



6550 N. High Street  
Worthington, Ohio 43085

T: 614-436-3100

## Worthington City Council Agenda

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

Monday, November 18, 2019 ~ 7:30 PM

### CITY COUNCIL MEMBERS

**Bonnie D. Michael**  
President

**Scott Myers**  
President Pro-Tem

**Rachael Dorothy**  
Council Member

**Douglas Foust**  
Council Member

**Beth Kowalczyk**  
Council Member

**David Robinson**  
Council Member

**Douglas Smith**  
Council Member

### CITY STAFF MEMBERS

**Matthew Greeson**  
City Manager

**D. Kay Thress**  
Clerk of Council

#### 1. Call To Order

#### 2. Roll Call

#### 3. Pledge of Allegiance

#### 4. Visitor Comments

#### 5. Special Presentation(s)

##### 5.A. Community Visioning Update

*Executive Summary:* Community Visioning Committee Chair Joe Sherman will provide an update on the work of the committee.

##### 5.B. Worthington Gateway Update

*Executive Summary:* Ohm Patel, CEO of The Witness Group, will provide a status update on the redevelopment of the former Holiday Inn hotel site.

## 6. Consent Agenda

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

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

### **6.A. Ordinance No. 41-2019** Appropriation - Police Building Roof Design

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Police Building Roof Design and all Related Expenses and Determining to Proceed with said Project (Project No. 697-19)

*Executive Summary:* This Ordinance appropriates funding from the 2019 Capital Improvements Fund Unappropriated Balance to pay for the investigation and design of a new roofing system at the Police Building.

*Recommendation:* Approve as Presented

*Legislative History:* Introduced November 4, 2019

### **6.B. Ordinance No. 42-2019** Appropriation - Fire Station Alerting System

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Fire Station Alerting System and all Related Expenses and Determining to Proceed with said Project. (Project No. 698-19)

*Executive Summary:* This Ordinance appropriates \$75,000 for a fire station alerting system.

*Recommendation:* Approve as Presented

*Legislative History:* Introduced November 4, 2019

**6.C. Ordinance No. 43-2019** Supplemental Appropriation - Sewer Capacity Charge

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Accrued Acreage Fund Unappropriated Balance in the Amount of \$50,000.00.

Executive Summary: This ordinance appropriates \$50,000 from the Accrued Acreage Fund to pay sewer capacity charges to the City of Columbus.

Recommendation: Approve as Presented

Legislative History: Introduced November 4, 2019

**6.D. Resolution No. 64-2019** Reimbursement - 2019 CIP Program

Authorizing the Use of a Portion of the Proceeds of Bonds or Bond Anticipation Notes of the City, in the Principal Amount of Not to Exceed \$1,955,000 to be Issued for the Purpose of (I) Designing, Engineering, and Constructing Improvements in the Northeast Gateway of the City, Including But Not Limited To Utility Relocation, Right-of-Way Acquisition, and Demolition, at the Huntley/Wilson Bridge/Worthington-Galena Intersection; (II) Designing, Engineering, and Constructing Improvements for the Reconstruction of McCord Park; (III) Designing, Engineering, and Constructing a New Roof and HVAC System at the City Police Building; and (IV) Designing, Engineering, and Constructing Stream Improvements for Rush Run, To Reimburse the City's General, Permanent Improvement, or Bond Construction Fund for Money's Previously Advanced for Such Purpose.

Executive Summary: This resolution authorizes the use and advancement of Capital Improvement Funds for projects identified as "bonded" in the 2019-2023 Capital Improvements Program (CIP). Any expenditures made in 2019 for these projects will be reimbursed to the CIP fund when the notes or bonds are issued.

Recommendation: Introduce and Approve as Presented

**6.E. Resolution No. 66-2019** Amend Job Descriptions: Assistant City Manager & Economic Development Manager

Amending the Position Title and the Position Description for Assistant City Manager/Director of Economic Development and Amending the Position Title and Position Description for Assistant to the City Manager/Economic Development Manager.

Executive Summary: This Resolution amends the Titles and Position Descriptions for Assistant City Manager and Economic Development Manager.

Recommendation: Introduce and Approve as Presented.

**6.F. Resolution No. 67-2019** Adopt Job Description: Management Assistant

Adopting a Job Description for the Position of Management Assistant

Executive Summary: This Resolution adopts a job description for the position of Management Assistant.

Recommendation: Introduce and Approve as Presented.

**6.G. Resolution No. 68-2019** Adopt Job Description: Part-time Parks Maintenance Staff

Adopting a Job Description for the Position of Part-Time Parks Maintenance Staff.

Executive Summary: This Resolution adopts a job description for Part-time Parks Maintenance Staff

Recommendation: Introduce and Approve as Presented

**6.H. Approval of the Minutes**

6.H.I. Meeting Minutes - November 4, 2019

Recommendation: Motion to Approve

**6.I. Policy Items**

6.I.I. Liquor Permit - Change in Membership Interests (Grapeful Jane dba House Wine)

Executive Summary: The Ohio Division of Liquor Control has notified the City of a Change of LLC Membership Interest for House Wines

Recommendation: Motion to Not Request a Hearing

6.I.II. Liquor Permit Transfer - Sugarbush Acquisition LLC

Executive Summary: The Ohio Division of Liquor Control has notified the City of a request to transfer a liquor permit from Sugar Bush Corp to Sugarbush Acquisition LLC

Recommendation: Motion to Not Request a Hearing

**End of Consent Agenda**

**7. Public Hearings on Legislation**

**7.A. Ordinance No. 44-2019** Appropriation - Easement Acquisition for Northbrook Relief Sewer Improvements

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of Easement Acquisition for Northbrook Relief Sewer Improvements and all Related Expenses and Determining to Proceed with said Project. (Project No. 656-17)

Executive Summary: This Ordinance appropriates \$55,000 for the 2019 Capital Improvements Fund Unappropriated Balance to pay for the acquisition of easement at 5721 N. High St.

Recommendation: Approve as Presented

Legislative History: Introduced November 4, 2019

**8. New Legislation to Be Introduced**

**8.A. Resolution No. 65-2019** NE Gateway Right of Way Acquisition (Parcel 9)

Authorizing the Acquisition of Certain Real Estate Interests Involving Parcel 9 for the Northeast Gateway Intersection Improvement Project. (Project No. 602-14)

Executive Summary: This Resolution authorizes the City Manager to purchase various real estate interests involving Parcel 9 for the Northeast Gateway Intersection Improvement Project.

Recommendation: Introduce and Approve as Presented

**8.B. Ordinance No. 45-2019** 2020 Operating Budget

Providing for the Adoption of the Annual Budget for the Fiscal Year 2020 and Appropriating Sums for Current Operating Expenses.

Executive Summary: This Ordinance adopts the City's annual budget for Fiscal Year 2020 and appropriates sums for current operating expenses.

Recommendation: Introduce for Public Hearing on December 2, 2019

**8.C. Ordinance No. 46-2019** 2020 Compensation for Unclassified Employees

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2020 through December 31, 2020, and Adopting Class Specifications for Said Unclassified Positions.

Executive Summary: This Ordinance establishes the salaries for unclassified employees in the City for 2020.

Recommendation: Introduce for Public Hearing December 2, 2019

**8.D. Ordinance No. 47-2019** 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 2020 contract in the amount of \$77,317 to provide police protection for the Village of Riverlea.

Recommendation: Introduce for Public Hearing on December 2, 2019

**8.E. Ordinance No. 48-2019** Appointment of Plumbing Contract through Franklin County District Board of Health

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

Executive Summary: This is the annual ordinance that authorizes the City Manager to appoint the Franklin County District Board of Health as the provider of plumbing inspection services for the City of Worthington in 2020.

Recommendation: Introduce for Public Hearing on December 2, 2019

**8.F. Ordinance No. 49-2019** 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.

Recommendation: Introduce for Public Hearing on December 2, 2019

**8.G. Ordinance No. 50-2019** Establish Compensation for the Mayor

Amending Ordinance No. 47-13 and Establishing Compensation for the Mayor of the Municipality of Worthington.

Executive Summary: This Ordinance sets the Mayor's salary effective January 1, 2020 at \$11,050

Recommendation: Introduce for Public Hearing on December 2, 2019

**9. Reports of City Officials**

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

9.A.I. Follow Up - Proposed 2020 Operating Budget & Proposed 2020-2024 Capital Improvements Program

Executive Summary: Time is provided for discussion by City Council of the 2020 Budget and the 2020-2024 Capital Improvements Program.

**10. Reports of Council Members**

**11. Other**

**12. Executive Session**

**13. Adjournment**



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: October 29, 2019

To: Matthew H. Greeson, City Manager

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

Subject: **Ordinance 41-2019 Funding the Police Building Roof Design**

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**EXECUTIVE SUMMARY**

This Ordinance Appropriates funding for the assessment and design of new roofing for the Police Building

**RECOMMENDATION**

Approve as presented

**BACKGROUND/DESCRIPTION**

Over the past several years, the flat roof area of the Police Building has been problematic. Regular occurrences of compromise in the roof membrane have resulted in several leaks. While crews have been vigilant in recognizing and patching these deficiencies, it has been determined the roof is well beyond its useful life (over twenty years old). Continuing to patch rather than replace roof will lead to increased water infiltration and degradation of the Police Building resulting in extensive, costly repairs to the structure. Staff seeks to engage the professional services of Mays Consulting to assess the current roof system and structure, and design a replacement roof system for construction in 2020.

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

\$50,000.00

**ATTACHMENTS**

Ordinance No. 41-2019



ORDINANCE NO. 41-2019

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Police Building Roof Design and all Related Expenses and Determining to Proceed with said Project. (Project No. 697-19)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8130.533426 an amount not to exceed fifty thousand dollars (\$50,000) to pay the cost of the Police Building Roof Design and all related expenses (Project No. 697-19).

SECTION 2. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

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

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: October 28, 2019

To: Matthew H. Greeson, City Manager

From: John Bailot, Chief of Fire & EMS

Subject: **Ordinance No. 42-2019 Appropriation for Fire Station Alerting System**

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**EXECUTIVE SUMMARY**

This Ordinance appropriates an amount not to exceed \$75,000 for the installation of a comprehensive (fire) station alerting system, receiving digital information transmitted by a dispatch center, to alert firefighters of an emergency response. This system upgrade is necessary due to the functional limitations with the current system and is also related to the 911 call answering and dispatching transition.

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

The current (fire) station alerting system, installed in the mid 1990's, is an analog system that is outdated and lacking important functionality needed for current operations. Because the system is so dated, funds were allocated in the 2019 Capital Improvement Project fund to update the system when discussion exploring dispatch options were underway.

On May 29, 2019, City Council approved contracting with the City of Dublin for the Northwest Regional Emergency Communication Center. NRECC uses WestNet digital signaling equipment. Budget planning for this upgrade ended up being good timing because of the ultimate decision to contract with NRECC and the technology necessary to make that transition, and fire operations, successful.

Gene Oliver, IT Director, working closely with the Division of Fire will work with WestNet for the installation of the components for this new digital system in advance of the Division of Fire transitioning to NRECC.

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

The 2019 Capital Improvements Program includes \$75,000 for this project.

**ATTACHMENTS**

Ordinance No. 42-2019

ORDINANCE NO. 42-2019

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Fire Station Alerting System and all Related Expenses and Determining to Proceed with said Project. (Project No. 698-19)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.6060.533427 an amount not to exceed seventy-five thousand dollars (\$75,000) to pay the cost of the Fire Station Alerting System and all related expenses (Project No. 698-19).

