$ 449,398.36
2021	2021 Various Purpose Bonds	December 2041	1.65%	\$ 9,135,000.00
2023	2023 Various Purpose Bonds	December 2043	3.77%	\$ 4,400,000.00
	Total Principal Debt Balance			\$16,333,448.76



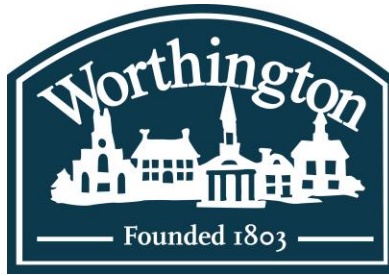
**City of Worthington
Fund Summary Report
as of March 31, 2024**

		<u>1/1/2024 Beginning</u>	<u>Year to Date</u>	<u>Year to Date</u>			<u>Unencumbered</u>
<u>FUND</u>		<u>Balance</u>	<u>Actual Revenue</u>	<u>Actual Expenses</u>	<u>3/31/2024</u>	<u>Encumbrances</u>	<u>Balance</u>
101	General Fund	\$ 26,231,841	\$ 8,192,117	\$ 8,081,481	\$ 26,342,478	\$ 8,224,993	\$ 18,117,485
202	Street M&R	414,104	232,241	205,222	441,123	82,766	\$ 358,357
203	State Highway	77,590	18,830	23,191	73,229	-	\$ 73,229
204	Water	104,796	10,335	9,787	105,344	62,133	\$ 43,210
205	Sewer	96,578	9,340	26,098	79,820	29,049	\$ 50,771
210	Convention & Visitor's Bureau F	4,185	65,893	67,650	2,428	2,106	\$ 323
211	27th Pay Fund	100,000	50,000	-	150,000	-	\$ 150,000
212	Police Pension	1,300,049	-	158,494	1,141,555	-	\$ 1,141,555
214	Law Enforcement Trust	9,505	-	-	9,505	-	\$ 9,505
215	Municipal MV License Tax	16,389	46,019	-	62,408	-	\$ 62,408
216	Enforcement/Education	54,449	75	-	54,524	-	\$ 54,524
217	Community Technology	-	-	-	-	-	\$ -
218	Court Clerk Computer	182,165	972	-	183,137	19,700	\$ 163,437
219	Economic Development	689,236	4,336	8,076	685,497	159,805	\$ 525,692
220	FEMA Grant	-	-	-	-	-	\$ -
221	Law Enf CED	18,030	27,635	-	45,665	-	\$ 45,665
222	Coronavirus Relief Fund	-	-	-	-	-	\$ -
223	Coronavirus ARPA Recovery Fu	-	-	-	-	-	\$ -
224	Parks & Rec Revolving	-	-	-	-	-	\$ -
225	Ohio Opioid Settlement Fund	38,872	2,610	-	41,482	-	\$ 41,482
229	Special Parks	81,876	1,000	4,807	78,069	21,936	\$ 56,133
230	Sharon Twp JEDD	66,562	45,038	67,867	43,733	-	\$ 43,733
253	2003 Bicentennial	79,432	-	-	79,432	-	\$ 79,432
306	Trunk Sewer	375,149	-	-	375,149	-	\$ 375,149
308	Capital Improvements	18,666,050	2,075,503	3,463,893	17,277,659	11,286,621	\$ 5,991,038
313	County Permissive Tax	-	-	-	-	-	\$ -
409	General Bond Retirement	2,173,359	-	-	2,173,359	1,145,916	\$ 1,027,443
410	Special Assessment Bond	278,448	-	-	278,448	-	\$ 278,448
825	Accrued Acreage Benefit	11,110	3,044	-	14,154	5,022	\$ 9,132
830	OBBS	1,615	914	935	1,594	951	\$ 643
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	2,073,956	-	-	2,073,956	1,553,459	\$ 520,497
930	933 High St. MPI TIF Fund	321,710	-	-	321,710	64,000	\$ 257,710
935	Downtown Worthington MPI TIF	673,912	-	-	673,912	126,697	\$ 547,215
940	Worthington Square TIF	176,404	-	-	176,404	54,000	\$ 122,404
945	W Dublin Granville Rd. MPI TIF	388,288	-	-	388,288	-	\$ 388,288
950	350 W. Wilson Bridge	57,677	-	-	57,677	-	\$ 57,677
955	800 Proprietors Road TIF	29,904	-	-	29,904	-	\$ 29,904
998	Payroll Clearing Fund	127,047	3,620,053	3,619,621	127,479	-	\$ 127,479
999	PACE Fund	-	-	-	-	-	\$ -
Total All Funds		\$ 55,029,495	\$ 14,405,956	\$ 15,737,123	\$ 53,698,328	\$ 22,839,153	\$ 30,859,175



