



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 December 2, 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. 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.

5.A. **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: Approve as Presented

Legislative History: Introduced November 18, 2019

5.B. Ordinance No. 48-2019 Plumbing Contract with 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: Approve as Presented

Legislative History: Introduced November 18, 2019

5.C. 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: Approve as Presented

Legislative History: Introduced November 18, 2019

5.D. Resolution No. 69-2019 Appointments & Re-Appointments to Boards & Commissions

Re-appointing Members to Various City Boards and Commissions and Appointing a Member to the Volunteer Firefighters Dependents Board.

Executive Summary: This Resolution appoints an individual and re-appoints numerous individuals to a variety of boards and commissions.

Recommendation: Introduce and Approve as Presented

5.E. Resolution No. 70-2019 Chief Building Official & Alternate Master Plans Examiner

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

Executive Summary: This Resolution approves the City Manager's appointment of Donald Schofield as "Alternate Chief Building Official" and "Alternate Chief Plans Examiner"

Recommendation: Introduce and Approve as Presented

5.F. Resolution No. 72-2019 2020 Staffing Chart

Amending the Staffing Chart of the City of Worthington to Reflect the Positions Authorized in the 2020 Operating Budget.

Executive Summary: This Resolution adopts a staffing chart for the City for 2020.

Recommendation: Introduce and Approve as Presented

5.G. Approval of the Minutes

5.G.I. Meeting Minutes - November 12, 2019

5.G.II. Meeting Minutes - November 18, 2019 (Special)

5.G.III. Meeting Minutes - November 18, 2019

Recommendation: Motion to Approve as Presented

5.H. Policy Items

5.H.I. Objections to Renewal of a Liquor Permit

Executive Summary: All permits to sell alcoholic beverages in Worthington will expire on February 1, 2020. To maintain permit privileges, every permit holder must file a renewal application. Ohio Revised Code Section 4303.271(B) provides the legislative authority with the right to object to the renewal of a permit and to request a hearing. Instructions are attached.

Recommendation: Motion to Not Object to the renewal of permits.

5.H.II. Sale of Surplus Equipment

Executive Summary: Staff requests approval to sell a surplus Medic and Polaris UTV

Recommendation: Motion to approve the sale of the Medic and Polaris UTV

End of Consent Agenda

6. Public Hearings on Legislation

6.A. Ordinance No. 30-2019 Establish Compensation - Deputy Director of Safety/Police Chief

Amending Ordinance 53-2018 to Establish Compensation for the Unclassified Position of Deputy Director of Safety/Police Chief.

Executive Summary: This Ordinance establishes compensation for the unclassified position of Deputy Director of Safety/Police Chief

Recommendation: Remove from Table, Motion to Amend and Approve as Amended

Legislative History: Introduced July 15, 2019, Tabled September 3, 2019

6.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: Motion to Amend and Approve as Amended

Legislative History: Introduced November 18, 2019

6.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: Motion to Amend and Approve as Amended

Legislative History: Introduced November 18, 2019

6.D. 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: Approve as Presented

Legislative History: Introduced November 18, 2019

7. New Legislation to Be Introduced

7.A. Resolution No. 71-2019 Adoption of 2020-2024 Capital Improvements Program (CIP)

Approving the 2020-2024 Capital Improvements Program for the City of Worthington.

Executive Summary: This Resolution adopts the 2020-2024 Capital Improvements Program.

Recommendation: Introduce and Approve as Presented

7.B. Resolution No. 73-2019 2020 Compensation for Classified Employees

Establishing the Compensation Plan, Assigning Compensation Levels for Positions in the Classified Service, Adopting Class Specifications, Providing for Normal Work Weeks, and Repealing Resolutions No. 64-2018 and 07-2019.

Executive Summary: This Resolution establishes the compensation for all classified positions for 2020 consistent with the 2020 budget and collective bargaining agreements.

Recommendation: Introduce and Approve as Presented

7.C. Resolution No. 74-2019 Position Description: Part-time Court Liaison

Amending the Position Title and Position Description for Part-time Court Liaison.

Executive Summary: This Resolution amends the position title and the position description for Part-time Court Liaison.

Recommendation: Introduce and Approve as Presented

7.D. Ordinance No. 51-2019 Appropriation - Payments Related to Economic Development Agreements

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the General Fund, Downtown Worthington Municipal Public Improvement TIF and West Dublin-Granville Rd. Municipal Public Improvement TIF Funds Unappropriated Balance to Provide Funds for the Payment of Franklin County Auditor Fees and School Compensation.

Executive Summary: This Ordinance appropriates the funds necessary to compensate the School District and properly account for fees assessed by the Franklin County Auditor for the collection of property tax within certain TIF and CRA districts.

Recommendation: Introduce for Public Hearing on December 9, 2019

7.E. Ordinance No. 52-2019 Appropriation - Northeast Gateway Project Design & Engineering Services

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 Additional Design and Engineering Services for the NE Gateway Intersection Improvement Project and all Related Expenses with said Project (Project No. 602-14)

Executive Summary: This additional appropriation will pay for necessary design and engineering services that were not included in the scope of services when the original Professional Services Agreement was executed.

Recommendation: Introduce for Public Hearing on December 9, 2019

7.F. Ordinance No. 53-2019 Appropriation - New & Replacement Equipment & Various Projects

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2020 New and Replacement Equipment Items and for Certain Projects as Identified in the 2020 Five-Year Capital Improvements Program and all Related Expenses and Determining to Proceed with said Projects.

Executive Summary: This Ordinance appropriates funds to procure the new and replacement equipment provided in the Capital Improvement Plan (CIP) for Fiscal Year 2020. This Ordinance also appropriates funds for multiple projects identified in the 2020-2024 CIP.

Recommendation: Introduce for Public Hearing on December 9, 2019

7.G. Ordinance No. 54-2019 Appropriation - Legal Fees

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for Appropriations from the General Fund Unappropriated Balance.

Executive Summary: This Ordinance appropriates additional funding for legal services.

Recommendation: Introduce for Public Hearing on December 9, 2019

8. Reports of City Officials

8.A. Policy Item(s)

8.A.I. Permission to Bid - Pingree Drive and State Route 161 Crossing Improvement

Executive Summary: Staff requests permission to bid an improved

crossing at SR-161 and Pingree Drive utilizing a Rectangular Rapid Flashing Beacon, crosswalk markings and a pedestrian refuge island in the center lane.

Recommendation: Motion to Authorize Staff to Move Forward with Procuring Bids for the Project

8.B. Discussion Item(s)

8.B.I. Distribution of Proposed Age Friendly Resolution and Age Friendly Planning Process Proposal prepared by Council Member Kowalczyk

Executive Summary: Council Member Kowalczyk has asked that these materials be distributed and placed on the December 9, 2019 City Council agenda for discussion.

9. Reports of Council Members

10. Other

11. Executive Session

12. Adjournment



STAFF MEMORANDUM
City Council Meeting – December 2, 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**

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

Approve as Presented

BACKGROUND/DESCRIPTION

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

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

	Week	Annual
Step D (2020)	\$ 1,832.58	\$ 95,294.39
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
55% of Total		\$ 80,819.95

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 048-2019 - Appointment of Plumbing Contract through Franklin County District Board of Health**

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

Approve as Presented

BACKGROUND/DESCRIPTION

The City utilizes Franklin County District Board of Health to provide plumbing inspection services which are scheduled through the City's Department of Planning & Building. The City 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 – December 2, 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**

EXECUTIVE SUMMARY

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

RECOMMENDATION

Approve as Presented

BACKGROUND/DESCRIPTION

The City has contracted with Columbus Public Health (CPH) for public health services for many years. We have a good working relationship 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



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 20, 2019

To: Matthew H. Greeson, City Manager

From: D. Kay Thress, City Clerk

Subject: **Resolution No. 69-2019** Appointments & Re-Appointments to Boards & Commissions

EXECUTIVE SUMMARY

This Resolution appoints an individual and re-appoints numerous individuals to a variety of boards and commissions.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The Volunteer Firefighters Dependents Board, the Volunteer Peace Officers Dependents Board, the Personnel Appeals Board, the Worthington International Friendship Association, the Board of Zoning Appeals, the Municipal Planning Commission and the Parks and Recreation Commission have members whose terms are expiring. This Resolution re-appoints fifteen individuals who have expressed interest in continuing to serve and appoints one new individual. The following appointments are made by this Resolution:

1. Volunteer Firefighters Dependents Board: Beth Kowalczyk and Robyn Stewart (one-year term commencing January 1, 2020)
2. Volunteer Peace Officers Dependents Board: Scott Myers and Robyn Stewart (one-year term commencing January 1, 2020)
3. Personnel Appeals Board: Charles Warner and Daniel Srsic (one-year term commencing January 1, 2020)
4. Worthington International Friendship Association: Ryan Hoover, Anne Brown, Virginia Duym, Joseph Kohler, Marsha Mueller and Nicky Robie (three-year term commencing January 1, 2020)

5.D. - Appointments & Re-Appointments to Boards & Commissions

5. Board of Zoning Appeals: Donald Falcoski (three-year term commencing January 1, 2020)
6. Municipal Planning Commission Council Representative: Scott Myers (one-year term commencing January 1, 2020)
7. Parks and Recreation Commission: David Kessler and Michele Miller (two-year term commencing January 1, 2020)

ATTACHMENTS

Resolution No. 69-2019

RESOLUTION NO. 69-2019

Re-appointing Members to Various City Boards and
Commissions and Appointing a Member to the
Volunteer Firefighters Dependents Board.

WHEREAS, the Volunteer Firefighters Dependents Board, the Volunteer Peace Officers Dependents Board, the Personnel Appeals Board, the Worthington International Friendship Association, the Board of Zoning Appeals, the Municipal Planning Commission and the Parks and Recreation Commission have members whose terms are expiring at the end of this year; and,

WHEREAS, the members to be re-appointed have expressed a desire to continue their service; and,

WHEREAS, City Council desires to re-appoint these members to new terms and appoint a new member.

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

SECTION 1. That Beth Kowalczyk is hereby re-appointed and Robyn Stewart is hereby appointed to the Volunteer Firefighters Dependents Board, for a one-year term commencing January 1, 2020.

SECTION 2. That Scott Myers and Robyn Stewart are hereby re-appointed to the Volunteer Peace Officers Dependents Board for a one-year term commencing January 1, 2020.

SECTION 3. That Charles Warner and Daniel Srsic are hereby re-appointed to the Personnel Appeals Board, each for a one-year term commencing January 1, 2020.

SECTION 4. That Ryan Hoover, Anne Brown, Virginia Duym, Joseph Kohler, Marsha Mueller, and Nicky Robie are hereby re-appointed to the Worthington International Friendship Association, each for a three-year term commencing January 1, 2020.

SECTION 5. That Donald Falcoski is hereby re-appointed to the Board of Zoning Appeals for a three-year term commencing January 1, 2020.

SECTION 6. That Scott Myers is hereby re-appointed as the Council Representative to the Municipal Planning Commission for a one-year term commencing January 1, 2020.

RESOLUTION NO. 69-2019

SECTION 7. That David Kessler and Michele Miller are hereby re-appointed to the Parks and Recreation Commission, each for a two-year term commencing January 1, 2020.

SECTION 8. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted _____

President of Council

Attest

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: October 17, 2019

To: Matthew H. Greeson

From: R. Lee Brown

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

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

ATTACHMENTS

Resolution

RESOLUTION NO. 70-2019

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

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

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

SECTION 2. That this appointment shall be for the period of January 1, 2020
through December 31, 2020.

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

Adopted _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: 11/25/2019

To: Matthew H. Greeson

From: Scott F. Bartter, Finance Director

Subject: **Resolution No. 72-2019 – 2020 Staffing Chart**

EXECUTIVE SUMMARY

This Resolution adopts a staffing chart for the City for 2020. The number, type and classification of the positions in the document are consistent with the 2020 Budget.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The 2020 Operating Budget does not increase the number of full-time employees. The Staffing Chart reflects a half full-time equivalent increase due to the number of part-time hours utilized in the Community Center.

ATTACHMENTS

Resolution No. 72-2019
2020 Staffing Chart

RESOLUTION NO. 72-2019

Amending the Staffing Chart of the City of
Worthington to Reflect the Positions Authorized in
the 2020 Operating Budget.

WHEREAS, City Council has adopted the 2020 Operating Budget for all departments and divisions of the City; and,

WHEREAS, it is desirable and necessary to amend the Staffing Chart of the City to correspond to the wishes of City Council as expressed in the 2020 Operating Budget;

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

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

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

Adopted _____

President of Council

Attest:

Clerk of Council

5.F. - 2020 Staffing Chart
CITY OF WORTHINGTON
2020 STAFFING CHART*

	Unit /Title				2017 FTE	2018 FTE	2019 FTE	2020 FTE
Safety Department - Division of Police								
1	Deputy Director of Safety/Police Chief				1	1	1	1
2	Lieutenants				2	2	2	2
3	Sergeants				5	5	5	5
4	Patrol Officers				24	24	24	24
5	Communication Technicians				9	9	9	9
6	Secretary				2	2	2	2
7	Operations Support Manager				1	1	1	1
8	School Resource Officer						1	1
9	Crossing Guards (5 positions)				1.5	1.5	1.5	1.5
10	Part-time Court Liaison				0.5	0.5	0.5	0.5
11	Part-time Communication Technicians				1.0	1.0	1	1
	Total				47	47	48	48
Planning & Building Department								
1	Director				1	1	1	1
2	Field Inspector/Building & Zoning				1	1	1	1
3	Chief Building Inspector				1	1	1	1
4	Planning Coordinator				1	1	1	1
5	Planning and Building Assistant				1	1	1	1
6	PT Code Enforcement Officer				0.5	0.5	0.5	0.5
	Total				5.5	5.5	5.5	5.5
Finance Department								
1	Director				1	1	1	1
2	Finance Manager				1	1	1	1
3	Finance Analyst				1	1	1	1
4	Finance/Personnel Analyst				1	1	1	1
	Total				4	4	4	4
Court Clerk								
1	Court Clerk				1	1	1	1
2	Part-time Court Clerk				0.5	0.5	0.5	0.5
	Total				1.5	1.5	1.5	1.5
Public Service/Engineering Department								
1	Director/City Engineer				1	1	1	1
2	Secretary				1	1	1	1
3	Mechanic				1	1	1	1
4	Fleet Manager				1	1	1	1
5	Field Inspector/Capital Improvements				1	1	1	1
6	Eng/GIS Manager				1	1	1	1
7	GIS Analyst				0	1	1	1
8	Fleet Maintenance Technician				1	1	1	1
9	Maintenance Superintendent				1	1	1	1
10	Maintenance Supervisor				4	4	4	4
11	Maintenance Technician				8	7	7	7
12	Signal Technician				1	1	1	1
13	Custodian				1.5	1.5	1.5	1.5
14	Seasonal Workers (6 positions)				0.5	0.5	0.5	0.5
15	Administrative Assistant				1	1	1	1
	Total				24	24	24	24

5.F. - 2020 Staffing Chart
CITY OF WORTHINGTON
2020 STAFFING CHART*

Unit /Title	2017 FTE	2018 FTE	2019 FTE	2020 FTE
Administration				
1 City Manager	1	1	1	1
2 Assistant City Manager	1	1	1	1
3 Assistant to the City Manager/Personnel Director	1	1	1	1
4 Secretary to the City Manager	1	1	0	0
5 Management Assistant	0	0	1	1
6 Executive Assistant to the City Manager/City Clerk	1	1	1	1
7 Student Intern	0.25	0.25	0.25	0.25
8 Assistant to the City Manager/IT Director	1	1	1	1
9 Administrative Assistant/Public Info & Community Relations	1	1	1	1
10 Information Technology Technician	1	1	1	1
11 Ass't to City Manager/Economic Development Director	1	1	1	1
12 Systems Engineer	1	1	1	1
13 Help Desk Specialist	0	1	1	1
Total	10.25	11.25	11.25	11.25
Safety Department - Division of Fire				
1 Deputy Director of Safety/Fire Chief	1	1	1	1
2 Assistant Chief	1	1	1	1
3 Captains	3	3	3	3
4 Lieutenants	6	6	6	6
5 Firefighters	24	24	24	24
6 Secretary	1	1	1	1
7 Fire Prevention Lieutenant	1	1	1	1
8 Part-time Firefighters	4	4	4	4
Total	41	41	41	41
Parks and Recreation Department				
1 Director	1	1	1	1
2 Secretary	0	0	0	0
3 Summer Assistants	*	*	*	*
4 Seasonal Workers/ Part-time Maintenance (5 positions)	*	*	*	*
5 Recreation Superintendent	1	1	1	1
6 Parks Manager	1	1	1	1
7 Parks Supervisor	1	1	1	1
8 Parks Crew Leader	0	1	1	1
9 Parks Technician	5	4	4	4
10 Program Supervisors	0	0	0	0
11 Senior Center Manager	1	1	1	1
12 Recreation Supervisor - Griswold Center	2	2	2	2
13 Recreation Supervisor - Community Center	4	4	4	4
14 Marketing & Outreach Supervisor	1	1	1	1
15 Building Maintenance Technician	1	1	1	1
16 Project Supervisor	1	1	1	1
17 Marketing & Outreach Coordinator	1	1	1	1
18 Customer Service Coordinator	2	2	2	2
19 Parks & Recreation Custodian	0	0	0	0
20 Building Maintenance Assistant	1	1	1	1
21 Part-time Lifeguard	*	*	*	*

5.F. - 2020 Staffing Chart
CITY OF WORTHINGTON
2020 STAFFING CHART*

22 Part-time Fitness Attendant	*	*	*	*
23 Part-time Customer Service Staff	*	*	*	*
24 Part-time Parks & Recreation Custodian	*	*	*	*
25 Part-time Child Care Coordinator	*	*	*	*
26 Part-time Child Care Attendant	*	*	*	*

Unit /Title				2017 FTE	2018 FTE	2019 FTE	2020 FTE
Parks and Recreation Department Cont'd							
27 Part-time Finance Specialist				*	*	*	*
28 Junior Leader				*	*	*	*
29 Dispatching Attendant				*	*	*	*
30 Part-time Secretary				0.5	0.5	0.5	0.5
31 Part-time Support Staff				*	*	*	*
32 Part-time General Instructor				*	*	*	*
33 Part-time Specialized Staff				*	*	*	*
34 Part-time Communications Specialist				*	*	*	*
35 Student Intern				*	*	*	*
36 Community Center - Part-time Support Staff & Instructors *				22	22	22	22.5
37 Recreation Programs - Part-time Support Staff & Instructors *				0.75	0.75	11.25	11.75
38 Senior Center - Part-time Support Staff & Instructors *				2	2	2	1.5
39 P&R Revolving - Part-time Programs Support Staff *				9.5	10.5	0	0
Total				57.75	58.75	58.75	59.25
Law Department							
1 Director				1	1	1	1
2 Paralegal				1	1	1	1
Total				2	2	2	2
Grand Totals				193.00	195.00	196.00	196.50

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



CITY OF WORTHINGTON
Worthington City Council Minutes
November 12, 2019

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Tuesday, November 12, 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, Scott Myers, David Robinson, Douglas K. Smith, and Bonnie D. Michael

Member(s) Absent:

Also present: City Manager Matt Greeson, Law Director Tom Lindsey, 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 Manager Robyn Stewart and Assistant City Clerk Ethan Barnhardt arrived at approximately 8:20 from another meeting)

There were thirty-two visitors present.

PLEDGE OF ALLEGIANCE

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

SPECIAL PRESENTATION

Mr. Greeson shared that one of Council's priorities is to look for ways to make our community and City government more sustainable. One of the issues that was raised by a Council member was trying to get information on Residential Property Assessed Clean Energy (R-PACE), particularly how it is being rolled out in Ohio and more specifically central Ohio. We invited Caleb Bell with Law Firm Bricker & Eckler LLP. He is their public finance chair who has been working on PACE issues on behalf of the Energy Special Improvement Districts and other entities around Ohio to provide some information on this subject.

Mr. Bell shared that he represents the Columbus Regional Energy Special Improvements District. This is a shared services program that is hosted by the Columbus Regional Finance Authority. It operates with many jurisdictions that have all used special assessment financing for energy improvements, primarily on the commercial side. The Trivium project on West Wilson Bridge Road was funded with PACE financing through special assessment. This concept, R-PACE, is the program for residential properties. Over the last several years he has been working with the Columbus Financial Authority, other Port Authorities and Regional Authorities around the state to determine how to make PACE work for individual homeowners. The statewide cooperative group will launch the resulting program, the R-PACE effective January 1, 2020.

Several regions in the state are already working with the program in one way or another. In central Ohio, the City of Bexley has already approved legislation for R-PACE with others scheduled to approve legislation soon. Other municipalities, like Worthington are currently just gathering information. Multiple communities, primarily in Northeastern Ohio have already approved this program. They will be the launch communities in the new year.

R-PACE is defined as being a method of financing that is designed to enable a homeowner to do energy efficiency or certain alternative energy improvements to their home and finance that effort over a long period of time with a fixed rate of interest. The financing mechanism is not a loan but rather a special assessment. The special assessment will be added to a property owners tax bill. The term of the loan can be set for 5, 10, 15, or 20 years with the interest rate based on the term.

While the Renovate America group is the lender that will launch this program in Ohio, they are not the only lender that offers this product. There are roughly four other such lenders that operate in the four or five states that currently offer a similar product.

Early on, particularly in California, the program was done based on underwriting the value of your home. If you had equity, then you could get PACE financing. Often homeowners had a lot of equity in your home but not much income. In Ohio we decided to create a new model. Not only is equity in the home required but also homeowners must have the ability to pay. The Ohio product utilizes a FICO score of at least 620 that is not part of other states requirements. That will create a minimum threshold for someone to be able to qualify.

Mr. Robinson asked why Ohio is launching the program with a single provider and when will others be able to enter the program. Mr. Bell replied that the problem with R-PACE is that it requires many small projects with volume. These projects are probably \$10,000 to \$20,000 each and many are needed. Developing a uniform system across the state was our first problem that needed solved. The second problem was to determine who would be willing to invest time and money to do that. We had to talk to one of the five lenders to do this. Since the Port Authority was already doing commercial PACE financing, they were the likely ones to address the residential issue. Toledo's Port Authority tried financing

themselves and determined that they couldn't do it on their own, so they partnered with Renovate America to launch the program. That agreement provides for Renovate America to obtain cost recovery from another lender if within the first 2,500 homes that are done in the state of Ohio another lender funds them. It is not exclusive, but it also creates an embedded cost recovery mechanism for the port authority that invested a great deal of time to put it together.

Mr. Robinson asked if there was an estimate as to how long the 2,500 projects would take. Mr. Bell replied possibly a year or two. It is not exclusive during that period.

In Ohio, the R-PACE is a shared services program where multiple local governments are committing to the same standardized program across the state. In central Ohio the Regional ESID has custody for your energy programming. They adopted a R-PACE plan that enables any of the member communities to activate this program. Local government that deals with energy agrees with this program. It is up to the individual local governments to decide whether to participate. Bexley has already agreed and their city council approved the plan. Council's role is to evaluate the program to determine if you would like to have it available for your citizens. If you do, then there is an ordinance and an agreement which enables the standardized system to be available.

This standardized, legal process means that a homeowner will still call their local heating and cooling provider for home improvements. If that provider has access to this program and are qualified as a contractor, they will be able to offer this financing option to the homeowner.

When asked by Ms. Kowalczyk how the contractors are qualified, Mr. Bell replied that they are qualified by the capital providers that participate in the system. If there are five capital providers, each provider will make the vendor level financing available. The vendor would do a training that involves a background check. Their social credit is evaluated. The lender will provide the qualifications of the individual contractor. It doesn't mean that the government won't supervise this process. If the government, City Council or the Columbus Port Authority, or anybody in the system determines that a particular contractor is doing something wrong or even an individual contractor who works at a particular contractor is doing something wrong, the government has the authority to exclude that contractor from the system regardless of whether the capital providers like it or not.

Mr. Myers asked how that works. If a contractor comes to my house and messes up the job, how do I get them off the list? Can a homeowner get them off the list? Mr. Bell replied not necessarily because it is possible to have an unreasonable homeowner. Mr. Myers agreed. Mr. Bell explained that in Ohio, the contractor doesn't get paid unless the homeowner signs off on the installation. That is not actually the case most of the time when we do home renovation projects. It is an imbedded system where it is likely the contractor will want to resolve disputes because they want to get paid. Secondly there is actual power in the system for the homeowner to withhold their consent to pay the contractor.

When asked by Ms. Kowalczyk what happens if the homeowner withholds their consent, Mr. Bell shared that there are several ways a homeowner can do that. Ohio has a three day right to cancel. It applies to the signature on the contract, within three days you can choose to fund or not fund. If you are in an emergency, it is likely the work will get done in three days so you can just choose to not install the work at that point.

Mr. Bell continued to address numerous questions by Mr. Myers and Ms. Kowalczyk about how disputes are resolved.

Ms. Kowalczyk commented that she is still not hearing a formal process that is any different than if you did get a home equity line of credit and you decided not to pay. It is still a dispute between the contractor and eventually it will end up in court. There is no intervening party unless you take it to the Attorney General's office or something like that. Mr. Bell disagreed. He believes there are several intervening parties. Homeowners have the right to report to the shared service system and they would. When asked who that is, Mr. Bell replied the Columbus-Franklin County Finance Authority, the Columbus Regional Energy Special Improvements District, Toledo/Lucas County Port Authority and the others who are all participating. There is a Port level cooperative agreement. There is your residential plan at the district level. That is the board that Mr. Foust sits on in Columbus. We have the PACE Board, which can hear a complaint or a problem. The City can hear a complaint or a problem. The onus on the government side is to report those up the chain so we have the appropriate listing of exclusions or problems that are being vetted. If a citizen informs the municipality but it is not reported up the chain, then there is no opportunity to fix the problem. A little different than in California and Florida in that here we inserted the government as a level between the lenders and the homeowners.

When asked by Mr. Myers if the government has any enforcement authority, Mr. Bell replied that the government is the arbiter of whether the project is approved or not. It is also the arbiter of whether funding occurs or not. Mr. Myers commented that the government applies the underwriting standards. Mr. Bell agreed that it is a double underwriting standard. It is no different than a revenue bond. Both the project is going to underwrite, and the government is going to check that underwriting and both must approve. If both don't approve, then you don't end up with funding. This is similar. You have the capital provider side approving a project, but their approval is not going to result in funding because the government must also approve it. This "fox guarding the hen house" concept allows for a pause to ensure that assessments do not occur without the appropriate government oversight of the project.

Mr. Myers asked if the governmental agency also approves the character of the improvement as to whether it qualifies. Mr. Bell replied yes. The improvements must meet the energy enhancement requirements.

Mr. Foust shared that he is a little confused as the funding passes through much like a property tax. He borrows money for ten years to add solar panels on his house. His project went fine but he sells the house after five years. He asked how the remaining balance gets paid off. Mr. Bell replied the upon transfer of a residential property, payoff will likely

occur much like a second mortgage. The outstanding item will be picked up during title search, deed documents, etc. If a cash purchase occurs, it may be as is and transfer subject to.

When asked by Mr. Myers what the lien priority is, Mr. Bell replied that it is a tax lien item equivalent to any other assessments.

When asked by Ms. Dorothy the question of what happens if taxes go into arrears, Mr. Bell replied that the PACE program is a tax lien-based program. This rides alongside all the items like Franklin County, the schools, the city, etc. that appears on an individual's tax bill. If the property taxes are not paid, the County Treasurer will add you to the delinquent list and it will be treated as any other property owner in arrears.

Mr. Bell explained the delinquent process in greater detail.

Mr. Bell reiterated that the underwriting parameters placed on this product, such as having equity in your home, the PACE project plus your mortgage can't exceed 97% of the value of the home, and you must have the ability to pay in the first place help guard against the general population from having delinquency problems.

Ms. Kowalczyk recalls FICO scores as an item that is reviewed. She asked what else is taken into consideration. Mr. Bell replied that a back-end analysis is done on all debt, like a credit card application.

Ms. Kowalczyk then asked what kind of disclosure documents are shared with a homeowner, potential client, at the time of reviewing options for payment. Mr. Bell replied that he spent the last six weeks drafting the consumer documents for this program. Ms. Kowalczyk stated that she would like to see the documents. Mr. Bell replied that they will be available soon. The documents include a funding contract between the Ohio R-PACE program and the property owner. That contract lays out the principal and interest, term, etc. There are also several disclosures: the three day right to cancel, a note before you owe, as well as a confirm terms call with the homeowner that is separate from the contractor. That conversation is recorded and provides an opportunity for the homeowner to get additional information and questions answered by someone other than the contractor.

Ms. Kowalczyk understands that the commercial PACE has an energy assessment done to provide return on investment information. She asked if there is a similar assessment done with the residential product. Mr. Bell replied that there are several choices. The homeowners can choose to hire an energy auditor or hire a third party to do a full-blown building analysis. Solar and geothermal are different. Those assets are perse eligible. Further evaluation about the improvements is more about the homeowner's willingness to pay for the cost of the solar and get the benefit of the power. It is something they can evaluate. The R-PACE component doesn't involve a third-party energy audit by a hired engineer or contractor, instead it is component based. There are many items that qualify as energy efficient that would qualify under this program.

To Mr. Myers question as to whether these loans are getting bundled and resold, Mr. Bell confirmed that they are. They are all rated and then sold to investors. There are parameters that help keep us out of a low-quality product. Ms. Kowalczyk reports that Renovate America got in trouble with that in California, but it looks like they have figured out how to improve their product to prevent that from happening. Mr. Bell thinks that all the lenders got in trouble in California, which is why this product has survived. It is a good product, but it needed a better system. Ohio happened to have a statute that would work and people who were using the commercial side of the product. To make it work here we knew we had to do more and better than what was done in California, particularly on the ability to pay standards and governmental oversight. We believe it is a much better system.

When asked by Ms. Kowalczyk if there are other states that have implemented these changes that are ongoing and have done the work so we can see how they are working, Mr. Bell replied no. Ohio will be the first state that will have the ability to pay standard from day one. He thinks it is a good thing because it creates a market that won't have a race to the bottom where lenders try to out compete each other. All vendors must abide by these same standards.

Ms. Kowalczyk commented that the standards were implemented by this authority and not by the state legislature or the attorney general through rule making procedures. These are pretty much self-imposed standards. Mr. Bell agreed. In a way it is self-regulated. It is also a positive story about shared services. While cities do not necessarily have extensive experience in tax lien secured financing, we have the finance authority to help with that. Mr. Bell added that any one of the five lenders who are not performing can be rejected from the program.

Mr. Kowalczyk appreciates the information but is still concerned that we are getting into the business of lending to our residents. That is not necessarily an area that she thinks government should be involved. There are private mechanisms for funding these services. She is interested in seeing how it plays out in other communities.

Ms. Michael asked if there is a requirement that Worthington City Council approve this prior to Worthington residents partaking in the program. Mr. Bell replied that residents can't be involved in the program without City Council first acting.

When asked by Mr. Myers what the action is, Mr. Bell replied that the action enables the plan that was adopted by the energy district to be active within Worthington. That means that it enables an individual homeowner to settle with their contractor to use this method of financing. It is ultimately an assessment that Worthington is imposing upon an individual homeowner at their request. City Council must first pass legislation to authorize the use of this program. That legislation also has the authority for Council to repeal the authorization if it doesn't like the program. There is also an annual item of enrolling the assessments. That action is passed to the county auditor at the end of each year.

To Ms. Kowalczyk's question regarding disputes, Mr. Bell thinks that dispute resolution would likely be done by staff and not be something that Council would need involved in.

Mr. Robinson thanked Mr. Bell for coming out tonight. He has encouraged this conversation with Council because he believes our society must move with due haste to address the threat of climate change. He knows of no other mechanism whereby our community could make such significant strides in solar generation as this mechanism. If fellow council members know of other means by which we can do so, he asked them to advance the ideas.

Mr. Bell briefly ran through the remainder of his presentation, much of which has already been shared.

Mr. Smith asked if this program is open to smaller business that are not eligible for commercial PACE. Mr. Bell replied that it splits based on property tax classification. Are you residentially taxed or not. The other is how do you normally get financing. Are you in the residential mortgage pool or in the larger pool with commercial underwriting? The Finance Authority can do small \$100,000 loans but they do have fees associated with them.

Ms. Kowalczyk commented that she appreciates Mr. Bell's willingness to come and respond to members' tough questions. She did not know anything about this program until Council member Robinson brought it up. She saw that there was discussion at Columbus City Council where some issues were raised. She has been made aware of the fact that National Consumer Law Center is watching this very carefully considering what has happened in other states. She thinks members should be cautious in looking at these alternative loan models. She doesn't think this is the answer to save the world from climate change or the best use of our resources. She thinks members can watch and see how it plays out. If things seem to go well then perhaps, we can continue our discussion.

Ms. Dorothy added her agreement of Ms. Kowalczyk's comments. She is not sure that the government should be involved in this lending game. She added that everyone in Worthington has access to AEP's energy efficiency program. Columbia Gas also has a similar program. Her household has gone through the programs and it has saved them a great deal of money. They have been able to reduce their energy use significantly and receive rebates. Those programs could be pushed out without any additional products being added.

Mr. Robinson commented that he has heard twice the comment that the government would be getting into lending with this program. He believes that is a misunderstanding and asked Mr. Bell if he would speak to that. Mr. Bell agreed that "government lending" is misconstrued. A loan product that creates a financing mechanism for a homeowner, that financing is secured with special assessments, the loan product is funding by a capital provider and not the government. It is more about policy more than anything. Is the product something that Council is willing to have available to property owners or not. It is not correct to call it a loan. No tax dollars are securing this financing. It is completely at the risk of the homeowner and the capital provider. Ms. Kowalczyk acknowledged the

program as one that Council members would be endorsing. The city must take official action to endorse this product and to her, that is the same thing. Mr. Bell shared that he wrestled with the contractor issues in this product a great deal. He keeps coming back to the idea that if this program doesn't exist there will be less scrutiny on our contractors. If it does, there will be more scrutiny on contractors. He doesn't think that is a bad thing.

Council members thanked Mr. Bell for the information.