SECTION 2. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

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

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: October 29, 2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 43-2019 Supplemental Appropriation - Sewer Capacity Charge**

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**EXECUTIVE SUMMARY**

This ordinance appropriates funds from the Accrued Acreage Fund to pay sewer capacity charges to the City of Columbus. When new properties connect to the sanitary sewer system, a sewer capacity charge is assessed. The City of Worthington collects these fees and disburses them to the City of Columbus, as required in the sewer contract with Columbus.

Generally, we appropriate \$20,000, however, we have collected higher than normal fees, primarily due to the construction of the apartments at Granby Place. The amount currently owed Columbus for 2019 is \$58,855.

**RECOMMENDATION**

Approve as Presented

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

\$50,000 appropriation in Fund 825

**ATTACHMENTS**

Ordinance No. 43-2019

## ORDINANCE NO. 43-2019

Amending Ordinance No. 52-2018 (As Amended) to  
Adjust the Annual Budget by Providing for an  
Appropriation from the Accrued Acreage Fund  
Unappropriated Balance in the Amount of  
\$50,000.00.

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

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

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

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
<b><u>Accrued Acreage Benefit Fund #825</u></b>		
825.2525.550952	Accrued Acreage Fees	\$ 50,000.00
	Total Accrued Acreage Benefit Fund	\$ 50,000.00

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

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 6, 2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Resolution No. 64-2019 Reimbursement**

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**EXECUTIVE SUMMARY**

This resolution authorizes the use and advancement of Capital Improvement Funds for projects identified as "bonded" in the 2019-2023 Capital Improvements Program (CIP). Any expenditures made in 2019 for these projects will be reimbursed to the CIP fund when the notes or bonds are issued.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

The adopted 2019-2023 CIP includes various projects identified as projects which will be funded through the issuance of debt. The attached resolution authorizes the use of a portion of the CIP fund balance to pay for these projects and then issue the debt at a future date to reimburse the CIP for these expenditures. Several CIP projects will be combined together for a single larger debt issuance in 2020 in an effort to reduce debt issuance costs.

The following projects were identified as being debt financed in the 2019 CIP and are included in this resolution for reimbursement:

- Project 602-14: Northeast Gateway – Utility relocation, Right-of-Way acquisition, and demolition: \$1,000,000;
- Project 642-17: McCord Park – Design: \$315,000
- Projects 695-19 and 697-19: Police Building Modifications and Roof Replacement: \$100,000
- Project 602-14: Northeast Gateway – Rush Run Stream Improvements: \$540,000.

**ATTACHMENT**  
Resolution 64-2019



RESOLUTION NO. 64-2019

Authorizing the Use of a Portion of the Proceeds of Bonds or Bond Anticipation Notes of the City, in the Principal Amount of Not to Exceed \$1,955,000 to be Issued for the Purpose of (I) Designing, Engineering, and Constructing Improvements in the Northeast Gateway of the City, Including But Not Limited To Utility Relocation, Right-of-Way Acquisition, and Demolition, at the Huntley/Wilson Bridge/Worthington-Galena Intersection; (II) Designing, Engineering, and Constructing Improvements for the Reconstruction of McCord Park; (III) Designing, Engineering, and Constructing a New Roof and HVAC System at the City Police Building; and (IV) Designing, Engineering, and Constructing Stream Improvements for Rush Run, To Reimburse the City's General, Permanent Improvement, or Bond Construction Fund for Money's Previously Advanced for Such Purpose.

WHEREAS, the City may advance costs for the above-referenced purpose (the "Project") from its Capital Improvements Fund; and,

WHEREAS, the City intends to reimburse itself, within eighteen (18) months from the later of the date of expenditure or the date the Project is placed in service (but in no event more than three years after the original expenditures are paid), for the expenditure of not to exceed \$1,955,000 for the Project from the proceeds of one or more series of tax-exempt obligations (the "Obligations") to be issued by the City;

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

SECTION 1. The City intends that this resolution shall constitute an "official intent" for purposes of Section 1.150-2(e) of the Treasury Regulations prescribed under the Internal Revenue Code of 1986, as amended, and declares its intention to use a portion of the proceeds of the Obligations to reimburse the City for expenses of the Project advanced from its Capital Improvement Fund.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this resolution were taken in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

RESOLUTION NO. 64-2019

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

Adopted \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 14, 2019

To: Matthew H. Greeson, City Manager

From: Lori Trego, Personnel Director

Subject: **Resolution No. 66-2019** – Amending the Position Titles and Position Descriptions for Assistant City Manager/Economic Development Director and Assist. to the City Manager/Economic Development Manager

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**EXECUTIVE SUMMARY**

This Resolution amends the Titles and Position Descriptions for Assistant City Manager and Economic Development Manager.

**RECOMMENDATION**

Introduce and Approve as Presented.

**BACKGROUND/DESCRIPTION**

The Assistant City Manager position has also served as Economic Development Director since 2008. The City's economic development functions have been led by the Assistant to the City Manager/Economic Development Manager since 2010. The Assistant City Manager's involvement in economic development activities has lessened over the last nine years, as this position has focused on many other duties. Staff recommends that the titles for these two positions be amended to more appropriately reflect their current duties. This is also an appropriate time to update the position descriptions for both positions.

The 2020 staffing chart and Unclassified Compensation Ordinance for 2020 will reflect these changes.

**ATTACHMENTS**

Resolution No. 66-2019

Job Descriptions – Assistant City Manager and Economic Development Director

RESOLUTION NO. 66-2019

Amending the Position Title and the Position Description for Assistant City Manager/Director of Economic Development and Amending the Position Title and Position Description for Assistant to the City Manager/Economic Development Manager.

WHEREAS, City Council wishes to amend the title for the position of Assistant City Manager/Director of Economic Development to the title of Assistant City Manager; and,

WHEREAS, it is necessary to amend the position description for the position of Assistant City Manager to properly reflect the duties of this position; and,

WHEREAS, City Council wishes to amend the title for the position of Assistant to the City Manager/Economic Development Manager to the title of Assistant City Manager/Economic Development Director; and,

WHEREAS, it is necessary to amend the position description for the position of Assistant to the City Manager/ Economic Development Director to properly reflect the duties of this position;

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

SECTION 1. That the position description for the unclassified position of Assistant City Manager (Class Specification No.30) as per the description attached hereto be and the same is hereby amended.

SECTION 2. That the position description for the unclassified position of Assistant to the City Manager/Economic Development Director (Class Specification No.229) as per the description attached hereto be and the same is hereby amended.

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

Adopted \_\_\_\_\_

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

Attest:

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

## ***CITY OF WORTHINGTON***

### **POSITION DESCRIPTION**

**POSITION TITLE: ASSISTANT CITY MANAGER****CLASS: 30**

Department: Administration  
Date: November 18, 2019  
Reports To: City Manager

Title Revised: 2008  
Updated: 2019

### **General Statement of Duties**

Under the general direction of the City Manager, the Assistant City Manager performs a variety of responsible and independent work of an administrative nature encompassing all City functions. Acts as City Manager in the Manager's absence. Coordinates and oversees activities of the Department of Administration, including Personnel, Information Technology, Public Information, Economic Development and Clerk functions. This is supervisory and administrative work of a highly responsible nature. This position serves as the City Manager's principal assistant engaged in a wide range of duties through both general and specific delegation by the City Manager. The Assistant City Manager performs both assigned and independent staff work and makes recommendations to the City Manager for development of overall administrative policies. This position gives policy guidance and interpretation to department heads and through frequent daily conferences and contacts with the City Manager and others, keeps informed and abreast of current projects and developments in City government.

The Assistant City Manager is liaison to numerous community groups, attending meetings and making presentations. This position also provides staff support to the City Council and the City's boards and commissions as needed.

### **Essential Functions of the Position:**

Serves as Director of the Department of Administration; coordinates and oversees activities of Personnel, Information Technology, Public Information, Economic Development, City Clerk and Mayor's Court.

Performs research and studies and generates reports containing recommendations on administrative policies and City initiatives to the City Manager.

Receives complaints from the public and channels items to the appropriate department or takes necessary action to resolve.

Attends meetings of the City Council and other boards and commissions as necessary.

Prepares staff memos, ordinances and resolutions for the City Council.

Reviews and approves agenda materials for City Council meeting.

Provides policy guidance and interpretation to department heads and the Department of Administration.

Attends meetings of the Community Improvement Corporation and prepares reports for the Corporation as needed.

Prepares and makes presentations to City Council and community groups.

Reviews City codes and administrative regulations and makes recommendations for revision where required.

Negotiates agreements and contracts.

Coordinates the activities of the administrative staff.

Represents the City Manager at meetings where assigned.

Coordinates and oversees development of the City's Capital Improvement Program.

Prepares operating budget requests for the Department of Administration and assists the City Manager and Finance Director on development of the City's annual operating budget.

Serves as City Manager in the Manager's absence.

### **Knowledge, Skills and Abilities:**

Possess knowledge of local government in Ohio.

Possess the ability to write clear, concise reports, memoranda and letters.

Possess the ability to analyze complex public policy issues and manage diverse administrative projects.

Possess knowledge of municipal government budgeting practices and procedures.

Possess excellent oral and written communications skills.

Possess experience with Microsoft Windows based word processing, spreadsheet and graphics programs.

Possess the ability to accomplish tasks with a minimum of supervision.

Possess the ability to meet the public and discuss problems and complaints tactfully, courteously and effectively.

Possess the ability to establish and maintain effective working relationships with the public, City Council members, department heads and other City employees.

### **Minimum Requirements of the Position:**

The Assistant City Manager must possess a Bachelor's degree in Public Administration, Business Administration, Political Science or a related field (Master's degree preferred) and five or more years progressively responsible administrative and management experience in local government, or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. \_\_\_\_ -2019; Effective \_\_

## ***CITY OF WORTHINGTON***

### **POSITION DESCRIPTION**

**Position Title: Assistant to the City Manager/Economic Development Director    Class No: 229**

Department:	Administration	Title Originated: 2010
Date:	November 18, 2019	Title Revised: 2019
Reports To:	Assistant City Manager	Updated: 2019

### **General Statement of Duties**

Under the general direction of the City Manager and Assistant City Manager, this position plans, organizes, and implements an economic development program to promote the growth and development of the City's economic base; assists in the retention and expansion of existing businesses, and seeks out new businesses for the City. The Economic Development Director is the lead staff liaison to the Worthington Community Improvement Corporation and is the primary staff person responsible for the City's economic development programs. This position performs a variety of complex administrative, technical and professional work in the preparation and implementation of economic development plans, programs and services. The position has considerable interface with all departments of the City, the City Council, and the development and business community.

### **Essential Functions of the Position:**

Leads the City's economic development programs and initiatives. Plans, directs and organizes the City's economic development activities.

Responsible for formulation, negotiation and implementation of economic development tools such as tax increment financing, community reinvestment areas, and Worthington's Venture Grant program. Prepares annual tax abatement reports and other documentation associated with the City's business incentive programs.

Develops strategies to achieve goals and objectives for Economic Development and presents them to the City Manager and Assistant City Manager; exercises broad discretion and makes independent judgments to attain goals and objectives.

Develops short and long range economic development plans; gathers, interprets and prepares data for studies, reports and recommendations; coordinates activities with other departments and agencies as needed.



Develops and maintains economic development information systems.

Markets the community to attract and retain businesses.

Provides information on economic development issues, programs, services, and plans and responds to requests for information for economic development purposes. Makes presentations to boards, commissions, City Council, civic groups and the general public.

Assists in the expediting of plan review and permit coordination for targeted development projects.

Establishes and maintains relationships with Worthington businesses, developers, property owners and commercial real estate professionals to determine needs, identify and create opportunities for development/redevelopment, and to increase their familiarity with and interest in Worthington.