City of Worthington, Ohio
General Fund Overview
as of March 31, 2024

		2023	2024	2024	2024	2024	2024	Variance			
		Year End	Original	Revised	Y-T-D	March	Variance	as % of			
Revenues		Actual	Budget	Budget	Estimates	Y-T-D Actual	Over/(Under)	Budget			
Municipal Income Tax	1	\$ 27,378,003	\$ 25,200,000	\$ 25,200,000	\$ 5,959,304	\$ 6,168,565	\$ 209,261	3.51%			
Property Tax	2	3,470,464	4,215,607	\$ 4,215,607	-	-	\$ -	#DIV/0!			
Local Government	*	478,550	450,000	\$ 450,000	112,500	111,898	\$ (602)	-0.53%			
Interest Income	*	2,043,045	850,000	\$ 850,000	212,500	506,933	\$ 294,433	138.56%			
Fines & Forfeitures	*	60,504	75,000	\$ 75,000	18,750	11,315	\$ (7,435)	-39.65%			
Township Fire Service	2	319,540	1,000,000	\$ 1,000,000	150,000	156,616	\$ 6,616	4.41%			
Community Center Membership/Progr	*	2,150,590	2,000,000	\$ 2,000,000	500,000	874,760	\$ 374,760	74.95%			
EMS Transport	*	661,324	675,000	\$ 675,000	168,750	184,355	\$ 15,605	9.25%			
All Other Revenue	*	990,735	1,388,561	\$ 1,388,561	195,678	177,674	\$ (18,004)	-9.20%			
Total Revenues		\$ 37,552,755	\$ 35,854,168	\$ 35,854,168	\$ 7,317,481	\$ 8,192,117	\$ 874,636	11.95%			
Expenditures											
Planning & Building		\$ 982,053	\$ 1,532,477	\$ 1,532,477	\$ 383,119	\$ 190,956	\$ (192,163)	49.84%			
General Government		7,846,854	10,756,189	\$ 10,756,189	\$ 2,256,069	1,754,094	\$ (501,975)	77.75%			
Fire Operations		9,561,092	7,865,205	\$ 7,865,205	\$ 1,966,301	1,438,072	\$ (528,229)	73.14%			
Parks & Recreation		5,682,043	6,575,047	\$ 6,575,047	\$ 1,643,762	1,251,133	\$ (392,629)	76.11%			
Police Operations		6,192,878	7,666,348	\$ 7,666,348	\$ 1,916,587	1,214,676	\$ (701,911)	63.38%			
Service/Engineering Department		2,789,428	3,429,383	\$ 3,429,383	\$ 857,346	578,965	\$ (278,381)	67.53%			
Dispatching Services		685,205	985,000	\$ 985,000	\$ 932,944	932,944	\$ -	100.00%			
Total Expenditures		\$ 33,739,553	\$ 38,809,649	\$ 38,809,649	\$ 9,956,128	\$ 7,360,840	\$ (2,595,288)	73.93%			
Excess of Revenues Over (Under) Expenditures		\$ 3,813,202	\$ (2,955,481)	\$ (2,955,481)	\$ (2,638,646)	\$ 831,278					
Fund Balance at Beginning of Year		\$ 23,512,622	\$ 26,231,842	\$ 26,231,842		\$ 26,231,842					
Unexpended Appropriations			1,356,095	1,356,095		-			1 - Income Tax budget based on individual monthly projections.		
Expenditures versus Prior Year Enc		1,093,981	1,677,234	1,677,234		720,641			2 - These revenue budgets are based on semi-annual payments.		
									* - All other revenue budgets are spread equally over each month.		
General Fund Balance		\$ 26,231,842	\$ 22,955,222	\$ 22,955,222		\$ 26,342,478					