REPORTS OF CITY OFFICIALS

Policy Item(s)

- Proposed 2020 Operating Budget – Presentations from Community Groups

Old Worthington Partnership

Ms. Mullen expressed how excited they were to be here to talk about their organization's many accomplishments and to illustrate how impactful the City's investment has been. The Partnership is a volunteer based 501©3 non-profit organization focused on enhancing the geographic heart of Worthington as well attracting visitors and positive attention to the community. They stand as a community advocate for growth, sustainability, collaboration, and engagements. Last year at this time, they were entrusted with the expanded mission of tourism and they felt uniquely positioned to take on that growth. With the addition of the tourism mission, they strategically looked at the organization's structure and how they could create efficiencies and opportunities across their missions. In doing so they had many conversations around the organization's name and the response was overwhelmingly positive. The small logo and name change allow them to keep Old Worthington at their roots and foundation, while bettering them to market and be inclusive of all of Worthington.

She explained how they expanded the board of directors adding five new board members, including two tourism professionals Cathe Moog and Michelle Wilson. They also added Andrew Shuneson from FCBank, Jen Blosser from AR Workshop, and George Bleimes from the Farmers Market.

Ms. Parini discussed the City's return on investment. She explained how they have three core values which are engagement, collaboration, sustainability. For engagement they are doing lots of media including two TV spots with a commercial played on ABC6, expanded social media, and the Best of the 'Bus Award. Their events are the most public way of engaging with the community. They have three ticketed events to bring in visitors from outside the community with 65% coming from outside 43085. They have also successfully launched Worthington First Wednesdays which has resulted in a 20% sales increase over typical mid-week sales.

She explained how there have been numerous key meaningful collaborations including with the City of Worthington and other new partners. They worked with the Bicycle and Pedestrian committee on projects including bike path signage, showing Old Worthington

is just down the road. Their core of volunteers has expanded including local high school lacrosse and football players. The Partnership has received \$9,500 of in-kind services from collaboration including a custom social media plan for both experience Worthington and Old Worthington Partnership and design work on marketing pieces. The Picnic with the Partnership is an amazing and unique community event.

Sustainability has experienced a lot of growth with the establishment of a new committee created from grassroots efforts from volunteers that was folded into the Partnership structure. There is a sustainability table at the Farmers Market to educate the public and gather feedback. They are exploring AEP programs and working with businesses to upgrade their recycling and composting program. This year they successfully diverted nearly 16,000 single use plastic bags from the landfill.

The Farmers Market has had a new Market Manager this year, Christine Hawks, who has taken the reins and done a great job. There has been lots of reinvestment in the Market with new active branding brought under Partnership. There have been new connections with the Green Plate Special and new community table partners. The SNAP program served an average of ten customers per week with 26% who are new customers. The Farmers Market has an economic impact of \$63,017 using the approximate spending on Saturday, September 14. That is a conservative estimate of what is spent each day. The Worthington Farmers Market is regularly voted the best in the region and recently won Best of the 'Bus from CityScene Magazine.

She explained how Beth Dekker is the Tourism Director. Under the Certified Tourism Ambassador (CTA) Program, 25 individuals from multiple organizations and companies became certified tourism ambassadors. This has allowed them to leverage limited dollars to get other people to work for us as ambassadors. Marketing has included a Group Tour Magazine article, sophisticated social media, targeted ads, additional blog posts, and the Holiday Ambassador Program. The strategic marketing impact is shown by 35,000 impressions on a targeted ad to ASAE convention guests. The Holiday Ambassador program has utilized social media influencers.

In 2020 and beyond she expressed how they are excited about the Fifth Annual Picnic with the Partnership. They are also unveiling a new social media plan and a new marketing campaign "In Worthington." The Community Development Committee has ideas to make the district more beautiful and want to study parking issues. The Sustainability Committee has ideas about working to change behaviors in community. There is also discussion about a public arts program.

President Michael thanked everyone for coming and the members of the board for coming.

Mr. Robinson commended on the quality of the marketing pieces expressing that they are well done.

Ms. Dorothy explained that she appreciated the additional collaboration with different entities, it is phenomenal and keeps getting better year after year. She hopes that it will continue.

President Michael said she received a phone call about the parking issues at the Farmers Market at the Worthington Mall, showing how popular this is. Ms. Parini said they would continue to monitor parking issues. They did a lot of additional marketing about it moving indoors.

Mr. Myers clarified that their total ask is for \$120,800. Ms. Parini replied that \$55,000 is for the Partnership, \$55,800 from CVB carryover, and \$10,000 that was generated by the Econolodge. Mr. Myers asked if that depletes the Convention and Visitors Bureau (CVB) fund. Ms. Parini responded that they would have another year or so left in the fund. The CVB did a good job creating a nest egg and they anticipate operating at the same level the next two years.

Mr. Foust explained how this is essentially public money going to support private sector ventures. He expressed that what is good for business in Worthington is good for all of Worthington, but what about having these types of resources to be extended to merchants on Proprietors or Linworth for example. He would like to take a closer look at businesses in Worthington as a whole. Ms. Parini said they are happy to engage with businesses outside the historic district, but their mission is to work with folks as it relates to tourism. Their work with Old Worthington stems from their roots as the business association. Since they are a part of a special class in the historic district, they feel those resources are geared specifically towards them since a lot of what they do is collaborate on some of the events and experiences that happen there.

Ms. Kowalczyk said she has had privilege of being on the board for two years now and everyone has great energy and creativity. She thanked them for everything they have done for the City. It is great to see this public private partnership bloom and grow.

McConnell Arts Center

Ms. Donovan introduced herself as serving as the Interim Executive Director and as the Director of Programs. She described their mission and vision and how 72% of Americans believe that the arts unify us. 90% of Americans believe that arts centers are important for their community's quality of life. The McConnell Arts Center (MAC) has grown over the past ten years. They host a number of community groups and have spaces that are rented through the year for events large and small. There are offerings of over 200 classes, workshops, and camps. The Worthington Arts Festival has a strong presence of local regional and national artists. They have partnered with and share resources with a variety of other organizations.

MAC attendance increases steadily each year and in 2018 there were 98,000 visitors. There have been 605,800 visits since November 2009. Eric Gnezda recently mentioned how Songs at the Center reaches three million plus each year. That program started at the

MAC. When patrons come to visit the MAC they spend money in Worthington. In 2019 it is estimated the economic impact is \$3.4 million dollars. The investment made by the City is vital.

2019 has been a year of transition where they have refocused staff and fiscal resources. There has been the creation of increased administrative efficiencies and improved financial check and balances. The has board increased their engagement. There has been an effort to work on brand consistency. A conversation began to set the stage for strategic planning. In 2020 they are celebrating 10 years of creative arts experiences and have multiple events planned.

She introduced Erin Blue who will be joining them as MAC's Director. She worked previously with the Columbus Museum of Art and the Columbus Symphony Orchestra. President Michael expressed her thanks for the presentation and welcomed Ms. Blue back to the community.

Ms. Dorothy brought up how she has been a board member for several years and it has been phenomenal to see how the MAC has been made into an institution. The transition of the Arts Festival to the MAC has been a great addition to the community. She thanked everyone and explained how it provides so much opportunity to enhance our lives.

Worthington Historical Society

Ms. LaLonde touched on some of the things they have been working on this past year and what they have coming up. She explained how they continue to maintain the Orange Johnson House, the Old Rectory, and the Jeffers Mound. They are continuing to do a photographic inventory of their collections and making sure everything is updated from the index cards and getting it put into their computer system. Over 5,200 records were worked with last year with another 3,800 worked with this year.

The Historical Society has a number of popular events. Working with Experience Worthington they have definitely seen an increase in the number of visitors coming. Some events include:

- *The spring opening at the Orange Johnson house*
- *Pioneer days with local third graders*
- *Historic Worthington Walking Tour series*
- *Walnut Grove Cemetery tours*
- *Worthington tour of Homes and Gardens*
- *Antique Sale at Market Day*
- *Group tours at the Doll Museum at the Old Rectory*

At least 50% of the tickets sold to the Orange Johnson House were young persons that were not from Worthington. The Ghost Tours were sold out and 45% of people were outside of Worthington, with one coming from West Virginia. The Doll Museum has gotten

national attention. The Bicentennial Project at the Orange Johnson House they hope will occur in early spring 2020.

Ms. Dorothy thanked Ms. LaLonde for being open to collaboration. It is amazing how these three groups have been collaborating. The displays done by the Historical Society are phenomenal and it is enlightening to seeing how much care goes into preserving this history.

President Michael said that history is such an important part of this community and she conveyed her thanks to Ms. LaLonde and the board for keeping Worthington's history in place.

Mr. Myers said to all three groups that presented, that five or six years ago he and Mr. Norstrom saw several dysfunctional groups. They were very disturbed by that dysfunction and had several closed-door discussions about whether to continue this funding. In contrast, tonight he has seen collaboration and noted how all three organizations are run by women. He then asked how many people remember Art of the Green which rotated art three to four times per summer. He misses it. Some of the art was done by amateurs, professionals, and kids. It gave one more reason to go down to the green.

- Proposed 2020 Budget – Departmental Overview

Service & Engineering

Mr. Whited showed the historical levels for the Service & Engineering Department's operating budget from 2018 through 2021. He noted how nothing significant has changed with mostly inflationary changes.

Ms. Dorothy brought up historical road salt costs. Mr. Whited said between utilizing direct liquid application and some changes Mr. Tennant has made, we will have significantly less costs and more environmental sustainability.

Mr. Whited listed some of the changes in the coming year. There is \$4,000 added to building equipment maintenance budget for additional repairs for HVAC not covered under the HVAC contract. An addition \$500 to Fleet Computer Maintenance due to projected increases in the FASTER software utilized by the fleet department staff for inventory and repair of vehicles and equipment. They added \$2,100 to right-of-way mowing and weed control to cover the contractual increase for services. Added \$1,500 to Storm Water Education to fully fund payments to the Franklin County Soil and Water services to comply with storm water quality regulations. \$12,000 in uniform funding was moved from the 202 fund (Street) to the General fund.

Their budget goals for 2020 include:

- *Completing the American Public Works Association (APWA) Self-Assessment.*
- *Prioritizing needed waterline repair/replacements.*

- *Future progress with the Northeast Gateway Project and commencement of construction.*
- *Continuation of major repairs and replacement of sanitary sewers.*

The APWA self-assessment is not a simple task evaluating the entire system, clarifying the budgeting role, promoting staff development, coordinating with other departments, and doing succession planning which will ultimately help us achieve accreditation. Most communities that do this are larger communities. He explained how he has created an intergovernmental approach combining best practices. It is a slow process, but our former intern Christa Johnston helped us get this off the ground before she left.

President Michael asked about the costs for the Northbrook and Kenyonbrook projects. Mr. Whited said that Northbrook is approximately \$600,000 and Kenyonbrook is approximately \$2.1 million. He hopes that they get kicked off relatively soon.

Mr. Myers noted how the Service & Engineering Department has a lot on their plate this next year and he knows we have talked a lot about waterlines. He asked how much could be expected to be accomplished realistically. Mr. Whited said that next year will be understanding of the system and creating a prioritization based on different criteria that would be level of service, pressurization, and who is impacted. They will go in and create a table of prioritized projects and then begin cherry-picking those as we go through the following years. It may be 2021 before we start into construction.

Ms. Kowalczyk asked what the APWA accreditation will get us and if it will help us with getting grants. Mr. Whited said that he cannot say that directly, but it does give us a higher level of credibility in that area. One of his goals when he has come here was to put in place policies and procedures on why we do things, but he has struggled on how to do that. When he went to the APWA meeting last year, he became convinced that this was the best way to do that. Ms. Kowalczyk noted the recent snow and cold temperatures and brought up how she wanted us to bring up how we can encourage property owners to be timely in clearing their sidewalks and doing it properly. Mr. Greeson said that the recent weather illustrates why we need to engage our education process. We can work with Ms. Brown to initiate that earlier. President Michael referenced using the City's social media and newsletter to get that information out. Ms. Kowalczyk expressed that she would like us to be proactive.

Parks & Recreation

Mr. Hurley said that the expenditure summary stair steps are due to the annual staff cost of living increase for inflation, but they are flat budget as far as line items. Additional costs include \$3,000 for pool chemicals to allow for continued safe and clean operation of the community center pools. \$1,500 for fields maintenance to maintain ball diamonds and soccer fields. \$1,400 was added to ground maintenance to allow for continued contractual services in the City's parks and facilities such as for mulching, painting, facility work, portable restrooms and repairs.

The Departments 2020 budget goals are to:

- *Finalize design and begin implementation of McCord park improvements.*
- *Facilitate a community input process early in the year to lead to the replacement of the playground at Selby Park during the late summer/early fall.*
- *Continue work with the Parks and Recreation Commission to identify and implement improvements in the Olentangy Parklands to enhance river experiences and accessibility.*

Mr. Hurley explained that for Selby Park, they will involve the neighborhood there and it will be a robust process to replace playground. The Olentangy Parklands improvements will allow them to take advantage of other investments that have been made such as the Pickleball courts and restrooms.

President Michael asked about the Selby Park project and if it includes the blacktop area that is falling apart. Mr. Hurley said it is not a part of that. He explained how we need a little help from a consultant to help us sort that out which is currently budgeted in the third year of the CIP.

- Financial Report – October 2019

Mr. Robinson asked Mr. Bartter if he was surprised that income taxes have exceeded last year and if there were trends. Mr. Bartter said through the month income taxes have been relatively flat. Mr. Robinson asked about unencumbered balance which slightly exceeds 50% and when it would be discussed as per the Fund Balance Policy. Mr. Greeson said he believed the conversation would be at the year-end close. Mr. Bartter said that there could be some cyclical changes throughout the year, and it was thought the discussion would be done once we close out the year and look back.

MOTION Mr. Myers moved, Ms. Dorothy seconded a motion to accept the October 2019 Financial Report as presented.

The motion carried unanimously by a voice vote.

Mr. Greeson explained how we have completed the departmental presentations. The intent is to come back and discuss any follow-up questions Council may have. In conjunction with the SwimInc board and the Worthington Schools there will be a public meeting on December 3rd from 6:30-8:00 PM which will likely include a similar presentation to what Council heard and some additional information. In that vein, we are going to be working on some financial scenarios related to that issue and answer questions about the financial mechanisms to afford doing that.

President Michael suggested that something should be prepared to announce that meeting. Mr. Greeson said Ms. Brown would work on this.

Mr. Robinson asked if there would be representatives from all three organizations there and if the presentation would be identical. Mr. Greeson confirmed representatives from all three organizations would be there, but the presentation is not finalized. Mr. Robinson asked if all three options as presented earlier are still considered viable and desirable to present to the public. He thinks that if they are presented to the public at the December meeting it would be understood by the public that they are all actively being considered by Council. President Michael said part of it is giving out some options and seeing what options the public likes. Mr. Foust asked if there was an option Mr. Robinson did not believe should be on the table at this point. Mr. Robinson explained that he needs to be much more educated about the Joint Recreation District.

REPORT OF COUNCIL MEMBERS

Ms. Dorothy shared that she had the honor to be part of the mayoral delegation to Sayama, Japan as part of the 20th anniversary of the signing of our sister city agreement with them. She explained part of that was that we did gift exchanges, and she showed some of the gifts that were given to the delegation. She explained how part of their discussion was how they would like to foster cultural exchange and that they would like more youth delegate exchanges again. There will be a more in-depth presentation on December 5th at the WIFA presentation at the Griswold center.

EXECUTIVE SESSION

MOTION Ms. Kowalczyk moved, Mr. Robinson seconded a motion to meet in Executive Session to discuss compensation and board & commission appointments.

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

Yes	7	Robinson, Kowalczyk, Foust, Dorothy, Smith, Myers, and Michael
No	0	

Council recessed at 9:56 p.m. from the Regular meeting session

MOTION Mr. Myers moved, Mr. Foust seconded a motion to return to open session at 10:30 p.m.

The motion carried unanimously by a voice vote.

ADJOURNMENT

MOTION Mr. Robinson moved, Ms. Dorothy seconded a motion to adjourn.

President Michael declared the meeting adjourned at 10:30 p.m.

Clerk of Council

*APPROVED by the City Council, this
2nd day of December, 2019.*

Council President



Worthington City Council
Special Meeting Minutes
Monday, November 18, 2019 ~ 6:45 p.m.

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Monday, November 18, 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 6:45 p.m.

Roll Call

Members Present: David Robinson, Beth Kowalczyk, Douglas Foust, Scott Myers, and Bonnie D. Michael.

Absent: Rachael Dorothy and Doug Smith

Also present: Clerk of Council D. Kay Thress

MOTION Ms. Kowalczyk made a motion to meet in Executive Session to consider appointments of public officials. The motion was seconded by Mr. Foust.

The motion carried by the following vote:

Yes 5 Robinson, Kowalczyk, Foust, Myers and Michael

No 0

Council recessed at 6:45 p.m. from the Regular meeting session.

ADJOURNMENT

MOTION Mr. Myers made a motion to return to open session and adjourn the Special Meeting. The motion was seconded by Ms. Dorothy.

President Michael declared the meeting adjourned at 7:24 p.m.

Clerk of Council

*APPROVED by the City Council, this
2nd day of December, 2019.*

President of Council



CITY OF WORTHINGTON
Worthington City Council Minutes
November 18, 2019

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Monday, November 18, 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, Scott Myers David Robinson, Douglas K. Smith, and Bonnie D. Michael

Member(s) Absent:

Also present: City Manager Matt Greeson, Assistant City Manager Robyn Stewart, Law Director Tom Lindsey, 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 7 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.

SPECIAL PRESENTATIONS

- Community Visioning Update

Mr. Sherman explained how over the last thirty days the Community Visioning Committee (CVC) has been busy, conducting two meetings. The October 28th meeting was dedicated to having Mr. Greeson come in and give an interactive, open discussion that was well

received by everyone. He went over the budget, tax liabilities, and a discussion of the City's tax corridors. Most importantly, Mr. Greeson discussed how the City undertakes involvement with the community, which is part of the CVC's responsibilities. They got some ideas that they can begin to take forward. On November 12th, Chris Boring presented a market profile of Worthington. There was discussion about the specific CVC goals of data collection. The statistics presented were put in three buckets including Similar Communities of Upper Arlington, Bexley, and Grandview that are landlocked in the 270 inner ring. Also included were Adjacent Communities of Westerville, Dublin, and Powell, and Franklin County as a whole. They were given a good set of raw data. Mr. Boring also availed himself in the future if the CVC desires more information.

Poggemeyer Design Group (PDG) has been wonderful and responsive, letting the CVC do their own thing. They have the Bang the Table software that will help with going out to the community which is so important. They have worked together with staff and the purchase order has been signed. The bottom line is that they want to get a soft launch ready for mid-December so they can begin to reach out the community and be ready to go January 1st.

There are various scope of work updates. They will have for Council frequently asked questions for input. Matt Lees has worked on the creation of a communications plan. Work is being done by PDG on a draft public input plan and past document summaries. There was also the decision the CVC should have a standard speech that the members can give to anybody. A five to six slide deck can be used along with discussion about visioning goals they want to accomplish. He explained how he is also working with Ms. Brown to write a 500-600 word article to be published in the ThisWeek News.

Ms. Kowalczyk asked if they were still doing key person interviews. Mr. Sherman replied that they are, and they are planning to set those up in December to do the surveying in January. He expressed how they wanted to wait until the election had passed. Each Councilmember will be interviewed individually. They also want to get Bang the Table, the communication plan, and the public input plan in place. They will have that in place by the end of the month and will then move forward with the interviews. Ms. Kowalczyk asked how the CVC will develop the questions. Mr. Sherman replied that they have already talked with PDG and asked them to come back with a comprehensive best-practices list of questions instead of reinventing the wheel. The Age Friendly piece will be incorporated in that document going forwards.

President Michael noted that the Worthington Area Realtors Association would like to have some input in this process.

Mr. Sherman explained how the CVC is meeting twice a month. The meeting for the 23rd of December has been canceled due to the Christmas holidays. They will kick back off on January on the 14th. He expressed that he cannot thank City staff enough for their work, they have been tremendous.

Mr. Myers asked if any members of the general public have attended meetings. Mr. Sherman said there have been three to four. Mr. Myers said he hopes that changes and then asked if they are getting a good commitment from the CVC members. Mr. Sherman said that he asked all the CVC members to come to the meeting on the 25th to tell him what they want to do. He conveyed that everyone wants to do their part. Mr. Myers asked if Council put together a good group. Mr. Sherman replied absolutely, they are doing good work. Mr. Myers said he certainly appreciate their efforts.

President Michael thanked the CVC for all their hard work, and she looks forward to the monthly updates. She asked Mr. Sherman to share Council's thanks for the work they're doing.

- **Worthington Gateway Update**

Mr. Patel brought up how there have been a lot of questions as to what is happening and how they have received a lot of calls about what the updates are. There are some changes from when the PUD was approved to now. He showed a slide detailing the organization of the Witness group, explaining how their largest portfolio is with Hilton in addition to other hotel flags. They have a total of 35 properties with 8 that are under development.

Today's discussion really stems around the hotel. He stated that they were not given the approval for the Hampton Inn and Suites which was a big setback for them in terms of the investor group lined up for this project. They fought this hard because they know there is demand in Worthington that is going elsewhere. With the steep decline in performance at Crosswoods, Hilton felt that the Hampton Inn would not be supported financially. What brands they could turn to is the next question.

He explained how occupancy locally from 2016 to now has reduced dramatically. Rates compared to other markets with a lot of hotel growth, is significantly less. Hilton expressed that they were less concerned with the rate than by the occupancy numbers. Combined with development costs, they felt Hampton Inn was not the right brand. At Crosswoods multiple properties are going to be losing their flags. He asserted that Worthington is very much a corporate market which needs to be the focus.

Mr. Robinson asked why there has been a reduction of occupancy rates. Mr. Patel said they are old products with too many rooms. A lot of the decline is from people staying in Polaris or Dublin who want new product and to use their rewards points. If they can stay at a Residence Inn and their company pays for it, they will stay in Polaris. These products continue to get older and owners are not putting money into them. They are not in Worthington, but they are Columbus products claiming they are Worthington assets. At the end of the day from a data perspective, they could not support a Hampton Inn.

Mr. Patel showed a slide describing the development costs on the backside. They knew what they were getting into. They feel this asset will perform as well as any property at Polaris and there is demand. He detailed how they started talking to other brands. They

went to Marriott who said they did not have any brands they could offer. Choice did a study of a Cambria Suites, and passed for the same reasons Hilton passed.

Hilton presented on option which is the Tru. It is a new brand with 100 in the United States and 250 more in the pipeline. It is a more modern hotel, that caters to leisure and is a direct competitor to Holiday Inn Express and their own Hampton Inn. Tru caters to IT executives, millennial executives, and new employees at Worthington Industries. From their stance, they see this as a huge win. It still keeps the Hilton name they need. Anyone who wants frequent hotel stays want Hilton or Marriott reward points which drives occupancy and rates.

He showed slides of Tru by Hilton located in Raleigh and Middleburg Heights. There are Tru hotels currently being built at the Columbus Airport and in Grove City. This product is already well underway in its development.

Mr. Foust said he is curious about the origin of the name Tru. Mr. Patel said that he thinks it is a play on building trust and staying true to their brand. They have been rigid on their design expectations, which has been a balancing act.

Mr. Robinson asked how Tru caters to the millennial executive. Mr. Patel said the room is smaller than the average room and focuses on public space to have a meeting or sit on your laptop and work. It is all about getting out of your room to work and network. That is what is driving corporate clients as people have gotten used to working at CoHatch and WeWork spaces. People do not work in traditional office spaces.

President Michael asked if it only does breakfast. Mr. Patel said yes and noted there will be dining options elsewhere.

Mr. Patel said it is important to change the narrative. If Tru is a success, that will drive further hotel development in this area. If they see that a product is doing well, then new product will follow. The key is changing the narrative about the Worthington Hotel market. He brought up how the folks at the Worthington Mall could not get a hotel because they were talking to the same people. There will be more opportunities that can be had if we develop a Hilton product that can shine.

As for the construction timeline, they submitted intersection plans to the Service and Engineering Department on September 21st and the onsite plan on October 4th. They are working through their responses and they are hoping that they will get the greenlight to move dirt by the end of the year. The civil start date is on January 6th. He detailed the timeline by building which will be staged based on the building approvals for each building.

An additional key change is the High Street piece that was up in the air as to what they were going to do. Up until last month they had a deal with a national restaurant, but with the hotel change, they decided they are going to do High Street on their own. At the

December 12th ARB meeting they will submit for elevation approval for the hotel and High Street building.

Mr. Myers asked if they would be bringing forward an application at the December 12th meeting. Mr. Patel responded that they are submitting a full on submittal. Mr. Myers asked if they anticipated a vote. Mr. Patel said no.

President Michael asked for the definition of the civil work. Mr. Patel said that would be doing stormwater, grades, utilities, and getting the site ready for construction. All the stuff that involves dirt and utilities. Drainage is a big issue on this site. They need to get that all done before starting construction.

Mr. Patel explained how they anticipate the hotel getting started in August 2020 and being finishing by October 2021. It will be the last piece that is finished. The timeline boils down to getting the civil plan down and approved. They have already gotten some comments back.

Mr. Myers explained how a big component of the City Engineer's approval of the civil drawing will be stormwater retention, runoff, how we manage all of that. Mr. Patel said there are a lot of details to get sorted out and there is a quite a bit to do. He has geared up their construction team and they are ready to go. They just need everyone on the same page.

President Michael said that she assumes there is a Wilson Bridge side of the building that will have some ambience to say that it is a destination place. Mr. Patel replied they have not done 3-D renderings of the retail buildings and hotel just yet. Once the hotel is approved through the ARB, they can create renderings to show the community and potential tenants a vision of what it is going to look like. President Michael explained how on the backside neighbors want it to be a nice area with ambience where people want to be.

Mr. Myers asked if the Tru is a smaller footprint than the Hampton Inn was going to be. Mr. Patel said it is the same number of rooms, but it is 60% of what the Hampton was going to be. Mr. Myers asked if the smaller footprint would allow for more interior space. Mr. Patel said they gained a few parts, but they already have parking ratios set. They are trying to maintain more greenspace and have added a circular court for benches. That has been an advantage, there is a little bit more breathing room on the site.

Mr. Patel said work on the intersection will start in spring, and they want to finish in September 2020.

Gretchen Evans – 6888 Hayhurst Street, Worthington, Ohio 43085

Ms. Evans asked about the work that was going to be done at the intersection.

Mr. Patel responded that they are realigning the light at the Worthington Mall. They are not doing anything at Caren other than streetscape improvements, pavers, traffic light poles, and upgrades to beautify the intersection. President Michael said that COTA said they would add a Caren Avenue bus stop.

Ms. Evans asked about the High Street buildings.

Mr. Patel explained how there would be one 11,000 square foot multi-tenant building with a maximum of four tenants. They are focusing on higher end tenants who can pay higher rents such as a gourmet restaurant, chiropractic, or dental.

Steven Rosandich – 140 Caren Avenue, Worthington, Ohio 43085

Mr. Rosandich said that a shell game is being played. He was told one tenant, now four. He urged Council to ask questions about the Tru Hotel. He is a pilot and stays on the road, but he stays in a Tru because he has to. The reason they developed Tru is that it is supposed to be for a millennial crowd. Kids grow up and want some of their luxuries. That is what we should be looking at. We should be looking for a Conrad. Everyone will take a cut on their houses.

Talking about his drainage at his house, the Holiday Inn building was torn down and his property is torn up from the drainage. The Holiday Inn property was demolished so Mr. Patel did not have to pay taxes for a year. He explained how he has more than three generations staying at his house and people come down their dangerous driveway. Mr. Patel has destroyed the properties of everyone around the area. He has been told that the problem would be fixed but asked does he care about Worthington. He cares about putting another piece of property up there. He does not care about people's property values. He explained how his wife twisted her ankle going down their driveway. His daughter went down their driveway and twisted her knee. But what set him off was what happened to his granddaughter. Mr. Patel said he would come and concrete his driveway, he was willing to be amendable, he stood in front of Council and said the same thing. His granddaughter took a spill in one of those holes.

CONSENT AGENDA

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)

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)

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.

Resolution No. 64-2019

Authorize the use of a portion of bond proceeds or anticipation notes, not to exceed \$1,955,000, for the purpose of design, engineering, and construction of improvements in the NE Gateway project, McCord Park, a new roof and HVAC system at the Police Building, and for stream improvements for Rush Run and to reimburse the City for money's previously advanced for such purposes.

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.

Resolution No. 67-2019

Adopting a Job Description for the Position of Management Assistant

Resolution No. 68-2019

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

Resolutions are introduced by Mr. Robinson.

Approval of the Minutes

- Meeting Minutes – November 4, 2019

Policy Items

- Liquor Permit – Change in Membership Interests (Grapeful Jane dba House Wine)
- Liquor Permit Transfer – Sugarbush Acquisition LLC

End of Consent

There will be a roll call vote on the Consent Agenda. A vote in favor of the Consent Agenda approves the legislation per staff recommendation. For the liquor permits, the recommendation is to not request a hearing.

- Do any Council members have any items they wish to be removed from the Consent Agenda?
- Does any staff wish to have any items removed from the Consent Agenda?
- Does anyone from the public want to comment on an item?

The motion to approve the Consent Agenda is moved by Mr. Foust and seconded by Mr. Smith.

There being no additional comments, the clerk called the roll on approving the Consent Agenda as presented. The motion carried by the following vote:

Yes 7 Robinson, Kowalczyk, Foust, Dorothy, Smith, Myers, and Michael

No 0

The Consent Agenda was thereupon declared duly passed and is recorded in full in the appropriate record books.

PUBLIC HEARINGS ON LEGISLATION

President Michael declared public hearings and voting on legislation previously introduced to be in order.

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)

Mr. Greeson explained that we have EPA consent orders that have required us to study our sewersheds and identify projects that need to be completed in a designated timeline. One project was for the Northbrook Relief Sewer Improvements.

Mr. Lindsey said this ordinance relates to the acquisition of an easement for this particular sewer as well as the related damages to that particular property used for staging for this project. After back and forth negotiations an agreed amount of \$55,000 was determined. It is his opinion that it is reasonable, and he encourages Council to approve this.

Ms. Kowalczyk asked for a refresher on this project. Mr. Whited said it is building the section of Northbrook Sewer to Kenyonbrook. This person's property would have a permanent easement for sewer and temporary use for staging materials. This allows us to

effectively and efficiently manage the project. Ms. Kowalczyk said there is a reference in the memo about a need for additional easements. Mr. Whited said there is one more sewer easement that is required. Ms. Kowalczyk asked when this starts what will be the impact to the neighborhood. Mr. Whited some properties will be bored under, other properties will have areas dug up. Ms. Kowalczyk asked about if there is a plan to notify residents. Mr. Whited responded that there is.

There being no comments, the clerk called the roll on Ordinance No. 44-2019. The motion carried by the following vote:

Yes 7 Kowalczyk, Foust, Dorothy, Smith, Myers, Robinson, and Michael

No 0

Ordinance No. 44-2019 was thereupon declared duly passed and is recorded in full in the appropriate record book.

NEW LEGISLATION TO BE INTRODUCED

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)

Introduced by Mr. Myers.

MOTION Ms. Dorothy made a motion to adopt Resolution No. 65-2019. The motion was seconded by Ms. Kowalczyk.

Mr. Lindsey noted that the negotiated acquisition of parcel nine through TranSystems was for \$44,277 over the fair market value estimate. His opinion is that this is a reasonable resolution to move the project forward.

Mr. Greeson said that staff wants to bring consultants in on the Committee of the Whole meeting in January to give an update on what is happening with this project. We have had a number of parcel acquisitions, authorized the demolition of a couple of buildings, and have a water line project that is proceeding. There have been a ton of moving parts and pieces, so staff believes it is a good time to do an update and touch base with Council.

There being no additional comments, the motion to adopt Resolution No. 65-2019 passed unanimously by a voice vote.

Ordinance No. 45-2019 Providing for the Adoption of the Annual Budget for the Fiscal Year 2020 and Appropriating Sums for Current Operating Expenses.

Introduced by Mr. Robinson.

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.

Introduced by Mr. Smith.

Ordinance No. 47-2019

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

Introduced by Mr. Myers.

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.

Introduced by Ms. Dorothy.

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.

Introduced by Ms. Kowalczyk.

Ordinance No. 50-2019

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

Introduced by Mr. Foust.

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)

- Follow Up – Proposed 2020 Operating Budget & Proposed 2020 – 2024 Capital Improvements Program

Mr. Greeson explained how in October the City Manager's proposed Operating Budget and proposed Five Year Capital Improvements Program was submitted in accordance with the City

code. Council has heard multiple presentations from department directors and community groups. Staff has answered multiple questions from Councilmembers. Time was left at the end of this meeting for questions from Council about the Operating Budget and Capital Improvements Program. The ordinances have been introduced to be voted on in the first meeting in December.

Ms. Dorothy said she wanted to make sure that we were having a special meeting with the Worthington Schools and SwimInc coming up. Mr. Greeson said a special public meeting is being held on December 3rd. We are working on a presentation and an agenda for that to share information and try to begin to frame some of the options in more detail. He does not know if we will have perfect clarity on that issue, but it is really to answer questions and get input from the public so better decisions can be made afterwards. Ms. Dorothy confirmed we did not have any funding in the budget for SwimInc. Mr. Greeson said no, but we would have options.

President Michael asked if would have to amend the CIP. Mr. Greeson said it could be handled a couple of different ways. The CIP does not have to be adopted on the same timeline as the Operating Budget and has been more rarely adopted into January at times. Another approach would be to adopt it if you have no concerns but hold action on identified items that may be subject to reduction at the direction of Council. We would move forward with the items you have appropriated funds for. In that way the document is a planning document.

Mr. Myers asked if staff would come forward with a list of things. Mr. Greeson said it would be dependent on the scope and the scale of the SwimInc request. Mr. Myers asked if they would have appropriated funds. Mr. Greeson said some items have to come back to Council for formal appropriation as they come through the formal process.

Mr. Foust explained how the goal is not to bring the City to a grinding halt. Mr. Myers said he would rather adopt the budget and then later on amend it when they have more information about what would be necessary for SwimInc.

Ms. Kowalczyk wanted to clarify our status going into the next budget. Looking at trends, we have entered into a negative net cash position. This next year it will be larger primarily due to our call center project, but then it is consistent where expenditures are higher than revenue. Mr. Bartter explained that in 2020 we are looking at a \$1.7 million deficit from the loss of revenue from Anthem and the transition of 911 call answering to the Northwest Center which does generate savings in future years. We have also forecasted that Anthem will refill in 2021. Both of those events shrink the annual net cash deficit to \$200,000 in out years. Ms. Kowalczyk said one of the things that concerns her is the amount that we have available in the CIP decreases as a result of decreasing income tax collection. We have been proposing to push back projects as a result. She expressed that she wants to understand if that is where we are at. Mr. Greeson said we pushed out equipment and projects. Largely, with the exception of Council priorities, the remainder of the CIP is focused on what staff considers "must dos."