Responsible for establishing, maintaining and coordinating a working relationship with federal, state, county and regional agencies involved in economic development and workforce education and training. Prepares and maintains a list of local resources to assist businesses in finding training programs for employees, financing, developing marketing plans, locating business services.

Supports the Worthington Community Improvement Corporation, including administrative support and monthly meeting material preparation.

Coordinates and manages professional service contracts, as assigned.

### **Knowledge, Skills and Abilities:**

Knowledge of business development, economic development, municipal zoning and infrastructure, and planning programs and processes.

Comprehensive understanding of the operations of local and state government as they apply to economic development; advanced skills in finance, marketing, communications and problem solving.

Knowledge of state, federal and regional incentive and grant programs pertaining to economic and community development.

Ability to communicate effectively, both orally and in writing, and to make presentations before private and public groups.

Ability to make important judgments with regard to varied business matters of significance to the City.

Ability to establish and maintain effective working relationships with the business community; City staff; City Council; boards and commissions; federal, state, local and regional economic development officials; and the general public.

Ability to think analytically and creatively and work independently.

## **Minimum Requirements of the Position:**

Bachelor's Degree in urban planning, business or public administration, economics, marketing, finance or other related field (Master's degree preferred) and five years progressively responsible economic development experience, preferably with a municipality.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. \_\_\_\_ -2019; Effective \_\_



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 14, 2019

To: Matthew H. Greeson, City Manager

From: Lori Trego, Personnel Director

Subject: **Resolution No. 67-2019** – Job Description for the Position of Management Assistant

---

**EXECUTIVE SUMMARY**

This Resolution adopts a job description for the position of Management Assistant.

**RECOMMENDATION**

Introduce and Approve as Presented.

**BACKGROUND/DESCRIPTION**

Ethan Barnhardt has served as Assistant City Clerk since July 2018. While he has performed all the duties of the Assistant City Clerk, his role has evolved to include staff support for the Visioning Committee and the Citizens Academy, as well as, research and analysis on a variety of issues for the City Manager's office. Staff recommends adopting a job description titled Management Assistant which will more accurately reflect the current duties of this support position in the Department of Administration.

The 2020 staffing chart and Classified Pay Resolution for 2020 will reflect this change, although the new position title will maintain the same salary range as the Assistant City Clerk position.

**ATTACHMENTS**

Resolution No. 67-2019  
Job Description – Management Assistant

RESOLUTION NO. 67-2019

Adopting a Job Description for the Position of  
Management Assistant.

WHEREAS, City Council wishes to adopt a job description for the position of  
Management Assistant;

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

SECTION 1. That the job description for the position of Management Assistant  
(Class Specification No. 250) as per the description attached hereto be and the same is  
hereby adopted.

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

Adopted \_\_\_\_\_

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

Attest:

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

## ***CITY OF WORTHINGTON***

### **POSITION DESCRIPTION**

<b>POSITION TITLE:</b>	<b>Management Assistant</b>	<b>CLASS: 250</b>
Department:	Administration	Title Originated: 2019
Date:	October 7, 2019	
Reports To:	Assistant City Manager	Updated:

### **General Statement of Duties**

Under the direction of the Assistant City Manager, this position is responsible for the performance of a number of administrative duties. The work requires constant exercise of judgment in applying prescribed procedures to various matters and assignments. Employees in this position may work under either close or general supervision depending upon the nature of the assignment. This position also serves to support the functions of the City Clerk.

### **Essential Functions of the Position:**

Provides research and analysis to assist the City Manager's office and other City departments;

Assists with the coordination of the Citizens Academy and other City programs and meetings;

Provides support for new City initiatives and programs;

Assists with the preparation of council materials, legal advertisements, and distribution of related notices;

Prepares meeting minutes as required;

May serve as City Clerk, Clerk of Council and Deputy Court Clerk as required;

Performs duties including, but not limited to, answering incoming calls, greeting the public, processing permits, answering questions, typing, and filing as required;

Responds to inquiries from other City personnel and the public at large, and refers, when necessary, to appropriate persons;

Compose and review various correspondence, memos, reports, and complaint responses;

Assists City Council and City boards/commissions as needed;

Procures department materials and supplies;

Receives and routes incoming mail and processes outgoing mail;

Issues permits and licenses consistent with City Code and prescribed procedures;

Operates various office equipment;

Provides assistance to other administrative staff as needed;

Performs other related duties as assigned;

Maintains regular and predictable attendance.

## **Desired Knowledge, Skills and Abilities**

Ability to conduct research and analyze information related to essential functions of position;

Knowledge of the organization and functions of city government;

Ability to learn the Codified Ordinances and Charter of the City;

Ability to organize work, set priorities, meet deadlines, and follow up on assignments with a minimum of direction;

Strong proofreading, composition and editing skills;

Experience with computers, Microsoft Office products, internet research, social media sites;

Ability to express oneself and communicate to the public and co-workers clearly and accurately;

Ability to maintain effective relationships with City staff and the public at large;

Familiarity with basic bookkeeping and/or accounting methods;

Ability to operate standard office equipment, including a multi-line telephone system;

Ability to handle stressful situations;

Good judgment, tact, and courtesy;

Ability to react to change productively and to handle other tasks as assigned;

Ability to make basic decisions in accordance with laws, ordinances, regulations and established procedures;

Ability to work some flexible hours including evenings and weekends as necessary and scheduled;

Ability to lift and carry heavy objects as required, at times weighing up to 20 lbs.

## **Minimum Requirements of the Position**

Possession of a Bachelor's degree in Public Administration, Political Science or a related field, preferred. Experience with research and data analysis in local government operations strongly desired.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. \_\_\_\_ -2019; Effective\_



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 14, 2019

To: Matthew H. Greeson, City Manager

From: Lori Trego, Personnel Director

Subject: **Resolution No. 68-2019** Part-time Parks Maintenance Staff Job Description

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**EXECUTIVE SUMMARY**

This Resolution adopts a job description for Part-time Parks Maintenance Staff.

**RECOMMENDATION**

Introduce and Approve as Presented.

**BACKGROUND/DESCRIPTION**

The Department of Parks and Recreation has employed part-time workers designated as seasonal positions for many years to assist fulltime staff in parks maintenance duties, primarily from May-September. The City Personnel Rules and Regulations limit seasonal employment to five months. Parks maintenance activities take place throughout the year, and staff has recommended a new part-time position to allow more flexibility and to provide part-time support for periods over the five-month threshold of a seasonal position. The wages for this new part-time position will be in the same salary range as seasonal positions.

**ATTACHMENTS**

Resolution No. 68-2019  
Job Description – Part-time Parks Maintenance Staff



RESOLUTION NO. 68-2019

Adopting a Job Description for the Position of Part-Time Parks Maintenance Staff.

WHEREAS, City Council wishes to adopt a job description for the position of Part-Time Parks Maintenance Staff;

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

SECTION 1. That the job description for the position of Part-Time Parks Maintenance Staff (Class Specification No. 251) as attached hereto be and the same is hereby adopted.

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

Adopted \_\_\_\_\_

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

Attest:

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

## ***CITY OF WORTHINGTON***

### **POSITION DESCRIPTION**

<b>POSITION TITLE:</b>	<b>Part-time Parks Maintenance Staff</b>	<b>CLASS: 251</b>
Department:	Parks & Recreation	
Date:	November 18, 2019	
Reports To:	Parks Manager/Parks Crew Leader	Updated:

### **General Statement of Duties**

Under the supervision of the Parks Manager and Parks Crew Leader, the Part-time Parks Maintenance Staff perform a variety labor intensive tasks for the upkeep and maintenance of public lands and recreational facilities operated by the City of Worthington Parks & Recreation Department.

### **Essential Functions of the Position:**

Operate motor vehicles and motorized equipment including trucks, tractors, mowers and construction equipment as applicable to the program, including snow removal from City parks, playgrounds and parking areas;

Operate a variety of hand and power tools;

Perform athletic court and field maintenance including dragging baseball and softball fields, laying out and marking of playing fields, seeding, fertilizing, aerating, mowing, inspecting and repairing of lighting and nets;

Maintain buildings including custodial duties and the upkeep of shelter houses and restrooms with painting, plumbing, carpentry and electrical repairs;

Conduct horticultural care in the development, construction and preservation of planted areas and trees by proper pruning, planting, watering, mulching and weeding;

Construct and maintain playground areas through the cleaning, raking and weeding of all surfaces and performs regular scheduled inspections/repairs of structures and amenities;

Establish and maintain turf through proper seeding, fertilization, irrigation practices;

Set-up and tear down tables, bleachers, chairs and sound equipment for special events at various locations.

## **Knowledge, Skills and Abilities:**

Sound judgment and initiative in carrying out assigned tasks with a minimum amount of supervision;

Ability and willingness to work in inclement weather throughout the year;

Ability to properly use equipment for a sustained period of time in a safe manner and observe all personal safety procedures;

Use tact and courtesy in dealing with the public and other staff while performing assigned duties;

Ability to perform labor related tasks as required for maintenance activities;

Ability to lift and carry 25 lbs. frequently, and up to 50 lbs. occasionally;

Regular and predictable attendance.

## **Minimum Requirements of the Position:**

Be a graduate from a standard senior high school course of study or its equivalent and possess a current valid Ohio Driver's License.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. \_\_\_\_ -2019; Effective



**CITY OF WORTHINGTON**  
**Worthington City Council Minutes**  
November 4, 2019

6550 N. High Street  
Worthington, Ohio 43085

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

Worthington City Council met in Regular Session on Monday, November 4, 2019, in the John P. Coleman Council Chambers of the Louis J.R. Goorey Municipal Building, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 p.m.

**ROLL CALL**

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

**Member(s) Absent:** Scott Myers

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

There were 3 visitors present.

**PLEDGE OF ALLEGIANCE**

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

**VISITOR COMMENTS**

There were no visitor comments.

**APPROVAL OF THE MINUTES**

- Joint Meeting Minutes – October 14, 2019
- Regular Meeting – October 21, 2019

**MOTION**

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

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

**NEW LEGISLATION TO BE INTRODUCED**

**Resolution No. 61-2019**

Approving an Agreement and Permit for and between MCImetro Access Transmission Services LLC, a Delaware Limited Liability Company, to Operate and Maintain a Telecommunications System Within the City of Worthington Pursuant to and Subject to the Provisions of Chapter 949 of the Codified Ordinances of the City of Worthington.

**Introduced by Mr. Smith.**

**MOTION**

Ms. Dorothy made a motion to adopt Resolution No. 62-2019. The motion was seconded by Ms. Kowalczyk.

*Mr. Greeson reported this as a renewal of a permit to operate in the right-of-way. The permit is for three years.*

**There being no additional comments, the motion to adopt Resolution No. 61-2019 passed unanimously by a voice vote.**

**Resolution No. 62-2019**

Authorizing the Acquisition of Certain Real Estate Interests Involving Parcel 14 for the Northeast Gateway Intersection Improvement Project. (Project No. 602-14)

**Introduced by Mr. Robinson.**

**MOTION**

Mr. Foust made a motion to adopt Resolution No. 62-2019. The motion was seconded by Mr. Smith.