STAFF MEMORANDUM
City Council Meeting –April 8th, 2024

Date: April 3rd, 2024

To: Robyn Stewart, City Manager

From: Scott F. Bartter, Finance Director

Subject: General Fund – Fund Balance Discussion

EXECUTIVE SUMMARY

In accordance with the provisions of the 2018 amended General Fund Carryover Balance Policy, the City Manager shall schedule a discussion with City Council when the General Fund unencumbered balance exceeds 50% of prior year expenditures. The City closed fiscal year 2023 with an unencumbered General Fund balance of 68% of prior year expenditures.

BACKGROUND/DESCRIPTION

With Resolution 70-2018, City Council adopted an updated General Fund Carryover Balance Policy. This revised policy increased the minimum General Fund balance to 35% of prior year expenditures, incorporated a financial action plan in the event the City falls below the policy floor and directs the City Manager to hold a public discussion with City Council in the event the balance exceeds 50% of prior year expenditures.

ATTACHMENTS

General Fund – Fund Balance PowerPoint
2018 Carryover Fund Balance Policy

City of Worthington, Ohio
General Fund Carryover Balance Policy (Fall 2018 – Final Revised)

PURPOSE

A minimum fund balance policy assists the City of Worthington (the “City”) in maintaining the security of major operating funds and contributes to the financial stability of the City by maintaining adequate financial reserves. The minimum fund balance provides financial resources for the City in the event of an emergency or the loss or reduction of a major revenue source. The minimum fund balance policy will allow the Administration and Council to recognize and react to warning indicators of financial stress and set guidelines for proactive measures.

POLICY

At the time of budget preparation, planned appropriations shall be adjusted to ensure that the projected beginning fund balances are consistent with the established amounts as described in this policy.

GENERAL FUND

The minimum unencumbered cash balance in the General Fund will be an amount not less than 35% of prior year General Fund operating expenditures. The City intends to maintain a target unencumbered cash balance of between 35%-50% of prior year General Fund operating expenditures. This calculation shall be made to exclude any balance in a sub-fund utilized for the purpose of accounting for a 27th pay.

MONITORING

Fund balances will be monitored on a month-to-month basis. Monitoring projections will be based upon trend data. The fund balances may drop temporarily below the minimum level due to current operations or emergencies. Additional monitoring and reports will be done per the Financial Action Plan when required.

COMPLIANCE

If it is determined that the City cannot meet the requirements of this policy, the City Manager will include a concise statement in the City Manager’s proposed budget explaining the recommendation to waive the policy. The statement should include the present financial status of the City, a specified timetable for returning to the policy, and reason(s) given for overriding the policy. Should it be determined that the City will not be able to fall within conformance within one year, the Financial Action Plan will be implemented.

FINANCIAL ACTION PLAN

If it is determined that the General Fund will not be able to meet the required unencumbered cash balance, the financial action plan shall be implemented in various stages:

General Fund:

- A. Step I - Projected unencumbered cash balance drops between 25% and 35%.
 - 1. If the unencumbered cash balance drop in this range because of a one-time capital purchase, no action will be needed on the assumption that the reserves will be met within one year.
 - 2. If the unencumbered cash balance fall into this range due to recurring expenses, city officials shall during the budget process, reduce all possible appropriations. If this process brings the budget within the required 35% balance, no further action is required.
- B. Step 2 - Projected unencumbered cash balance drops between 15% and 25%.

1. If the unencumbered cash balance drops into this range, the City must take additional measures to limit expenditures and increase revenues.
2. The City Manager and his/her designees shall review all charges and fees and seek additional revenue sources.
3. The use of contractual employees and/or consultants will be closely scrutinized and discouraged.
4. Purchase of capital items shall only be made if absolutely necessary, provided that those purchases do not increase future operating costs.
5. The City will enact a hiring freeze for any additional personnel who are funded through this fund, unless there is a revenue generating program to pay for the individual(s), or if the hire will relieve unmanageable overtime.