Mr. Robinson asked for the record if we have experienced a decline in income tax revenue. Mr. Bartter said it is a cessation of growth. Mr. Robinson said he had spoken with Mr. Myers about McCord Park and asked if the CIP carries out McCord park as intended. Mr. Myers said that what we have budgeted for now is a start and prefers if we have to spread it out over a longer period of time as to not cheapen the park. He wants to make sure we do it right.

Mr. Greeson noted the CIP has an increased reliance on debt. That is another dynamic.

Mr. Robinson brought up the most recent graph showing debt compared to General Fund. Mr. Greenson said that more typically would do per capita and assessed valuation, which is more often the financial industry comparisons, so we follow that best practice.

Mr. Foust brought up how he has expressed his concerns about our reliance on debt. To Mr. Myer's point, it is not a question of if, but a question of when. If we are allocating funds for various phases of things, then as we know more about the future of Anthem and the progression of the old Holiday Inn site, he hopes there is some comfort we are in the driver's seat if we are deciding on moving forward on these projects based on some of these unknowns at this point in time.

Mr. Myers said we are going into a period as we were eight to ten years ago and we need to be mindful and watchful, everything could change tomorrow for better or worse. He trusts Mr. Greenson and Mr. Bartter to keep us informed.

REPORT OF COUNCIL MEMBERS

Mr. Myers said in the interest of transparency, he had a breakfast with Mr. Robinson and wanted to share some of the topics they discussed. One thing is that he would like it if we can set out an agenda for the first four months of Committee of the Whole meetings and use those meetings to hammer out some things. At one point in the past, we moved off the dais to more successfully interact. There are some things he would like to see presentations on in the future. He thinks we could examine the use and timing of the retreat. One thought was to split the retreat in two and have the first one to go out to dinner to know each other personally a little better. The second phase would be more of the traditional planning that is maybe later in the year or simultaneous. President Michael said goal setting early in the year gives direction. Mr. Myers said the principle statement of our goals is the capital budget. The retreat is less about setting goals or following up on past years goals.

EXECUTIVE SESSION

MOTION Ms. Kowalczyk moved, Ms. Dorothy seconded a motion to meet in Executive Session to discuss appointment and compensation of public officials and board and commission appointments.

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

Yes 7 Foust, Dorothy, Smith, Myers, Robinson, Kowalczyk, and Michael

No 0

Council recessed at 9:00 p.m. from the Regular meeting session

MOTION Mr. Myers moved, Mr. Robinson seconded a motion to return to open session at 9:25 p.m.

The motion carried unanimously by a voice vote.

ADJOURNMENT

MOTION Mr. Myers moved, Mr. Foust seconded a motion to adjourn.

President Michael declared the meeting adjourned at 9:25 p.m.

Management Assistant

*APPROVED by the City Council, this
2nd day of December, 2019.*

Council President



**Department
of Commerce**

Division of Liquor Control

Mike DeWine, Governor
Sheryl Maxfield, Director

**NOTICE TO LEGISLATIVE AUTHORITIES
Objections to Renewal of a Liquor Permit**

25-297

NOVEMBER 12, 2019

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

Dear Clerk of Legislative Authority:

This is notice that all permits to sell alcoholic beverages in your political subdivision will expire on **February 1, 2020**. In order to maintain permit privileges, every permit holder must file a renewal application.

Ohio Revised Code Section 4303.271(B) provides the legislative authority with the right to object to the renewal of a permit and to request a hearing. The hearing may be held in the county seat of the county in which the permit premises is located if that request is made in writing. This will be your only opportunity to object to the renewal of a liquor permit premises which might be a problem in your community.

In order to register a valid objection with the Division of Liquor Control and request a hearing, the legislative authority must pass a resolution that specifies the problems at the liquor permit premises and the legal grounds for the objection as set forth in Ohio Revised Code Section 4303.292(A). It is suggested that a separate resolution be passed for each permit premises. The Chief Legal Officer of your political subdivision must also submit a statement with the resolution that, in the Chief Legal Officer's opinion, the objection is based upon substantial legal grounds within the meaning and intent of Ohio Revised Code Section 4303.292(A). The resolution and Chief Legal Officer's statement must be addressed to the Division of Liquor Control, Attn: Legal Section, 6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005 and postmarked no later than January 2, 2020.

For your convenience, you may access our brochure entitled "[How to Object to the Issuance or Renewal of a Liquor Permit](#)" from our website at www.com.ohio.gov/liqr Under "Licensing" click on "Renewals" and under that mega menu please select the link "Object to the Issuance or Renewal of a Liquor Permit".

You may wish to contact the law enforcement agency for your jurisdiction to determine if it has any information which will aid in your decision whether or not to object and request a hearing. For your convenience you may obtain a [list of issued permit holders](#) in your jurisdiction from our website at the above link. Under "Liquor Control" click on "Look it up" and under that mega menu please select "Search Permit Holders" "Permit Applicant / Holder Information (types and status)". You will then enter the search criteria for your county / city / township to bring up the issued permits in your jurisdiction. If you do not have access to the internet, you may request a list from us by writing the Division at the below address.

If you determine that there are no permit premises within your jurisdiction that you wish to object to, you do not need to take any action. The renewal applications for those premises will be submitted by the permit holders and will be processed by the Division and issued as appropriate.

If you have any questions, please contact the Legal Section at (614) 644-2489.

Very truly yours,

Cassandra L. Hicks
Cassandra L. Hicks

Deputy Superintendent & Chief Of Licensing



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Sale of Surplus Equipment**

EXECUTIVE SUMMARY

Staff requests approval to sell a surplus Medic and Polaris UTV

RECOMMENDATION

Motion to approve the sale of the Medic and Polaris UTV

BACKGROUND/DESCRIPTION

The City has purchased a new Medic (ambulance) which will replace an older 2008 Medic. The City also has a Polaris UTV that it no longer needs. Both of these items are scheduled to be sold on GovDeals and may be sold for more than \$5,000. Under Section 111.09 of the Codified Ordinances, the sale of a single item of surplus property valued at \$5,000 or more must be approved by the City Council by motion. Staff requests a motion authorizing the sale of these two items.



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson, City Manager

From: Lori Trego, Personnel Director

Subject: **Ordinance No. 30-2019 - Establish compensation for Deputy Director of Safety/Police Chief**

EXECUTIVE SUMMARY

This Ordinance establishes compensation for the unclassified position of Deputy Director of Safety/Police Chief

RECOMMENDATION

Motion to remove legislation from the Table. Motion to amend to reflect the amended version in the agenda packet.

BACKGROUND/DESCRIPTION

City Council amended the job description for Police Chief on June 3, 2019 to move this position from classified to unclassified, effective upon Chief Strait's retirement in August. The transition of the Police Chief position to an unclassified position necessitates amending Ordinance 53-2018 which established the 2019 compensation for unclassified positions. This amendment establishes compensation for the unclassified position of Deputy Director of Safety/Police Chief.

This Ordinance was introduced in July pending the completion of the selection process. The compensation amount was left blank at the time of introduction to give flexibility depending upon the experience and qualifications of the selected candidate. Now that the hiring process has been completed, the Ordinance needs to be amended to insert the salary of \$125,522.45 and to insert a new section authorizing relocation expenses up to \$5,000.

ATTACHMENTS

Ordinance No. 30-2019 (As Amended)

Ordinance No. 30-2019

ORDINANCE NO. 30-2019

Amending Ordinance 53-2018 to Establish
Compensation for the Unclassified Position of
Deputy Director of Safety/Police Chief.

WHEREAS, the salaries for the 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 Deputy Director of Safety/Police Chief (Class Specification No. 122) is hereby established to be \$_____.

SECTION 2. The provisions of this ordinance supersede Ordinance No. 53-2018, passed December 3, 2018, to the extent it pertains to the position specified in Section 1.

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

ORDINANCE NO. 30-2019
(As Amended)

Amending Ordinance 53-2018 to Establish Compensation
for the Unclassified Position of Deputy Director of
Safety/Police Chief and Authorizing the City Manager to
provide Certain Benefits.

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

WHEREAS, City Council desires to authorize certain benefits in addition to those
benefits that the Deputy Director of Safety/Police Chief is entitled to receive as an
employee of the City;

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 Deputy Director of Safety/Police Chief (Class
Specification No. 122) is hereby established to be \$125,522.45.

SECTION 2. The provisions of this ordinance supersede Ordinance No. 53-2018,
passed December 3, 2018, to the extent it pertains to the position specified in Section 1.

SECTION 3. That the City Manager is authorized and directed to pay an amount
up to \$5,000 for relocation expenses for the Deputy Director of Safety/Police Chief.

SECTION 4. That notice of passage of this Ordinance shall be posted in the
Municipal Administration Building, the Worthington Library, the Griswold Center and the
Worthington Community Center and shall set forth the title and effective date of the
Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council.
This Ordinance shall take effect and be in force from and after the earliest period allowed
by law and by the Charter of the City of Worthington Ohio.

Passed _____

President of Council

Attest

Clerk of Council

Introduced July 15, 2019
P.H. September 3, 2019
Tabled



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: 11/26/2019

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

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

EXECUTIVE SUMMARY

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

RECOMMENDATION

Motion to Amend; Approve as Amended

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 was introduced with blanks pending the conclusion of the budget presentations and discussion. The amounts for appropriation have been filled in consistent with the proposed budget with the following changes:

General Fund:

- Mayor Salary increased to \$11,050. The impact of this change is an increase from the proposed budget of \$771.00 across four budgetary lines.
- Columbus Public Health increased from \$68,000 to \$70,000 in final budget due to increased cost of the contract.
- Dispatching Services increased from \$1,100,000 to \$1,209,500 due to an increase from estimated Northwest Regional Emergency Communications Center contract price to actual contract.

Convention and Visitors Bureau Fund

- Increase appropriation from \$8,000 to \$65,800 to fund convention and visitor's bureau services.

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 (As Amended)

Ordinance No. 45-2019

ORDINANCE 45-2019
(As Amended)

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	\$ 83,936
	All Other	\$ 94,820
101.1020	Mayor & Mayor's Court:	
	Personal Services	\$ 146,645
	All Other	\$ 21,950
101.1030	Department of Administration:	
	Personal Services	\$ 767,032
	All Other	\$ 105,427

ORDINANCE 45-2019
(As Amended)

101.1040	Department of Personal:		
	Personal Services	\$	505,546
	All Other	\$	46,300
101.1050	Department of Finance:		
	Personal Services	\$	530,766
	All Other	\$	1,268,975
101.1060	Department of Law:		
	Personal Services	\$	305,330
	All Other	\$	213,450
101.1070	Economic Development:		
	Personal Services	\$	153,397
	All Other	\$	216,118
101.1080	Legal Advertising	\$	5,000
101.1090	County Auditor Deductions	\$	115,700
101.1100	Board of Health	\$	70,000
101.1110	Transfers	\$	200,000
101.1120	Contractual Services/Refuse	\$	1,048,900
101.1140	Special Group Activities	\$	125,000
101.1150	Contingency Account	\$	50,000
101.1160	Department of Information Technology:		
	Personal Services	\$	528,705
	All Other	\$	174,539
101.1170	Lodging Tax	\$	-

ORDINANCE 45-2019
(As Amended)

101.1180	Cultural Arts Center	\$	252,500
101.1190	Kilbourne Memorial Library	\$	17,500
Total General Government		\$	7,047,536
Department of Safety: Division of Police			
101.2010			
	Personal Services	\$	386,395
	All Other	\$	399,480
101.2020	Community Service:		
	Personal Services	\$	5,079,145
	All Other	\$	40,700
101.2030	Support Service:		
	Personal Services	\$	1,551,876
	All Other	\$	-
Total Division of Police		\$	7,457,595
Department of Service & Engineering			
101.3010			
	Personal Services	\$	961,418
	All Other	\$	138,698
101.3040	Buildings & Structures Maint:		
	Personal Services	\$	296,977
	All Other	\$	191,447
101.3050	Grounds Maintenance:		
	Personal Services	\$	532,276
	All Other	\$	300,500
101.3060	Sanitation	\$	26,200

ORDINANCE 45-2019
(As Amended)

101.3070	Fleet Maintenance:		
	Personal Services	\$	127,949
	All Other	\$	158,500
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	Total Department of Service & Engineering	\$	2,733,964
<hr/>			
Department of Parks & Recreation			
101.4010			
	Personal Services	\$	238,829
	All Other	\$	59,500
101.4020	Parks Maintenance:		
	Personal Services	\$	952,382
	All Other	\$	286,503
101.4030	Community Center Programs:		
	Personal Services	\$	2,065,949
	All Other	\$	917,087
101.4040	Recreation Programs:		
	Personal Services	\$	640,427
	All Other	\$	278,300
101.4050	Senior Center Programs:		
	Personal Services	\$	504,128
	All Other	\$	81,430
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	Total Department of Parks & Recreation	\$	6,024,536
<hr/>			
Department of Planning & Building			
101.5010			
	Personal Services	\$	673,537
	All Other	\$	156,720
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	Total Department of Planning & Building	\$	830,257

ORDINANCE 45-2019
(As Amended)

Department of Safety: Division of Fire

101.6060	Personal Services	\$	232,098
	All Other	\$	174,255
101.6070	Operations:		
	Personal Services	\$	6,200,009
	All Other	\$	352,380
101.6080	Training & Prevention		
	Personal Services	\$	202,838
	All Other	\$	35,000
Total Division of Fire		\$	7,196,580
101.7010	Dispatching Services	\$	-
	All Other	\$	1,209,500
Total Dispatching Services		\$	1,209,500
TOTAL GENERAL FUND (101)		\$	32,499,968

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	\$	356,390
	All Other		0
202.2060	Street Maintenance, Construction		
	Personal Services	\$	255,197
	All Other	\$	97,650
202.2070	Street Cleaning		0

ORDINANCE 45-2019
(As Amended)

202.2080	Street Drainage	\$	5,000
202.2090	Traffic Control Systems:		
	Personal Services	\$	120,770
	All Other	\$	98,849
Total Street Maintenance & Repair Fund (202)		\$	933,856

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	\$	102,110
	All Other	\$	35,000
Total State Highway Fund (203)		\$	137,110

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	\$	58,437
	All Other	\$	62,500
Total Water Distribution Fund (204)		\$	120,937

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	\$	61,437
	All Other	\$	23,000
Total Sanitary Sewer Fund (205)		\$	84,437

ORDINANCE 45-2019
(As Amended)

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	\$	65,800
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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	\$	713,000
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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	\$	12,500
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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	\$	150,000
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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	\$	3,500
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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	\$	104,600
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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:

219.1919	Development Efforts	\$	463,000
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ORDINANCE 45-2019
(As Amended)

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	Contractual Services	\$	20,000
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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	\$	10,000
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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	\$	2,013,077
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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	\$	1,445,000
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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 O.B.B.S. Fund:

830.3333	OBBS Surcharge	\$	7,500
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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)	\$	130,500
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920.9020	TIF Distribution (Worthington Place - The Heights)	\$	189,000
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ORDINANCE 45-2019
(As Amended)

930.9020	TIF Distribution (933 High Street)	\$	19,000
935.9020	TIF Distribution (Downtown Worthington)	\$	143,400
940.9020	TIF Distribution (Worthington Square)	\$	27,700
945.9020	TIF Distribution (W Dublin Granville Rd)	\$	96,200
950.9020	TIF Distribution (350 W. Wilson Bridge Rd)	\$	86,100
999.9020	PACE Fund (Columbus Finance Authority)	\$	33,000

SECTION 20. To provide operating expenditures for the Accrued Acreage Fund during the fiscal year ending December 31, 2020, the following appropriations are hereby made in the Accrued Acreage Fund:

825.2525	Accrued Acreage Fees	\$	20,000
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SECTION 21. 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 22. 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.

ORDINANCE 45-2019
(As Amended)

SECTION 23. 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

Introduced November 18, 2019
P.H. December 2, 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	\$
Total General Government		<hr/> \$
Department of Safety: Division of Police		
101.2010	Administration:	
	Personal Services	\$
	All Other	
101.2020	Community Service:	
	Personal Services	\$
	All Other	
101.2030	Support Service:	
	Personal Services	\$
	All Other	
Total Division of Police		<hr/> \$
Department of Service/Engineering		
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	\$
Total Department of Service/Engineering		<hr/> \$
Department of Parks & Recreation		
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	\$
Total Department of Parks & Recreation		<hr/> \$
Department of Planning and Building		
101.5010	Planning and Building: Personal Services All Other	\$
Total Department of Planning and Building		<hr/> \$

ORDINANCE NO. 45-2019

<u>Account Number</u>	<u>Description</u>	<u>Appropriation</u>
Department of Safety: Division of Fire		
101.6060	Administration: Personal Services All Other	\$
101.6070	Operations: Personal Services All Other	\$
101.6080	Training & Prevention: Personal Services All Other	\$
	Total Division of Fire	<hr/> \$
101.7010	Dispatching Services All Other	\$
	TOTAL GENERAL FUND	<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	
	Total Street Maintenance & Repair Fund	<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	
	Total State Highway Fund	<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	
	Total Water Distribution Fund	<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	
	Total Sanitary Sewer Fund	<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	\$
	Total Police Pension Fund	<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 –December 2, 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**

EXECUTIVE SUMMARY

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

RECOMMENDATION

Motion to Amend to include revisions reflected in the As Amended version included in this agenda packet; Approve as Amended

BACKGROUND/DESCRIPTION

This Ordinance establishes compensation for the City's unclassified employees for 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 was introduced with blanks, thus needs to be amended to reflect the changes included in the As Amended version. The amounts in the Ordinance are consistent with the amounts included in the 2020 Operating Budget.

ATTACHMENTS

Ordinance No. 46-2019 (As Amended)
Ordinance No. 46-2019

ORDINANCE NO. 46-2019
(As Amended)

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 \$163,203.

SECTION 2. The salary of the Director of Finance (Class Specification No. 22) shall not exceed \$106,567.

SECTION 3. The salary of the Director of Parks and Recreation (Class Specification No. 24) shall not exceed \$117,186.

SECTION 4. The salary of the Director of Public Service and Engineering / City Engineer (Class Specification No. 31) shall not exceed \$117,186.

SECTION 5. The salary of the Assistant to the City Manager/Personnel Director (Class Specification No. 27) shall not exceed \$103,161.

SECTION 6. The salary of the Assistant City Manager (Class Specification No. 30) shall not exceed \$124,032.

SECTION 7. The salary of the Court Clerk (Class Specification No. 52) shall not exceed \$64,286.

SECTION 8. The salary of the Administrative Assistant/Service Department (Class Specification No. 167) shall not exceed \$75,251.

SECTION 9. The salary of the Assistant to the City Manager/Information Technology Director (Class Specification No. 244) shall not exceed \$130,491.

ORDINANCE NO. 46-2019
(As Amended)

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 \$77,227.

SECTION 12. The salary of the Chief Building Inspector (Class Specification No. 223) shall not exceed \$105,087.

SECTION 13. The salary of the Director of Law (Class Specification No. 226) shall not exceed \$130,491.

SECTION 14. The salary of the Assistant to the City Manager/Economic Development Director (Class Specification No. 229) shall not exceed \$98,325.

SECTION 15. The salary of the Director of Planning and Building (Class Specification No. 236) shall not exceed \$110,486.

SECTION 16. The salary of the Administrative Assistant/Finance Manager (Class Specification No. 243) shall not exceed \$81,557.

SECTION 17. The salary of the Deputy Director of Safety/Fire Chief (Class Specification No. 180) shall not exceed \$129,288.

SECTION 18. The salary of the Executive Assistant to the City Manager/City Clerk (Class Specification No. 248) shall not exceed \$73,625.

SECTION 19. The salary of the Deputy Director of Safety/Police Chief (Class Specification No. 122) shall not exceed \$129,288.

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
(As Amended)

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

Introduced November 18, 2019
P.H. December 2, 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 – December 2, 2019

Date: 11/13/2019
To: Matthew H. Greeson, City Manager
From: Scott F. Bartter, Finance Director
Subject: **Ordinance No. 50-2019 - Mayor Salary**

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 9th, 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 – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Resolution No. 71-2019 - Adoption of 2020-2024 Capital Improvements Program (CIP)**

EXECUTIVE SUMMARY

This Resolution adopts the 2020-2024 Capital Improvements Program.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The Proposed 2020-2024 Capital Improvements Program (CIP) was distributed to City Council on October 7 and was discussed on October 21 and November 18. The Proposed 2020-2024 Capital Improvements Program is now presented for approval.

Since the Proposed CIP was developed, staff has been in conversations with Worthington Schools regarding the opportunity to make stormwater improvements to address stormwater issues on and near Worthingway Middle School during the expansion of the school. It is less expensive to do so now during construction of the school than it would be to delay the improvements and complete them as a separate project in the future. The Schools have agreed to share in the cost of these improvements. The City's share is estimated at \$50,000 which equals the amount allocated in the proposed CIP for 2020 Community Wayfinding Signage. Staff recommends reallocation of the 2020 wayfinding funds to the stormwater improvements. The proposed Resolution amends the Proposed CIP to delete the 2020 funding for Community Wayfinding Signage and add \$50,000 in 2020 to fund Worthingway Stormwater Improvements.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The CIP document outlines the financial implications and funding sources related to the

7.A. - Adoption of 2020-2024 Capital Improvements Program (CIP)

program. The recommended change for the stormwater improvements does not impact the overall numbers in the Proposed CIP. In next year's CIP, the City can consider whether to add funding in later years for wayfinding signage to replace the 2020 funding proposed for deletion.

ATTACHMENTS

Resolution No. 71-2019

Proposed 2020-2024 Capital Improvements Program

RESOLUTION NO. 71-2019

Approving the 2020-2024 Capital Improvements
Program for the City of Worthington.

WHEREAS, staff has prepared and presented to Worthington City Council the Five-Year Capital Improvement Program for their consideration; and,

WHEREAS, the Five-Year Capital Improvement Program provides a planning tool to assist Worthington City Council in maintaining our capital infrastructure; and,

WHEREAS, staff has identified a need to provide funds for stormwater improvements on and near the Worthingway Middle School site and suggests shifting funds from the 2020 Community Wayfinding Signage to the stormwater improvements; and

WHEREAS, City Council approves each project in this document with specific funding legislation.

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

SECTION 1. That City Council does hereby adopt the Proposed 2020-2024 Capital Improvements Program attached hereto with the amendments of deletion of the 2020 allocation in the amount of \$50,000 for Community Wayfinding Signage and the addition of a 2020 allocation for Worthingway Stormwater Improvements in the amount of \$50,000.

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

Adopted _____

President of Council

Attest:

Clerk of Council



City of Worthington, Ohio

2020-2024 Capital Improvements Program

Proposed October 7, 2019



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Definition of Capital Improvements/Expenditures

The five-year proposed Capital Improvement Program (CIP) for 2020-2024 presents the City's plan for infrastructure development and improvements. The CIP is evaluated annually to ensure funding and to update the project and equipment needs and costs of the City.

The CIP identifies the City's intended capital expenditures. The City defines capital items as:

1. New construction projects and buildings valued in excess of \$5,000.
2. Major equipment and vehicles valued in excess of \$2,500 and with a life expectancy of five years or more. Where a number of non-expendable items were in excess of \$2,500, they are included.
3. All projects requiring borrowing.
4. All land purchases regardless of value.
5. All land improvements valued in excess of \$5,000.
6. Major equipment valued at \$2,500 or more required to furnish new buildings or other projects.
7. Major building improvements that are not routine expenses and that substantially enhance the value of the structure.
8. All projects which, while maintenance and/or repair in nature, prolong the life of public facilities.

Capital Improvements Program Development Process

The Capital Improvements Program is developed over several months. The process starts in July with a City Council discussion about priorities and objectives for the capital improvements program. City staff incorporate information about revenue trends and pressures on expenditures as background for the discussion. In August, staff in City departments and divisions submit requests for funding for projects and equipment. They review the most recently approved CIP and update the information in the remaining years. They consider City Council's identified priorities and look toward adopted plans such as the Bicycle & Pedestrian Master Plan, Parks & Recreation Master Plan and the Wilson Bridge Corridor Enhancement Plan, to determine funding requests. They interact with the various City advisory boards and commissions, such as the Bicycle and

Pedestrian Advisory Board and the Parks and Recreation Commission, to hear and consider their recommendations. Staff also evaluate the condition of the City's existing infrastructure such as buildings, streets, sewers and water lines and request funding for ongoing maintenance needs. The Fleet Division evaluates the City's vehicles and equipment and submits prioritized recommendations for replacement of items such as dump trucks, fire engines, medic vehicles, police cars and recreation buses. In September and early October, the submittals are evaluated and totaled to compare with revenue projections. Inevitably, the requested amounts exceed the funds available and items must be delayed, reduced or eliminated in order to submit a financially supportable program. The proposed CIP is submitted for City Council consideration in October and adoption by City Council in December.

Proposed Capital Improvements Program Overview

Financial Constraints

The proposed 2020-2024 CIP is very constrained financially. The CIP's predominant funding source, income tax revenue, is projected to be flat from 2019 to 2020, while costs for construction and equipment are experiencing inflationary increases. Additionally, there are several critical projects that are new to this year's CIP. The largest of these are a new roof and HVAC and other improvements to the Police Building to address indoor air quality issues that have been identified. The revenue and expenditure constraints are not limited only to 2020. Income tax revenue projections in the proposed CIP anticipate the former Anthem Building will be occupied and generating income tax revenue for the City by 2021. Even with this increase to income tax revenue, expenditure requests outpace revenue.

Initial requests for projects and equipment significantly exceeded the funding available. Across the five years, requests for funding exceeded the incoming revenue by \$5,500,000. The greatest deficit in any given year from the submittals was in 2020 where requested expenditures exceeded revenue by more than \$2,700,000. In order to bring expenditures in line with revenues, some items were moved to bonding, increasing the City's debt. Other items were either reduced in amount, delayed to later years in the proposed CIP or not funded.

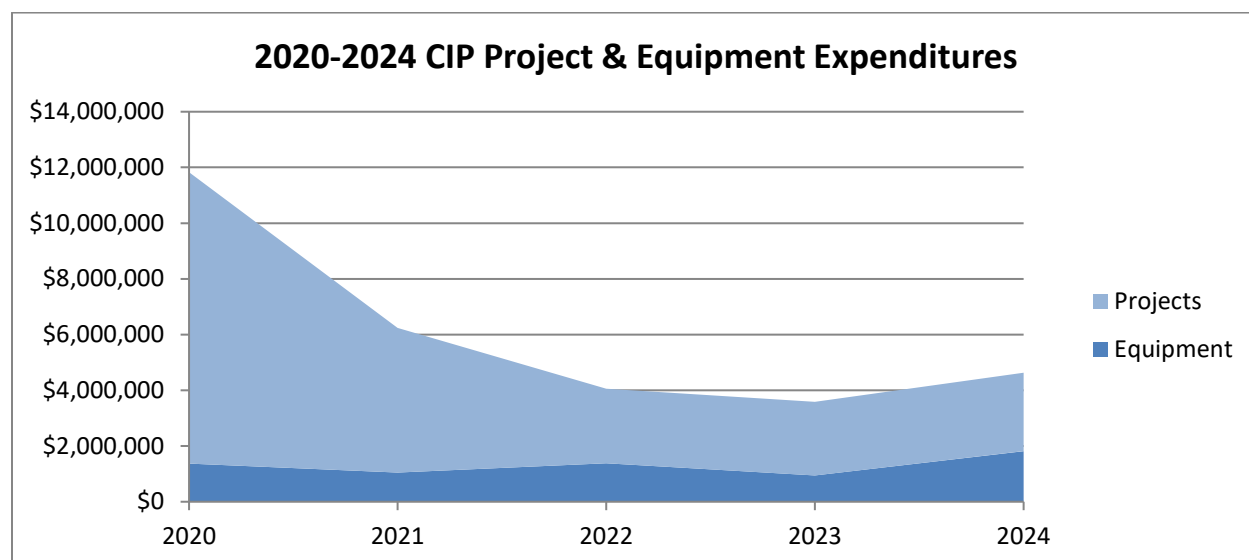
In order to accommodate the projects and equipment purchases that needed to be completed, many items included in the 2019-2023 CIP were moved to later years. Except for equipment that had to remain in the year it was previously scheduled because of serious reliability concerns and a few critical ongoing annual purchases, equipment purchases are being delayed by a year or two across all departments. Projects designed to address the aesthetics of City building, such as paint and carpet at the Community Center, are being delayed by two years. Playground replacements which were previously scheduled to occur each year are stretched out to occur every other year. These delays are expected to result in City facilities and equipment that show the wear of active use.

Worthington is a built-out, historic community which leads to a CIP in which the City's capital investments are primarily focused on maintaining the existing infrastructure. The proposed CIP includes a number of ongoing programs and individual projects that renovate and repair the City's streets, buildings, parks and other infrastructure. The focus on maintenance of existing infrastructure is particularly true in this proposed CIP given the tight financial constraints. The CIP seeks to address the immediate needs of the City's current infrastructure which doesn't leave much funding for discretionary spending. The discretionary spending that is included is tied to the City Council's established priorities, which are described later in this document.

Even with the revisions made to the submittals, this proposed CIP reflects a deficit in the first two years with expenditures exceeding revenues and utilizing the fund balance to make up the difference. The proposed CIP is funded largely by income tax revenues which are projected to increase only .003% in 2020 over 2019 revenues. The proposed CIP does not meet the target used by the City for the fund balance in this five-year window. Additional discussion of the fund balance is included later in this document.

Project & Equipment Expenditures

The proposed 2020-2024 CIP expenditures, taking into account all funding sources, reflect higher than typical project expenses in 2020 and 2021. The increase in project expenditures is due to the construction of the Kenyonbrook Trunk Sanitary Sewer project, additional sewer repair and rehabilitation, significant investment in the Police Building HVAC systems and roof, McCord Park renovations and investments in energy efficiency in the City buildings that have not yet received upgrades. There is a slight increase in the amount included for equipment in 2024 due primarily to the planned purchase of a fire engine. The later years in the proposed CIP are likely to change as we get closer to the timeframe and more is known about necessary and desired investments.



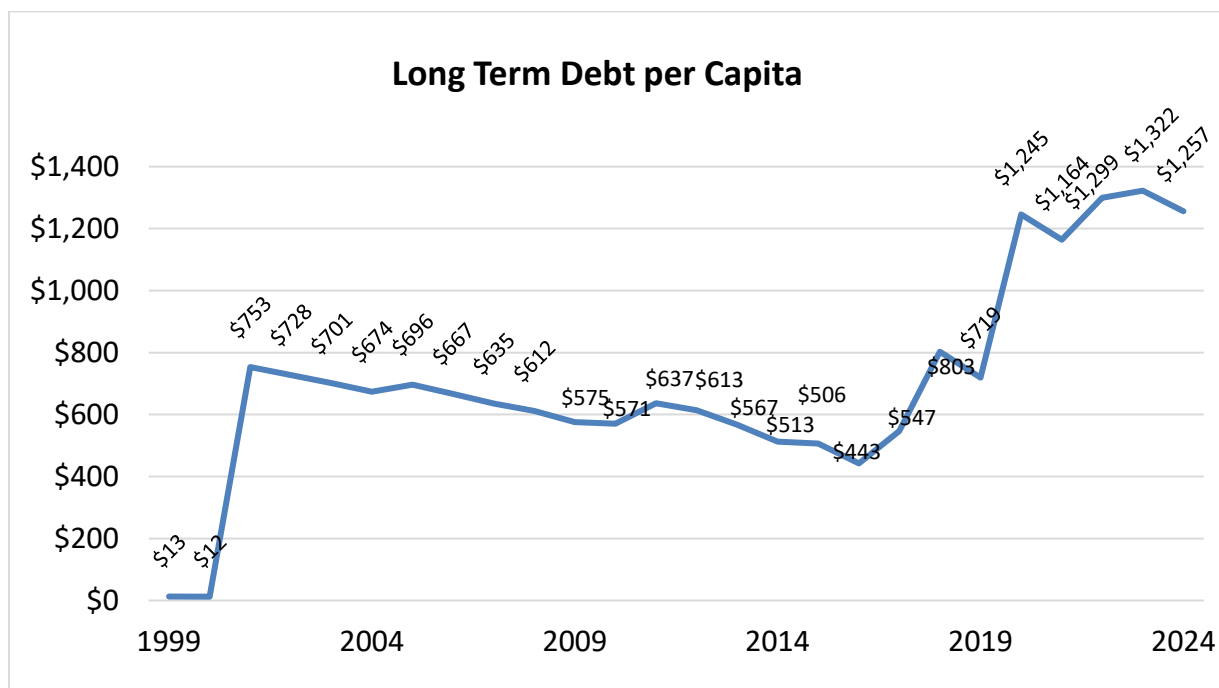
The City has a number of buildings that need investment due to their age. The proposed CIP includes HVAC improvements and a roof project at the Police Building, window replacement at the Griswold Center, repair or replacement of the windows and doors at the Municipal Building, and renovation of bathroom and shower facilities at the Fire Station. Given the active public use of the Community Center, there are a number of maintenance projects in the proposed 2020-2024 CIP for that building.

A significant portion of the City's annual project expenditures are dedicated to street maintenance. Funding for the Street and Sidewalk Improvement Program has remained flat for many years. Beginning in 2017, the Service & Engineering Department began focusing a portion of these funds toward preventative maintenance strategies other than overlay to extend pavement life cycles and thus stretch dollars further. Base management practices include microsurfacing, surface rejuvenation and greater utilization of crack seal to extend pavement lifecycles. The benefits of preventative maintenance take several years to be fully recognized. Staff have begun using an analytical tool known as Pavement Surface Evaluation Rating (PASER) to evaluate the benefits of the preventative maintenance and effectively apply the practices. Appropriate practices will ultimately be applied to all Worthington streets and the program will be expanded with additional practices based on the PASER evaluations and as the staff become adept at the application of the measures. Note that maintenance of arterial streets is funded separately given the larger dollar costs associated with maintaining these wider, multi-lane streets.