*Mr. Lindsey explained how this is another parcel for the right-of-way project associated with the Northeast Gateway. The process being used in order to use the funds for this project is approved and adopted by the Ohio Department of Transportation and the Federal Department of Transportation. This is a parcel where the property owner negotiated with our right-of-way consultant for an amount above the amount set forth in the resolution, which is why it is coming to Council. The amount for the acquisition was negotiated to be \$42,000.*

*Mr. Robinson asked if the purchase price was arrived through negotiations with the property owner. He then inquired about the different ways that we are acquiring parcels. Mr. Lindsey confirmed that negotiations were involved. There were various features that were not normally included in just the assessment evaluations. It is not only what we are*

*acquiring, but how it may affect the property owner. This process is less onerous than other routes for acquisitions. We have a number of other parcels that are moving along slowly. He is optimistic that we can acquire all the properties in a negotiated format. If not, we will proceed to trial and a jury will determine the values.*

**There being no additional comments, the motion to adopt Resolution No. 62-2019 passed unanimously by a voice vote.**

**Resolution No. 63-2019**

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

**Introduced by Mr. Smith**

**MOTION**

Ms. Dorothy made a motion to adopt Resolution No. 63-2019. The motion was seconded by Ms. Kowalczyk.

*Mr. Greeson described how transfer resolutions move surplus funds between accounts to help ensure we maintain balanced and appropriate budgetary accounting. Staff is asking for a number of small transfers totaling \$48,000 from different accounts in the Parks and Recreation department.*

**There being no additional comments, the motion to adopt Resolution No. 63-2019 passed unanimously by a voice vote.**

**Ordinance No. 41-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Police Building Roof design and all Related Expenses and Determining to Proceed with said Project. (Project No. 697-19)

**Introduced by Mr. Robinson.**

**Ordinance No. 42-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the Fire Station Alerting System and all Related Expenses and Determining to Proceed with said Project. (Project No. 698-19)

**Introduced by Mr. Foust.**

**Ordinance No. 43-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for

Appropriations from the Accrued Acreage Fund Unappropriated Balance in the Amount of \$50,000.00.

**Introduced by Mr. Smith.**

**Ordinance No. 44-2019**

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of Easement Acquisition for Northbrook Relief Sewer Improvements and all Related Expenses and Determining to Proceed with said Project.

**Introduced by Ms. Dorothy.**

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

**REPORTS OF CITY OFFICIALS**

Policy Item(s)

- New Liquor Permit – Guru Wines

*Mr. Greeson detailed how we were notified by the Division of Liquor Control about the prospective issuance of a liquor permit for Guru Wines in the Linworth area. The procedure is for the Division of Police to look at the request and see if they have any concerns. They are not aware of any concerns and we have no basis under the law to object. The procedure would be to vote to not object and not request a hearing.*

**MOTION** Ms. Kowalczyk made a motion to not object and to not request a hearing. The motion was seconded by Mr. Robinson.

*Mr. Greeson noted for the record that the permit is a C-1 for beer and C-2 for mixed beverages and sealed carry out.*

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

- Proposed 2020 Budget – Departmental Overview

*Mr. Greeson detailed the process and approach to developing the budget. He explained how we try to keep focused on the priorities developed at the City Council retreat and those developed from plans and departmental recommendations. Also included are other issues that were talked about at the retreat but were not in the top list of priorities.*

*Ms. Stewart presented that there are two items incorporated in the Legislative & Clerk portion of the budget that result in additional funding. The first is funding for a full year for live streaming of City Council meetings. That will now be incorporated in the General Fund. There is also additional funding for the July 4<sup>th</sup> fireworks celebration that has not been increased in ten years or more. In Personnel there is increased funding for retirement payouts. Next year that funding line has been kept flat with the intention of helping to fund payouts to employees that are currently in the Communications Center who will be affected by the transition of 911 call answering operations. The Mayor's Court jumped from 2018 to 2019 due to changes in various court and health insurance costs. Administration expenditures increased with the fulltime funding for the Assistant City Clerk position from 2018 to 2019 and are now staying relatively flat. Economic Development is funded in two different areas and funding has been pretty consistent.*

*Mr. Robinson asked about the Economic Development Fund transfer. Ms. Stewart said that we look every year to determine the size of the transfer from the General Fund to the Economic Development Fund to fund activities. If the Economic Development Fund has a higher balance, then a lower amount is transferred. Mr. Robinson asked about the aggregate amount of the two funds. Ms. Stewart said that the expenditure activity has remained similar. In 2018 we had lower expenses due to the actual amount of incentives offered versus what was budgeted. In some years we use more of the budget, in other years we do not.*

*President Michael asked if there was anything we could do to get the Canadian property owners to improve their buildings in the City. Mr. McCorkle responded that we intend to release a Wilson Bridge Road survey to see what our businesses want. We are also undertaking a multipronged approach to target the Canadian owned properties to encourage them to reinvest in their buildings. We want to keep those buildings competitive and are talking about using façade enhancement dollars and PACE financing to help them. More broadly, we want to find ways to incentivize them to reinvest in their buildings and we want to target the dollars to stay with the buildings.*

*Ms. Stewart detailed the budget goals for each of the departments. The Legislative and Clerk includes completing the Community Visioning process, efforts to maintain and enhance Wilson Bridge Road, pursue an Age Friendly initiative, support efforts to update office buildings to keep Worthington attractive to businesses, and pursue implementation of the McCord Park Master Plan. The Mayor's Court has the goals of establishing procedures regarding enhanced penalties for distracted driving and to review and update the policy of issuing warrants on all types of cases in light of the national conversation about persons being able to pay fines and assessments.*

*President Michael asked for information about the changes for distracted driving. Ms. Dorothy said she would like information on the warrants.*

*Ms. Stewart explained the Administration goals include continuing implementation activities to support the City Council's priorities and successfully completing the transition to the Northwest Regional Emergency Communications Center for 911 call answering.*



*Economic Development will continue to work on filling vacant space with an extra focus on Wilson Bridge Road.*

*President Michael stated that it is a shame that the Anthem building did not get filled.*

*Mr. Robinson asked about the transfer of 911 call answering services and if those costs will be completed in 2020. Ms. Stewart responded that she expects them to be, but she cannot say that there will not be some lingering costs going into 2021. There is some construction for City buildings related to that. However, one-time transition expenses are currently programmed for 2020.*

*Ms. Stewart said that in Personnel, they are looking to evaluate part time positions including how they are structured and compensated. Additionally, they are looking to develop strong programs and policies for Citywide molestation and abuse detection training. This is particularly important because we offer programs for children.*

*Ms. Kowalczyk noted that first responders were added to mandatory reporting for elder abuse. She wondered if that area has also been considered in terms of understanding responsibility. Ms. Stewart said she was not sure what the current conversations are regarding that, but we can follow-up.*

*Mr. Foust asked if Mr. McCorkle has formed any evaluation about how open the Canadian owners are to improve their properties and how much outreach have we done. Mr. McCorkle said that they are challenging to get a hold of and explained how we have had interactions half a dozen times over the past couple years. However, when they have talked, they were receptive, and he feels that their goals are aligned. At the end of the day, they currently have a positive cash flow on their portfolio and that might be good enough for them right now. He detailed how we have had PlugSmart come in and do an in-depth analysis for energy improvements in the buildings. We are going to bring a pitch forward in 2020. We want to help them reinvest and commit to create payroll for those buildings. The strategy will be to put our dollars into that building but they have to commit to payroll in exchange for that. Mr. Foust asked if there were any tools that may better support economic development efforts. Mr. McCorkle responded that we will learn more from the Wilson Bridge survey that will be done soon. He referenced that other communities have a low interest loan program which could help property owners and remove obstacles for them. He explained that he does not have that tool fully vetted yet, but it may be something we talk about. President Michael said that is like the ReCAP program. Mr. McCorkle said that has been successful, but we need more tools in the toolbox.*

*Mr. Robinson asked how many buildings the Canadian company owns. Mr. McCorkle said they own 8 of our 12 largest buildings.*

*Mr. Bartter explained how the Finance budget does not have many changes. They have consolidated timekeeping and accrual tracking software from multiple different departments into the Finance Department. Finance goals in 2020 include moving forward with the water and sewer surcharge analysis. In 2020 there is an expiration of our banking*

*services and we will need to issue RFP for that. The department will incorporate GFOA budget award elements into the 2020 budget document. The Law Department has no notable changes and their 2020 goals include assisting with the Northeast Gateway Project and economic development opportunities. Law will also work on revising and updating the Codified Ordinances as appropriate. Information Technology (IT) is seeing some small investment with the addition of \$33,000 to the computer maintenance line in order to focus on disaster recovery. This is part of a ramp up in IT spending as a result of the assessment that was previously done. IT budget goals are focused on improving our ability to recover from a disaster and on information security.*

*Mr. Greeson described how there are not a lot of changes to the Division of Police budget. One change is related to our Law Enforcement Automated Data System (LEADS) that is underfunded. There is also six months of funding for two additional administration support positions after the transition to the Northwest Center. We moved the Police Pension Fund into the Division of Police budget to more accurately reflect this expense in the Police Department. Mr. Greeson said that the increase from 2019-2020 is the result of new positions and the recently approved Fraternal Order of Police contract.*

*President Michael asked why expenses would be decreasing in 2021. Mr. Bartter said that it is due to moving dispatching services out, we will see a drop.*

*Mr. Greeson described how 911 call answering and dispatch services permeate across a number of different departments. The contractual services in 2020 include onetime costs. Detailed accounting for the transition was requested, which is included in a memo provided to Councilmembers. Onetime costs in 2020 total approximately \$1.2 million. As we have progressed from analysis to hard numbers, we discovered that there were some underestimated costs and we will need to increase the budget document by \$107,000. It is expected that the upfront costs will be recovered in approximately four years and we believe this will improve the level of service and have a greater ability to keep up with technology. Division of Police goals in 2020 include a major effort to update policies and training. They are responsible for managing the consolidation and transition to the Northwest Center. In the CIP there are HVAC and building renovations where they will be coordinating with the Service Department to ensure effective operations.*

*In the Division of Fire and EMS there are no notable changes in the budget, just normal personnel related increases. Their budget goals also include the transition to the Northwest Center. They will work to implement staff development programs to ensure operational readiness and succession planning. They will explore emergency medical and fire reporting software options and find the best solution for the future and establish training and procedures for enhanced training in low frequency, high-hazard specific emergency response types.*

*The Planning and Building budget itself is not changing. Their goals include working with the new owners of the Anthem site in the redevelopment of the existing building and site. Along the Wilson Bridge Road Corridor implementing the Wilson Bridge Corridor Zoning to assist in the redevelopment of the corridor. Continue implementing the streetscape and*

wayfinding recommendations in the enhancement place. Working on the Worthington Gateway site for maintenance of the site until construction can start, and then continuing to monitor the site throughout construction. Budget goals also include implementation of the new work management software for online permitting and tracking which will benefit customers and provide operational efficiencies.

Other accounts include refuse services which expires at the end of 2021 and is reflected in Dept. 1120. The recycling contract with Rumpke expires sooner than that. Increased Dept. 1140 for special groups by about 3% to provide flexibility for grant program. Dept. 7010 will be increased for the Northwest Center contract.

Next week we will hear from the McConnell Arts Center, the Worthington Historical Society, and the Old Worthington Partnership, which receive the largest amount of grant dollars from the City. Additionally, we will cover the Parks and Recreation Department and the Service and Engineering Department.

Ms. Kowalczyk asked about the Dept. 4010 for Special Parks. Mr. Bartter said that donations dedicated for park improvements are placed there. Mr. Greeson explained that when new residential construction occurs, a fee is collected and placed there. As the fees accumulate, we will allocate those funds towards a project. Mr. Hurley said that the most recent use was for improvements made to the Olentangy Parklands.

Mr. Smith brought up the Bicentennial fund and encouraged Council to look forward to the Semiquincentennial for 250 years.