C. Step 3 - Projected unencumbered cash balance drops below 15%.

1. Discuss revenue enhancements, tax levies, and reductions in programs and personnel.
2. All nonessential expenditures shall cease.
3. All nonunion wages may be frozen; a request for wage concessions from union employees may be made.
4. The Administration shall prepare a two-year budget projection to determine the long-term financial plan for recovery.
5. The Administration will evaluate and recommend the proposed action plan and present to the full Council for approval.

If it is determined that the General Fund unencumbered cash balance exceeds 50% of prior year expenditures, the following steps will be taken

General Fund:

A. Step 1 – Projected unencumbered cash balance exceeds 50%

1. The City Manager will schedule a discussion with City Council to review the current financial landscape, including revenue trends, future expenditure needs and projections for the unencumbered cash balance over the next five years. This discussion will include consideration of whether the City should use of a portion of the balance for one-time expenditures that would benefit the community.



City Council Discussion

General Fund - Fund Balance

April 8th, 2024



Purpose of Discussion

- **Resolution No. 70-2018:** Updated the General Fund Carryover Balance Policy for the City of Worthington. Updates included:
 - Target Unencumbered Fund Balance of 35%-50% of prior year General Fund Expenditures.
 - Established “Financial Action Plan” to be implemented if Fund Balance falls within certain thresholds.



Purpose of Discussion

- If unencumbered balance exceeds 50% of prior year expenditures:

“The City Manager will schedule a discussion with City Council to review the current financial landscape, including revenue trends ... This discussion will include consideration of whether the City should use a portion of the balance for one-time expenditures that would benefit the community.”



December 31, 2023 - Balance

- **December 31, 2023 General Fund Balance**
 - **Cash: \$26,231,841 (81% of 2022 GF Expenditures)**
 - **Unencumbered: \$22,054,607 (68% of 2022 GF Expenditures)**
 - Significant encumbrances include:
 - Legal Services: \$145,897
 - Economic Development: \$2,500,000 (High North Incentive)
 - S&E Consulting: \$106,116
 - P&B Consulting: \$109,428
 - Health Insurance: Multiple lines



How did we get here?

One-Time Money

- 2020 BWC Refunds totaling: **\$2,370,423.**
- 2020 CARES Act Funding of: **\$1,416,172.**
- Re-allocation of income tax from 2009 – 2013 from the Capital Improvement Fund to the General Fund totaling: **\$6,015,606.**
- Estate tax revenue 2009 – 2013: **\$2,824,711.**