Debt

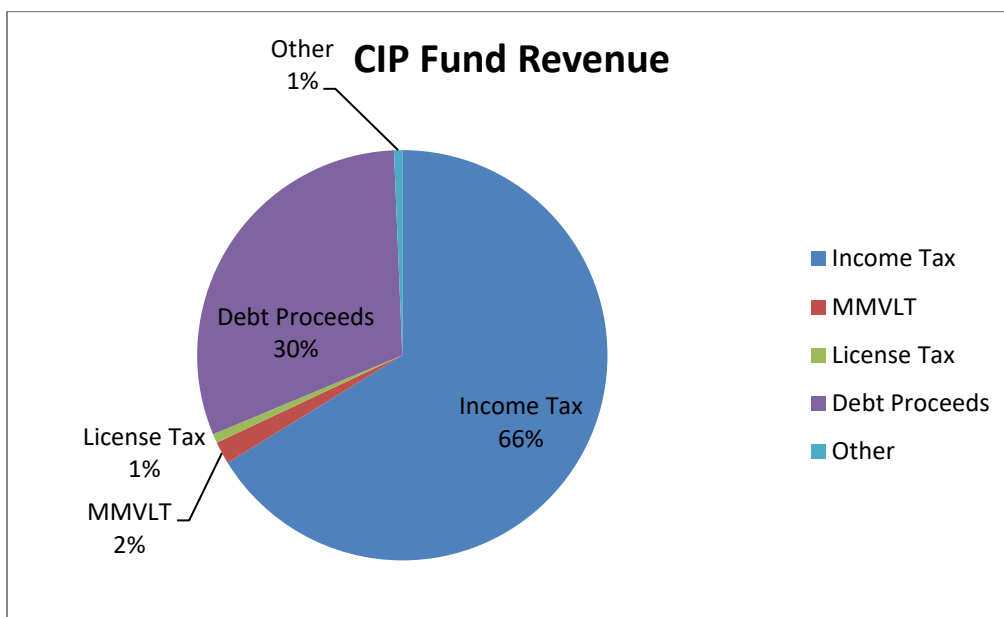
The City will make the final payment on the debt associated with the Community Center expansion and the renovations of the Police Building in 2021. In addition, the City is utilizing debt to fund a number of more expensive projects, most notably the mandated sewer projects associated with a Consent Order with the Ohio Environmental Protection Agency, investments in the Police Building HVAC and roof, renovations to McCord Park and energy conservation measures in City buildings. The City is evaluating waterlines and plans to begin a new program investing in old waterlines which is expected to be funded using bonds. The combination of these debt commitments is resulting in an increase in the amount of CIP resources dedicated to debt payments. The old debt is being replaced with new debt.

An analysis of the City's long-term debt over the past 20 years indicates the City's amount of debt is increasing. Prior to 2000, the City held very little debt. In the early 2000s, the City issued debt to expand the Community Center and renovate an office building for use by the Division of Police. The final payments on that debt will be made in 2021. That debt is being replaced with debt the City has issued in recent years and additional debt projected to be issued in the five years of this proposed CIP. The following chart shows the City's long-term debt per capita for the past 20 years and for the five years included in this CIP. A detailed listing of the City's current and projected debt is included in the Existing and Anticipated Debt section later in this document.



Revenue

The City plans to issue municipal bonds in 2020 to convert 2019 bond anticipation notes to long-term financing and to obtain the revenue needed to execute the projects scheduled for bonding in 2020 in the proposed CIP. Income taxes make up 66% of the CIP Fund revenue in this five-year period with debt proceeds making up 30%. Each of the other revenue sources in the CIP Fund are 2% or less of revenue. These funding sources are more fully explained in a later section.



City Council Priorities

City Council has previously designated priority areas for investment in the CIP. Each of these areas, listed in priority order, is considered below. (Note: The numbering used below is intentional due to ties in the prioritization.)

1. Wilson Bridge Road

The proposed CIP includes arterial improvements for West Wilson Bridge Road in 2023 and improvements to McCord Park in 2020. The McCord Park improvements will implement the recommendations from the conceptual plan approved by City Council. The McCord Park improvements are not fully funded, and additional funds will need to be pursued from external sources such as State Capital funding or grant funding.

2. Age Friendly

A committee of community partners, supported by City staff, have collected information on age friendly initiatives in other communities and summarized current services offered in Worthington. To this point, this work has not resulted in requests for the CIP. The proposed CIP includes investment in the Griswold Center (replacement of windows in 2021 and new fitness equipment in 2023) which will improve the condition of the building and equipment that provide support for programs and services for older adults.

3. McCord Park

As noted above, funding has been included to implement the conceptual plan for McCord Park. There is \$1,800,000 included in 2020 and additional funds will need to be identified from external sources to fully fund the recommended improvements.

4. Updated Office Buildings

City initiatives related to encouraging improvements to privately owned office buildings in Worthington are funded via the operating budget.

4. Energy Efficiency

In 2018, the City's buildings were evaluated for energy improvements that could be made to enhance energy efficiency. The first round of these improvements was

installed in 2018 in the Community Center and Griswold Center. The Police Building improvements are planned in the proposed CIP for 2020. The proposed CIP includes funding for the recommended improvements in the remaining city buildings (Municipal Building, Fire Station, Planning & Building Facility, Service & Engineering Building, Parks Maintenance Building, McConnell Arts Center) in 2021.

6. Bike/Ped Implementation

An annual allocation for bike and pedestrian improvements is included in the proposed CIP. The allocation is \$100,000 in 2020 and 2021 and increases to \$250,000 in the final three years of the CIP.

6. Electric Vehicle Charging

The City received a grant from AEP Ohio to install two electric vehicle charging stations, one in Old Worthington and one at the Community Center. These expenses are reflected in 2019's operating expenditures.

Uncertainties

There are several items that could financially impact the 2020-2024 CIP that were not included due to incomplete information. These items are described below.

1. *Short Term Financing Costs for the Federal Funds for the Northeast Gateway Project* – The Northeast Gateway project is a large transportation project that involves Federal, State and City funding for construction. Construction is scheduled to begin in late 2019. The State and City funds will be available at that time, but the Federal funds are not anticipated to be available until 2023-26. This will result in the need for the City to obtain gap financing through a State Infrastructure Bank (SIB) loan so the funds are available for construction. The Federal funds would be used to pay off the SIB loan. The City has applied for a SIB loan in the amount of \$4,500,000 at 3% interest. The City expects to be responsible for some, and perhaps all, of the interest during the timeframe of the loan. The City is in conversations with the Mid Ohio Regional Planning Commission as to whether they have funds available to cover a portion of the interest costs for the SIB financing. The proposed CIP includes interest costs associated with the City's share of the project, which is scheduled for bonding, but does not include short-term financing costs associated with the SIB loan. The total interest costs associated with the SIB loan are projected to be up to \$362,000.

2. *Potential Funding Request from SwimInc* – SwimInc, the not for profit organization that runs Worthington Pool, has completed an assessment of their swim facilities that resulted in recommendations for significant investment and renovation. SwimInc and representatives from the City and Worthington Schools are discussing the need for investing in the swim facilities and options for ensuring continued viability of these important aquatic assets. No funding is currently allocated in the proposed CIP, but it is likely that a combination of grant and loan funding will be requested.
3. *McCord Park Funding* – The proposed CIP reflects \$1,800,000 in City funding for this project; however, the recommended improvements are estimated to require \$1,000,000 more in funding. Other funding sources such as State Capital funding and/or grants will need to be evaluated to make up this gap or the project will need to be scaled back to fit within available funding.
4. *Recommendations from Assessments of Water Lines and Traffic Signals* – The 2019 Operating Budget included funding for assessments of water lines and traffic signals. The CIP includes a small amount of bond funding for water lines and a small bi-annual allocation for traffic signal maintenance. When completed, the assessments may identify necessary improvements that do not fit within the current funding.

Capital Improvements Program Funding Sources

CIP Fund/Income Tax - The primary funding source for the City's CIP is income tax revenue. The City levies a 2.5% income tax. Twenty percent (20%) of the revenue collected from the income tax is allocated to the CIP and placed in the CIP Fund. Annual income tax revenue for the CIP Fund is projected to range from \$5,218,000 to \$5,842,754 for 2020-2024.

Bonds/Notes (Debt Proceeds) – The City can issue municipal bonds to finance capital infrastructure and equipment. The 2020-2024 CIP anticipates the issuance of bonds to fund sanitary sewer projects, improvements to the Police Building, enhancement to Huntley Bowl Park to modify the stormwater control structure, waterline improvements, energy conservation improvements to City buildings, McCord Park Renovations and the purchase of a fire engine. The City may issue bond anticipation notes for short term financing until the timing is right for a municipal bond issuance.

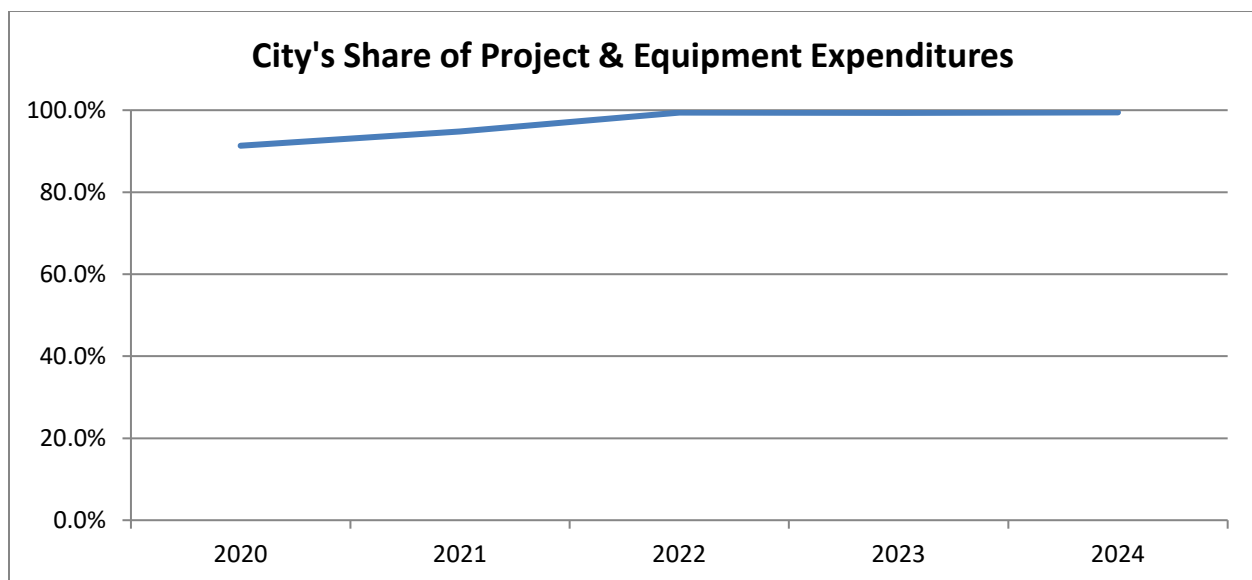
Assessments – The City utilizes special assessments to charge property owners for work that benefits their property. The 2020-2024 CIP anticipates assessments for sidewalk repairs that occur in conjunction with the City's annual street and sidewalk improvement program.

MMVLT - The Municipal Motor Vehicle License Tax (MMVLT) is a tax on vehicle license plates and is used to partially fund street resurfacing through the annual street and sidewalk improvement program.

License Tax – The County receives funds from a tax on license plates and makes them available for repairs to major arterial roads that are not designated as State routes. The City requests these funds for specific road projects. The 2020-2024 CIP utilizes these funds for resurfacing of a small portion of Huntley Road and Schrock Road.

Other – At times, the City is successful in obtaining funding from other sources. The 2020-2024 CIP anticipates grant funding for McCord Park renovations and tax increment financing payments for paver renovations in Old Worthington.

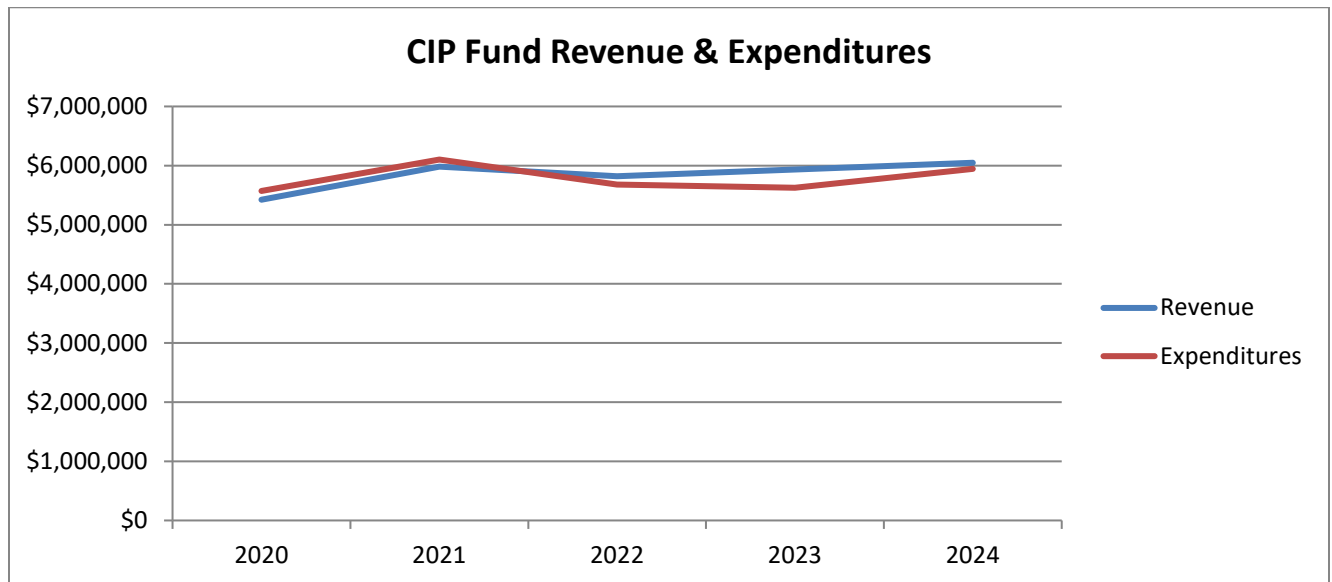
The revenue used to fund the expenditures in the 2020-2024 CIP can be evaluated to determine the amount from City sources and the amount from other sources. The City sources in the CIP are the CIP Fund/income tax, bonds, MMVLT and some of the “Other” revenue. Non-City sources in the CIP are assessments, license tax, and some of the “Other” revenue. The City sources share is typically 90% or higher.



Capital Improvements Fund Revenue, Expenditures & Fund Balance

The CIP Fund is the primary funding source for the City’s financial share of the CIP. It receives the income tax revenue that is allocated for capital improvements along with revenue from the Municipal Motor Vehicle License Tax (MMVLT). The Fund also reflects debt proceeds when the City anticipates the issuance of bonds, license tax revenue when it anticipates reimbursement from County license tax funding and grant funds when it anticipates receipt of a grant that will reimburse

the City. When excluding revenue and expenditures associated with bonded projects and equipment, the 2020-2024 CIP Fund has expenditures exceeding revenue in 2020 and 2021, and revenue higher than expenditures in the final three years.



The CIP Fund has four categories of expenditures:

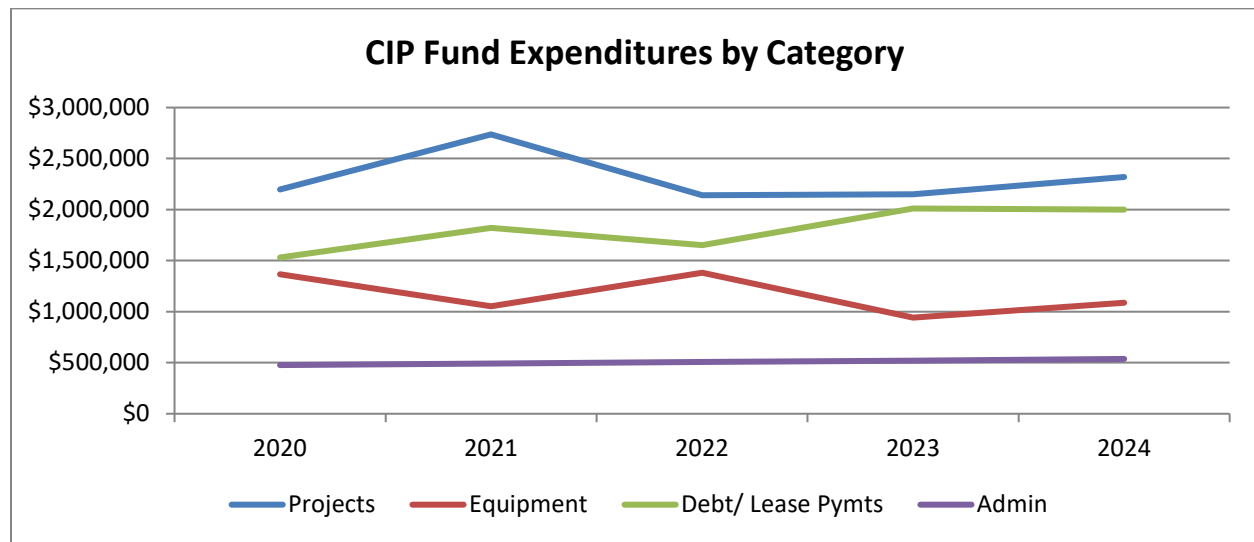
1. **Projects** - Projects involve investments in capital infrastructure of the City such as streets, sewers, buildings and parks. Some large projects are funded via municipal bonds, while other projects are paid from the City's cash on hand. The total annual amount allocated in the CIP Fund for all projects ranges from \$2,641,000 to \$9,443,000. Excluding projects scheduled for bonding, the annual amount allocated for projects ranges from \$2,141,500 to \$2,737,000.
2. **Equipment** – Most of the equipment investment that occurs in the CIP involves the replacement of existing City-owned equipment such as dump trucks, fire and emergency medical vehicles, recreation buses, police cars, administrative vehicles, and backhoes. Occasionally, the CIP will include the purchase of new equipment that is being added to the City's inventory. This is typically information technology equipment. In the 2020-2024 CIP, the annual amount in the CIP Fund allocated for all equipment ranges from \$941,900 to \$1,813,100. Excluding equipment scheduled for bonding, the annual amount allocated for equipment ranges from \$941,900 to \$1,381,600.
3. **Debt payments** – The City sometimes finances capital items through loans or the issuance of temporary/bond anticipation notes or municipal bonds. Additionally, the City sometimes acquires large pieces of equipment via leases. The annual debt and lease

payments are paid out of the CIP Fund. These annual payments in the 2020-2024 CIP range from \$1,531,077 to \$2,011,077.

4. Administration - There are various administrative costs associated with the projects and equipment purchases in the CIP. These costs are associated with collecting the revenue, insurance and legal services. These administrative costs range from \$477,000 to \$537,000 in the 2020-2024 CIP.

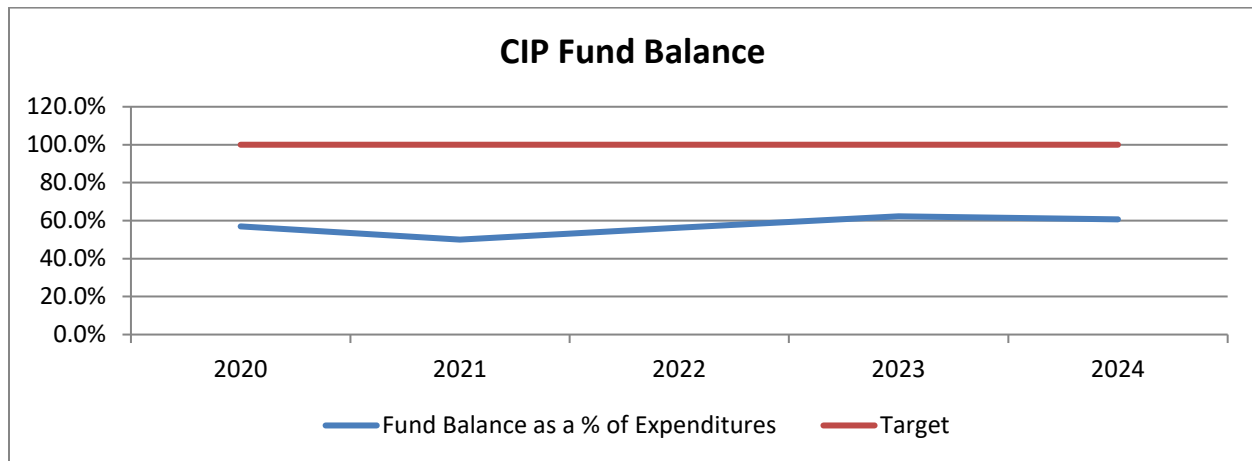
When excluding projects to be bonded, project expenditures are higher in 2021, due primarily to arterial improvements and repair or replacement of windows and doors in the Municipal Building. The exclusion of bonded projects level out the expenditures since the largest projects funded by the City are typically bonded.

The City's debt service payments trend upward due to new debt scheduled for issuance in 2020 and 2022. The new payments are partially offset in 2022 by the conclusion of payments on the debt issued for the Community Center expansion and renovation of the Police Building.



The fund balance is the amount of money left in the fund after the revenue has been received and the expenditures have been paid. Traditionally, the City's goal is to maintain a projected CIP Fund balance at the end of each year approximately equal to the amount of projected expenditures for that year. Since income tax revenues flow into the CIP Fund throughout the year, this practice ensures there is adequate cash in the fund to proceed with the projects and equipment purchases at any time during the year and it limits the temporary financing needed by the City for items scheduled to be bonded. It also allows the City to pursue opportunities that arise regarding new capital investments and enables the City to respond to unanticipated needs such as when a culvert collapsed on McCoy Avenue several years ago. Excluding the new bond revenue and the cost of new bonded projects, the fund balance target is not met in any year of the CIP due to the demands

placed on the program. This is a situation that will need to be monitored to determine if the lower fund balance amounts are sufficient to support the adopted program. The City is more able to meet cash flow demands of the CIP with a lower fund balance when the City's General Fund Balance meets or exceeds the City Council's policy of at least 35% of General Fund expenditures.



Categories of Projects

The City has five categories of projects to assist with determining the importance of each one.

Legal Mandates – This category includes projects the City is legally mandated to complete. The 2020-2024 CIP includes a number of sanitary sewer projects that are mandated by a Consent Order between the Ohio Environmental Protection Agency and the City, and a project for grit pad installation and service yard improvements which are required to comply with stormwater quality regulations.

Essential for Basic Services – This category includes projects that must be completed in order to continue to provide the level of basic services that has historically been provided by the City. The 2020-2024 projects in this category maintain existing infrastructure of the City such as streets, sidewalks and buildings.

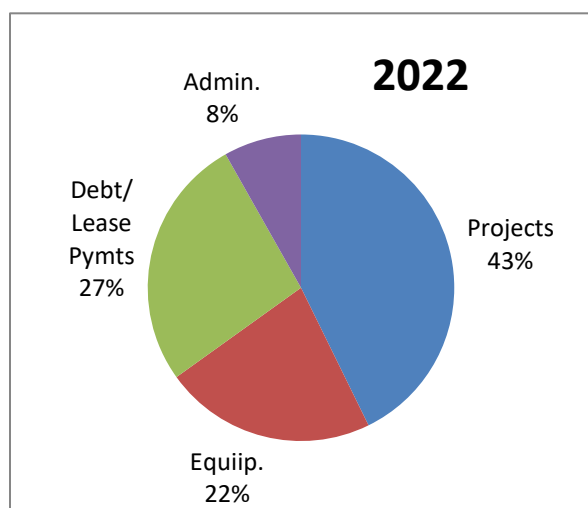
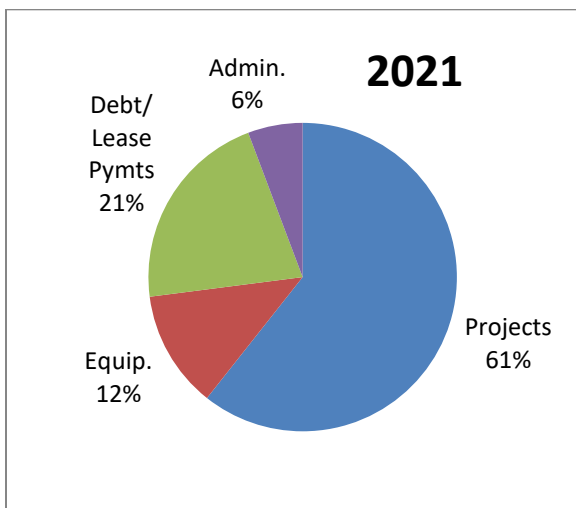
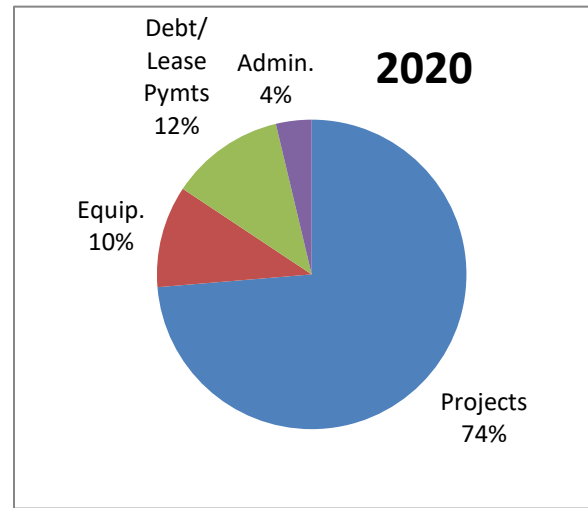
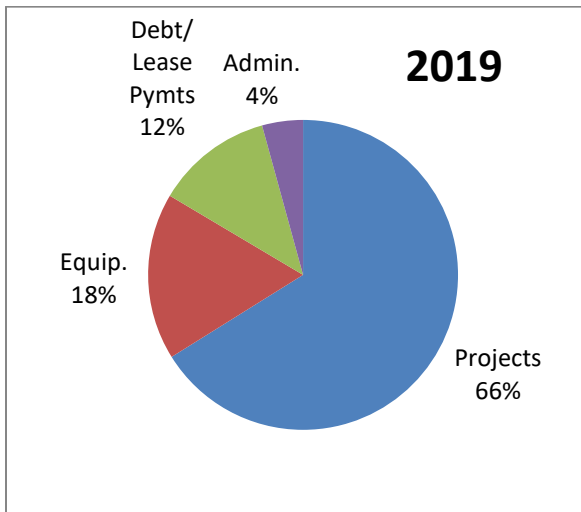
Improvement to Basic Services – This category includes projects that enhance an existing service offered by the City. The 2020-2024 projects in this category primarily include renovations to parks and playgrounds, energy conservation improvements in City buildings and other improvements to City buildings

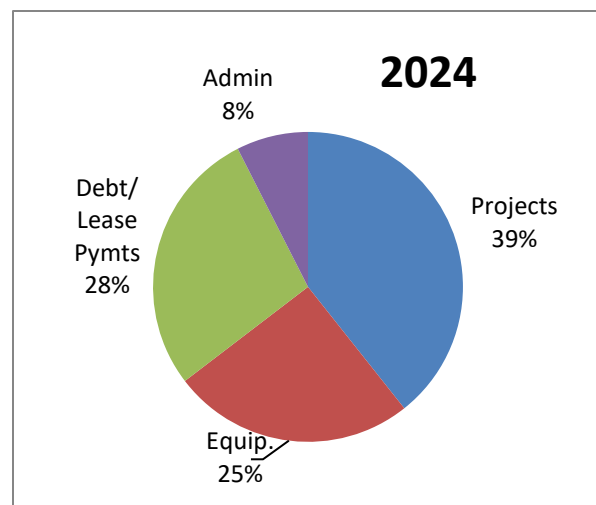
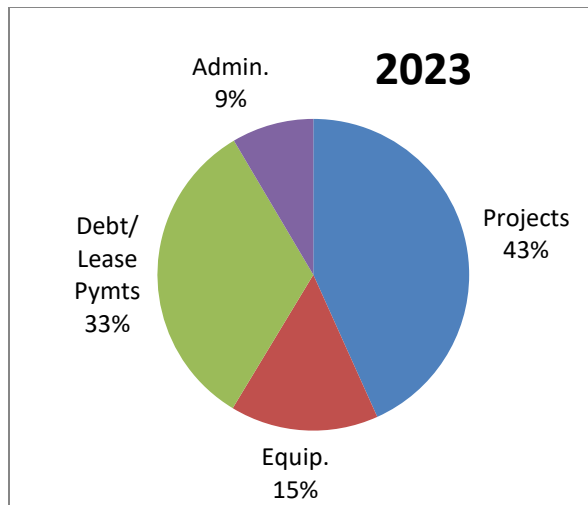
Enhancement / Discretionary – This category includes projects that provide something new that has not been historically provided by the City. The 2020-2024 projects in this category include enhancements to the bike and pedestrian improvements and wayfinding signage.

Capital Improvements Program Comparisons

The City's allocation of expenditures from the CIP Fund across the four categories of projects, equipment, debt service and administration varies from year to year depending on identified needs. The following charts show the percent of expenditures allocated to each area by year, including a comparison with 2019. Under the proposed CIP, the amount spent on projects is notably higher in 2020 and 2021 than in the other three years. This is due primarily to the Kenyonbrook Trunk Sewer project in 2020, additional sanitary sewer improvements in 2020 and 2021, significant investments in the Police Building in 2020, McCord Park renovations in 2020 and the energy conservation improvements for City buildings in 2021. Debt service as a percentage of expenditures increases significantly throughout the five years of the proposed CIP due to bond issuances planned for 2020 and 2022.

CIP Fund Categories of Expenditures

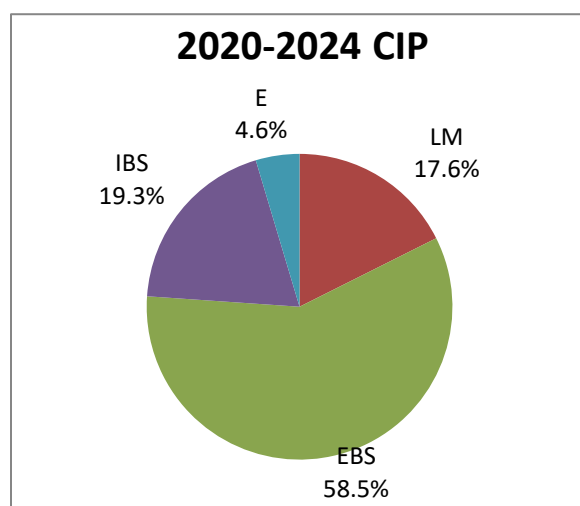
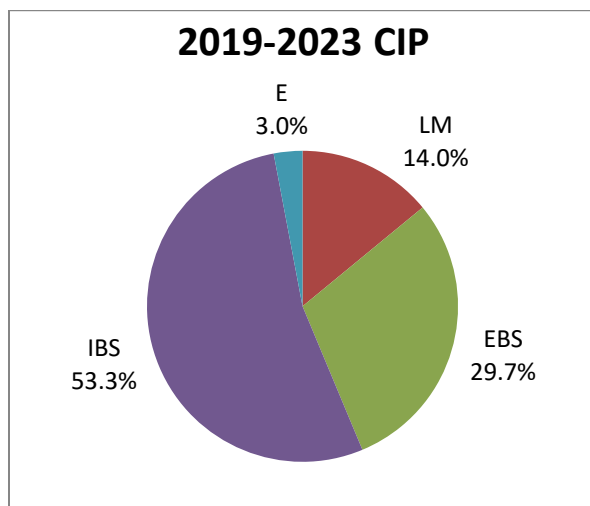




The charts above include all expenditures in the CIP. When bonded projects and equipment are excluded, expenditures for projects in the proposed CIP equal 38-39% of CIP expenditures, with a higher amount of 45% in 2021; expenditures for equipment equal 17-18%, with higher amounts of 25% in 2020 and 24% in 2022; and expenditures for debt payments increase through the five year timeframe from 27% in 2020 to 34% in 2024. Administration expenditures are 8-9%.

The type of projects in each year across all funding sources is compared in the following charts. The projects are grouped into the categories of Legal Mandates (LM), Essential for Basic Services (EBS), Improvements to Basic Services (IBS), Enhancement / Discretionary (E), and Assessment Projects (AP). These categories are explained in the previous section. The 2020-2024 CIP does not have any projects in the category of Assessment Projects.

Types of Projects



Existing and Anticipated Debt

The City's proposed 2020-2024 CIP includes annual debt, loan and lease payments ranging from \$1,531,077 to \$2,001,077. This is a combination of payments on existing debt and payments on anticipated debt.

The City's existing debt obligation consists of the following breakdown:

2015 Refunding Bonds for the Police Division and Community Center Improvements

Interest: 1.62%

Original Issuance: \$4,590,000

Remaining Principal as of 1/1/2020: \$1,550,000

Principal Payment due in 2020: \$770,000

Interest Payment due in 2020: \$25,110

Date of Maturity: December 2021

20 Year Loan from the Ohio Public Works Commission for ADA Ramps at Intersections

Interest: 0%

Original Issuance: \$156,201

Remaining Principal as of 1/1/2020: \$66,385.31

Annual Payments: \$7,810.06

Date of Maturity: December 2028

30 Year Loan from the Ohio Public Works Commission for Kenyonbrook Sanitary Sewer

Interest: 0%

Original Issuance: \$612,816

Remaining Principal as of 1/1/2020: \$520,892.76

Annual Payments: \$20,428

Date of Maturity: December 2045

2017 Various Purpose Bonds for Northeast Gateway Design, Sanitary Sewer Repairs & Bond Anticipation Note Repayment

Interest: 2.21%

Original Issuance: \$3,960,000

Remaining Principal as of 1/1/2020: \$3,295,000

Principal Payment due in 2020: \$235,000

Interest Payment due in 2020: \$72,820

Date of Maturity: December 2031

The City issued a Bond Anticipation Note in September 2019 to pay off a Bond Anticipation Note issued in September 2018 in the amount of \$4,460,000. The new Bond Anticipate Note is in the amount of \$4,290,000 with a net interest cost of 1.37%. The projects included in the Note were the East Wilson Bridge Road waterline, Fire Station roof, Community Center south end roof, improvements to Northbrook Sewer, Kenyonbrook and Hardy Way sewer design and energy conservation improvements at the Community Center and Griswold Center.