Mr. Foust brought up Dept. 1170 for the Lodging Tax and he asked if we have any expectations about how that might benefit not just downtown merchants, but the business community as the whole. Mr. Greeson explained that the traditional mission of the Convention and Visitors Bureau (CVB) mission has been to attract visitors to the area. In the absence of the Holiday Inn, the traditional heads in beds role of a CVB is maybe less critical this year and more attracting people to the community. Most often, that has been attracting people to our core destination which has been Old Worthington. But we talk to them about that and how they would propose to market the broader community. Mr. Foust shared that he has met with a few merchants on Proprietors Road and he asked them what they knew about the group that helps downtown merchants. They had never heard of them. He described the potential for people to go downtown and sit outside and have some music going and a sign-up advertising for other businesses in Worthington. There are opportunities for other businesses outside the downtown district. He does not know what we are doing to support them. President Michael explained that the goal of the CVB was to bring in and market people to the entire community, not just the downtown area. They are supposed to be focused on bringing visitors in. Mr. Foust said it seems to him that we are not viewing our business community on the grander scale. Ms. Kowalczyk expressed that it is a transition from focusing on Old Worthington to focusing on the bigger picture. The immediate focus was on tourism but there is room to look at how to incorporate other businesses into that. They have done a great job expanding the tourism focus. Mr. Foust

*said he wants to expand our thinking. He wants some expectation of what will come with the dollars we are giving, not just further propping up downtown Worthington.*

*President Michael said that she is hearing from more people who are concerned about the deer population and asked if there is anything that we would want to do. Mr. Greeson said we would redistribute research that has previously been done by staff. The question is less budgetary and more regulatory and if any of the methods for population control are something we would want to further research.*

*Mr. Smith said that he attended the ODNR seminar earlier this year on deer management. Other communities have undertaken an intensive process of getting community feedback. Ms. Dorothy said she would agree with Mr. Smith's suggestion to reach out to the community. Mr. Greeson said that there is another ODNR seminar that is coming up and Mr. Barnhardt will be attending. He will update our research.*

## **REPORT OF COUNCIL MEMBERS**

*Mr. Smith noted that Election Day is tomorrow, and it is everyone's civic duty to vote.*

*Ms. Dorothy said that she is part of the Mayoral delegation going to Sayama with WIFA. Mr. Greeson noted that Anne Brown and Mayor Holmes are also going to Sayama. This is the 20<sup>th</sup> anniversary of the signing of the sister city relationship.*

*President Michael explained that she attended a Central Ohio Mayors and Managers Association meeting and how it is enlightening to hear about some of the legislation going on. That includes the legislation around eminent domain. There is currently a part of the ORC that says if the eminent domain is being used wrongly, that decision can be appealed to the City Council. It is sad because if you are trying to put a trail together, one person can stop it. They are beginning to approach 2020 and will have a legislative agenda which she will distribute copies. We are also getting closer to the Supreme Court hearing challenge around central collection of income taxes.*

## **ADJOURNMENT**

**MOTION** Ms. Dorothy moved, Ms. Kowalczyk seconded a motion to adjourn.

President Michael declared the meeting adjourned at 8:35 p.m.

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Assistant City Clerk

*APPROVED by the City Council, this  
18th day of November, 2019.*

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Council President



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 5, 2019

To: Matthew H. Greeson, City Manager

From: D. Kay Thress, City Clerk

Subject: **Liquor Permit - Change in Membership Interests (Grapeful Jane dba House Wine)**

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**EXECUTIVE SUMMARY**

The Ohio Division of Liquor Control has notified the City of a Change of LLC Membership Interest for House Wines

**RECOMMENDATION**

Motion to Not Request a Hearing

**BACKGROUND/DESCRIPTION**

House Wines is located at 644 High St. This request involves the following types of permits: D5 (wine and mixed beverages for on premises, or off premises in original sealed containers, until 2:30 a.m.) and D6 (sale of intoxicating liquor on Sunday between the hours 10:00 am or 11:00 am and midnight). The permits were originally issued to this establishment in November 2007. At the time, there were four owners in this venture. This notification is to inform that there are no longer four but rather three. It appears that all else remains the same.

The Division of Police has reviewed this application and has found no reason to object to this change.

**ATTACHMENTS**

Notice from the Ohio Division of Liquor Control

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

TO

3329356		STCK		GRAPEFUL JANE LLC DBA HOUSE WINE 644 HIGH ST & PATIO WORTHINGTON OHIO 43085
PERMIT NUMBER		TYPE		
ISSUE DATE				
01 17 2019				
FILING DATE				
D5 D6		PERMIT CLASSES		
25	297	B	F23247	
TAX DISTRICT		RECEIPT NO.		

FROM 11/04/2019

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



MAILED 11/04/2019

RESPONSES MUST BE POSTMARKED NO LATER THAN. 12/05/2019

## IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES

B STCK 3329356

(TRANSACTION &amp; NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

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

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

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council☐ Township Fiscal OfficerCLERK OF WORTHINGTON CITY COUNCIL  
KAY THRESS  
6550 NORTH HIGH STREET  
WORTHINGTON OHIO 43085

Office Hours  
8:00 a.m. - 5:00 p.m.  
For Questions call  
(614) 644-3156

Ohio Department of Commerce - Division of Liquor Control  
6606 Tussing Road, Reynoldsburg, Ohio 43068-9005  
<http://www.com.ohio.gov/liqr>

**APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS**  
**PROCESSING FEE \$100.00**

**CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING**



1ck  
#1693  
\$100

PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING:

Permit Holder Name:

*Grapeful Jane LLC DBA House Wine*

Permit Premises Address:

Liquor Permit Number(s):

*3329356*

Federal Tax ID Number:

Email  
Address:

Attorney's Name, Address and Telephone Number (If represented):

*Mike Meyers - Not representing us on this transaction!*

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

**PLEASE COMPLETE ALL AREAS OF SECTION A & B BELOW**

**Section A - PREVIOUS** List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) <i>Doanie Austin</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>25</i> % <input checked="" type="checkbox"/> Membership interest <i>25</i> %	
2) <i>Chris Larger</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>25</i> % <input checked="" type="checkbox"/> Membership interest <i>25</i> %	
3) <i>Brian Seitz</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>25</i> % <input checked="" type="checkbox"/> Membership interest <i>25</i> %	
4) <i>Jeff Walton</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>25</i> % <input checked="" type="checkbox"/> Membership interest <i>25</i> %	

**Section B - REVISED** List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) <i>Jeff Walton</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>33.33</i> % <input checked="" type="checkbox"/> Membership interest <i>33.33</i> %	
2) <i>Brian Seitz</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>33.33</i> % <input checked="" type="checkbox"/> Membership interest <i>33.33</i> %	
3) <i>Chris Larger</i>		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest <i>33.33</i> % <input checked="" type="checkbox"/> Membership interest <i>33.33</i> %	
4)		<input checked="" type="checkbox"/>	<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest _____ % <input type="checkbox"/> Membership interest _____ %	



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 8, 2019

To: Matthew H. Greeson, City Manager

From: D. Kay Thress, City Clerk

Subject: **Liquor Permit Transfer – From Sugar Bush Corp to Sugarbush Acquisition LLC**

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**EXECUTIVE SUMMARY**

The Ohio Division of Liquor Control has notified the City of a request to transfer a liquor permit from Sugar Bush Corp to Sugarbush Acquisition LLC

**RECOMMENDATION**

Motion to Not Request a Hearing

**BACKGROUND/DESCRIPTION**

Sugarbush Acquisition LLC is located at 112A Worthington Square and most recently operated as Sugarbush Gourmet Gift Baskets. The C2 and D6 permits allow for wine and mixed beverages in sealed containers for carry out and the sale of intoxicating liquor on Sunday between the hours of 10:00 am or 11:00 am and midnight. The Division of Police has reviewed this application and has found no reason to object to this transfer.

**ATTACHMENTS**

Notice from the Ohio Division of Liquor Control



NOTICE TO LEGISLATIVE  
AUTHORITY

## OHIO DIVISION OF LIQUOR CONTROL

6606 TUSSING ROAD, P.O. BOX 4005

REYNOLDSBURG, OHIO 43068-9005

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

TO

8694510			TRFO	SUGARBUSH ACQUISITION LLC	
PERMIT NUMBER			TYPE	112A WORTHINGTON SO	
02	01	2019	WORTHINGTON OHIO 43085		
ISSUE DATE					
11	05	2019			
FILING DATE					
C2	D6	PERMIT CLASSES			
25	297	B	F23284		
TAX DISTRICT			RECEIPT NO.		

FROM 11/07/2019

86797040005				SUGAR BUSH CORP	
PERMIT NUMBER			TYPE	DBA SUGARBUSH GOURMET GIFT BASKETS	
02	01	2019	112A WORTHINGTON SO		
ISSUE DATE			WORTHINGTON OHIO 43085		
11	05	2019			
FILING DATE					
C2	D6	PERMIT CLASSES			
25	297				
TAX DISTRICT			RECEIPT NO.		



MAILED 11/07/2019

RESPONSES MUST BE POSTMARKED NO LATER THAN. 12/09/2019

**IMPORTANT NOTICE**PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.REFER TO THIS NUMBER IN ALL INQUIRIES **B TRFO 8694510**

(TRANSACTION &amp; NUMBER)

(MUST MARK ONE OF THE FOLLOWING)WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.WE DO NOT REQUEST A HEARING. ☐

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

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

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council☐ Township Fiscal Officer

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

Commerce Division of Liquor Control : Web Database Search

**OWNERSHIP DISCLOSURE INFORMATION**

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

**Searching Instructions**

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

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

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

**SEARCH CRITERIA****Permit Number**

8694510

**Permit Name / DBA****Member / Officer Name****Search****Reset****Main Menu**

Member/Officer Name	Shares/Interest	Office Held
<b>Permit Number:</b> 8694510; <b>Name:</b> SUGARBUSH ACQUISITION LLC; <b>DBA:</b> ; <b>Address:</b> 112A WORTHINGTON SQ WORTHINGTON 43085		
ANDREW MCCAULEY	MANAGE MEM	

- [Ohio.Gov](#)
- [Ohio Department of Commerce](#)

[Commerce Home](#) | [Press Room](#) | [CPI Policy](#) | [Privacy Statement](#) | [Public Records Request Policy](#) | [Disclaimer](#) | [Employment](#) | [Contacts](#)



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: October 29, 2019

To: Matthew H. Greeson, City Manager

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

Subject: **Ordinance No. 44-2019 Funding Easement Acquisition for Construction of the Northbrook Relief Sewer Improvements**

---

**EXECUTIVE SUMMARY**

This Ordinance funds the acquisition of easement necessary for the construction and subsequent maintenance of the Northbrook Relief Sewer to be constructed in 2020.

**RECOMMENDATION**

Approve as Presented

**BACKGROUND/DESCRIPTION**

As part of a state mandate from the Ohio Environmental Protection Agency issued in 2009 under Director's Final Findings and Orders, the Department of Service and Engineering has conducted an exhaustive Sanitary Sewer Evaluation Study. This series of studies identified deficiencies in our sanitary sewer system which must be fixed. One of the prescribed fixes (as identified and engineered by EMH&T) is the construction of the Northbrook Relief Sewer Improvements. In order to build this sewer, easements must be secured with several property owners before construction can occur. Staff has reached agreement with the property owner at 5721 N. High St. including compensation of \$55,000.00. This appropriation funds that acquisition, allowing for the construction of the sewer in 2020.

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

\$55,000.00

**ATTACHMENTS**

Ordinance No. 44-2019

ORDINANCE NO. 44-2019

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of Easement Acquisition for Northbrook Relief Sewer Improvements and all Related Expenses and Determining to Proceed with said Project. (Project No. 656-17)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8170.533385 an amount not to exceed fifty-five thousand dollars (\$55,000) to pay the cost of Easement Acquisition for Northbrook Relief Sewer Improvements and all related expenses (Project No. 656-17).