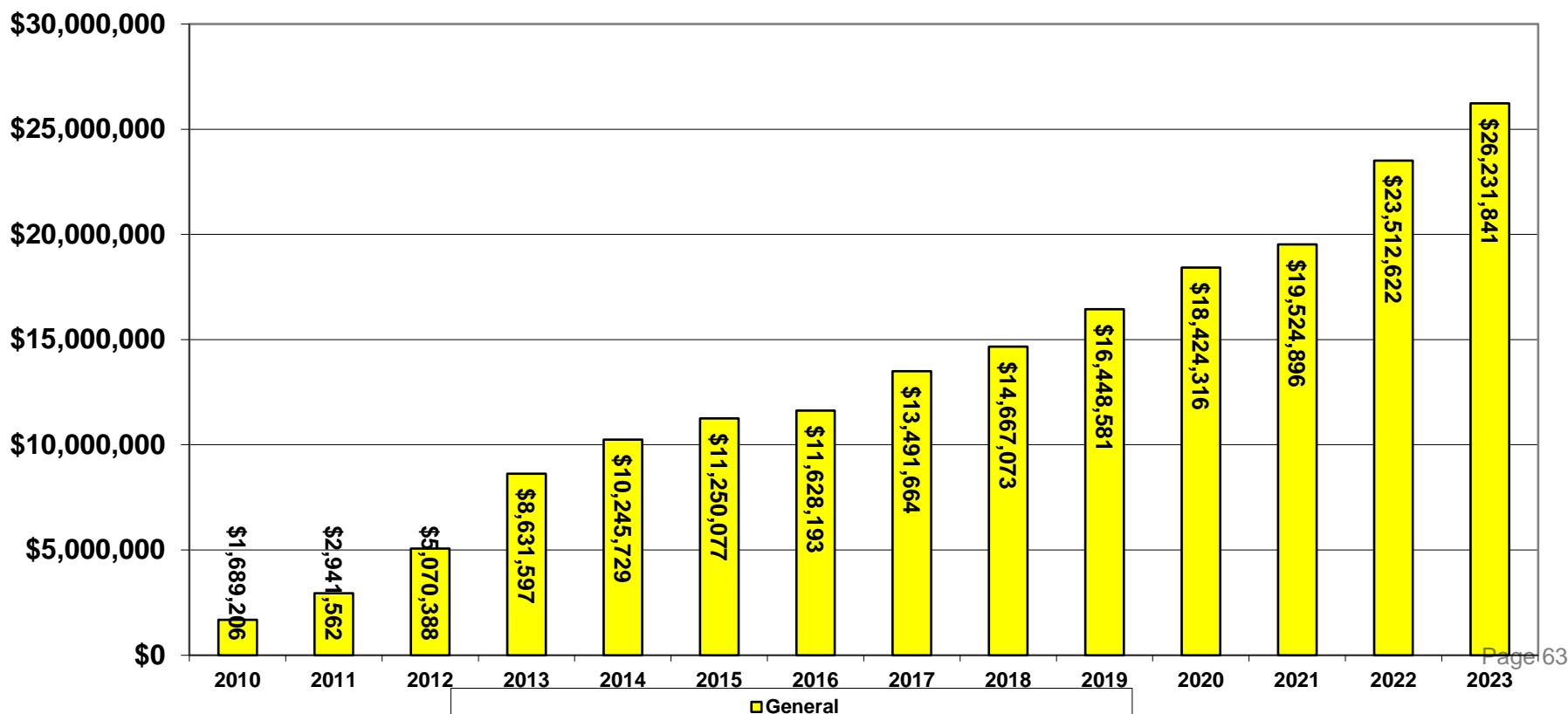
Revenue Exceeding Expectations

- 2023 Income Tax collections were 29% higher than 2020
- Interest rates far exceeded estimates with total investment revenue in 2023 at \$2,043,045.
- Parks and Recreation returning to full program and participation levels more quickly than anticipated.



Time

City of Worthington General Fund Balance 2010-2023





2022 – 2024 Budget Additions

- Added eight full-time positions and two part-time positions (Assistant Law Director, Assistant Fire Chief – EMS, Fire Prevention, 3 Firefighters, Maintenance Tech, HR Specialist, Part-time Social Service Coordinator, Part-Time Public Service Coordinator).
- Added an annual \$500,000 transfer to Capital Fund, and a 2024 transfer to the Capital Fund of \$1,775,000
- Added \$450,000 for Comprehensive Plan Update and \$100,000 for Vision Implementation
- Increased funding for student interns.
- Increased funding for consulting in Planning and Engineering.
- Added funds for communications.
- Increased Special Group funding and funding to McConnell Arts Center
- Maintained funding to CVB using GF revenue, not hotel/motel tax
- Increased funding for cyber security



Financial Landscape

- Very strong fund balance
- Many significant positives on the revenue side:
 - Sharon Township Fire Levy Passed
 - Property Tax Re-appraisal
 - Interest Rates & Income Tax
 - MMVLT Rate Increase
 - P&R Revenue exceeding \$2M
 - SAFER Grant
- Fund balance not projected to fall below 53% of prior year expenditures within 5-Year Forecast



Financial Landscape

- Significant competition for investment in new initiatives:
 - Outdoor Pool
 - NE Area Plan
 - Vision Implementation
 - Deer Task Force
 - Comp Plan
 - Age Friendly



Consideration of use fund balance

“This discussion will include consideration of whether the City should use a portion of the balance for one-time expenditures that would benefit the community.”



2023 Comprehensive Financial Report

- Financial Trend Data for 2014 – 2023, including:
 - Revenue per Capita
 - Expenditure per Capita
 - General Fund Balance
 - Long Term Debt
 - Fringe Benefit Costs



CITY OF WORTHINGTON
COMPREHENSIVE FINANCIAL REPORT
GENERAL FUND
2022