The Northeast Gateway project will continue to move forward with construction in 2020. This project is not reflected in this year's CIP as it was listed for 2019 even though it is a multi-year project. The City will have two forms of debt related to this project. As noted in the Uncertainties section above, the City has applied for a loan in the amount of \$4,500,000 from the State Infrastructure Bank (SIB) with an anticipated loan period of four to five years until it can be paid off using federal transportation funds. The SIB charges an interest rate of 3.0% and the City expects to be responsible for some, and perhaps all, of the interest during the timeframe of the loan.

The second form of debt related to the Northeast Gateway project is for the City's share of the cost of the project. The project's funding comes from a combination of federal, state and local (City) funding sources. The City's local share will be included in the anticipated bond issuance in 2020 and is currently projected to be \$1,700,000.

There are two CIP items scheduled for 2019 which will be debt-financed. The City purchased new public safety and other City radios in 2019 at a total cost of \$514,053. These were leased and the annual payment of \$92,388 is included in the Administration expenditures in the proposed CIP. The 2019 project involving Rush Run Stream Restoration in advance of the Northeast Gateway Project is also being debt-financed and will be included in the 2020 bond issuance shown in the proposed CIP. The project cost is \$537,155.

The 2020-2024 CIP includes additional debt for the following projects:

Kenyonbrook Trunk Sewer Improvements	\$2,100,000
Sanitary Sewer Repairs & Rehabilitation	\$2,000,000
Police Building HVAC	\$1,500,000
Police Building Roof	\$425,000
Rush Run Stream – Huntley Bowl Improvements	\$420,000
McCord Park Renovations	\$1,800,000
Waterline Improvements	\$2,000,000
City Buildings Energy Conservation Improvements	\$955,000
Fire Engine Rescue	\$725,000

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2020							
Kenyonbrook Trunk Sewer Improvement (construction)	S&E	LM		\$2,100,000			\$2,100,000
Change: Moved from 2019							
Replacement of Kenyonbrook sewer from High St to New England Ave. This section of sewer was identified in the 2011 Southeast sewer study as needing replaced and rehabilitated. Cost estimate includes a pump station, design and construction.							
Sanitary Sewer Repair & Rehabilitation	S&E	LM		\$1,000,000			\$1,000,000
Change: Formerly labeled as North Districts Sanitary Sewer Improvements; combined with Sanitary Sewer Repairs & Linings previously listed in CIP							
Design, repair, rehabilitation and/or replacement of sanitary sewer infrastructure.							
Arterial Pavement Preservation	S&E	EBS	\$185,000				\$185,000
Change: Name change from Arterial Microsurfacing; cost increased from \$175,000							
As part of the City's maintenance of arterial roadways, this project performs microsurfacing on Linworth Road, south corporation limit to Snouffer; and Snouffer, from Linworth Road to Linbrook.							
Building Improvement Program	S&E	EBS	\$200,000				\$200,000
Change: None							
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.							
CBD Paver Renovation	S&E	EBS				\$20,000	\$20,000
Change: None							
This is a phased project over four years (this is final year) to remove, level and reset sidewalk pavers from the Village Green Drive South to South Street							
Community Center Pools Resurfacing	P&R	EBS	\$120,000				\$120,000
Change: New							
Resurfacing of the diamond brite on the pool walls and floor. This would be the second phase as we did the lazy river in 2019. This would address the remaining pool areas to restore our diamond brite. Over time, we are experiencing severe pitting which results in a very abrasive surface resulting in cuts on feet and rough areas on the pool walls and floor. This is the first resurfacing since the opening of the pool in 2003.							

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2020							
Community Center South End Door Replacements	P&R	EBS	\$48,000				\$48,000
Change: Reduced from \$70,000							
Replacement of exterior doors on the south end of the Community Center. These wood doors have reached the end of their useful life.							
Culvert Repair at Linworth Run - Design	S&E	EBS	\$25,000				\$25,000
Change: New							
This culvert is badly corroded. The pipe invert is no longer structurally sound. This project entails an engineering analysis, determination of appropriate remediation approach, and development of construction documents based on the selected approach.							
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000				\$25,000
Change: None							
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.							
Fire Station Bathroom/Shower Renovation - 2nd Floor	FD	EBS	\$100,000				\$100,000
Change: New							
Total rehabilitation of the main shower room on second floor to make four separate bathrooms with common locker room. This room has caused water damage to the training room/Emergency Operations Center twice in the past three years and needs to be completely renovated with new flooring to stop this from occurring. This space has not been renovated since the building was built in 1994.							
Perry Park Backflow Preventer	P&R	EBS	\$70,000				\$70,000
Change: New							
Due to regulations enforced by the City of Columbus, we have been directed to move our existing backflow preventer out by the meter pit at Perry Park. The project will include installing a new backflow preventer, hot box, sump pump in pit, and new electric to the location.							
Police Building HVAC & Remediation	S&E	EBS		\$1,500,000			\$1,500,000
Change: New							
Replacement of HVAC system, carpets, ceiling tiles, & building envelope improvements based on recommendation of Environmental Consultants							
Police Building Roof Repair	S&E	EBS		\$425,000			\$425,000
Change: New							
Design and repair of failing Police Station roof.							

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2020							
Rush Run Stream - Huntley Bowl Improvements	S&E	EBS		\$420,000			\$420,000
Change: Increased from \$250,000; focused on improvements at Huntley Bowl Park							
Excavation at the site and retrofit of the outlet control structure at Huntley Bowl Park for managing stormwater flow.							
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000		\$900,000
Change: None							
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$150,000 each year are transferred into the CIP Fund to help fund this project.							
Traffic Signal Improvement Program	S&E	EBS	\$50,000				\$50,000
Change: None							
Bi-annual project for the replacement and updating of traffic signal equipment at various signalized intersections in the City. Improvements are prioritized by repair history, equipment obsolescence and service life.							
McCord Park Renovations	P&R	IBS		\$1,800,000		\$1,000,000	\$2,800,000
Change: Dropped phasing from title; increased City's contribution from \$400,000							
Implementation of the adopted conceptual plan for the renovation of McCord Park. Improvements will likely include renovation of the ball diamonds, restroom/storage facility, Wilson Bridge entrance, drives, parking areas, circular multi-use trail, multi-use sports field, playground, two shelter houses and a train observation area. The City's funding will need to be supplemented by external funding to achieve the full conceptual plan.							
Perry Park Building Electrical Upgrade	P&R	IBS	\$25,000				\$25,000
Change: New							
Currently the ball diamond lights are turned on by using breakers and not switches. This project installs contacts to allow the lights to be controlled with switches to improve safety and to move them out of the Worthington Youth Boosters shed which will also resolve some issues with joint access.							
Selby Park Playground Replacement	P&R	IBS	\$275,000				\$275,000
Change: Increased from \$225,000							
Replacement of the Selby Park Playground. The playground is 19 years old and upon recent inspections has started to show significant breaking down of various platforms and walkways on the play structure in addition to significant wear on the rubber surfacing. The playground is one of the most heavily utilized in the city.							

Proposed 2020-2024 Capital Improvement Program - Projects								
Project	Dept.	Category	Funding					Total
			CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2020								
Streetlight Conversion to LED	S&E	IBS	\$25,000					\$25,000
Change: New								
Continuation of the conversion of City-owned streetlights to LED								
Bike & Pedestrian Improvements	P&R	E	\$100,000					\$100,000
Change: None								
The City has been evaluating the bicycle and pedestrian needs of the community and has completed a B&P Master Plan. This annual allocation provides funding to implement recommendations of the plan.								
Community Wayfinding Signage	P&B	E	\$50,000					\$50,000
Change: None								
Wayfinding uses local landmarks, signage, pathways and environmental elements to help orient residents and visitors to the City of Worthington. This phased program will allow for continued implementation of the recommendations from the wayfinding study.								
2020 Total - Projects			\$2,173,000	\$7,245,000	\$25,000	\$0	\$1,020,000	\$10,463,000
Year: 2021								
Sanitary Sewer Repair & Rehabilitation	S&E	LM	\$1,000,000					\$1,000,000
Change: Combined two projects (West & Industrial Districts Sewer Improvements and Sanitary Sewer Repairs & Lining); moved the Repairs & Lining from 2022								
Design, repair, rehabilitation and/or replacement (by priority) of sanitary sewer infrastructure identified within all of the sanitary sewer studies.								
Arterial Improvements (Huntley Road, South of Schrock to railroad tracks; Schrock Road, East Corp to railroad tracks)	S&E	EBS	\$300,000			\$300,000		\$600,000
Change: None								
Repair of curbs and gutters, storm inlets, and street base; mill and overlay of pavement; and restriping.								
Arterial Pavement Preservation	S&E	EBS	\$195,000					\$195,000
Change: Name change from Arterial Microsurfacing; cost increased from \$175,000								
As part of the City's maintenance of arterial roadways, this project performs microsurfacing on Olentangy River Road, from the south corporation limit to the north corporation limit.								

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2021							
Building Improvement Program	S&E	EBS	\$200,000				\$200,000
Change: None							
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.							
Community Center Window & Door Replacements - Art, Pottery & Childcare	P&R	EBS	\$102,000				\$102,000
Change: Increased from \$30,000 due to addition of some of the doors (\$22,000) that are moved from decrease to 2020 door project and the addition of the playground hallway and south lobby/entrance windows (\$47,000) which are in need of replacement; delayed from 2020							
Replacement of the windows in the art studio, pottery room, childcare room, south lobby/entrance, and playground hallway including some of the adjacent doors with glass in the south end of the Community Center.							
Culvert Repair at Linworth Run	P&R	EBS	\$140,000				\$140,000
Change: New							
This culvert is badly corroded. The pipe invert is no longer structurally sound. This project would be to repair or replace the culvert based on a detailed engineering analysis.							
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000				\$25,000
Change: None							
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.							
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000		\$900,000
Change: None							
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$150,000 each year are transferred into the CIP Fund to help fund this project.							
Waterline Improvements	S&E	EBS		\$500,000			\$500,000
Change: Increased from \$250,000							
This funding amount is provided to make necessary repairs based on an assessment of the City's waterlines. It is a multi-year program. Locations will be identified in the assessment.							

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2021							
Windows & Doors: Municipal Building & Griswold Center	S&E	EBS	\$375,000				\$375,000
Change: Delayed from 2019; added Griswold Center; increased from \$160,000							
Replacement of the north, south & west entry doors and all of the windows at the Municipal Building. All windows will be replaced at the Griswold Center.							
City Buildings Energy Conservation Improvements	S&E	IBS		\$950,000			\$950,000
Change: Buildings except for Police Building delayed from 2020; cost reduced to remove the Police Building							
In 2018, the City's buildings were evaluated for energy improvements that could be made to enhance energy efficiency. The first round of these improvements were installed in 2018 in the Community Center and Griswold Center. The Police Building improvements are planned for 2020. This project includes funding for the recommended improvements in the remaining city buildings (Municipal Building, Fire Station, Planning & Building Facility, Service & Engineering Building, Parks Maintenance Building, McConnell Arts Center).							
Security System Improvements	S&E	IBS	\$50,000				\$50,000
Change: None							
Bi-annual allocation to implement recommendations from the 2013 Building Security Assessment. Items include key card access for City buildings and camera systems for buildings that do not currently have them.							
Bike & Pedestrian Improvements	P&R	E	\$100,000				\$100,000
Change: None							
The City has been evaluating the bicycle and pedestrian needs of the community and has completed a B&P Master Plan. This annual allocation provides funding to implement recommendations of the plan.							
Community Wayfinding Signage	P&B	E	\$50,000				\$50,000
Change: None							
Wayfinding uses local landmarks, signage, pathways and environmental elements to help orient residents and visitors to the City of Worthington. This phased program will allow for continued implementation of the recommendations from the wayfinding study.							
2021 Total - Projects			\$2,412,000	\$2,450,000	\$25,000	\$300,000	\$0
							\$5,187,000

Proposed 2020-2024 Capital Improvement Program - Projects

Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2022							
Grit Pad Installation and Service Yard Improvements	S&E	LM	\$50,000			\$40,000	\$90,000
Change: Increased from \$50,000; \$40,000 available in already encumbered funds							
This project brings our Service & Engineering facility into Ohio EPA compliance for Phase II NPDES MS4 communities. Currently, materials storage bins and some road salt storage is uncovered and non-compliant. Crews currently must drive the vacuum truck and street sweeper to Grove City to properly dispose of excavation spoil and street sweepings. This project saves staff time and mileage by locating the required grit pad dumping facility in house. Materials bins will be covered, the salt storage secured, current stormwater catch basins will be protected and we can assure both compliance as well an environmentally responsible stewardship of the facility.							
Arterial Improvements (High Street, South Corp. to South Street)	S&E	EBS	\$400,000				\$400,000
Change: Increased cost from \$300,000							
Repair of curbs and gutters, storm inlets, and street base; mill and overlay of pavement; and restriping. Note that High Street is not included in the County License Fee Program							
Building Improvement Program	S&E	EBS	\$200,000				\$200,000
Change: None							
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.							
Community Center Fitness Floor Painting	P&R	EBS	\$15,500				\$15,500
Change: Delayed from 2020; increased from \$14,500							
Repainting of the fitness floor area of the Community Center. The area is typically painted every five years on average.							
Community Center Locker Room Painting	P&R	EBS	\$10,000				\$10,000
Change: Delayed from 2020; increased from \$9,500							
Painting of the men's and women's locker rooms on both the north and south end of the Community Center during the annual building shutdown.							
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000				\$25,000
Change: None							
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.							

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2022							
Fire Station Apparatus Bay Floor Renovation	FD	EBS	\$25,500				\$25,500
Change: New							
The apparatus bay floors are pitting and need to be repaired and sealed. This project applies epoxy coating and sealant similar to that of the garage floor at Fleet Maintenance.							
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000		\$900,000
Change: None							
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$150,000 each year are transferred into the CIP Fund to help fund this project.							
Traffic Signal Improvement Program	S&E	EBS	\$50,000				\$50,000
Change: None							
Bi-annual project for the replacement and updating of traffic signal equipment at various signalized intersections in the City. Improvements are prioritized by repair history, equipment obsolescence and service life.							
Waterline Improvements	S&E	EBS		\$500,000			\$500,000
Change: Increased from \$250,000							
This funding amount is provided to make necessary repairs based on an assessment of the City's waterlines. It is a multi-year program. Locations will be identified in the assessment.							
East Granville Road Park Playground Replacement	P&R	IBS	\$105,000				\$105,000
Change: Delayed from 2020							
Replacement of the playground at East Granville Road Park. The current playground was installed in 1993 and is in need of replacement. This has been identified as one of the priority projects by the Parks and Recreation Commission.							
Selby Park Renovations Design	P&R	IBS	\$60,000				\$60,000
Change: None							
One of the priority projects of the Parks Master Plan is to assess the west end of Selby Park including the aging shelter building and the oddly configured parking and "point" of the park. This design work would look at the best future layout for the west end of the park and assess whether to renovate or replace the existing shelter.							

Proposed 2020-2024 Capital Improvement Program - Projects								
Project	Dept.	Category	Funding					Total
			CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2022								
Bike & Pedestrian Improvements	P&R	E	\$250,000					\$250,000
Change: None								
The City has been evaluating the bicycle and pedestrian needs of the community and has completed a B&P Master Plan. This annual allocation provides funding to implement recommendations of the plan.								
Community Wayfinding Signage	P&B	E	\$50,000					\$50,000
Change: None								
Wayfinding uses local landmarks, signage, pathways and environmental elements to help orient residents and visitors to the City of Worthington. This phased program will allow for continued implementation of the recommendations from the wayfinding study.								
2022 Total - Projects			\$2,116,000	\$500,000	\$25,000	\$0	\$40,000	\$2,681,000
Year: 2023								
Arterial Improvements: W. Wilson Bridge from High St. to Olentangy River Road	S&E	EBS	\$600,000					\$600,000
Change: New								
Repair of curbs and gutters, storm inlets, and street base; mill and overlay of pavement; and restriping. Note that bridge deck replacement at SR-315 may reduce western reach.								
Building Improvement Program	S&E	EBS	\$200,000					\$200,000
Change: None								
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.								
Community Center North Locker Room Improvements	P&R	EBS	\$28,500					\$28,500
Change: Delayed from 2020; increased from \$25,000								
Improvements to the North Locker Room Shower Stalls and Lockers								
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000					\$25,000
Change: None								
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.								

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2023							
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000		\$900,000
Change: None							
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$150,000 each year are transferred into the CIP Fund to help fund this project.							
Waterline Improvements	S&E	EBS		\$500,000			\$500,000
Change: Increased from \$250,000							
This funding amount is provided to make necessary repairs based on an assessment of the City's waterlines. It is a multi-year program. Locations will be identified in the assessment.							
Community Center Wood Floor Renovation	P&R	IBS	\$32,000				\$32,000
Change: New							
Sand down and restore the wood floors in the Community Center South Gymnasium, Fitness Studio and Community Room. Over time wax and finishes build up on the floor and it is beneficial to sand them down and refinish them to restore life and appearance to the original floors.							
Fire Station Restroom/Shower Rehabilitation - 1st Floor	FD	IBS	\$64,000				\$64,000
Change: New							
Renovate main level officers toilet/shower room. Divide into two separate rooms instead of this communal room. Separate shower and bathroom facilities will more effectively accommodate the genders to the workforce and this space has not been renovated since the building was built in 1994.							
Security System Improvements	S&E	IBS	\$50,000				\$50,000
Change: None							
Bi-annual allocation to implement recommendations from the 2013 Building Security Assessment. Items include key card access for City buildings and camera systems for buildings that do not currently have them.							
Bike & Pedestrian Improvements	P&R	E	\$250,000				\$250,000
Change: None							
The City has been evaluating the bicycle and pedestrian needs of the Community and has completed a B&P Master Plan. This annual allocation provides funding to implement recommendations of the plan.							

Proposed 2020-2024 Capital Improvement Program - Projects

Project	Dept.	Category	Funding					Total
			CIP Fund	Bonds	Assessment	License Tax	Other	
2023 Total - Projects			\$2,124,500	\$500,000	\$25,000	\$0	\$0	\$2,649,500

Year: 2024								
Arterial Improvements: Proprietors Road, from Granville Rd. to Schrock Rd.	S&E	EBS	\$500,000					\$500,000
<i>Change: New</i>								
Replace all curbs and gutters, repair storm inlets, and street base; mill and overlay of pavement; and restriping.								
Building Improvement Program	S&E	EBS	\$200,000					\$200,000
<i>Change: Continuation of annual program</i>								
Annual project consisting of improvements needed to maintain the City buildings in good condition. As an ongoing project, buildings are evaluated annually and repairs are prioritized based on available funding. The Community Center is not included due to its intense public use, larger scale and specialization of projects. A detailed listing of projects will be completed based on an assessment of the City's buildings. Larger building improvement needs are included as separate CIP projects.								
Community Center Carpet Replacement	P&R	EBS	\$135,000					\$135,000
<i>Change: Delayed from 2022</i>								
The Community Center carpeting will be due for replacement at the end of its typical ten year cycle. This replaces all of the carpeting throughout the entire facility.								
Fire Hydrant Replacement & Painting	S&E	EBS	\$25,000					\$25,000
<i>Change: Continuation of annual program</i>								
Replacement of old/inoperable hydrants and maintenance of all hydrants. This is a multi-year need.								
Service & Engineering Building II Concrete Replacement	S&E	EBS	\$106,000					\$106,000
<i>Change: New</i>								
Concrete is deteriorated along with floor drains and needs replaced where we park snow equipment								
Street & Sidewalk Improvement Program	S&E	EBS	\$875,000		\$25,000			\$900,000
<i>Change: Continuation of annual program</i>								
This project consists of improvements to various streets throughout the City based on a prioritized analysis of the City's street system. Work typically includes curb & gutter repair, asphalt overlay, asphalt patching, and miscellaneous concrete repairs. The project includes the repair of sidewalks that do not meet standards for safety and condition. Repair costs for sidewalks adjacent to private property are paid by respective property owners. Overlay or sealing of parking lots is sometimes included based on need and budget. Street and sidewalk surveys, plan and specification preparation and project administration are proposed to be performed by the Department of Service & Engineering. MMVLT revenues in the amount of \$150,000 each year are transferred into the CIP Fund to help fund this project.								

Proposed 2020-2024 Capital Improvement Program - Projects							
Project	Dept.	Category	Funding				Total
			CIP Fund	Bonds	Assessment	License Tax	
Year: 2024							
Traffic Signal Improvement Program	S&E	EBS	\$50,000				\$50,000
Change: Continuation of bi-annual program							
Bi-annual project for the replacement and updating of traffic signal equipment at various signalized intersections in the City. Improvements are prioritized by repair history, equipment obsolescence and service life.							
Waterline Improvements	S&E	EBS		\$500,000			\$500,000
Change: Continuation of annual program							
This funding amount is provided to make necessary repairs based on an assessment of the City's waterlines. It is a multi-year program. Locations will be identified in the assessment.							
Fire Station Restroom Renovation - 1st Floor	FD	IBS	\$32,000				\$32,000
Change: New							
Renovate and update the men's and women's main floor toilet facilities that serve for Administrative staff and visitors to the building. These rooms have not been renovated since the building was built in 1994.							
Shaker Square Park Playground Replacement	P&R	IBS	\$110,000				\$110,000
Change: Delayed from 2022; increased from \$95,000							
Replacement of the playground at Shaker Square Park. The current playground was installed in the early 90's and is in need of replacement. This has been identified as one of the priority projects by the Parks and Recreation Commission.							
Street Sign Upgrades	S&E	IBS	\$12,500				\$12,500
Change: Delayed from 2022							
Upgrade street signs incrementally to incorporate a new color scheme and bring lettering into compliance with reflectivity							
Bike & Pedestrian Improvements	P&R	E	\$250,000				\$250,000
Change: Continuation of annual program							
The City has been evaluating the bicycle and pedestrian needs of the community. This annual allocation provides funding to implement recommendations of the plan. The allocation was increased to provide funding for recommendations from the Bike and Pedestrian Master Plan.							
2024 Total - Projects			\$2,295,500	\$500,000	\$25,000	\$0	\$0
TOTAL CIP PROJECTS			\$11,121,000	\$11,195,000	\$125,000	\$300,000	\$1,060,000
							\$23,801,000

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2020							
Computer Replacement Program	A/IT	\$60,000					\$60,000
Change: Reduced from \$85,000							
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.							
Server and Network	A/IT	\$80,000					\$80,000
Change: Increased from \$55,000; re-allocated funding across the CIP							
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Division. This is an annual program to provide for growth and programmatic renewal.							
Fire Hose	FD	\$10,000					\$10,000
Change: None							
Replacement fire hose program. The Fire Division hoses used for fire suppression are reaching the end of their life-cycle and exceed recommendations for replacement. The accepted recommendation is to replace fire hose after 10 years of use. Much of our fire hose exceeds the 10 year recommendation and some of it is over 18 years old.							
Fire Initial Issue	FD	\$18,000					\$18,000
Change: None							
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.							
Firefighter Personal Protection Equipment	FD	\$48,000					\$48,000
Change: None							
Firefighter structural firefighting protective equipment							
Mobile Data Terminals for Fire Vehicles	FD	\$75,000					\$75,000
Change: None							
Replacement of the mobile data terminals (computers) in the Fire & EMS vehicles.							
Self Contained Breathing Apparatus (SCBAs)	FD	\$300,000					\$300,000
Change: Delayed from 2019; replaced grant funds with City funds							
Replacement of breathing apparatus the firefighters use to protect themselves from smoke and other harmful chemicals. The SCBA equipment is over ten years old and at the end of its useful life.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2020							
Small Equipment Replacement	FD	\$15,000					\$15,000
Change: None Replace various small equipment							
SUV (BN101/0523)	FD	\$60,000					\$60,000
Change: None Replacement of BN101/0523 Command Vehicle.							
Community Center Fitness Equipment	P&R	\$56,000					\$56,000
Change: New Replacement of select fitness equipment on the fitness floor at the Community Center. All of the equipment is typically replaced every five years. We did not use about \$35,000 of our allocated funds in 2019 which will carry over to offset part of this expense.							
Pool Filter Sand	P&R	\$13,000					\$13,000
Change: Accelerated from 2021; decreased from \$25,700 Removal of the sand and gravel in the leisure, fitness and spa filters; repair of any broken or cracked laterals; and then refill with gravel and sand. The media in these filters typically has about a ten year life expectancy before needing replacement.							
Small Equipment Replacement	P&R	\$15,000					\$15,000
Change: None Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.							
Turf Mowers	P&R	\$14,000					\$14,000
Change: None Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.							
Mobile Data Terminals - Police	PD	\$25,000					\$25,000
Change: Increased from \$22,500 When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2020							
Police Building Furniture	PD	\$15,000					\$15,000
Change: New Furniture replacement after HVAC improvements are installed.							
Police Cruisers	PD	\$155,000					\$155,000
Change: Increased from \$130,000 A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement and upfitting.							
Police Initial Issue	PD	\$20,000					\$20,000
Change: New Anticipation of the need to hire two officers to fill vacancies due to officer/staff retirements. This funding covers costs to outfit new officers with all uniform requirements other than a ballistic vest, which are included in the operating budget as part of the collective bargaining agreement.							
Records Management Software	PD	\$250,000					\$250,000
Change: New The current Record System (RMS) was purchased from VisionAir/Tri-Tech/Central Square and has been in use since 2003. The current vendor (Central Square) may no longer provide updates to support this product.							
Cargo Van (#0420)	S&E	\$30,000					\$30,000
Change: None Replacement of a 2004 Chevrolet Astro Van							
Pressure Washer (#4202)	S&E	\$16,000					\$16,000
Change: Increased from \$9,000 Replacement of the 1997 Building Two Hotsy Pressure Washer. Experiencing high maintenance and problems with parts availability.							
Scan Tools for Garage	S&E	\$15,000					\$15,000
Change: None Replace/Upgrade Garage Tools (engine/body scanner, ABS scanner/programmer)							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2020							
Small Equipment Replacement	S&E	\$10,000					\$10,000
Change: None							
Funding for small equipment replacement in the Service & Engineering Department as necessary. Typical equipment includes chain saws, weed wackers and other power tools.							
Wood Chipper (#0464)	S&E	\$65,000					\$65,000
Change: None							
Replacement of a 2006 Carlton Wood chipper. Used regularly by Parks and Service departments.							
2020 Total - Equipment		\$1,365,000	\$0	\$0	\$0	\$0	\$1,365,000

Year: 2021							
Computer Replacement Program	A/IT	\$60,000					\$60,000
<i>Change: Reduced from \$85,000</i>							
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.							
Payroll & Accounting Software	A/IT	\$200,000					\$200,000
<i>Change: None</i>							
The Finance Department's accounting and payroll software was last updated in 2009. The current software supplied by CMI is run on jBASE which will no longer be supported effective December 2022. Additionally, CMI is moving to an updated product and will soon stop supporting the current version of Client Server.							
Server and Network	A/IT	\$40,000					\$40,000
<i>Change: Reduced from \$155,000; costs re-allocated across the CIP</i>							
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Division. This is an annual program to provide for growth and programmatic renewal. This year funds replacement of servers on a four year schedule.							

Proposed 2020-2024 Capital Improvement Program - Equipment							
Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2021							
Fire Initial Issue	FD	\$18,000					\$18,000
Change: None							
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.							
Firefighter Protection Equipment	FD	\$45,000					\$45,000
Change: None							
Firefighter Personal Protective Equipment/Structural firefighting gear							
SCBA Filling Station	FD	\$41,000					\$41,000
Change: Delayed from 2020 and spread across two years							
Replacement of the breathing air system air compressor and cascade bottles							
Small Equipment Replacement	FD	\$15,000					\$15,000
Change: None							
Replacement of various small equipment in the Fire Division.							
SUV (C101/0521)	FD	\$62,000					\$62,000
Change: Accelerated from 2022; increased from \$60,000							
Replacement of C101/0521 Command Vehicle.							
Community Center Basketball Backboards/Equipment	P&R	\$31,000					\$31,000
Change: Delayed from 2021; increased from \$30,000							
Replacement of all eight electronically operated basketball backboards, operators, pullies, cables, and relays in the Community Center gymnasiums. This price includes installation.							
Community Center Digital Screen Replacement	P&R	\$10,500					\$10,500
Change: Delayed from 2020; increased from \$10,000							
Existing screens are discontinued and no longer have software support. New technology would allow us to continue utilizing the screens for class/rental locations/times, promotion, patron information and updates.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2021							
Community Center Fitness Equipment	P&R	\$131,000					\$131,000
Change: Increased from \$130,000							
Replacement of select fitness equipment on the fitness floor at the Community Center. All of the equipment is typically replaced every five years.							
Community Center Variable Speed Drives Replacement	P&R	\$17,000					\$17,000
Change: Delayed from 2020; increased from \$16,500							
Replacement of four VFD (variable speed drives) in the Community Center. These are all original to the building (2002) and have a life expectancy of 8-10 years. These drives control the amount of energy used by the motor and pumps for the pool and HVAC system.							
Small Equipment Replacement	P&R	\$15,000					\$15,000
Change: None							
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.							
Turf Mowers	P&R	\$14,000					\$14,000
Change: None							
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.							
Mobile Data Terminals - Police	PD	\$25,500					\$25,500
Change: Increased from \$23,000							
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.							
Police Cruisers	PD	\$157,000					\$157,000
Change: Increased from \$132,000							
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.							
Police Initial Issue	PD	\$20,000					\$20,000
Change: New							
Anticipation of the need to hire two officers to fill vacancies from officer/staff retirements. This funding covers costs to outfit new officers with all uniform requirements other than a ballistic vest, which are included in operating as part of the collective bargaining agreement.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2021							
4x4 Utility Vehicle (#0480)	S&E	\$16,500					\$16,500
Change: Delayed from 2020; increased from \$12,000							
Replacement of a 2004 RTV900W Utility Vehicle that will be 16 years old							
1 Ton Dump w/Plow & Spreader (#0433)	S&E	\$114,000					\$114,000
Change: Delayed from 2020; increased from \$85,000							
Replacement of a 2012 F550 utilized daily for Service maintenance work, leaf collection and snow removal.							
Hand Tool Replacements for Garage	S&E	\$10,500					\$10,500
Change: Delayed from 2020; increased from \$10,000							
Replacement of hand tools for Garage							
Small Equipment Replacement	S&E	\$10,000					\$10,000
Change: None							
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.							
2021 Total - Equipment		\$1,053,000	\$0	\$0	\$0	\$0	\$1,053,000

Year: 2022							
Computer Replacement Program	A/IT	\$60,000					\$60,000
<i>Change: Reduced from \$85,000</i>							
This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.							
Municipal Building Furniture	A/IT	\$21,000					\$21,000
<i>Change: Delayed from 2021; increased from \$20,000</i>							
This item replaces the three tables and the four chairs in the audience area of the City Council Chambers, plus it replaces the audience chairs with chairs that can be stacked, making the room more functional for various types of meetings.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2022							
Server and Network	A/IT	\$55,000					\$55,000
<i>Change: Increased from \$15,000; costs re-allocated across the CIP</i>							
Many critical public safety and administrative systems run on infrastructure housed in the data center in the Police Division. This is an annual program to provide for growth and programmatic renewal.							
Cardiac Monitor/Defibrillators	FD	\$90,000					\$90,000
<i>Change: None</i>							
Replacement of three cardiac monitor/defibrillator units that will be 11 years old at this time. Life expectancy and usage for FDA approved patient care devices such as these is 10 years. It is anticipated with the change of ownership of Physio-Control that by 2022 (if not sooner) the current equipment we have and use daily on the Medic units will be obsolete.							
Fire Hose	FD	\$6,000					\$6,000
<i>Change: None</i>							
Replacement fire hose program. The Fire Division hoses used for fire suppression are reaching the end of their life-cycle and exceed recommendations for replacement. The accepted recommendation is to replace fire hose after ten years of use. Much of our fire hose exceeds the ten year recommendation and some of it is over 18 years old.							
Fire Initial Issue	FD	\$18,000					\$18,000
<i>Change: None</i>							
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.							
Firefighter Protection Equipment	FD	\$38,000					\$38,000
<i>Change: None</i>							
Structural firefighting personal protection/gear							
Medic Vehicle (M101/#0513)	FD	\$340,000					\$340,000
<i>Change: Delayed from 2021; increased from \$330,000</i>							
Replacement of a 2013 F550 Medic and Body (M101/#0513) with a Stryker Lift cot							
Physical Fitness Equipment	FD	\$10,600					\$10,600
<i>Change: Delayed from 2021; increased from \$10,300</i>							
Replacement of an elliptical machine and a second treadmill							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2022							
SCBA Filling Station	FD	\$42,500					\$42,500
Change: Delayed from 2021; increased from \$40,000							
Replacement of the breathing air system air compressor and cascade bottles							
Small Equipment Replacement	FD	\$10,000					\$10,000
Change: None							
Replacement of various small equipment in the Fire Division.							
SUV (C102/0522)	FD	\$62,000					\$62,000
Change: Delayed from 2021; increased from \$60,000							
Replacement of the Assistant Chief vehicle, including lighting, graphics, and radio.							
Community Center Cooling Tower Motor	P&R	\$50,500					\$50,500
Change: New							
The Community Center Cooling Tower provides air conditioning to the facility. The motor in the tower is starting to go bad and has a 15-20 year life expectancy. It is 16 years old and will likely go out in the next few years. These funds would replace the motor and prolong the life of the overall cooling tower.							
Community Center Fitness Equipment	P&R	\$141,000					\$141,000
Change: Increased from \$140,000							
Replacement of select fitness equipment on the fitness floor at the Community Center. All of the equipment is typically replaced every five years.							
Park Drinking Fountain Replacements	P&R	\$12,500					\$12,500
Change: Increased from \$10,000							
As recommended in Parks Master Plan, many of our park drinking fountains need replaced. This funding replaces one drinking fountain annually over a three year period.							
Parks Wide Area Mower (#0261)	P&R	\$75,000					\$75,000
Change: None							
Replacement of a 2012 Wide Area Mower which will be at the end of its useful life. It is used to mow parks and fields throughout the city.							
Small Equipment Replacement	P&R	\$15,000					\$15,000
Change: None							
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2022							
Turf Mowers	P&R	\$14,000					\$14,000
Change: None							
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.							
Planning & Building Training Room Furniture	P&B	\$13,000					\$13,000
Change: New							
This item replaces 10 tables and 30 chairs and adds one (4'x6') aluminum frame magnetic whiteboard. This replaces the 25 year old furniture that was previously located at City Hall in the Training Room.							
Mobile Data Terminals - Police	PD	\$26,000					\$26,000
Change: Increased from \$23,500							
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.							
Police Chemical Suits	PD	\$15,000					\$15,000
Change: New							
Ten-year replacement of officers' chemical suits.							
Police Cruisers	PD	\$160,000					\$160,000
Change: Increased from \$134,000							
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.							
3/4 Ton Pickup (#435)	S&E	\$70,000					\$70,000
Change: Delayed from 2021; increased from \$40,000 to allow for replacement with a flat bed truck							
Replacement of a 2011 Chevrolet 1500 pickup truck. This unit is used daily for the Service Department.							
Hand Tools for Garage	S&E	\$10,500					\$10,500
Change: Delayed from 2021; increased from \$10,000							
Replacement of Garage Hand Tools							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2022							
Hot Plastic Applicator (#0488)	S&E	\$16,000					\$16,000
Change: Reduced from \$20,000							
Replacement of the 2007 Trantexx Street Striping machine.							
Small Equipment Replacement	S&E	\$10,000					\$10,000
Change: None							
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.							
2022 Total - Equipment		\$1,381,600	\$0	\$0	\$0	\$0	\$1,381,600

Year: 2023							
Computer Replacement Program	A/IT	\$60,000					\$60,000
<i>Change: Reduced from \$85,000</i> This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.							
Server and Network	A/IT	\$15,000					\$15,000
<i>Change: Reduced from \$55,000; costs re-allocated across the CIP</i> Many critical public safety and administrative systems run on infrastructure housed in the data center in the police department. This is an annual program to provide for growth and programmatic renewal.							
ATV Type Unit with Trailer (530)	FD	\$36,000					\$36,000
<i>Change: Delayed from 2022; increased from \$35,000</i> Replacement for the golf cart with cot. The upgrade to an ATV-type unit will enable transport over roadways to reach partner agencies events.							
Fire Initial Issue	FD	\$18,000					\$18,000
<i>Change: New</i> We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.							