SECTION 2. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an "Ordinance Determining to Proceed" with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

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

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 12, 2019

To: Matthew H. Greeson, City Manager

From: Tom Lindsey, Director of Law

Subject: Resolution No. 65-2019 Northeast Gateway Right of Way Acquisition (Parcel 9)

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**EXECUTIVE SUMMARY**

This Resolution authorizes the City Manager to purchase various real estate interests involving Parcel 9 for the Northeast Gateway Intersection Improvement Project.

**RECOMMENDATION**

Introduce and Approve as Presented

**BACKGROUND/DESCRIPTION**

The Northeast Gateway Intersection Improvement Project (Project No. 602-14) will reconstruct Worthington Galena Road starting 600 feet north of the CSX railroad to Lakeview Plaza Boulevard, Wilson Bridge Road from the CSX Railroad to Worthington Galena Road, and Huntley Road starting 400 feet south of Wilson Bridge Road to Wilson Bridge Road. The Project requires the City of Worthington to acquire over 100 separate parcels from over 30 different property owners. A list of the parcels is attached as Exhibit A. The project property map is attached as Exhibit B.

The Ohio Department of Transportation's Real Estate Manual provides the federally mandated appraisal and acquisition process to acquire Right-of Way parcels with federal grant funding. The City's consultants have been following this process in conducting appraisals of the various parcels and in attempting to negotiate with the property owners.

Council adopted Ordinance No. 61-2018 determining to proceed with the acquisition of the parcels and requiring the adoption of a resolution to authorize the acquisition of any parcels described in Exhibit A if the negotiated purchase price exceeds \$30,000 or is more than \$3,000 over the fair market value estimate as determined in accordance with the ODOT Manual.

The City's consultants have negotiated a purchase agreement with Rush Creek Investors LLC in the amount of \$180,000.00 to acquire various real estate interests designated as Parcels 9-WD, 9-S, 9-SL, 9-U1, 9-U2, 9-T1, and 9-T2. (See Exhibit A for the parcel designations.) Parcel 9 is located at 438 E Wilson Bridge Road. The negotiated purchase price is \$44,277 over the original fair market value estimate. ODOT has administratively reviewed and approved the purchase price for the reason that the cost of litigation and an updated appraisal report would outweigh the increase. See attached Exhibit C.

The proposed ordinance will authorize the purchase of the designated real estate interests for Parcel 9.

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

\$180,000.00

**ATTACHMENTS**

Resolution No. 65-2019

Exhibit A – List of the parcels

Exhibit B – Project Property Map

Exhibit C – Acquiring Agency's Fair Market Value Estimate

RESOLUTION NO. 65-2019

Authorizing the Acquisition of Certain Real Estate  
Interests Involving Parcel 9 for the Northeast Gateway  
Intersection Improvement Project. (Project No. 602-14)

WHEREAS, the Northeast Gateway Intersection Improvement Project will reconstruct Worthington Galena Road starting 600 feet north of the CSX railroad to Lakeview Plaza Boulevard, Wilson Bridge Road from the CSX Railroad to Worthington Galena Road, and Huntley Road starting 400 feet south of Wilson Bridge Road to Wilson Bridge Road (the “Project”); and,

WHEREAS, the Project requires the City of Worthington to acquire various real estate interests, including Parcels 9-WD, 9-S, 9-SL, 9-U1, 9-U2, 9-T1, and 9-T2. (the “Parcel 9 real estate interests”); and,

WHEREAS, the Ohio Department of Transportation’s Real Estate Manual provides the federally mandated appraisal and acquisition process to acquire Right-of Way parcels with federal grant funding; and,

WHEREAS, Council passed Ordinance No. 33-2018 appropriating the estimated necessary funds for such acquisition; and

WHEREAS, Council passed Ordinance No. 61-2018 determining to proceed with the acquisition and requiring the adoption of a resolution to authorize the acquisition of any parcels described in Exhibit A of the ordinance if the negotiated purchase price exceeds \$30,000 or is more than \$3,000 over the fair market value estimate; and,

WHEREAS, the City’s consultants have negotiated and ODOT has approved the purchase of the Parcel 9 real estate interests from Rush Creek Investors LLC for \$180,000.00.

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

SECTION 1. That Council hereby approves the purchase of the Parcel 9 real estate interests from Rush Creek Investors LLC for \$180,000.00.

SECTION 2. That the City Manager, Finance Director, and Law Director are each hereby authorized, acting singly or jointly, to take all actions, including the execution of the purchase contract, any escrow agreements and instructions, closing statements, affidavits, approvals, payments, or other documents, necessary to effectuate the purchase of the Parcel 9 real estate interests.

RESOLUTION NO. 65-2019

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

Adopted \_\_\_\_\_

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

Attest

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



Exhibit A

(Ordinance No. 61-2018)

Northeast Gateway Project Parcel List

<u>Parcel</u>	<u>Address</u>	<u>Owner</u>	<u>FMVE</u>
1-WD, -T	Wilson Bridge Rd	City of Worthington	n/a
3-SH1, -SH2, -T1, -T2	Wilson Bridge Rd	Norfolk Southern Railway Company	\$7,278
4-SH1, -SH2, -T1, -T2	Wilson Bridge Rd	CSX Transportation	\$12,248
5-WD, -U1, -U2, -T1, -T2	400 E Wilson Bridge Rd	400-406 E Wilson Bridge	\$93,237
6-WD, -T	387 Wilson Bridge Rd	State of Ohio	n/a
7-WD1, -WD2, -S, -T1, -T2, -T3 w/E	401 E Wilson Bridge Rd	RSFI Partners, LLC	\$160,188 \$161,738
7-BS1	401 E Wilson Bridge Rd	Chiller, LLC	\$1,943
8-WD1, -WD2, -S, -T1, -T2	421 E Wilson Bridge Rd	Franca Adams, Trustee	\$19,865
9-WD, -S, -SL, -U1, -U2, -T1, -T2	438 E Wilson Bridge Rd	Rush Creek Investors LLC	\$135,723
10-WD	431 E Wilson Bridge Rd	Robert Morris Montgomery	\$190,000
11-WD1, -WD2, -S, -T1, -T2	439 E Wilson Bridge Rd	Sheeren Hashmi	\$14,364
12-WD, -T	445 E Wilson Bridge Rd	Mary Ann Ondecko	\$11,892
13-T	451 Worthington-Galena Rd	Capital Enterprises	\$1,275
14-WD, -T1, -T2, -T3	7099 Huntley Rd	Gledhill Family Limited Partnership	\$15,660

Exhibit A  
(Ordinance No. 61-2018)  
Northeast Gateway Project Parcel List

<b><u>Parcel</u></b>	<b><u>Address</u></b>	<b><u>Owner</u></b>	<b><u>FMVE</u></b>
15-WD, -S, -T, -U w/E	7200 Huntley Rd	7200 Huntley Road, LLC	\$699,108 \$733,793
15-BS1	7200 Huntley Rd	REM Motors, LLC	\$1,207
16-WD, -S1, -S2, -U, -T	Worthington-Galena Rd	Anheuser-Busch Commercial Strategy	\$387,814
17-T	6767 Huntley Rd	Atlas Industrial Contractors, LLC	\$300
18-WD, -U1, -U2, -T	6800 Huntley Rd	Nucon International Inc.	\$10,340
19-WD1, -WD2, -U, -T1, -T2	7029 Huntley Rd	Huntley Corporate Center, LLC	\$34,774
20-WD, -U, -T	7020 Huntley Rd	7020 Huntley Road, LLC	\$16,739
21-WD, -U, -T	7057 - 7079 Huntley Rd	Worthington Galena, LLC	\$24,976
21-BS1	7079 Huntley Rd	Dream Baths, LLC	\$1,347
22-WD, -U, -T	7060 Huntley Rd	Huntley Road Holdings, LLC	\$16,387
23-WD, -U1, -U2, -T	7086 Huntley Rd	Werstler Holdings, LLC	\$12,780
24-WD, -U, -T	7100 Huntley Rd	MayFam Realty	\$69,133
25-WD, -T	733 Lakeview Plaza Blvd	Lakeview Commercial Properties, LLC	\$26,968
28-SH1, -SH2, -U, -T1, -T2	Huntley Rd	CSX Transportation, Inc.	\$4,863

Exhibit A  
(Ordinance No. 61-2018)  
Northeast Gateway Project Parcel List

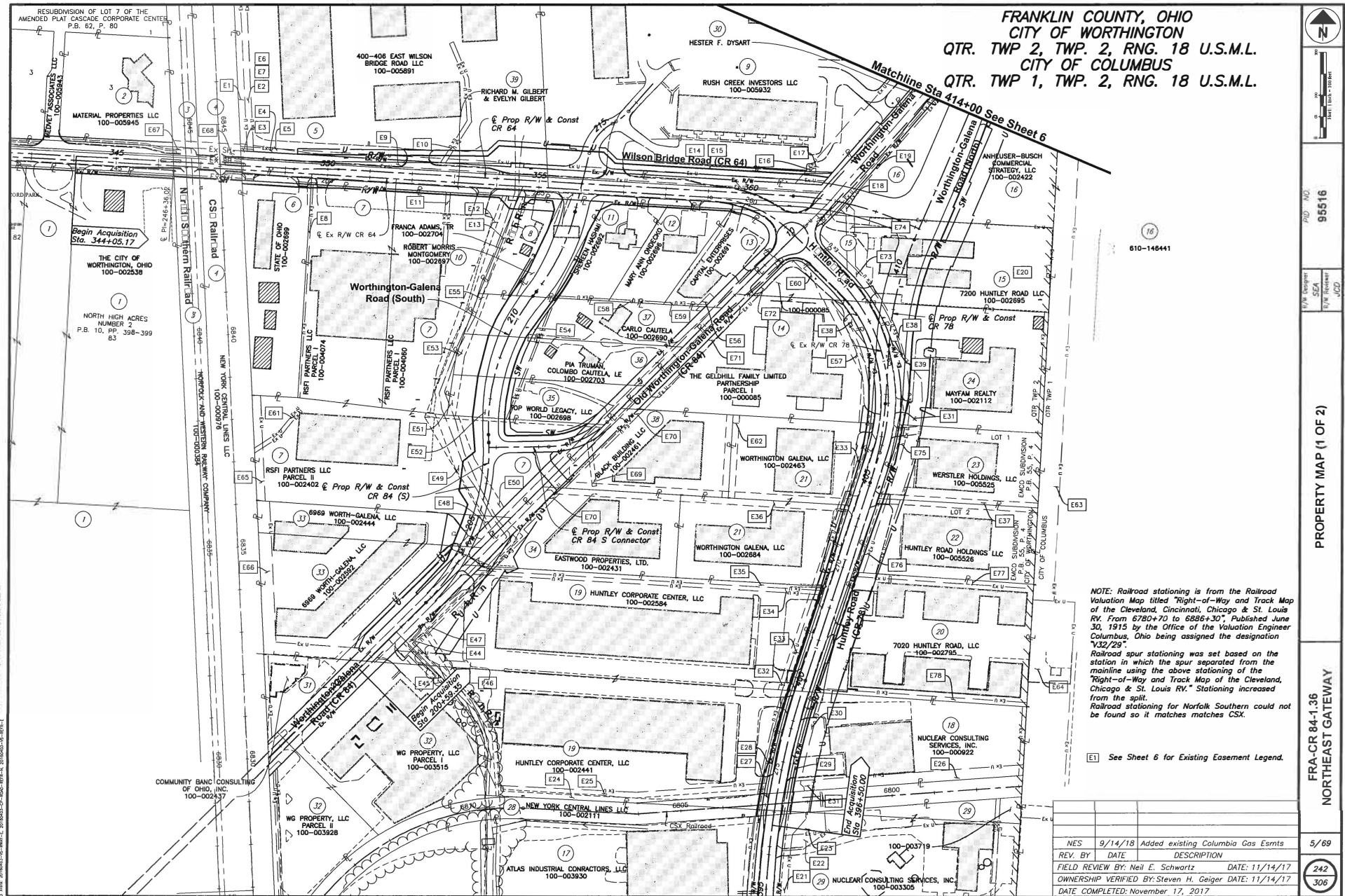
<u>Parcel</u>	<u>Address</u>	<u>Owner</u>	<u>FMVE</u>
29-T	7000 Huntley Rd	Nucon International Inc.	\$300
30-WD	Worthington-Galena Rd	Estate of Hester Dysert	\$300
33-WD, -T	6969 Worthington-Galena Rd	6969 Worth-Galena, LLC	\$26,904
34-WD, -U, -T1, -T2	7036 Worthington-Galena Rd	Eastwood Properties, Ltd	\$10,746
35-WD1, -WD2, -S1, -S2, -T1, -T2 w/E	7045 Worthington-Galena Rd	Top World Legacy, LLC	\$55,058 \$55,493
36-WD, -S, -T1, -T2 w/E	7059 Worthington-Galena Rd	Pia Truman	\$65,008 \$65,490
37-WD, -S, -T1, -T2 w/E	7069 Worthington-Galena Rd	Carlo Cautela	\$65,256 \$65,735
38-WD, -T	7044 Worthington-Galena Rd	Black Building, LLC	\$386
39-WD	E Wilson Bridge Rd	Estates of RichardM. & Evelyn C. Gilbert	\$300
40-WD	760 Lakeview Plaza Blvd	Stonehenge Professional Park	\$980

Exhibit A  
(Ordinance No. 61-2018)  
Northeast Gateway Project Parcel List

**Legend**

WD = a fee simple interest  
SH = a perpetual easement for highway purposes  
T = a temporary easement for construction purposes  
U = a utility or railroad easement  
E = a fee simple interest for excess land  
BS = a bill of sale  
S = a sewer easement

EXHIBIT B



PROPERTY MAP (1 OF 2)

FRA-CR 84-1.36  
NORTHEAST GATEWAY

5/69

242  
306

## EXHIBIT C

RE-22  
REV. 03-2015ACQUIRING AGENCY'S  
FAIR MARKET VALUE ESTIMATE

OWNER'S NAME

Rush Creek Investors LLC

COUNTY	<u>FRA</u>
ROUTE	<u>CR 84</u>
SECTION	<u>1.36</u>
PARCEL NO.	<u>9</u>
PROJECT I.D. NO.	<u>95516</u>

	PAR NO.	ITEMS INCLUDED IN THIS ESTIMATE			ORIGINAL	REVISION	REVISION	Admin Review
L A N D	9-WD	0.431 acres of land @ \$140,000 / acre			\$60,340			\$60,340
	9-S	0.009 acres of land @ \$140,000 / acre x 50%			\$630			\$630
	9-SL	0.043 acres of land @ \$140,000 / acre x 50%			\$3,010			\$3,010
	9-U1	0.017 acres of land @ \$140,000 / acre x 50%			\$1,190			\$1,190
	9-U2	0.143 acres of land @ \$140,000 / acre x 50%			\$10,010			\$10,010
T R E E S		NO.	KIND	AV. SIZE				
	9-WD	3	Tree	Large	\$4,900			\$4,900
	9-WD	2	Tree	Medium	\$770			\$770
	9-WD	1	Pine	Large	\$640			\$640
	9-S	2	Pine		\$600			\$600
O T H E R	9-WD	+/- 15,110 SF seeded lawn @ \$0.30 / SF			\$4,533			\$4,533
	9-WD	+/- 1,215 SF asphalt pavement @ \$3.50 / SF, depr 50% (R)			\$2,127			\$2,127
	9-WD	+/- 30 LF asphalt curb @ \$8.00 / LF, depr 50%			\$120			\$120
	9-WD	+/- 40 LF concrete curb @ \$15.00 / LF, depr 50%			\$300			\$300
	9-WD	(3) yard lights @ \$50.00 / each, depr 50%			\$75			\$75
	9-WD	Misc. Landscaping (SE Corner)			\$6,020			\$6,020
	9-WD	Misc. Landscaping (1 tree & 10 boulders)			\$2,250			\$2,250
	9-WD	Misc. Landscaping (SW Corner)			\$665			\$665
	9-WD	Masonry Sign (Driveway), depr 25%			\$5,250			\$5,250
	9-WD	Masonry Sign (Corner), depr 25%			\$13,275			\$13,275
	9-U2	Flood Light w/ Pole, depr 25%			\$1,125			\$1,125
	9-T2	+/- 100 LF asphalt curb @ \$8.00 / LF, depr 50%			\$400			\$400
	9-T2	+/- 1,500 SF asphalt pavement @ \$3.50 / SF, depr 50%			\$2,625			\$2,625
B I L D I N G	9-WD	Administrative Review						\$44,277
D A M A G E	9-T1	0.432 acres of temporary easement @ \$140,000 / acre x 10% x 2.0 years			\$12,096			\$12,096
	9-T2	0.099 acres of temporary easement @ \$140,000 / acre x 10% x 2.0 years			\$2,772			\$2,772
		TOTAL FAIR MARKET VALUE FOR REQUIRED R/W			\$135,723			\$180,000
E L		OFFER FOR REQUIRED R/W AND EXCESS LAND						
		ADDED COST TO ACQUIRE EXCESS LAND						
		VALUE		AREA				

The allocation of compensation recommended above is based upon an approved appraisal report

Trainee's Recommendation	Date	Recommended	Date
		<i>Gerald A. Tout</i>	10/30/2018
Review Appraiser Typed Name	Review Appraiser Typed Name	Gerald A. Tout	
Recommended	Date	Recommended	Date
2 <sup>nd</sup> Review Appraiser	Appraisal Unit Manager		
Agency Signature Establishing FMVE	Administrative Settlement / Case Settlement		
<i>[Signature]</i>	<i>[Signature]</i>		11/8/2019
Date	11/15/18	Date	
Typed Name & Title	Matthew H. Greeson – City Manager	Typed Name & Title	Drew Gilmore
Agency Name	City of Worthington	Agency Name	Administrator, Office of Real Estate

Administrative Review:

After diligent effort, the negotiator was able to arrive at the settlement of \$180,000.00. This represents an increase of \$44,277.00 over the FMVE. The cost of litigation and an updated appraisal report far outweigh this increase. This settlement is approved as fair, reasonable and in the best interest of all parties concerned.

Drew Gilmore  
Administrator, Office of Real Estate



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: 11/06/2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 45-2019 - 2020 Operating Budget**

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**EXECUTIVE SUMMARY**

This Ordinance adopts the City's annual budget for Fiscal Year 2020 and appropriates sums for current operating expenses.

**RECOMMENDATION**

Introduce for Public Hearing on December 2, 2019

**BACKGROUND/DESCRIPTION**

The City Council has held a series of budget workshops over recent weeks. This Ordinance adopts the City's operating budget for Fiscal Year 2020. It is introduced with blanks pending the conclusion of the budget presentations and discussion. The amounts will be filled in for the public hearing on the Ordinance, which is scheduled for December 2, 2019.

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

The proposed 2020 Operating Budget document includes information about the cost of the City's services and programs and projected revenue sources.

**ATTACHMENTS**

Ordinance No. 45-2019



## ORDINANCE NO. 45-2019

Providing for the Adoption of the Annual Budget for  
the Fiscal Year 2020 and Appropriating Sums for  
Current Operating Expenses.

WHEREAS, pursuant to the provisions of Section 2.07, paragraph 3, of Article II of the Charter of the City of Worthington, Ohio, the City Council is authorized to adopt the Municipal Budget for the Fiscal Year beginning January 1, 2020 and ending December 31, 2020; and,

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

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

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

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

SECTION 2. To provide operating expenditures for General Government, Department of Service/Engineering, Department of Public Safety, Department of Parks and Recreation, and Department of Planning and Building during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the General Fund:

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

## ORDINANCE NO. 45-2019

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

## ORDINANCE NO. 45-2019

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

## ORDINANCE NO. 45-2019

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

## ORDINANCE NO. 45-2019

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

SECTION 3. To provide operating expenditures for the Street Maintenance and Repair Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Street Maintenance and Repair Fund:

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

## ORDINANCE NO. 45-2019

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

SECTION 4. To provide operating expenditures for the State Highway Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the State Highway Fund:

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

SECTION 5. To provide operating expenditures for the Water Distribution Fund for the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Water Distribution Fund:

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

SECTION 6. To provide operating expenditures for the Sanitary Sewer Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Sanitary Sewer Fund:

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

## ORDINANCE NO. 45-2019

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
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SECTION 7. To provide operating expenditures for the Visitors and Convention Bureau fund for the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Visitors and Convention Bureau fund:

210.1170	Visitors Convention Bureau	\$
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SECTION 8. To provide operating expenditures for the Police Pension Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Police Pension Fund:

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

SECTION 9. To provide operating expenditures for the Law Enforcement Trust Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Law Enforcement Trust Fund:

214.1414	Law Enforcement Trust	\$
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SECTION 10. To provide operating expenditures for the MMVLT Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the MMVLT Fund:

215.8150	Contractual Services	\$
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SECTION 11. To provide operating expenditures for the Enforcement and Education Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Enforcement and Education Fund:

216.1616	Education Supplies	\$
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SECTION 12. To provide operating expenditures for the Court Clerk Computer Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Court Clerk Computer Fund:

218.1818	Computer Supplies	\$
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SECTION 13. To provide operating expenditures for the Economic Development Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Economic Development Fund:

## ORDINANCE NO. 45-2019

219.1919	Development Efforts	\$
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SECTION 14. To provide operating expenditures for the Law Enforcement Continuing Education Fund during the fiscal year ending December 31, 2020, the

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

221.2121	Law Enforcement CED	\$
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SECTION 15. To provide operating expenditures for the Special Parks Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Special Parks Fund:

229.4010	Capital Expenditures	\$
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SECTION 16. To provide operating expenditures for the Capital Improvements Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Capital Improvements Fund:

308.8110	Capital Expenditures	\$
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SECTION 17. To provide operating expenditures for the General Bond Retirement Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the General Bond Retirement Fund:

409.9010	Debt Service	\$
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SECTION 18. To provide operating expenditures for the O.B.B.S. Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the  
ORDINANCE NO. 45-2019

O.B.B.S. Fund:

830.3333	O.B.B.S. Surcharge	\$
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SECTION 19. To provide operating expenditures for the TIF/CRA Funds during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the TIF/CRA Funds:

910.9020	TIF Distribution (Worthington Station)	\$
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920.9020	TIF Distribution (Worthington Place – The Heights)	\$
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## ORDINANCE NO. 45-2019

930.9020	TIF Distribution (933 High Street)	\$
935.9020	TIF Distribution (Downtown Worthington)	\$
940.9020	TIF Distribution (Worthington Square)	\$
945.9020	TIF Distribution (W.Dublin Granville Rd)	\$
950.9020	TIF Distribution (350 W. Wilson Bridge Rd.)	\$
999.9020	PACE Fund (Columbus Finance Authority)	\$

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

SECTION 21. Section 2.07 (11) of the City Charter requires City Council to annually review the investment policy of all funds held by the City. This review was completed as a component of the annual budget process for the fiscal year beginning January 1, 2020 and ending December 31, 2020.