Proposed 2020-2024 Capital Improvement Program - Equipment							
Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2023							
Firefighter Protection Equipment	FD	\$45,000					\$45,000
Change: None							
Structural firefighting personal protection/gear							
Small Equipment Replacement	FD	\$10,000					\$10,000
Change: None							
Replacement of various small equipment in the Fire Division.							
SUV (#0525/ P101)	FD	\$62,000					\$62,000
Change: New							
Replacement of Chief 101 2008 Chevrolet Tahoe and Up-Fit.							
Vehicle Extrication Hydraulic Tools	FD	\$62,000					\$62,000
Change: Delayed from 2022; increased from \$60,000							
Replacement of hydraulic vehicle extrication tools that have exceeded life cycle							
Water Rescue Boats	FD	\$36,000					\$36,000
Change: Delayed from 2022; increased from \$35,000							
Replacement of the existing boat and potential addition a second type. This includes a trailer for the boat(s). The Fire Division has identified several types of bodies of water that require different types of boats to effect a water rescue.							
Dump Trailer (#252T)	P&R	\$9,600					\$9,600
Change: New							
Replacement of a 2012 Carry-On Dump Trailer							
Griswold Center Fitness Equipment Replacement	P&R	\$20,600					\$20,600
Change: Delayed from 2022; increased from \$20,000							
Replacement of the equipment in the Griswold Center fitness room. The equipment is replaced on a five year cycle and the last replacement occurred in 2017.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2023							
Small Equipment Replacement	P&R	\$15,000					\$15,000
Change: None							
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.							
Turf Mowers	P&R	\$14,000					\$14,000
Change: None							
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.							
Mobile Data Terminals - Police	PD	\$26,500					\$26,500
Change: Increased from \$24,000							
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.							
Police Cruisers	PD	\$162,000					\$162,000
Change: Increased from \$136,000							
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.							
Police Sedan (#0330)	PD	\$33,500					\$33,500
Change: Delayed from 2022; increased from \$30,000							
Replacement of a 2012 Ford Fusion and Emergency Lighting							
Police Sedan (#0332)	PD	\$33,500					\$33,500
Change: Delayed from 2022; increased from \$30,000							
Replacement of a 2012 Ford Fusion and Emergency Lighting							
3/4 Ton Pickup (#0434)	S&E	\$43,500					\$43,500
Change: Delayed from 2021; increased from \$40,000							
Replacement of a 2011 Chevrolet 1500 pickup truck. This unit is used daily for the Service Department.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2023							
Backhoe (#0458)	S&E	\$93,000					\$93,000
Change: Delayed from 2022; increased from \$90,000							
Replacement of a 1999 John Deere 310 Backhoe. Utilized for street digs and construction work.							
Fleet Service Vehicle (#0431)	S&E	\$43,500					\$43,500
Change: Delayed from 2022; increased from \$42,000							
Replacement of the Service Van with Pickup Chassis and utility body.							
Hand Tools for Garage	S&E	\$5,200					\$5,200
Change: Delayed from 2022; increased from \$5,000							
Replacement hand tools for garage							
Leaf Box	S&E	\$26,000					\$26,000
Change: New							
Replacement of the Leaf Box associated with Leaf Vacuum #0469							
Leaf Vacuum (#0469)	S&E	\$62,000					\$62,000
Change: Delayed from 2022; increased from \$60,000							
Replacement of a 2008 Dinkmar Mule This unit is used very heavily during leaf season.							
Small Equipment Replacement	S&E	\$10,000					\$10,000
Change: None							
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.							
2023 Total - Equipment		\$941,900	\$0	\$0	\$0	\$0	\$941,900

Year: 2024

Computer Replacement Program	A/IT	\$60,000					\$60,000
<i>Change: Continuation of annual program</i> This is an annual program that provides for replacement of computers throughout the City. The oldest or most problematic computers are replaced each year. Most of the computers are on a four-year replacement schedule, although certain intensive use computers are replaced more frequently.							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2024							
Server and Network	A/IT	\$15,000					\$15,000
Change: Continuation of annual program							
Many critical public safety and administrative systems run on infrastructure housed in the data center in the police department. This is an annual program to provide for growth and programmatic renewal.							
1/2 Ton Pickup (SC101/0520)	FD	\$62,000					\$62,000
Change: New							
Replacement of the Fire Station Truck, a 2008 Chevy 1500.							
Engine Rescue (E102/0512)	FD		\$725,000				\$725,000
Change: Delayed from 2023; increased from \$700,000							
Replacement of a 2006 Spartan Gladiator Engine Rescue							
Fire Initial Issue	FD	\$18,000					\$18,000
Change: New							
We anticipate the need to hire three replacement firefighters each year due to retirements or separations. This item will fund personal protective equipment and uniforms for three replacement firefighters.							
Firefighter Personal Protective Equipment	FD	\$45,000					\$45,000
Change: New							
Structural firefighting personal protection/gear							
Small Equipment Replacement	FD	\$15,000					\$15,000
Change: Continuation of annual program, increased from \$10,000							
Replacement of various small equipment in the Fire Division.							
Parks Truck (#0248)	P&R	\$41,000					\$41,000
Change: Delayed from 2023; increased from \$40,000							
Replacement of 2011 Parks Truck F250							

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
Year: 2024							
Small Equipment Replacement	P&R	\$15,000					\$15,000
Change: Continuation of annual program							
Annual replacement of small equipment in the Parks & Recreation Department. Includes non-fleet equipment typically between \$500 and \$5,000.							
Trailer #0261T	P&R	\$9,600					\$9,600
Change: Delayed from 2023; increased from \$9,000							
Replacement of 2012 Parks 6 Ton Trailer							
Turf Mowers	P&R	\$14,000					\$14,000
Change: Continuation of annual program							
Replacement of two 72 inch Z Turn mowers. Most of the City's mowers are utilized at least 30 hours per week from mid-April until early October necessitating a regular replacement program. We replace two of four mowers each year for a two year replacement cycle. With higher trade-in values and low initial purchase cost from State Contract pricing, we find that the units have less out of service time and less maintenance costs if replaced on a more frequent basis.							
UTV #0208	P&R	\$15,500					\$15,500
Change: Delayed from 2023; increased from \$15,000							
Replacement of a 2008 RTV900. Used daily in Parks operations							
Zoning Vehicle	P&B	\$29,000					\$29,000
Change: Delayed from 2023; increased from \$28,000							
Replacement of #0116 Colorado							
Mobile Data Terminals - Police	PD	\$27,000					\$27,000
Change: Continuation of annual program							
When the police cruisers are replaced, the mobile data terminals (computers) in the vehicles are also replaced. These mobile data terminals are important as they provide connection to critical information for officers when they are in the field.							
Police Cruisers	PD	\$164,000					\$164,000
Change: Continuation of annual program							
A portion of the police cruisers are replaced each year to ensure the reliability of these high use vehicles. Three cruisers are scheduled for replacement.							

Proposed 2020-2024 Capital Improvement Program - Equipment						
Equipment	Dept.	Funding				Total
		CIP Fund	Bonds	Assessment	License Tax	
Year: 2024						
Sedan (#0331)	PD	\$34,500				\$34,500
Change: Delayed from 2023; increased from \$30,000						
Replacement of a 2013 Taurus with Fusion and equipment						
Sedan (#0334)	PD	\$34,500				\$34,500
Change: Delayed from 2023; increased from \$30,000						
Replacement of a 2013 Taurus with Fusion and equipment						
Police Truck (#0326)	PD	\$51,500				\$51,500
Change: New						
Replacement of a2013 1/2 ton 4x4 quad cab pickup and police equipment.						
3/4 Ton Pickup (#4442)	S&E	\$46,500				\$46,500
Change: Delayed from 2022, increased from \$40,000						
Replacement of a 2011 Chevrolet 1500 pickup truck. This unit is used daily for the Service Department.						
Camera Van (#0432)	S&E	\$300,000				\$300,000
Change: New						
Replacement of the1997 Camera Van.						
Pickup with Plow (#0429)	S&E	\$50,000				\$50,000
Change: Delayed from 2023; increased from \$42,000						
Replacement of a 2013 3/4 T Pickup 4x4 with Plow						
Service Dept. Sedan (#0418)	S&E	\$31,000				\$31,000
Change: Delayed from 2023; increased from \$28,000						
Replacement of a 2012 Ford Fusion with a sedan.						
Small Equipment Replacement	S&E	\$10,000				\$10,000
Change: Continuation of annual program						
Funding for small equipment replacement as necessary. Typical equipment includes chain saws, weed wackers and other power tools.						

Proposed 2020-2024 Capital Improvement Program - Equipment

Equipment	Dept.	Funding					Total
		CIP Fund	Bonds	Assessment	License Tax	Other	
2024 Total - Equipment		\$1,088,100	\$725,000	\$0	\$0	\$0	\$1,813,100
TOTAL CIP EQUIPMENT		\$5,829,600	\$725,000	\$0	\$0	\$0	\$6,554,600

Proposed 2020-2024 CIP Fund Cash Flow

	Revenue	2020	2021	2022	2023	2024
	Income Tax	\$5,218,000	\$5,478,900	\$5,615,873	\$5,728,190	\$5,842,754
	MMVLT	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
	License Tax Reimbursement	\$0	\$300,000	\$0	\$0	\$0
	Grant Funds	\$0	\$0	\$0	\$0	\$0
	Debt Proceeds	\$9,454,000	\$0	\$3,450,000	\$0	\$0
	Other Revenue	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
TOTAL REVENUE		\$14,877,000	\$5,983,900	\$9,270,873	\$5,933,190	\$6,047,754

Cat.	Dept.	Projects	2020	2021	2022	2023	2024
LM	S&E	Grit Pad Installation & Service Yard Improvements			\$50,000		
LM	S&E	Kenyonbrook Trunk Sewer Improvement	\$2,100,000				
LM	S&E	Sanitary Sewer Repair & Rehabilitation	\$1,000,000	\$1,000,000			
EBS	S&E	Arterial Improvements: High, South Corp - South St.			\$400,000		
EBS	S&E	Arterial Improvements: Huntley, Schrock-RR; Schrock		\$600,000			
EBS	S&E	Arterial Improvements: Proprietors, Granville - Schrock					\$500,000
EBS	S&E	Arterial Improvements: Wilson Bridge, High-Olen River Rd.				\$600,000	
EBS	S&E	Arterial Pavement Preservation	\$185,000	\$195,000			
EBS	S&E	Building Improvement Program	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
EBS	S&E	CBD Paver Renovation	TIF				
EBS	P&R	Community Center Carpet Replacement					\$135,000
EBS	P&R	Community Center Fitness Floor Painting			\$15,500		
EBS	P&R	Community Center Locker Room Painting			\$10,000		
EBS	P&R	Community Center North Locker Room Improvements				\$28,500	
EBS	P&R	Community Center Pools Resurfacing	\$120,000				
EBS	P&R	Community Center South End Door Replacement	\$48,000				
EBS	S&E	Community Center Window & Door Replacement		\$102,000			
EBS	S&E	Culvert Repair at Linworth Run	\$25,000	\$140,000			
EBS	S&E	Fire Hydrant Replacement & Painting	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
EBS	FD	Fire Station Apparatus Bay Floor Renovation			\$25,500		
EBS	FD	Fire Station Bathroom/Shower Renovation - 2nd Floor	\$100,000				
EBS	P&R	Perry Park Backflow Preventer	\$70,000				
EBS	S&E	Police Building HVAC & Remediation	\$1,500,000				
EBS	S&E	Police Building Roof Repair	\$425,000				
EBS	S&E	Rush Run Stream - Huntley Bowl Improvements	\$420,000				
EBS	S&E	Service & Engineering Building II Concrete Replacement					\$106,000
EBS	S&E	Street & Sidewalk Improvement Program	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
EBS	S&E	Traffic Signal Improvement Program	\$50,000		\$50,000		\$50,000
EBS	S&E	Waterline Improvements		\$500,000	\$500,000	\$500,000	\$500,000
EBS	S&E	Windows & Doors - Municipal Building & Griswold Center		\$375,000			
IBS	S&E	City Buildings Energy Conservation Improvements		\$950,000			
IBS	P&R	Community Center Wood Floor Renovation				\$32,000	
IBS	P&R	East Granville Road Park Playground Replacement			\$105,000		
IBS	FD	Fire Station Restroom/Shower Rehabilitation - 1st Floor				\$64,000	
IBS	FD	Fire Station Restroom Renovation - 1st Floor					\$32,000
IBS	P&R	McCord Park Renovations	\$1,800,000				
IBS	P&R	Perry Park Building Electrical Upgrade	\$25,000				
IBS	S&E	Security System Improvements		\$50,000		\$50,000	
IBS	P&R	Selby Park Playground Replacement	\$275,000				
IBS	P&R	Selby Park Renovations Design			\$60,000		
IBS	P&R	Shaker Square Playground Replacement					\$110,000
IBS	S&E	Streetlight Conversion to LED	\$25,000				
IBS	S&E	Street Sign Upgrades					\$12,500
E	P&R	Bike & Pedestrian Improvements	\$100,000	\$100,000	\$250,000	\$250,000	\$250,000
E	P&B	Community Wayfinding Signage	\$50,000	\$50,000	\$50,000		
TOTAL PROJECTS			\$9,443,000	\$5,187,000	\$2,641,000	\$2,649,500	\$2,820,500

Equipment	2020	2021	2022	2023	2024
ADMINISTRATION/IT					
Computer Replacement Program	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Municipal Building Furniture Replacement			\$21,000		
Payroll & Accounting Software		\$200,000			
Server & Network	\$80,000	\$40,000	\$55,000	\$15,000	\$15,000
FIRE					
1/2 Ton Pickup (SC101/0520)					\$62,000
ATV Type Unit with Trailer (replace golf cart)				\$36,000	
Cardiac Monitor/Defibrillators			\$90,000		
Engine Rescue (E102/0512)					\$725,000
Fire Hose	\$10,000		\$6,000		
Fire Initial Issue	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000
Firefighter Protection Equipment	\$48,000	\$45,000	\$38,000	\$45,000	\$45,000
Medic Vehicle (#0513/M102)			\$340,000		
Mobile Data Terminals for Fire Vehicles	\$75,000				
Physical Fitness Equipment			\$10,600		
SCBA Filling Station		\$41,000	\$42,500		
Self Contained Breathing Apparatus	\$300,000				
Small Equipment Replacement	\$15,000	\$15,000	\$10,000	\$10,000	\$15,000
SUV (BN101/0523)	\$60,000				
SUV (C101/0521)		\$62,000			
SUV (C102/0522)			\$62,000		
SUV (P101/0525)				\$62,000	
Vehicle Extrication Hydraulic Tools				\$62,000	
Water Rescue Boats				\$36,000	
PARKS & RECREATION					
Community Center Basketball Backboards/Equipment		\$31,000			
Community Center Cooling Tower Motor			\$50,500		
Community Center Digital Screens		\$10,500			
Community Center Fitness Equipment	\$56,000	\$131,000	\$141,000		
Community Center Variable Speed Drives Replacement		\$17,000			
Dump Trailer (#252T)				\$9,600	
Griswold Fitness Equipment				\$20,600	
Park Drinking Fountains			\$12,500		
Parks Truck (#0248)					\$41,000
Parks Wide Area Mower (#0261)			\$75,000		
Pool Filter Sand	\$13,000				
Small Equipment Replacement	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Trailer #0261T					\$9,600
Turf Mowers (2)	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
UTV #0208					\$15,500
PLANNING & BUILDING					
Training Room Furniture			\$13,000		
Staff Vehicle (Zoning)					\$29,000
POLICE					
Mobile Data Terminals - Police	\$25,000	\$25,500	\$26,000	\$26,500	\$27,000
Police Building Furniture	\$15,000				
Police Chemical Suits			\$15,000		
Police Cruiser Replacement	\$155,000	\$157,000	\$160,000	\$162,000	\$164,000
Police Initial Issue Equipment	\$20,000	\$20,000			
Police Sedan (#0330)				\$33,500	
Police Sedan (#0332)				\$33,500	
Police Sedan (#0331)					\$34,500
Police Sedan (#0334)					\$34,500
Police Truck (#1326)					\$51,500
Records Management Software	\$250,000				

Equipment	2020	2021	2022	2023	2024
<u>SERVICE & ENGINEERING</u>					
3/4 Ton Pickup Truck (#434)				\$43,500	
3/4 Ton Pickup Truck (#435)			\$70,000		
3/4 Ton Pickup Truck (#442)					\$46,500
4x4 Utility Vehicle (#0480)		\$16,500			
Backhoe (#0458)				\$93,000	
Camera Van (#0432)					\$300,000
Cargo Van (#0420)	\$30,000				
1 Ton Dump w/ plow & spreader (#0433)		\$114,000			
Fleet Service Vehicle (#0431)				\$43,500	
Hand Tool Replacements for Garage		\$10,500	\$10,500	\$5,200	
Hot Plastic Applicator			\$16,000		
Leaf Box (for Vacuum #0469)				\$26,000	
Leaf Vacuum (#0469)				\$62,000	
Pickup with Plow (#0429)					\$50,000
Pressure Washer	\$16,000				
Scan Tools for Garage	\$15,000				
Service Dept. Sedan (#0418)					\$31,000
Small Equipment Replacement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Wood Chipper (#0464)	\$65,000				
TOTAL EQUIPMENT	\$1,365,000	\$1,053,000	\$1,381,600	\$941,900	\$1,813,100

TOTAL PROJECTS	\$9,443,000	\$5,187,000	\$2,641,000	\$2,649,500	\$2,820,500
TOTAL EQUIPMENT	\$1,365,000	\$1,053,000	\$1,381,600	\$941,900	\$1,813,100
Debt Service Transfers	\$1,280,000	\$1,570,000	\$1,400,000	\$1,760,000	\$1,750,000
OPWC Loan Payments	\$28,300	\$28,300	\$28,300	\$28,300	\$28,300
Lease Payments	\$222,777	\$222,777	\$222,777	\$222,777	\$222,777
CIP Administration	\$477,000	\$491,000	\$506,000	\$521,000	\$537,000
TOTAL CIP EXPENDITURES	\$12,816,077	\$8,552,077	\$6,179,677	\$6,123,477	\$7,171,677
REVENUE MINUS EXPENDITURES	\$2,060,923	-\$2,568,177	\$3,091,196	-\$190,287	-\$1,123,923
BALANCE	\$5,379,139	\$2,810,962	\$5,902,158	\$5,711,871	\$4,587,948

Without Debt Proceeds & Bonded Expenditures					
REVENUE	\$5,423,000	\$5,983,900	\$5,820,873	\$5,933,190	\$6,047,754
PROJECTS	\$2,198,000	\$2,737,000	\$2,141,000	\$2,149,500	\$2,320,500
EQUIPMENT	\$1,365,000	\$1,053,000	\$1,381,600	\$941,900	\$1,088,100
Debt Service Transfers	\$1,280,000	\$1,570,000	\$1,400,000	\$1,760,000	\$1,750,000
OPWC Loan Payments	\$28,300	\$28,300	\$28,300	\$28,300	\$28,300
Lease Payments	\$222,777	\$222,777	\$222,777	\$222,777	\$222,777
CIP Administration	\$477,000	\$491,000	\$506,000	\$521,000	\$537,000
EXPENDITURES	\$5,571,077	\$6,102,077	\$5,679,677	\$5,623,477	\$5,946,677
REVENUE MINUS EXPENDITURES	-\$148,077	-\$118,177	\$141,196	\$309,713	\$101,077
BALANCE WITHOUT BONDS	\$3,170,139	\$3,051,962	\$3,193,158	\$3,502,871	\$3,603,948
FUND BALANCE % OF EXPENDITURES	57%	50%	56%	62%	61%

Italics = Items to be bonded or otherwise financed

Cat. Key: PPC = Previous Project Commitments; LM = Legal Mandate; EBS = Essential for Basic Services; IBS = Improvement to Basic Services; E = Enhancement/Discretionary; AP = Assessment Project; NFR = Need for Further Review



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: 11/25/2019

To: Matthew H. Greeson

From: Scott F. Bartter, Finance Director

Subject: **Resolution No. 73-2019 - Classified Employee Compensation**

EXECUTIVE SUMMARY

This Resolution establishes the compensation for all classified positions for 2020 consistent with the 2020 budget and collective bargaining agreements.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The 2020 proposed operating budget has funded a three percent (3.0%) wage increase for all classified personnel. The 2020 compensation plan provided here reflects that 3.0% increase across all full and part-time pay ranges.

FINANCIAL IMPLICATIONS/FUNDING SOURCES

Classified positions are funded out of the General Fund, Street Maintenance & Repair Fund, State Highway Improvement Fund, Water Fund and Sanitary Sewer Fund.

ATTACHMENTS

Resolution No. 73-2019
2020 Compensation Plan

RESOLUTION NO. 73-2019

Establishing the Compensation Plan, Assigning Compensation Levels for Positions in the Classified Service, Adopting Class Specifications, Providing for Normal Work Weeks, and Repealing Resolutions No. 64-2018 and 07-2019.

WHEREAS, Section 139.05 of the Codified Ordinances of the City of Worthington provides for submission of a Compensation Plan to Council by the City Manager; and,

WHEREAS, it has been deemed necessary and proper that a revised Compensation Plan for Classified Personnel be considered; and,

WHEREAS, Council has fully considered such revised Compensation Plan; and,

WHEREAS, Council may approve said Compensation Plan or otherwise prescribe compensation policy by resolution;

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

SECTION 1. That the annual, bi-weekly, and hourly rates of compensation as indicated on the Compensation Plan which is attached hereto and made a part hereof, shall be the plan of compensation for all positions in the Classified Service of the City. Said plan shall be identified by the number of this resolution. Salary rates shall be identified by the number of this resolution. Salary rates are based on twenty-six (26) pay periods each year. In converting from annual to hourly rates for part-time service, full time service shall be considered as 2080 hours per year except for part-time firefighters. Full time service for 56-hour employees of the Worthington Division of Fire shall be considered as 2,756 hours per year.

SECTION 2. That the normal workweek for full time employees shall be forty (40) hours except for the Division of Fire and Emergency Medical Services where the normal workweek shall be 56 hours for Captains, Lieutenants, Firefighters, and Firefighter/Paramedics.

SECTION 3. Positions in the Classified Service are hereby assigned to the following ranges of the Compensation Plan.

Classified Position	Class Specification No.	Range
Police Captain	123	34

RESOLUTION NO. 73-2019

Classified <u>Position</u>	Class Specification <u>No.</u>	<u>Range</u>
Assistant Chief	182	33
Police Lieutenant	124	32
Fire Captain	183	30A
Fire Lieutenant	184	29A
Fire Prevention Lieutenant	184a	29B
Police Sergeant	125	27
Recreation Superintendent	111	26
Maintenance Superintendent	151	25
Assistant Building Inspector	145	24
Assistant City Engineer	144	24
Fleet Manager	148	24
Eng/GIS Manager	222	22
Police Officer	129	20A
Part-Time Court Liaison	130	20B
Finance Assistant	64	20
Senior Center Manager	168	20
Mechanic	162	20
Planning Coordinator	164	20
Operations Support Manager	239	20
Parks Manager	166	20
Systems Engineer	237	20
Firefighter	186	19A
Firefighter/Paramedic	188	19A
Fire Inspector/Prevention Officer	196	19B
Maintenance Supervisor	152	19
Building Maintenance Technician	214	19
Parks Supervisor	104	19
Field Inspector/Building and Zoning	146	17
Field Inspector	191	17
Marketing and Outreach Supervisor	232	17
Parks Crew Leader	246	17
Recreation Supervisor - General	113	17
Recreation Supervisor - Aquatics	207	17
Recreation Supervisor - Fitness	210	17
Recreation Supervisor - Senior Fitness	224	17
Recreation Supervisor – Pre-School	233	17
Recreation Supervisor - Senior	234	17
IT Technician	205	17
Traffic Signal Technician	154	16
GIS Analyst	242	16
Finance/Personnel Analyst	69	16

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<u>Classified Position</u>	<u>Class Specification No.</u>	<u>Range</u>
City Clerk	44	16
Part-Time Finance Specialist	219	16
Fleet Maintenance Technician	192	16
Maintenance Technician	157	15
Parks Technician	105	15
Animal Warden	133	15
Aquatics Assistant	208	15
Project Supervisor	212	15
Building Maintenance Assistant	225	15
Communication Technician	190	14A
Building Custodian II	153a	14
Finance Analyst	70	14
Help Desk Specialist	245	14
Secretary	135	12
Customer Service Coordinator	213	12
Marketing and Outreach Coordinator	231	12
Parks & Recreation Custodian	215	12
Assistant City Clerk	203	12
Management Assistant	250	12
Paralegal	227	12
Planning & Bldg. Asst.	247	12
Part-Time Communications Specialist	238	11
Part-Time Secretary	136	10
Part-Time Code Enforcement Officer	240	10
Part-Time Deputy Court Clerk	53	10
Building Custodian	153	9
Crossing Guards	134	1T
Seasonal Workers	158	2T
Part-Time Parks Maintenance Staff	251	2T
Summer Programs Coordinator	193	3T
Summer Specialist	197	4T
Summer Leader II	108	5T
Summer Leader I	110	6T
Part-Time Custodian	156	7T
Part-Time Parks & Recreation Custodian	216	7T
Student Intern	143,194,195	8T
Part-Time Firefighter	249	9T
Part-Time Support Staff	199	1P
Part-Time Lifeguard	209	1P/2P/3P
Part-Time Fitness Attendant	211	1P

RESOLUTION NO. 73-2019

Classified <u>Position</u>	Class Specification <u>No.</u>	<u>Range</u>
Part-Time Customer Service Staff	204	1P/2P
Part-Time Child Care Attendant	218	1P
Part-Time General Instructor	200	2P
Part-Time Child Care Coordinator	217	2P
Part-Time Specialized Staff	201	3P
Part-Time Specialized Staff II	241	4P
Junior Leader	220	5P
Dispatching Attendant	221	5P

Special Compensation Rates:

Building Official - Compensation at the rate of \$60.00 per hour.

SECTION 4. On and after January 1, 2020, all employees will receive compensation at the range and step within that range as reflected in this resolution and the attached compensation plan.

SECTION 5. Annual step rate increases for regular employees may, when properly recommended by procedures established by Administrative Regulation 2.2, be granted on the current merit increase anniversary date or the anniversary date of the most recent promotion.

SECTION 6. All new employees shall remain for a period of one year in the step and range at which they were hired. This one-year period shall be the probationary period.

SECTION 7. No newly hired employee shall be given a probationary or provisional appointment at a starting rate in excess of Step B of the appropriate range to which said new employee is assigned. Exception to this section will be by Council resolution only, upon request of the City Manager.

SECTION 8. Class specifications for these Classified Positions are as in the Master List retained in the Personnel Office and are hereby reaffirmed.

SECTION 9. Hourly rated employees shall be assigned to the step within the new range prescribed by this resolution, which is nearest their current pay rate.

SECTION 10. Part-time and Seasonal employees may be advanced to the next step of the appropriate salary range upon recommendation of the Department Head/Division Chief and upon approval of the Personnel Director and City Manager. Any such recommendation must include regular performance evaluations. In no event shall an employee advance more than one (1) step during the calendar year.

RESOLUTION NO. 73-2019

SECTION 11. Part-time Lifeguards designated as a Special Event Lifeguard for a specific event shall be compensated at pay range 3P.

SECTION 12. Part-time staff designated as private swim instructor, corporate fitness instructor or personal trainer shall be compensated at \$30.00 per hour as assigned for these specific duties.

SECTION 13. There shall be a Review Board consisting of the City Manager, Director of Finance, and the President of City Council, whose duty it shall be to review questioned cases of transfers from the existing compensation plan to the compensation plan in this resolution.

SECTION 14. The pay range assigned to this resolution shall be effective on January 1, 2020, and replaces all prior legislation relating to compensation of City Employees in the Classified Service

SECTION 15. Employees in the classifications of Full-time Communication Technician designated as a Communication Technician Training Officer (“CTO”) shall be compensated at an additional \$0.50-per hour for all hours when performing the duties of a CTO. CTO pay shall not apply to the employee’s overtime hourly rate.

SECTION 16. That Resolution No.64-2018, as Amended, and Resolution No. 07-2019 be and the same are hereby repealed.

Adopted _____

President of Council

Attest:

Clerk of Council

2020 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
9	Hourly	21.4280	23.1598	24.9449	26.9758
	Biweekly	1,714.24	1,852.79	1,995.59	2,158.06
	Annual	44,570.16	48,172.45	51,885.43	56,109.60
10	Hourly	22.2888	24.0788	26.0421	28.1210
	Biweekly	1,783.10	1,926.31	2,083.37	2,249.67
	Annual	46,360.64	50,083.97	54,167.57	58,491.33
11	Hourly	23.1598	25.0384	26.9758	29.1602
	Biweekly	1,852.79	2,003.08	2,158.06	2,332.81
	Annual	48,172.45	52,079.95	56,109.60	60,653.14
12	Hourly	24.0788	26.0421	28.1210	30.3220
	Biweekly	1,926.31	2,083.37	2,249.67	2,425.76
	Annual	50,083.98	54,167.57	58,491.32	63,069.84
13	Hourly	25.1265	27.1519	29.2950	31.6430
	Biweekly	2,010.12	2,172.15	2,343.57	2,531.45
	Annual	52,263.07	56,475.93	60,932.89	65,817.70
14	Hourly	26.0421	27.1519	29.2950	32.7402
	Biweekly	2,083.37	2,172.15	2,343.57	2,619.22
	Annual	54,167.57	56,475.93	60,932.89	68,099.72
14A	Hourly	30.3220	32.7402		
	Biweekly	2,425.76	2,619.22		
	Annual	63,069.83	68,099.72		
15	Hourly	26.9758	29.1602	31.4699	33.9619
	Biweekly	2,158.06	2,332.81	2,517.59	2,716.95
	Annual	56,109.58	60,653.14	65,457.46	70,640.68
16	Hourly	28.1210	30.3220	32.7402	35.3965
	Biweekly	2,249.67	2,425.76	2,619.22	2,831.72
	Annual	58,491.32	63,069.84	68,099.72	73,624.82
17	Hourly	29.1602	31.4699	33.9619	36.7504
	Biweekly	2,332.81	2,517.59	2,716.95	2,940.03
	Annual	60,653.14	65,457.46	70,640.68	76,440.89

2020 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
17A	Hourly	35.2125	37.0496		
	Biweekly	2,817.00	2,963.97		
	Annual	73,241.91	77,063.21		
18	Hourly	30.3220	32.6217	35.3965	38.1681
	Biweekly	2,425.76	2,609.74	2,831.72	3,053.45
	Annual	63,069.84	67,853.21	73,624.82	79,389.62
19	Hourly	31.4699	33.9619	36.7504	39.6694
	Biweekly	2,517.59	2,716.95	2,940.03	3,173.55
	Annual	65,457.46	70,640.68	76,440.89	82,512.36
19A	Hourly	21.8344	25.3894	27.3447	29.3964
	Biweekly	2,314.45	2,691.28	2,898.54	3,116.02
	Annual	60,175.72	69,973.28	75,362.00	81,016.49
19B	Hourly	28.9306	33.6410	36.2317	38.9502
	Biweekly	2,314.45	2,691.28	2,898.54	3,116.02
	Annual	60,175.72	69,973.28	75,362.00	81,016.49
20	Hourly	31.6430	34.1261	36.8977	41.4595
	Biweekly	2,531.45	2,730.09	2,951.82	3,316.76
	Annual	65,817.70	70,982.24	76,747.32	86,235.85
20A	Hourly	30.9022	36.4531	39.1520	45.8146
	Biweekly	2,472.18	2,916.25	3,132.16	3,665.17
	Annual	64,276.64	75,822.53	81,436.24	95,294.39
20B	Hourly	29.7537	31.1393		
	Biweekly	2,380.30	2,491.14		
	Annual	61,887.73	64,769.69		
21	Hourly	32.7402	35.3965	38.1681	41.2415
	Biweekly	2,619.22	2,831.72	3,053.45	3,299.32
	Annual	68,099.72	73,624.82	79,389.59	85,782.29
22	Hourly	34.5993	36.8977	39.8619	43.0320
	Biweekly	2,767.94	2,951.82	3,188.95	3,442.56
	Annual	71,966.46	76,747.32	82,912.72	89,506.64

2020 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
23	Hourly	35.3965	38.1681	41.2415	45.0060
	Biweekly	2,831.72	3,053.45	3,299.32	3,600.50
	Annual	73,624.82	79,389.62	85,782.29	93,612.93
24	Hourly	36.7504	39.6694	42.8559	46.2609
	Biweekly	2,940.03	3,173.55	3,428.47	3,700.87
	Annual	76,440.89	82,512.36	89,140.31	96,222.70
25	Hourly	38.1681	41.2415	44.5780	48.1102
	Biweekly	3,053.45	3,299.32	3,566.21	3,848.81
	Annual	79,389.62	85,782.29	92,721.39	100,069.19
26	Hourly	39.6694	42.8559	46.2609	49.9594
	Biweekly	3,173.55	3,428.47	3,700.87	3,996.75
	Annual	82,512.36	89,140.31	96,222.70	103,915.62
27	Hourly	48.5598	52.2306		
	Biweekly	3,884.78	4,178.45		
	Annual	101,004.31	108,639.70		
28	Hourly	41.4595	44.7639	48.1102	52.2197
	Biweekly	3,316.76	3,581.11	3,848.81	4,177.57
	Annual	86,235.85	93,108.95	100,069.19	108,616.89
29	Hourly	42.8559	46.2609	49.9594	53.9515
	Biweekly	3,428.47	3,700.87	3,996.75	4,316.12
	Annual	89,140.31	96,222.70	103,915.62	112,219.09
29A	Hourly	31.4531	32.9240		
	Biweekly	3,334.03	3,489.94		
	Annual	86,684.71	90,738.48		
29B	Hourly	41.6753	43.6243		
	Biweekly	3,334.03	3,489.94		
	Annual	86,684.71	90,738.48		
30	Hourly	44.5776	48.1102	51.9687	56.1262
	Biweekly	3,566.21	3,848.81	4,157.49	4,490.09
	Annual	92,721.39	100,069.19	108,094.84	116,742.45

2020 COMPENSATION PLAN

Range	Period	Step A	Step B	Step C	Step D
30A	Hourly	34.2403	36.2164		
	Biweekly	3,629.47	3,838.93		
	Annual	94,366.26	99,812.30		
31	Hourly	46.2609	49.9594	53.9515	58.2664
	Biweekly	3,700.87	3,996.75	4,316.12	4,661.31
	Annual	96,222.70	103,915.62	112,219.09	121,194.18
31A	Hourly	52.0227	53.1074	54.3035	
	Biweekly	4,161.82	4,248.59	4,344.28	
	Annual	108,207.25	110,463.37	112,951.27	
32	Hourly	55.7050	57.7874		
	Biweekly	4,456.40	4,622.99		
	Annual	115,866.31	120,197.80		
33	Hourly	51.2548	54.3301		
	Biweekly	4,100.39	4,346.41		
	Annual	106,610.02	113,006.53		
34	Hourly	55.5473	57.7686		
	Biweekly	4,443.78	4,621.49		
	Annual	115,538.34	120,158.72		
35	Hourly	55.9503	60.4263		
	Biweekly	4,476.02	4,834.10		
	Annual	116,376.59	125,686.71		
36	Hourly	57.5759	62.1578		
	Biweekly	4,606.07	4,972.62		
	Annual	119,757.94	129,288.12		

2020 COMPENSATION PLAN

<u>Range</u>	<u>Period</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>
1T	Hourly	16.07	17.94		
2T	Hourly	14.15	15.76		
3T	Hourly	21.25	22.21		
4T	Hourly	17.48	18.42		
5T	Hourly	15.59	16.52		
6T	Hourly	13.21	14.15		
7T	Hourly	14.64	16.22		
8T	Hourly	10.88	16.32		
9T	Hourly	15.59			
1P	Hourly	12.71	14.52	16.34	
2P	Hourly	16.34	18.18	20.00	
3P	Hourly	20.89	22.70	24.49	
4P	Hourly	27.56	29.33	31.13	32.90
5P	Hourly	8.86			



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson

From: Lori Trego, Personnel Director

Subject: **Resolution - Position Description: Part-time Court Liaison**

EXECUTIVE SUMMARY

This Resolution amends the position title and the position description for Part-time Court Liaison.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The part-time position of Court Liaison has been filled by former Police Officers that have the training and skills to assist with the coordination of cases between various courts and the Worthington Division of Police. Part-time staff in this position also serve as Bailiff and provide security to Worthington Mayor's Court. City staff recommends amending the title and position description for this position to include additional security duties at City Council meetings, Municipal Planning Commission meetings, Board of Zoning Appeals meetings and other City meetings as needed. Security provided by those in the position of Part-time Court Liaison/Security Officer should reduce the time and expense of utilizing fulltime Police Officers for these functions.

ATTACHMENTS

Resolution

RESOLUTION NO. 74-2019

Amending the Position Title and Position
Description for Part-time Court Liaison.

WHEREAS, City Council wishes to amend the title for the position of Part-time Court Liaison to the title of Part-time Court Liaison/Security Officer; and,

WHEREAS, it is necessary to amend the position description for the position of Part-time Court Liaison/Security Officer to properly reflect the duties of this position;

NOW, THEREFORE, 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 classified position of Part-time Court Liaison/Security Officer (Class Specification No. 130) as per the description attached hereto be and the same is hereby amended.

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

POSITION TITLE: Part-Time Court Liaison/Security Officer
CLASS: 130

Department: Division of Police

Title Originated: 1993

Date: December 2, 2019

Reports To: Chief of Police

Updated: 2019

General Statement of Duties:

Under the direction of the Chief of Police or their designee, the Part-time Court Liaison/Security Officer coordinates cases between applicable courts and Division of Police personnel. This position may also provide security for City Council and other City Board and Commission meetings as requested. Additional job duties include serving as Bailiff for the City of Worthington Mayor's Court and may depending on sworn or non-sworn status conduct calibration checks of division breathalyzer equipment. May be assigned employment background investigations and delivery of Council or other City Board and Commission materials as needed.

Essential Functions of the Position:

Meets with prosecutor(s) to determine if subpoenaed officers are required for testimony; presents Grand Jury summaries to Grand Jury; receives, catalogs and distributes subpoenas; coordinates the delivery of court-related paperwork and evidence from the Worthington Division of Police to court;

Attends sessions of Worthington Mayor's Court and acts as Bailiff and court security; conducts security checks and maintains visible presence in Mayor's Court and/or in the Clerk of Courts area when court is in recess; escorts defendants from court to the Clerk of Courts' area;

Obtains court disposition records for all court jurisdictions; obtains and transports evidence for court purposes; prepares documentation regarding property disposition for completed court cases; reviews docket for Mayor's Court to determine requirements for officers and evidence; directs and oversees the copying of audio and video evidence as needed for court; delivers state charges to Clerk of Courts as required;

Provides direct security presence at City Council meetings, Municipal Planning Commission meetings, Board of Zoning Appeals meetings and other City meetings as needed or requested;

May functions as the senior operator for Division's breath testing equipment. Conducts weekly calibration checks as required by the Department of Health. Responsible for maintaining the departmental site log, including ordering supplies, coordinates notification for employee recertification/proficiency testing and annual equipment calibration/inspection. Maintains required licenses and/or permits for operation and calibration of testing equipment;

Attends necessary training or seminars as identified by Chief of Police or designee;

Provides assistance with background investigations for some City hiring processes.

Knowledge, Skills and Abilities:

Knowledge of State and County criminal court systems, Ohio Revised Code and Ohio Traffic Law; laws, rules and regulations relating to the transportation and safekeeping of evidence; courtroom testimony; and, the Ohio Department of Health rules for breath testing;

Ability to establish and maintain regular schedule; establish and maintain working relationships with associates and court personnel; discuss details of criminal and traffic offenses with prosecutors and officers; may as directed conduct calibration checks on breath testing equipment; testify in court; maintain chain of custody on evidence;

Ability to use personal computers/software and office equipment;

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

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

Minimum Requirements for the Position:

High School diploma or GED and minimum of five (5) years experience as a police officer. Valid Ohio Drivers License; and the ability to obtain and maintain certification in any designated breath testing permit(s) or if sworn, Continuing Professional Training requirements as directed by the Chief of Police.

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. 74-2019; Effective _____



STAFF MEMORANDUM
City Council Meeting – December 2nd, 2019

Date: 11/26/2019

To: Matthew H. Greeson

From: Scott F. Bartter, Finance Director

Subject: **Ordinance No. 51-2019 - Additional Appropriation**

EXECUTIVE SUMMARY

The City of Worthington and Worthington City School district have a number of existing financial agreements and this Ordinance appropriates funds to reconcile the amount due. This Ordinance appropriates the funds necessary to compensate the School District and properly account for fees assessed by the Franklin County Auditor for the collection of property tax within certain TIF and CRA districts.

RECOMMENDATION

Introduce for Public Hearing on December 9th.

BACKGROUND/DESCRIPTION

The Worthington City School district is due compensation for tax revenue foregone by the School District as a result of the City having granted exemptions to certain parcels of real property. Additionally, the City is due compensation from the Worthington City School District for providing crossing guard and school resource officer services to the district.

With the adoption of Ordinance No. 33-2014 the Council approved the creation of an incentive district that encompassed approximately 80 parcels of property bounded by High Street, from South Street to North Street known as the Downtown Worthington Incentive District (the "Downtown TIF"). As part of the creation of the Downtown TIF, the City and the School District agreed through a memorandum of understanding that the City would make payments to the School District equal to one hundred percent (100%) of the amount

of taxes the Schools would have collected for the improvements but for the exemption granted in the TIF Ordinance.

For 2017 and 2018, staff has gone through each of parcels within the Downtown TIF and calculated the amount that the Schools have foregone. This calculation was confirmed upon review with the School District. For (tax year) 2017, the amount due to the School District from the Downtown TIF is \$127,398.91 and for (tax year) 2018 the amount is \$137,816.74, a total of \$265,215.65. This amount is being appropriated from the Downtown TIF Fund, 935.9020.560982.

In addition to the compensation agreement with the Schools for the Downtown TIF, the City has a compensation agreement with the Schools for existing Community Reinvestment Areas (CRA's). In 2018, the three properties with a CRA that generates an amount due to the School are:

- 535 Lakeview Plaza Blvd
- 862 Proprietors Road.
- 6600 North High St.

For (tax year) 2017 the amount of property tax exempted by CRAs was \$92,576.94; in 2018, that number dropped to \$58,870.74. The total amount due to the schools for CRA agreements for 2017 and 2018 is \$147,447.68.

The City has also provided crossing guard services to the School District for the 2017/2018 school year and the 2018/2019 school year. The total costs for the 2017/2018 school year were \$44,590.04, and for the 2018/2019 school year crossing guard costs were \$44,387.98. The implementation of the School Resource Officer (SRO) for school year 2018/2019 cost \$159,091.82, fifty percent of which is to be paid by the school district, totaling \$79,545.91.

The two attached compensation agreement calculations summarize the net amount due to the Worthington City School District for 2017 and 2018.

ATTACHMENTS

Ordinance No. 51-2019

2017 Compensation Agreement Calculation

2018 Compensation Agreement Calculation

ORDINANCE NO. 51-2019

Amending Ordinance No. 52-2018 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the General Fund, Downtown Worthington Municipal Public Improvement TIF and West Dublin-Granville Rd. Municipal Public Improvement TIF Funds Unappropriated Balance to Provide Funds for the Payment of Franklin County Auditor Fees and School Compensation.

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 City of Worthington, County of Franklin, State of Ohio:

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

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
<u>General Fund #101</u>		
101.1090.560982	School Compensation	\$ 48,000.00
<u>Downtown TIF Fund #935</u>		
935.9020.540528	County Auditor Fees	\$ 2,868.00
935.9020.560980	County Compensation	\$ 3,682.00
935.9020.560982	School Compensation	\$ 265,220.00
<u>West Dublin-Granville Rd. TIF Fund</u>		
945.9020.540528	County Auditor Fees	\$ 200.00

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

Clerk of Council

City of Worthington and Worthington City School District

Community Reinvestment Area (CRA) Compensation Agreement, Downtown TIF Compensation Agreement and Executed Memorandum of Understanding (MOU)

2017 Compensation Agreement Calculations between the City of Worthington and the Worthington City School District pursuant to the MOU executed on February 6, 2014.

WCSD Property Tax Liability Abated for Applicable CRA Properties:	\$ 92,576.94
WCSD Pilot Tax Liability Agreement for Downtown TIF Properties:	\$ 127,398.91
Less Infrastructure Costs incurred:	\$ -
Less Crossing Guard Costs for 2017/2018 School Year per Agreement:	<u>\$ 44,590.04</u>
Net Amount due to WCSD per MOU Agreement:	\$ 175,385.81
due to Downtown TIF and CRA Abated Properties for 2017 Tax Year	

City of Worthington and Worthington City School District

Community Reinvestment Area (CRA) Compensation Agreement, Downtown TIF Compensation Agreement and Executed Memorandum of Understanding (MOU)

2018 Compensation Agreement Calculations between the City of Worthington and the Worthington City School District pursuant to the MOU executed on February 6, 2014.

WCSD Property Tax Liability Abated for Applicable CRA Properties:	\$	54,870.74
WCSD Pilot Tax Liability Agreement for Downtown TIF Properties:	\$	137,816.74
Less Infrastructure Costs incurred:	\$	-
Less Student Resource Officer - 2018/2019 School Year	\$	79,545.91
Less Crossing Guard Costs for 2018/2019 School Year per Agreement:	\$	<u>44,384.98</u>
Net Amount due to WCSD per MOU Agreement:	\$	68,756.59
due to CRA Abated Properties for 2018 Tax Year		



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 27, 2019

To: Matthew H. Greeson

From: Daniel Whited, P.E.

Subject: **Ordinance No. 52-2019 - Northeast Gateway Project Design & Engineering Services**

EXECUTIVE SUMMARY

This additional appropriation will pay for necessary design and engineering services that were not included in the scope of services when the original Professional Services Agreement was executed.

RECOMMENDATION

Introduce for Public Hearing on December 9, 2019

BACKGROUND/DESCRIPTION

As the Northeast Gateway Project nears the completion of its engineering phase and enters the construction phase, additional complexities in design and management have arisen. These issues are outside of the original scope of services and were not anticipated with the original Professional Services Agreement for Design. These issues include:

- Additional design and permitting for Rush Run Upper Reach required by the Ohio Department of Transportation (ODOT)
- Design and permitting required by CSX and Norfolk Southern Railroads to extend the City fiber optic duct bank under the railroad tracks to the new intersection
- Support for interagency coordination between City, ODOT, Mid Ohio Regional Planning Commission (MORPC), and many public utilities companies in the early construction phase.
- Construction Phase management between the City, ODOT and the road construction contractor.

These additional services will allow the project to move forward without interruption while supporting continued administration of the project.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$100,000.00

ATTACHMENTS

Ordinance No. 52-2019

ORDINANCE NO. 52-2019

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 Additional Design and Engineering Services for the NE Gateway Intersection Improvement Project and all Related Expenses with said Project. (Project No. 602-14)

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. 308.8150.533330 an amount not to exceed one hundred thousand dollars (\$100,000) to pay the additional design and engineering costs of the NE Gateway Intersection Improvement Project and all related expenses (Project No. 602-14).

SECTION 2 That the City Manager be and hereby is authorized and directed to enter into an agreement with EMH&T for the provision of the aforementioned services.

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 – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson, City Manager

From: Robyn Stewart, Assistant City Manager

Subject: **Ordinance No. 53-2019 - Appropriation - New & Replacement Equipment & Various Projects**

EXECUTIVE SUMMARY

This Ordinance appropriates funds to procure the new and replacement equipment provided in the Capital Improvement Plan (CIP) for Fiscal Year 2020. This Ordinance also appropriates funds for multiple projects identified in the 2020-2024 CIP.

RECOMMENDATION

Introduce for Public Hearing on December 9, 2019

BACKGROUND/DESCRIPTION

In addition to appropriating funds for the 2020 New and Replacement Equipment program, this Ordinance appropriates funds for the CIP projects listed below. Funding for additional projects, where expenses are expected to exceed the \$50,000 competitive bid threshold, will be appropriated throughout the year. The projects funded with this Ordinance are:

1. 2020 Building Improvements Program
2. CBD Paver Renovation
3. Community Center South End Door Replacements
4. Fire Hydrant Replacement & Painting Program
5. Traffic Signal Equipment
6. Perry Park Building Electrical Upgrade
7. Streetlight Conversion to LED
8. Worthingway Stormwater Improvements
9. Design for the Culvert Repair at Linworth Run

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

This Ordinance appropriates \$1,365,000 to fund the 2020 New and Replacement Equipment Program and \$468,000 to fund the other nine projects, which is consistent with the 2020 Capital Improvements Program

ATTACHMENTS

Ordinance No. 53-2019

Equipment List

ORDINANCE NO. 53-2019

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for Appropriations From the Capital Improvements Fund Unappropriated Balance to Pay the Cost of the 2020 New and Replacement Equipment Items and for Certain Projects as Identified in the 2020 Five-Year Capital Improvements Program and all Related Expenses and Determining to Proceed with said Projects.

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8120.533428 the sum of One Million Three Hundred Sixty-Five Thousand Dollars (\$1,365,000.00) to pay the cost of 2020 New and Replacement Equipment items on the list attached hereto. The amounts shown are estimates with final costs to be within 10% of each item.

SECTION 2. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533429 the sum of Two Hundred Thousand Dollars (\$200,000.00) to pay the cost of the 2020 Building Improvement Program and all Related Expenses (Project No. 699-20).

SECTION 3. That there be and hereby is appropriated from the Downtown Tax Increment Financing Municipal Public Improvement Fund Unappropriated Balance to Account No. 935.9020.560990 the sum of Twenty Thousand Dollars (\$20,000.00) to pay the cost of the CBD Paver Renovation and all related Expenses (Project No. 612-15).

SECTION 4. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533430 the sum of Forty-Eight Thousand Dollars (\$48,000.00) to pay the cost of the Community Center South End Door Replacements and all Related Expenses (Project No. 700-20).

SECTION 5. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533391 the sum of Twenty-Five Thousand Dollars (\$25,000.00) to pay the cost of the Fire Hydrant Replacement & Painting Program and all Related Expenses (Project No. 661-18).

SECTION 6. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533389 the sum of Fifty Thousand Dollars (\$50,000.00) to pay the cost of the replacement and updating of Traffic Signal Equipment and all Related Expenses (Project No. 659-18).

ORDINANCE NO. 53-2019

SECTION 7. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.4010.533431 the sum of Twenty-Five Thousand Dollars (\$25,000.00) to pay the cost of the Perry Park Building Electrical Upgrade and all Related Expenses (Project No. 701-20).

SECTION 8. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533432 the sum of Twenty-Five Thousand Dollars (\$25,000.00) to pay the cost of the Streetlight Conversion to LED and all Related Expenses (Project No. 702-20).

SECTION 9. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8140.533434 the sum of Fifty Thousand Dollars (\$50,000.00) to pay the cost of the Worthingway Storm Water Improvements and all Related Expenses (Project No. 704-20).

SECTION 10. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.3010.533433 the sum of Twenty-Five Thousand Dollars (\$25,000.00) to pay the cost of the Design for the Culvert Repair at Linworth Run and all Related Expenses (Project No. 703-20).

SECTION 11. For purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Projects, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 12. 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

7.F. - Appropriation - New & Replacement Equipment & Various Projects

Equipment	2020
<u>ADMINISTRATION/IT</u>	
Computer Replacement Program	\$60,000
Server & Network	\$80,000
<u>FIRE</u>	
Fire Hose	\$10,000
Fire Initial Issue	\$18,000
Firefighter Protection Equipment	\$48,000
Mobile Data Terminals for Fire Vehicles	\$75,000
Self Contained Breathing Apparatus	\$300,000
Small Equipment Replacement	\$15,000
SUV (BN101/0523)	\$60,000
<u>PARKS & RECREATION</u>	
Community Center Fitness Equipment	\$56,000
Pool Filter Sand	\$13,000
Small Equipment Replacement	\$15,000
Turf Mowers (2)	\$14,000
<u>POLICE</u>	
Mobile Data Terminals - Police	\$25,000
Police Building Furniture	\$15,000
Police Cruiser Replacement	\$155,000
Police Initial Issue Equipment	\$20,000
Records Management Software	\$250,000
<u>SERVICE & ENGINEERING</u>	
Cargo Van (#0420)	\$30,000
Pressure Washer	\$16,000
Scan Tools for Garage	\$15,000
Small Equipment Replacement	\$10,000
Wood Chipper (#0464)	\$65,000
TOTAL EQUIPMENT \$1,365,000	



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson, City Manager

From: Tom Lindsey, Law Director

Subject: **Ordinance No. 54-2019 - Appropriation - Legal Fees**

EXECUTIVE SUMMARY

This Ordinance appropriates additional funding for legal services.

RECOMMENDATION

Introduce for Public Hearing on December 9, 2019

BACKGROUND/DESCRIPTION

The law firm of Baker & Hostetler has provided legal services to the City of Worthington City for over twenty-five years. The cost of the legal services is based on the number of hours spent and the billing rate for the assigned lawyer. The billing practice involves payment of a monthly retainer of \$10,000 and an annual true up of the total amount due for legal services. The total amount varies from year to year based on the number and nature of legal matters handled by the law firm. During the past eight years, the amount paid to Baker & Hostetler for legal services has ranged from a low of \$109,107 in 2015 to a high of \$430,789 in 2016. The average amount during that span was approximately \$192,000.

The requested appropriation will cover the anticipated true up of this year's legal expenses and last year's true up expenses which were paid earlier this year. Some of the matters adding to the additional expenses include the successful defense of a public records case in the Court of Claims, extended negotiations with the Fraternal Order of Police which resulted in a new collective bargaining agreement, legal advice concerning the dispatcher consolidation, and liability analysis of the non-discrimination ordinance.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$100,000

ATTACHMENTS

Ordinance No. 54-2019

ORDINANCE NO. 54-2019

Amending Ordinance No. 52-2018 (As Amended) to
Adjust the Annual Budget by Providing for
Appropriations from the General Fund
Unappropriated Balance.

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

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 General Fund unappropriated balances to:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
<u>General Fund #101</u>		
101.1060.540522	Legal Services – Law	\$100,000.00
General Fund Totals		\$100,000.00

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

CITY OF WORTHINGTON, OHIO

DEPARTMENT OF SERVICE AND ENGINEERING

CITY OF WORTHINGTON RRFB

E. DUBLIN-GRANVILLE ROAD (SR 161) AND PINGREE DRIVE

PROJECT DESCRIPTION

THIS PROJECT CONSISTS OF INSTALLING A RECTANGULAR RAPID FLASHING BEACON (RRFB) FOR THE INTERSECTION OF SR 161 AND PINGREE DRIVE. THE RRFB WILL ALSO INCLUDE A PEDESTRIAN REFUGE ISLAND ON THE CENTER LANE. THE CURB RAMP ON THE SOUTH SIDE NEAR EAST GRANVILLE PARK WILL ALSO BE RELOCATED IN ORDER TO ALIGN THE PROPOSED REFUGE ISLAND CURB RAMPS.

2019 SPECIFICATIONS

THE STANDARD SPECIFICATIONS OF THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION, INCLUDING SUPPLEMENTAL SPECIFICATIONS LISTED IN THE PLANS AND CHANGES LISTED IN THE PROPOSAL SHALL GOVERN THIS IMPROVEMENT.

INDEX OF SHEETS:

TITLE SHEET	1
SCHEMATIC PLAN	2
TYPICAL SECTIONS	3
GENERAL NOTES	4
MAINTENANCE OF TRAFFIC NOTES	5
TRAFFIC CONTROL NOTES	6
GENERAL SUMMARY	7
ROADWAY SUBSUMMARY	8
ROADWAY PLAN	9
PEDESTRIAN REFUGE DETAIL	10

FINAL PLANS

10/25/2019

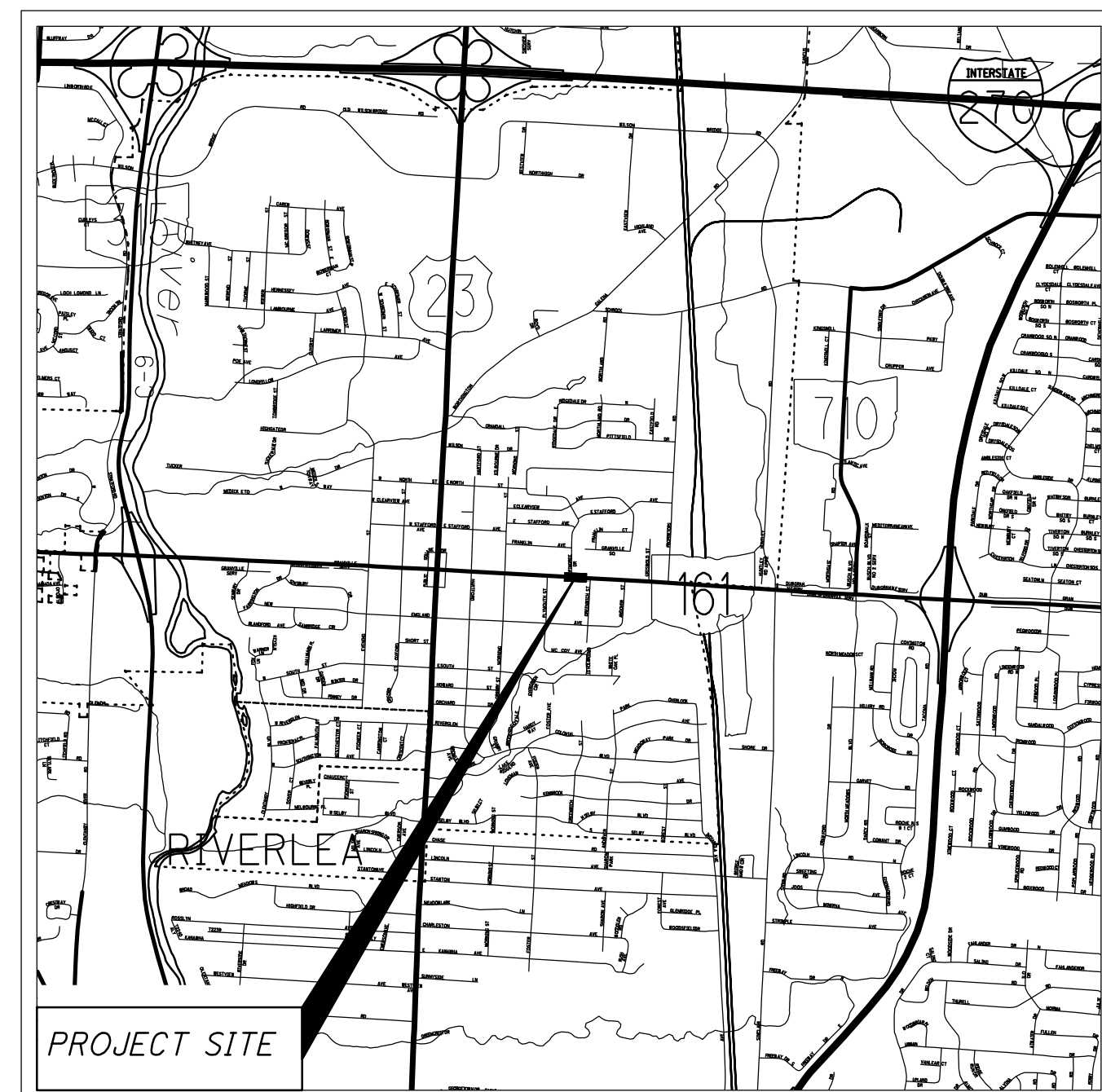
ENGINEERS SEAL:

SIGNED: _____
DATE: _____

ODOT STANDARD CONSTRUCTION DRAWINGS				CITY OF COLUMBUS STANDARD CONSTRUCTION DRAWINGS		CITY OF COLUMBUS SUPPLEMENTAL SPECIFICATIONS		ODOT SUPPLEMENTAL SPECIFICATIONS	
BP-5.1	1/18/19			2301	4/30/18	1524	5/8/14	800	10/18/19
BP-7.1	7/20/18								
MT-95.50	7/21/17								
MT-95.60	4/19/19								
MT-97.10	4/19/19								
TC-41.20	10/18/13								
TC-42.20	10/18/13								
TC-52.10	10/18/13								
TC-52.20	7/20/18								

APPROVED _____
DATE _____ DIRECTOR OF SERVICE AND ENGINEERING

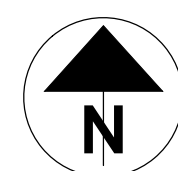
APPROVED _____
DATE _____ CITY MANAGER



LOCATION MAP

LATITUDE: 40°05'19" LONGITUDE: 83°00'36"

SCALE IN MILES
0 1 2 3 4



PORTION TO BE IMPROVED _____
INTERSTATE HIGHWAY _____
FEDERAL ROUTES _____
STATE ROUTES _____
COUNTY & TOWNSHIP ROADS _____
OTHER ROADS _____

DESIGN DESIGNATION

CURRENT ADT (2019) _____ 15865
DESIGN YEAR ADT (2039) _____ 17524
DESIGN HOURLY VOLUME (2039) _____ 1750
DIRECTIONAL DISTRIBUTION _____ 47%
TRUCKS (24 HOUR B&C) _____ 3%
DESIGN SPEED _____ 40
LEGAL SPEED _____ 35
DESIGN FUNCTIONAL CLASSIFICATION: URBAN PRINCIPAL ARTERIAL

NHS PROJECT _____ N/A

DESIGN EXCEPTIONS _____ N/A



Click, Call or Tap Before You Dig



FEDERAL PROJECT NO.

N/A

PID NO.

N/A

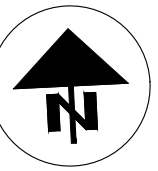
CONSTRUCTION PROJECT NO.

RAILROAD INVOLVEMENT

N/A

WORTHINGTON RRFB

1
10



BENCHMARKS (NAVD 88)

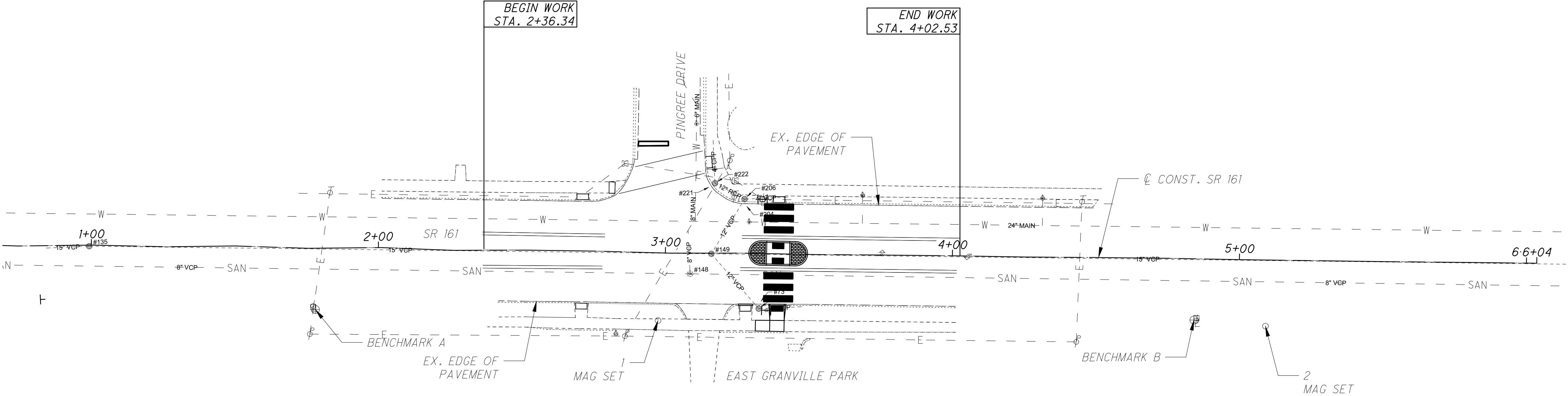
BM "A", EL = 880.60
A CHISELED SQUARE LOCATED ON THE SOUTHEAST CORNER OF THE
CONCRETE BASE OF THE LIGHT POLE. LOCATED APPROXIMATELY 130 FEET
WEST OF PINGREE DRIVE ON THE SOUTH SIDE OF STATE ROUTE 161.

BM "B", EL = 893.99
A CHISELED SQUARE LOCATED ON THE SOUTHWEST CORNER OF THE
CONCRETE BASE OF THE LIGHT POLE. LOCATED APPROXIMATELY 180 FEET
EAST OF PINGREE DRIVE ON THE SOUTH SIDE OF STATE ROUTE 161.

DATUMS/BASIS OF BEARING

ALL HORIZONTAL COORDINATES AND BEARING AS SHOWN ARE PROJECT
GROUND BASED ON THE OHIO STATE PLAN COORDINATE SYSTEM,
SOUTH ZONE, AND REFERENCE THE NORTH AMERICAN DATUM OF 1983
AND THE 2011 ADJUSTMENT (NAD 83(2011)).

ALL ELEVATIONS SHOWN ARE BASED ON THE NORTH AMERICAN
VERTICAL DATUM OF 1988 (NAVD 88).