SECTION 22. That this Ordinance shall become effective on the first day of January, 2020, as provided in Section 4.05 of the Charter of the City of Worthington, Ohio.

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: 11/06/2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 46-2019 – Compensation for Unclassified Employees**

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**EXECUTIVE SUMMARY**

This Ordinance establishes the salaries for unclassified employees in the City for 2020.

**RECOMMENDATION**

Introduce for Public Hearing on December 2, 2019.

**BACKGROUND/DESCRIPTION**

This Ordinance establishes compensation for the City's unclassified employees for 2020. Compensation for classified employees is established via a separate Resolution. City positions are classified, except for those positions designated as unclassified by the City's Charter.

This Ordinance will be introduced with blanks, which will be filled in for the public hearing on this Ordinance. The amounts in the Ordinance will be consistent with the amounts included in the 2020 Operating Budget.

**ATTACHMENTS**

Ordinance No. 46-2019

ORDINANCE NO. 46-2019

Establishing Compensation for Certain Unclassified Positions of the Municipal Service For the Period of January 1, 2020 through December 31, 2020, and Adopting Class Specifications for Said Unclassified Positions.

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

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

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

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

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

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

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

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

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

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

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

ORDINANCE NO. 46-2019

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

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

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

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

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

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

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

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

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

SECTION 19. The salary of the Deputy Director of Safety/Police Chief (Class Specification No. 122) shall not exceed \$\_\_\_\_\_.

SECTION 20. The provisions of this ordinance supersede Ordinance No. 53-2018, as Amended, passed December 3, 2018, as it pertains to positions specified in Sections 1 through 18 and Ordinance 30-2019, as it pertains to the position specified in Section 19 above for the period of January 1, 2020 through December 31, 2020.

SECTION 21. That Ordinance No. 53-2018 as Amended and Ordinance No. 30-2019 be and the same are hereby repealed.

ORDINANCE NO. 46-2019

SECTION 22. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: 11/07/2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 47-2019 Riverlea Police Protection Contract**

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**EXECUTIVE SUMMARY**

Staff is proposing a 2020 contract in the amount of \$77,317 to provide twenty-two (22) hours per week of police protection for the Village of Riverlea. This amount represents a six percent (6%) increase from the 2019 contract. The increase is a result of a newly negotiated labor contract with the Fraternal Order of Police in conjunction with rising health insurance costs.

**RECOMMENDATION**

Introduce for Public Hearing on December 2, 2019

**BACKGROUND/DESCRIPTION**

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

The FOP contract included the following economic items:

- Market adjustment of \$1,800 for each member beginning October 21, 2019
- 3% wage increase effective October 21, 2019
- 3% wage increase effective January 1, 2020
- 2.5% wage increase effective January 1, 2021
- Lump sum signing payment of \$3,500 for each member (in lieu of retroactively applying the 2019 wage increase to the beginning of the year)

The chart below provides a breakdown of costs included to determine the City's cost of one full-time police officer in 2020 and the Village's 55% share.

**2020 Police Officer**

	<b>Week</b>	<b>Annual</b>
Step D (2020)	\$ <b>1,832.58</b>	\$ <b>95,294.39</b>
OP&F	\$ 357.35	\$ 18,582.41
Medicare	\$ 26.57	\$ 1,381.77
Workers Comp.	\$ 58.64	\$ 3,049.42
Total Salary	\$ 2,275.15	\$ 118,307.99
2020 Health Insurance		\$ 28,637.38
Total Compensation		\$ 146,945.37
<b>55% of Total</b>		<b>\$ 80,819.95</b>

The City has historically excluded the cost of vision, dental, and life insurance in this calculation and has continued that exclusion for 2020. As shown above, 55% of the cost would be \$80,820 – an almost 11% increase from the 2019 contract. In an effort to spread this increased cost out over a two-year period, the City is proposing a contract amount of \$77,317 in 2020, which represents a 6% increase.

While health insurance costs in 2021 are unknown, the City anticipates the cost of a full-time police officer in 2021 to be \$151,334. The Village's 55% share for 2021 would be \$83,234. This would represent a 7.36% increase over the proposed 2020 contract

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

2020 General Fund Revenue of \$77,317

**ATTACHMENTS**

Ordinance No. 47-2019

ORDINANCE NO. 47-2019

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

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

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

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

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

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

Passed \_\_\_\_\_

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

Attest:

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





**STAFF MEMORANDUM**  
**City Council Meeting – December 2, 2019**

Date: October 17, 2019

To: Matthew H. Greeson, City Manager

From: R. Lee Brown

Subject: Ordinance No. 48-2019 - Appointment of the Plumbing Contract through Franklin County Board of Health

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**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

Introduce for a Public Hearing on December 2, 2019

**BACKGROUND/DESCRIPTION**

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

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

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

**ATTACHMENTS**

Ordinance No. 48-2019

ORDINANCE NO. 48-2019

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

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

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

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

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

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the Franklin County District Board of Health for the purpose of providing plumbing inspection services in the City of Worthington, said service to commence January 1, 2020, and remain in full force and effect until December 31, 2020.

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

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: 11/12/2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 49-2019 – Public Health Contract – Columbus Public Health**

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**EXECUTIVE SUMMARY**

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

**RECOMMENDATION**

Introduce for Public Hearing on December 2, 2019

**BACKGROUND/DESCRIPTION**

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

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

2019 Contract Price = \$66,153

2020 Contract Price = \$70,000

**ATTACHMENTS**

Ordinance No. 49-2019

2020 Contract



ORDINANCE NO. 49-2019

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

WHEREAS, the City of Columbus Board of Health has indicated its intention to provide health services for the City of Worthington during calendar year 2020; and,

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

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

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

SECTION 1. That the City Manager be and hereby is authorized and directed to enter into a contract with the City of Columbus Board of Health for the purpose of providing health services to the City of Worthington, said service to commence January 1, 2020, and remain in full force and effect until December 31, 2020.

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

Passed \_\_\_\_\_

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

Attest:

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

AGREEMENT  
FOR PUBLIC HEALTH SERVICES

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the City of Columbus Board of Health (hereinafter referred to as "Columbus") and the City of Worthington (hereinafter referred to as "Worthington") for the purpose of having Columbus provide public health services to Worthington on a contractual basis.

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

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

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

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

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

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

SECTION 1. SCOPE OF SERVICES

A. ENVIRONMENTAL HEALTH SERVICES

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

MOSQUITO ABATEMENT SERVICES	\$13,010.00
INSPECTION OF PUBLIC AND NONPUBLIC SCHOOL BUILDINGS	\$ 8,986.00
SMOKE-FEE AIR PROGRAM	\$ 1,368.00
ANIMAL BITE INVESTIGATIONS	\$ 6,450.00
CHEMICAL RESPONSE	\$ 1,402.00
 TOTAL SECTION A	 \$ 31,216.00

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

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

Food License Fees-Indirect Costs– Additional actual indirect costs associated with inspecting Worthington establishments that are not included in license fees paid by the establishment- \$9,471.00

Pool License Fees- Direct Costs- Additional actual inspection costs not included in license fee paid by Worthington establishments- \$1,268.00

Pool License Fees–Indirect Costs- Additional actual indirect costs associated with inspecting Worthington establishments that are not included in license fees paid by the establishment- \$1,489.00

TOTAL SECTION B	\$ 12,228.00
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#### C. COMMUNITY HEALTH CARE SERVICES

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

TOTAL SECTION C	\$12,845.00
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#### D. GENERAL SUPPORT OF COMMUNICABLE DISEASE CONTROL PROGRAM AND COMPREHENSIVE SEXUAL HEALTH SERVICES

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

TOTAL SECTION D	\$13,711.00
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TOTAL CONTRACT AMOUNT	<u>\$70,000.00</u>
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#### SECTION 2. BILLING AND PAYMENT

Columbus will invoice this annual amount (\$70,000.00) over four equal quarterly invoices of \$17,500.00. Said billing shall include, at a minimum, a statement of the number and types of services rendered, including a breakdown of each different type of service rendered as specified above. Worthington shall, after verifying its accuracy, pay said invoice within thirty (30) days following receipt.

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

#### SECTION 3. STAFF LIAISON

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

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

That this agreement shall take effect and be in force from and after January 1, 2020 and shall remain in full force and effect until December 31, 2020, subject to any mutually agreed modifications in the scope of services following the end of the first six months. All modifications shall be incorporated in written amendments to this Agreement.

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



SECTION 5. AUTHORIZATION

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

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

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

CITY OF WORTHINGTON

COLUMBUS BOARD OF HEALTH

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

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

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

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

APPROVED AS TO FORM

OHIO DEPARTMENT OF HEALTH

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

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

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

DEPARTMENT OF FINANCE CERTIFICATE

It is hereby certified that the amount of \$70,000.00 required to meet the contract, - agreement, obligation, payment of expenditure, for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in the process of collection to the credit of the \_\_\_\_\_ Fund and is free from any obligation or certificates now outstanding.

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

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



Date: 11/13/2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 50-2019 - Mayor Salary**

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**EXECUTIVE SUMMARY**

This Ordinance sets the Mayor's salary effective January 1, 2020 at \$11,050

**RECOMMENDATION**

Introduce for Public Hearing on December 2, 2019

**FINANCIAL IMPLICATIONS/FUNDING SOURCES**

The Mayor for the City performs a number of duties, both ceremonial and in the operation of the City's Mayor's Court. The Mayor's salary has not been increased since 2014 and Council expressed an interest in increasing the salary effective January 1, 2020. The attached Ordinance increases the salary of the Mayor from \$10,400 to \$11,050, an increase of 6%.

The 2020 Budget impact will be an increase of \$752.50, which includes the impact on OPERS, Medicare, and Worker's Comp.

**ATTACHMENTS**

Ordinance No. 50-2019

ORDINANCE NO. 50-2019

Amending Ordinance No. 47-13 and Establishing  
Compensation for the Mayor of the Municipality of  
Worthington.

WHEREAS, Ordinance No. 47-13 as passed by Worthington City Council on December 9<sup>th</sup>, 2013, provided for the salary of the Mayor of the Municipality of Worthington to be a sum not to exceed ten thousand four hundred dollars (\$10,400) annually; and,

WHEREAS, Worthington City Council has determined it appropriate to increase the compensation for the position of Mayor of the Municipality of Worthington;

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

SECTION 1. That the salary of the Mayor of the Municipality of Worthington, Franklin County, State of Ohio, shall for the period commencing January 1, 2020, be a sum not to exceed eleven thousand fifty dollars (\$11,050) annually.

SECTION 2. That Ordinance No. 47-13 be and the same is hereby repealed.

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

Passed \_\_\_\_\_

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

Attest:

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



**STAFF MEMORANDUM**  
**City Council Meeting – November 18, 2019**

Date: November 13, 2019

To: City Council

From: Matthew H. Greeson, City Manager

Subject: **Follow Up - Proposed 2020 Operating Budget & Proposed 2020-2024 Capital Improvements Program**

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**EXECUTIVE SUMMARY**

Time is provided for discussion by City Council of the 2020 Budget and the 2020-2024 Capital Improvements Program.

**BACKGROUND/DESCRIPTION**

City Council heard a series of presentations on the Proposed 2020 Operating Budget and the Proposed 2020-2024 Capital Improvements Program on October 21, November 4 and November 12. This agenda item provides time for City Council to discuss the proposed documents and the follow up information that has been provided by staff.

Adoption of the 2020 Operating Budget and the 2020-2024 Capital Improvements Program is scheduled for December 2.

The Proposed 2020 Operating Budget and the Proposed 2020-2024 Capital Improvements Program are available on the City's website at [www.worthington.org/budget](http://www.worthington.org/budget).