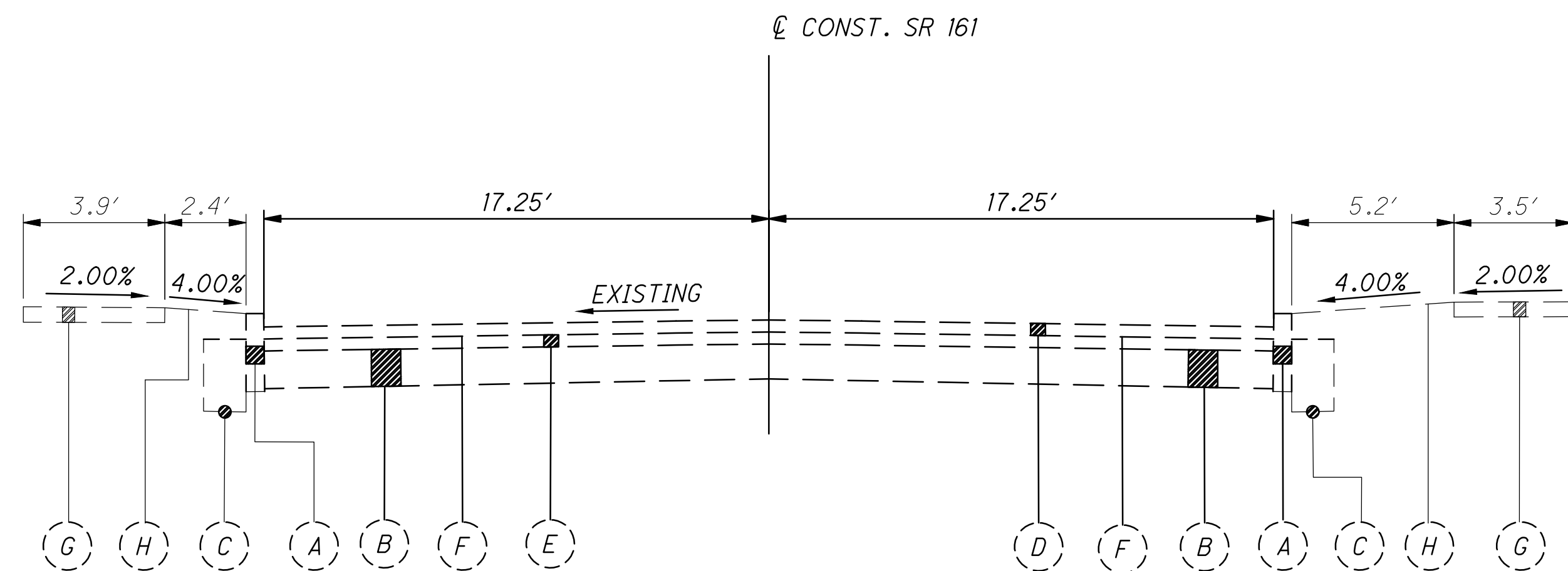


SURVEY CONTROL POINTS				
POINT	NORTHING	EASTING	ELEVATION	DESCRIPTION
1	761088.14	1825803.90	886.06	MAG SET
2	761076.87	1826015.23	894.52	MAG SET

SCHEMATIC PLAN

WORTHINGTON RRFB

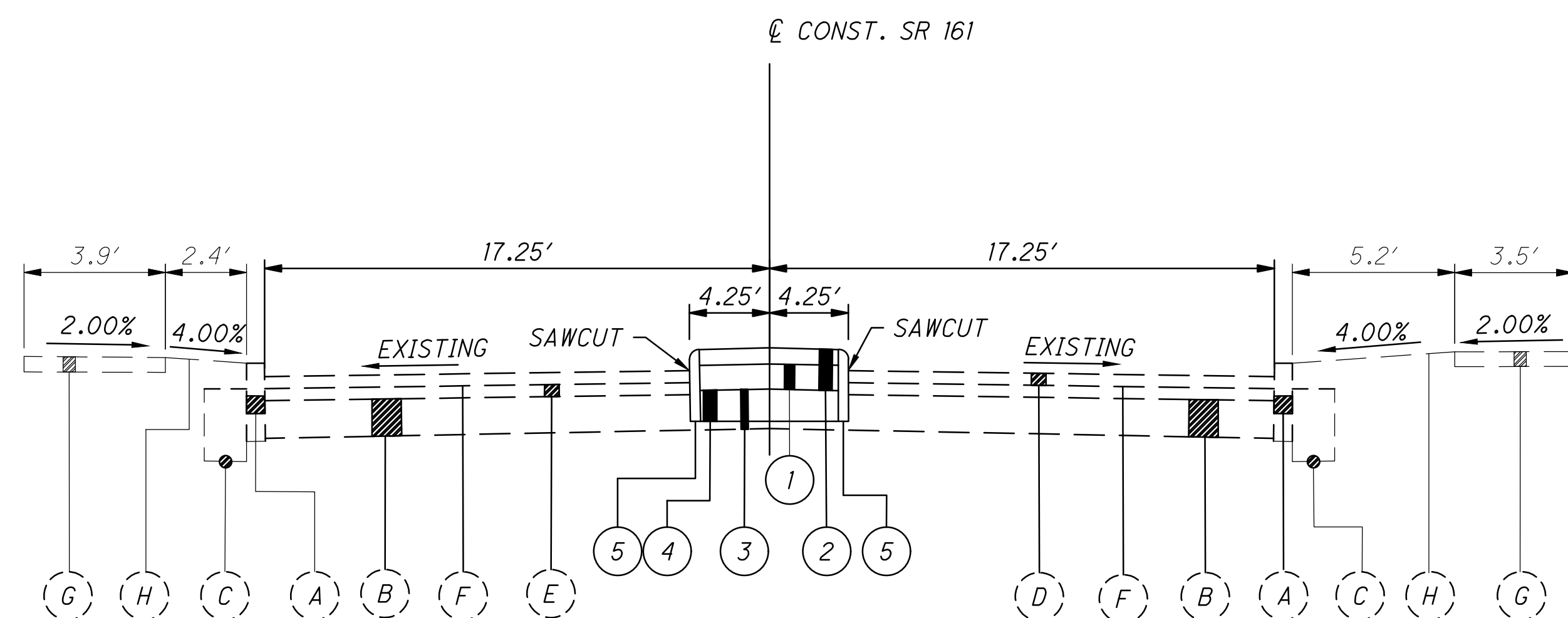
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EXISTING NORMAL SECTION - SR 161

STA. 2+36.34 TO STA. 4+02.53

- LEGEND
- (A) EXISTING CONCRETE CURB
 - (B) EXISTING 14" MCADAM BASE
 - (C) EXISTING 6" PIPE UNDERDRAIN
 - (D) EXISTING 1 1/2" ASPHALT CONCRETE SURFACE COURSE, 12.5 MM TYPE A, (446)
 - (E) EXISTING 2 3/4" ASPHALT CONCRETE BASE
 - (F) EXISTING TACK COAT TRACKLESS TACK (0.075 GAL/SY)
 - (G) EXISTING 4" CONCRETE WALK
 - (H) EXISTING SEEDING AND MULCHING
 - (1) ITEM 202 - PAVEMENT REMOVED
 - (2) ITEM SPECIAL - BRICK PAVERS, AS PER PLAN
 - (3) ITEM 204 - EXCAVATION OF SUBGRADE
 - (4) ITEM 304 - AGGREGATE BASE (T = 6")
 - (5) ITEM 609 - CURB, TYPE 6



PROPOSED NORMAL SECTION - SR 161

STA. 2+36.34 TO STA. 4+02.53

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TYPICAL SECTIONS

WORTHINGTON RRFB

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PLAN AND SPECIFICATION COMPLIANCE

THE CONTRACTOR SHALL FURNISH AND INSTALL TRAFFIC SIGNAL DEVICES AND PAVEMENT MATERIALS IN COMPLIANCE WITH THESE PLANS AND SPECIFICATIONS, THE 2019 ODOT CONSTRUCTION AND MATERIAL SPECIFICATIONS AND ITS SUPPLEMENTAL SPECIFICATIONS, THE OHIO MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS, AND THE "TC", "BP" AND "MT" STANDARD CONSTRUCTION DRAWINGS ISSUED BY THE ODOT OFFICE OF TRAFFIC ENGINEERING (SUPPLEMENTS THE PLAN SPECIFICATIONS). THE CITY OF WORTHINGTON SHALL DETERMINE WHETHER THE SUPPLIED ITEMS MEET OR EXCEED THESE SPECIFICATIONS.

TRAFFIC SIGNAL CONTROL EQUIPMENT SHALL MEET OR EXCEED THE STANDARDS SPECIFIED IN THE FOLLOWING DOCUMENTS.

- (A) SPECIFICATIONS LISTED IN THIS PLAN;
- (B) APPLICABLE SECTIONS OF NEMA STANDARDS PUBLICATION NO. TS2-1998 AND/OR TSI 1989;
- (C) 2019 ODOT CONSTRUCTION AND MATERIAL SPECIFICATIONS 625, 632, 633,644, 725, 732, & 733; OTHER ODOT DRAWINGS AND SUPPLEMENTALS.

IN CASE OF A CONFLICTING SPECIFICATION STATEMENT, THE SPECIFICATION DOCUMENT HIERARCHY SHALL BE IN THE ORDER LISTED FROM (A), HIGHEST, TO (C), LOWEST.

PERMIT APPLICATIONS

THE CONTRACTOR SHALL COMPLETE ALL PERMIT APPLICATIONS FOR THE CITY OF WORTHINGTON BEFORE ANY CONSTRUCTION TAKES PLACE.

SEWER AND UTILITY NOTES

SUBSURFACE UTILITIES SHOWN ARE BASED UPON PHYSICAL MARKINGS PROVIDED BY INDIVIDUAL UTILITY OWNERS PURSUANT TO A LOCATE REQUEST MADE TO THE OHIO UTILITIES PROTECTION SERVICE (OUPS) ON MARCH 25, 2016, AND FILED AS TICKET NUMBERS B608500200, B608500202, B608500215, B608500221, B608500231, AND B608500233.

WHERE LINES WERE NOT PHYSICALLY MARKED, PLAN INFORMATION RECEIVED FROM UTILITY OWNERS IN RESPONSE TO OUPS DESIGN TICKET NUMBERS B608500201, B608500204, B608500226, AND B608500235 WAS USED TO SUPPLEMENT FIELD EVIDENCE.

DRAINAGE AND SANITARY STRUCTURES WERE LOCATED AT GROUND LEVEL ONLY. INVERT INFORMATION FOR THESE STRUCTURES IS BASED ON ABOVE GROUND FIELD MEASUREMENTS AND NOT FROM ACTUALLY ENTERING THE STRUCTURES. CONNECTION INFORMATION IS BASED ON FIELD JUDGEMENTS AND VERIFIED BY PROVIDED PLAN INFORMATION IF POSSIBLE. WHERE STRUCTURE CONNECTIONS WERE NOT KNOWN OR WERE UNOBTAINABLE, A "STUB" IS SHOWN IN THE DIRECTION OF THE VISIBLE PIPE.

ALL SUBSURFACE INFORMATION SHOULD BE FIELD VERIFIED PRIOR TO ANY CONSTRUCTION. THE SURVEYOR MAKES NO GUARANTEE AS TO THE ACCURACY OF THE UTILITY DATA AS SHOWN, BUT DOES CERTIFY THAT THE INFORMATION SHOWN IS CORRECT TO THE BEST OF THEIR KNOWLEDGE BASED ON FIELD EVIDENCE AND THE INFORMATION AVAILABLE AT THE TIME OF SUBMISSION OF THIS DRAWING.

UTILITIES

THE IDENTITY AND LOCATION OF EXISTING UNDERGROUND UTILITIES LOCATED IN AND AROUND THE CONSTRUCTION AREA HAVE BEEN SHOWN AND LABELED ON THE PLANS BY USING INFORMATION PROVIDED BY THE RESPECTIVE UTILITY OWNERS. THE CITY OF WORTHINGTON OR THE CONSULTING ENGINEER WILL NOT ASSUME RESPONSIBILITY OF THE ACCURACY OF LOCATION OR DEPTH OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THE PLANS.

SUPPORT AND PROTECTION OF ALL UTILITIES AND APPURTENANCES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. COSTS FOR THE REPAIR AND RESTORATION OF THE EXISTING UTILITIES DAMAGED BY THE CONTRACTOR SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.

UTILITY LINES THAT ARE IN CLOSE PROXIMITY TO CONSTRUCTION ACTIVITIES SHOULD BE "RUBBERIZED" OR OTHERWISE PROTECTED DURING CONSTRUCTION. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANIES TO ENSURE ADEQUATE PROTECTION FOR THE LINES AND THEIR OWN PERSONNEL. THIS PROTECTION WILL NOT ELIMINATE THE NEED FOR CAUTION, AS IT ONLY REDUCES CONDUCTIVITY AND INCREASES VISIBILITY, CARE MUST BE TAKEN TO AVOID CONTACT WITH THESE LINES.

PRIOR TO EXCAVATION, THE CONTRACTOR SHALL GIVE A 48-HOUR NOTICE TO THE OHIO UTILITIES PROTECTION SERVICE (OUPS) BY CALLING (800) 362-2764. A 48-HOUR NOTICE SHALL BE GIVEN TO THE OWNERS OF UNDERGROUND UTILITIES SHOWN ON THE PLANS WHO ARE NOT MEMBERS OF A REGISTERED UNDERGROUND PROTECTION SERVICE.

LISTED BELOW ARE UTILITY COMPANIES THAT HAVE FACILITIES LOCATED WITHIN THE WORK LIMITS OF THIS PROJECT AND SUBSCRIBE TO OUPS.

ELECTRIC:	CABLE:
AMERICAN ELECTRIC POWER ATTN: ROD SLONEKER 850 TECH CENTER DRIVE GAHANNA, OHIO 43230-6605 TEL: (614) 883-6817	WIDE OPEN WEST OHIO UTILITIES PROTECTION SERVICE TEL: 800-362-2764
GAS:	FIBER OPTIC CABLE:
COLUMBIA GAS OF OHIO ATTN: MATT MYERS 3550 JOHNNY APPLESEED COURT COLUMBUS, OHIO 43231 TEL: (614) 818-2113 EMAIL: MMYERS@NISOURCE.COM	COLUMBUS FIBERNET ATTN: BILL VERHOFF 1810 ARLINGTON LANE COLUMBUS, OH 43228 TEL: (614) 602-4947 EMAIL: BAVERHOFF@COLUMBUSFIBER.NET
TELEPHONE:	WATER:
AT&T OHIO UTILITIES PROTECTION SERVICE TEL: 800-362-2764	CITY OF WORTHINGTON DEPARTMENT OF PUBLIC SERVICE 380 HIGHLAND ROAD WORTHINGTON, OHIO 43085 TEL: (614) 431-2425
CABLE:	SEWER & TRAFFIC:
TIME WARNER COMMUNICATIONS OHIO UTILITIES PROTECTION SERVICE TEL: 800-362-2764	CITY OF WORTHINGTON DEPARTMENT OF PUBLIC SERVICE 380 HIGHLAND AVE. WORTHINGTON, OH 43085 TEL: (614) 431-2425

MATERIAL INFORMATION SUBMITTAL AND TESTING CERTIFICATION

THE CONTRACTOR SHALL SUBMIT, FOR CITY APPROVAL, ALL DIAGRAMS, BROCHURES OR OTHER DESCRIPTIVE MATERIAL FOR THE ITEMS THE CONTRACTOR INTENDS TO FURNISH THAT HAVE NOT BEEN SPECIFICALLY NAMED BY PRODUCT NUMBER. WHEN REQUESTED, THE MANUFACTURER SHALL PROVIDE A CERTIFIED LETTER STATING THAT THE CONTROLLER, MALFUNCTION MANAGEMENT UNIT (MMU), LOAD SWITCH UNITS AND AC LINE FILTERS HAVE BEEN SUCCESSFULLY TESTED IN EXACT ACCORDANCE WITH THE NEMA ENVIRONMENTAL STANDARDS AND TEST PROCEDURES. SUCH TESTING SHALL HAVE OCCURRED NO MORE THAN SIX-MONTHS PRIOR TO THE DATE OF THIS CONTRACT. THIS SIX-MONTH REQUIREMENT MAY BE WAIVED BY THE CITY OF WORTHINGTON IF THE MANUFACTURER CAN SATISFACTORILY DEMONSTRATE TO THE ENGINEER THAT THE SUPPLIED EQUIPMENT IS IDENTICAL TO THE EQUIPMENT THAT WAS PREVIOUSLY TESTED AND THAT THE MANUFACTURER REQUEST THIS TESTING REQUIREMENT BE WAIVED. ANY REDESIGN OR CHANGES OF ANY TYPE INCLUDING ANY COMPONENT CHANGES WHICH WOULD MAKE THE BID CONTROL EQUIPMENT NOT IDENTICAL TO TESTED CONTROL EQUIPMENT WILL REQUIRE THE ABOVE EQUIPMENT TO BE RE-CERTIFIED.

TEN DAY TEST REQUIREMENTS

THE CITY OF WORTHINGTON REQUIRES A TEN (10) DAY TEST TO START AFTER THE SIGN INSTALLATION IS 100% COMPLETE WHICH INCLUDES ESTABLISHING DATA COMMUNICATION IF PRESENT. NO PARTIAL TESTS WILL BE CONDUCTED. THE CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST TO THE CITY OF WORTHINGTON AT 347 HIGHLAND AVENUE, WORTHINGTON, OH 43085 STATING THAT THE SIGN INSTALLATION IS 100% COMPLETE AND A START DATE FOR THE TEN (10) DAY TEST IS REQUESTED. THE CITY ENGINEER OR HIS DESIGNEE SHALL MONITOR THE TEST AND SHALL BE THE SOLE PERSON TO ACCEPT THE SIGN INSTALLATION ON BEHALF OF THE CITY OF WORTHINGTON. IF LESS THAN 100% COMPLETION IS DETECTED, THEN THE TEN (10) DAY TEST SHALL BE COMPLETELY RESTARTED. CONTACT THE DIVISION AT (614) 431-2424. FAX TRANSMISSION IS ACCEPTABLE AT (614) 842-6336 (ATTN.: DAN WHITED).

ITEM SPECIAL - BRICK PAVERS, AS PER PLAN

SEE THE CITY OF COLUMBUS' STANDARD CONSTRUCTION DRAWING 2301 AND APPLICABLE PORTIONS OF SUPPLEMENTAL SPECIFICATION SS-1524 ROADWAY PAVERS. FOLLOW ALL APPLICATION STANDARDS, SUBMITTAL REQUIREMENTS, MATERIALS, CONSTRUCTION REQUIREMENTS, QUALITY ASSURANCE AND CONTROL, METHOD OF MEASUREMENT, BASIS OF PAYMENT AND WARRANTY REQUIREMENTS.

THIS PRICE BID SHALL INCLUDE ALL REQUIRED ITEMS FOR PAVER INSTALLATION, INCLUDING THE PAVERS, SETTING BED MATERIAL, CONCRETE BASE, JOINT SAND, INCIDENTALS, TOOLS, AND LABOR FOR PAVERS COMPLETE IN PLACE. PAVERS SHALL BE PINE HALL ENGLISH EDGE PROVIDED BY PINE HALL BRICK, 800-952-7425 OR EQUAL APPROVED BY THE CITY OF WORTHINGTON, ROBERT WETMORE, 614-431-2425.

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GENERAL NOTES

WORTHINGTON RRFB

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ITEM 614, MAINTAINING TRAFFIC

NO WORK SHALL BE PERFORMED AND ALL EXISTING LANES SHALL BE OPEN TO TRAFFIC DURING THE FOLLOWING DESIGNATED HOLIDAYS OR EVENTS:

CHRISTMAS	FOURTH OF JULY
NEW YEARS	LABOR DAY
MEMORIAL DAY	THANKSGIVING

THE PERIOD OF TIME THAT THE LANES ARE TO BE OPEN DEPENDS ON THE DAY OF THE WEEK ON WHICH THE HOLIDAY OR EVENT FALLS. THE FOLLOWING SCHEDULE SHALL BE USED TO DETERMINE THIS PERIOD:

DAY OF HOLIDAY OR EVENT	TIME ALL LANES MUST BE OPEN TO TRAFFIC
SUNDAY	12:00N FRIDAY THROUGH 6:00 AM MONDAY
MONDAY	12:00N FRIDAY THROUGH 6:00 AM TUESDAY
TUESDAY	12:00N MONDAY THROUGH 6:00 AM WEDNESDAY
WEDNESDAY	12:00N TUESDAY THROUGH 6:00 AM THURSDAY
THURSDAY	12:00N WEDNESDAY THROUGH 6:00 AM FRIDAY
THURSDAY (THANKSGIVING ONLY)	6:00 AM WEDNESDAY THROUGH 6:00 AM MONDAY
FRIDAY	12:00N THURSDAY THROUGH 6:00 AM MONDAY
SATURDAY	12:00N FRIDAY THROUGH 6:00 AM MONDAY

LANE CLOSURES SHALL BE AS PER ODOT STANDARD CONSTRUCTION DRAWINGS MT-95.50, MT-95.60 AND/OR MT97.10, AS NEEDED. ADDITIONAL DETAILS ARE INCLUDED IN THESE MAINTENANCE OF TRAFFIC GENERAL NOTES. THE CONTRACTOR SHALL SUBMIT A MAINTENANCE OF TRAFFIC PLAN TO THE ENGINEER AT LEAST FOURTEEN (14) DAYS PRIOR TO CLOSING ANY LANES TO TRAFFIC. NO LANE CLOSURES SHALL BE PERMITTED FROM 6:00 - 9:00 AM OR FROM 4:00 - 6:00 PM ON E. DUBLIN-GRANVILLE RD (SR 161).

LENGTH AND DURATION OF LANE CLOSURES AND RESTRICTIONS SHALL BE AT THE APPROVAL OF THE ENGINEER. IT IS THE INTENT TO MINIMIZE THE IMPACT TO THE TRAVELING PUBLIC. LANE CLOSURES OR RESTRICTIONS OVER SEGMENTS OF THE PROJECT IN WHICH NO WORK IS ANTICIPATED WITHIN A REASONABLE TIME FRAME, AS DETERMINED BY THE ENGINEER, SHALL NOT BE PERMITTED. THE LEVEL OF UTILIZATION OF MAINTENANCE OF TRAFFIC DEVICES SHALL BE COMMENSURATE WITH THE WORK IN PROGRESS.

SHOULD THE CONTRACTOR FAIL TO MEET ANY OF THESE REQUIREMENTS, THE CONTRACTOR SHALL BE ASSESSED A DISINCENTIVE IN THE AMOUNT OF \$50 FOR EACH MINUTE THE ABOVE DESCRIBED LANE CLOSURE RESTRICTIONS ARE VIOLATED.

ALL WORK AND TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH CMS 614 AND OTHER APPLICABLE PORTIONS OF THE SPECIFICATIONS, AS WELL AS THE OHIO MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. PAYMENT FOR ALL LABOR, EQUIPMENT AND MATERIALS SHALL BE INCLUDED IN THE LUMP SUM CONTRACT PRICE FOR ITEM 614, MAINTAINING TRAFFIC, UNLESS SEPARATELY ITEMIZED IN THE PLAN.

ITEM 614 - LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE

IN ADDITION TO THE REQUIREMENTS OF CMS 614 AND THE OHIO MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (OMUTCD), A UNIFORMED LAW ENFORCEMENT OFFICER(S) (LEOS) WITH AN OFFICIAL PATROL CAR (CAR WITH TOP-MOUNTED EMERGENCY FLASHING LIGHTS AND COMPLETE MARKINGS OF THE APPROPRIATE LAW ENFORCEMENT AGENCY) SHALL BE FURNISHED BY THE CONTRACTOR AS DIRECTED BY THE ENGINEER AND FOR THE FOLLOWING TASKS:

- FOR LANE CLOSURES: DURING INITIAL SET-UP PERIODS, TEAR-DOWN PERIODS, AND WHEN NEW LANE CLOSURE ARRANGEMENTS ARE INITIATED.

LAW ENFORCEMENT OFFICERS (LEO) SHALL NOT BE USED WHERE THE OMUTCD INTENDS THAT FLAGGERS BE USED. THE LEOS ARE CONSIDERED TO BE EMPLOYED BY THE CONTRACTOR AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THEIR ACTIONS. ALTHOUGH THE LEOS ARE EMPLOYED BY THE CONTRACTOR, THE ENGINEER SHALL HAVE CONTROL OVER THEIR PLACEMENT. THE OFFICIAL PATROL CAR SHALL BE A PUBLIC SAFETY VEHICLE AS REQUIRED BY THE OHIO REVISED CODE. THE CONTRACTOR SHALL MAKE ARRANGEMENTS FOR THE LEO SERVICES WITH:

WORTHINGTON POLICE DEPARTMENT
6555 WORTHINGTON-GALENA ROAD
WORTHINGTON, OH 43085-2637
SGT. MARSHAL
(614) 885-4463

COST OF THE LEOS IS TO BE INCLUDED IN THE COST OF ITEM 614 - LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE.

A QUANTITY OF 8 HOURS HAS BEEN CARRIED OVER TO THE GENERAL SUMMARY FOR ITEM 614 - LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE.

WORK INSPECTION

THE CONTRACTOR SHALL PROVIDE THE PROJECT ENGINEER WITH 72 HOUR NOTICE OF ANY WORK TO BE PERFORMED AT THE INTERSECTION SITE(S) SO THAT INSPECTION SERVICES CAN BE SUPPLIED.

GUARANTEE

THE CONTRACTOR SHALL GUARANTEE THAT THE TRAFFIC CONTROL DEVICE INSTALLED AS PART OF THIS CONTRACT SHALL OPERATE SATISFACTORILY FOR A PERIOD OF 90 DAYS FOLLOWING COMPLETION OF THE 10-DAY PERFORMANCE TEST. IN THE EVENT OF UNSATISFACTORY OPERATION THE CONTRACTOR SHALL CORRECT FAULTY INSTALLATIONS, MAKE REPAIRS AND REPLACE DEFECTIVE PARTS WITH NEW PARTS OF EQUAL OR BETTER QUALITY.

ALL EQUIPMENT, MATERIAL, AND LABOR COSTS INCURRED IN CORRECTING AN UNSATISFACTORY OPERATION SHALL BE BORNE BY THE CONTRACTOR.

CUSTOMARY MANUFACTURER'S GUARANTEES FOR THE FOREGOING ITEMS SHALL BE TURNED OVER TO THE CITY OF WORTHINGTON FOLLOWING THE ACCEPTANCE OF THE EQUIPMENT.

THE COST OF GUARANTEEING THE TRAFFIC CONTROL DEVICE WILL BE INCIDENTAL TO AND INCLUDED IN THE CONTRACT UNIT PRICE OF THE VARIOUS ITEMS MAKING UP THE SYSTEM.

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ITEM 630 SIGNING MISC.: SOLAR POWERED RECTANGULAR RAPID FLASHING BEACON (RRFB) SIGN ASSEMBLY

THIS WORK SHALL CONSIST OF FURNISHING AND INSTALLING A SOLAR POWERED RECTANGULAR RAPID FLASHING BEACON (RRFB) SIGN ASSEMBLY. THE FLASHING UNIT SHALL BE SOLAR POWERED, PEDESTRIAN ACTIVATED, AND 2-SIDED WITH TWO LED ARRAY BASED YELLOW INDICATIONS ON EACH SIDE. MULTIPLE UNITS SHALL BE WIRELESSLY CONTROLLED AND SYNCHRONIZED. THE UNIT SHALL BE COMPLIANT WITH THE CURRENT OHIO MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (OMUTCD) AND FHWA INTERIM APPROVAL FOR RRFBs (IA-2I).

GENERAL REQUIREMENTS -

EACH RRFB SHALL CONSIST OF TWO RAPIDLY FLASHING RECTANGULAR-SHAPED YELLOW INDICATIONS HAVING A LED ARRAY BASED LIGHT SOURCE. EACH RRFB SHALL BE A COMPLETE ASSEMBLY, CONSISTING OF, BUT NOT LIMITED TO, SIGNAGE, SIGN MOUNTING HARDWARE, INDICATIONS AND ELECTRICAL COMPONENTS (WIRING, SOLID-STATE CIRCUIT BOARDS, ETC.).

FUNCTIONAL REQUIREMENTS -

- EACH RRFB SHALL UTILIZE SOLAR POWER.

- EACH RRFB SHALL BE ACTIVATED BY ADA COMPLIANT PUSHBUTTONS.

- THE RRFB SHALL BE NORMALLY DARK, SHALL INITIATE OPERATION ONLY UPON PEDESTRIAN ACTUATION, AND SHALL CEASE OPERATION AFTER A PREDETERMINED TIME LIMIT (BASED ON OMUTCD PROCEDURES).

- EACH REMOTE RRFB SHALL BE WIRELESSLY ACTIVATED.

- ALL RRFB LIGHT INDICATIONS SHALL BE WIRELESSLY SYNCHRONIZED (ALL LIGHTS WILL TURN ON WITHIN 120 MSEC AND REMAIN SYNCHRONIZED THROUGHOUT THE DURATION OF THE FLASHING CYCLE).

- THE UNIT SHALL BE CAPABLE OF RUNNING 14 DAYS WITHOUT SUNLIGHT.

MATERIALS -

FURNISH A COMPLETE ASSEMBLY, CONSISTING OF BUT NOT LIMITED TO, SIGNAGE, SIGN MOUNTING HARDWARE, INDICATIONS, AND ELECTRICAL COMPONENTS (WIRING, SOLID-STATE CIRCUIT BOARDS, ETC.). THE RRFB ASSEMBLY INCLUDES THE FOLLOWING ITEMS:

1. RRFB INDICATIONS

- a. EACH RRFB INDICATION LENS SHALL BE A MINIMUM SIZE OF APPROXIMATELY 5" WIDE X 2" HIGH.
- b. THE RRFB INDICATIONS SHALL BE ALIGNED HORIZONTALLY, WITH THE LONGER DIMENSION OF THE INDICATION HORIZONTAL. THERE SHALL BE TWO INDICATIONS ON THE FRONT AND TWO INDICATIONS ON THE BACK.
- c. EACH RRFB SHALL BE SUPPLIED WITH ALL REQUIRED HARDWARE TO INSTALL ASSEMBLY. ALL EXPOSED HARDWARE SHALL BE ANTI-VANDAL.
- d. EACH RRFB SHALL BE LOCATED BETWEEN THE BOTTOM OF THE CROSSING WARNING SIGN AND THE TOP OF THE SUPPLEMENTAL DOWNWARD DIAGONAL ARROW PLAQUE.

e. THE LIGHT INTENSITY OF THE YELLOW INDICATIONS SHALL MEET THE MINIMUM CLASS 1 SPECIFICATIONS OF SOCIETY OF AUTOMOTIVE ENGINEERS (SAE) STANDARD J595 (DIRECTIONAL FLASHING OPTICAL WARNING DEVICES FOR AUTHORIZED EMERGENCY, MAINTENANCE, AND SERVICE VEHICLES) DATED JANUARY, 2005.

f. TO MINIMIZE EXCESSIVE GLARE DURING NIGHTTIME CONDITIONS, AN AUTOMATIC SIGNAL DIMMING DEVICE SHALL BE USED TO REDUCE THE BRILLIANCE OF THE RRFB INDICATIONS.

g. A SMALL LED CONFIRMATION LIGHT DIRECTED AT AND VISIBLE TO PEDESTRIANS IN THE CROSSWALK SHALL BE INSTALLED INTEGRAL TO THE RRFB OR PUSHBUTTON TO GIVE CONFIRMATION THAT THE RRFB IS IN OPERATION.

2. SIGNS

- a. ALL SIGN ASSEMBLIES SHALL USE ANTI-VANDAL FASTENERS TO MOUNT COMPONENTS TO SIGN AND SIGN TO FIXTURE.
- b. PEDESTRIAN PUSHBUTTONS SIGNS SHALL BE PROVIDED AND INCLUDE THE LEGEND "PUSH BUTTON TO TURN ON WARNING LIGHTS". SIGNS SHOULD BE MOUNTED ADJACENT TO OR INTEGRAL WITH EACH PEDESTRIAN PUSHBUTTON.
- c. TWO SETS OF SIGNS SHALL BE REQUIRED PER UNIT FOR VIEW FROM EACH APPROACH. EACH SIGN SET SHALL CONSIST OF BACK TO BACK SIGN ASSEMBLIES.
- d. ASSURE SIGN MEETS THE REQUIREMENTS OF C&MS 630.
- e. EACH W11-2-36 SIGN INCLUDED WITH THE INSTALLATION SHALL HAVE LED LIGHTS EMBEDDED IN THE SIGN BORDER. THESE LIGHTS SHALL ACTIVATE AT THE SAME TIME AS THE RRFB ACTUATION.

3. CONTROL CIRCUIT

- a. THE CONTROL CIRCUIT SHALL HAVE THE CAPABILITY OF INDEPENDENTLY FLASHING THE RRFB INDICATIONS AND LED-ENHANCED SIGNS SPECIFIED HEREIN. THE LED LIGHT OUTPUTS AND FLASH PATTERN SHALL BE COMPLETELY PROGRAMMABLE.
- b. THE CONTROL CIRCUIT SHALL BE SEALED WATERTIGHT TO ELIMINATE DIRT CONTAMINATION AND ALLOW FOR SAFE HANDLING IN ALL WEATHER CONDITIONS.

c. THE LEDS SHALL BE SEALED AGAINST DUST AND MOISTURE INTRUSION AS PER THE REQUIREMENTS OF NEMA STANDARD 250-1991 FOR TYPE 4 ENCLOSURE AND TO PROTECT ALL INTERNAL LED AND ELECTRICAL COMPONENTS.

d. THE CONTROLLER UNIT SHALL BE LOCATED ON THE PEDESTAL POLE LOCATED AT STA. 3+36, RT.

4. BATTERY AND SOLAR PANELS

- a. BATTERY UNIT SHALL BE A 12VDC, 35 AHR MINIMUM, SEALED GEL OR AGM LEAD ACID BATTERY. BATTERIES SHALL HAVE A WRITTEN TWO YEAR FULL REPLACEMENT WARRANTY.
- b. THE SOLAR PANEL SHALL PROVIDE A MINIMUM OF 40 WATTS PEAK TOTAL OUTPUT.

c. THE SOLAR PANEL SHALL BE MOUNTED TO AN ALUMINUM PLATE AND BRACKET AT AN ANGLE OF 45 DEGREES- 60 DEGREES TO PROVIDE MAXIMUM OUTPUT.

d. ALL FASTENERS USED SHALL BE ANTI-VANDAL.

1. WIRELESS RADIO

- a. RADIO CONTROL SHALL OPERATE ON A 900 MHZ FREQUENCY HOPPING SPREAD SPECTRUM NETWORK, WI-FI OR APPROVED EQUAL.
- b. RADIO SHALL INTEGRATE COMMUNICATION OF RRFB CONTROL CIRCUIT TO ACTIVATE SIGN FROM PUSHBUTTON INPUT.
- c. THE RADIO SHALL BE SYNCHRONIZED SO ALL OF THE REMOTE RRFB LIGHT INDICATIONS WILL TURN ON WITHIN 120 MSEC OF EACH OTHER AND REMAIN SYNCHRONIZED THROUGH-OUT THE DURATION OF THE FLASHING CYCLE.

6. PUSHBUTTON

- a. THE PUSHBUTTON SHALL BE CAPABLE OF CONTINUOUS OPERATION OVER A TEMPERATURE RANGE OF - 30 DEGREES F TO +165 DEGREES F.
- b. PUSHBUTTON SHALL BE ADA COMPLIANT.

7. PEDESTAL SHAFT AND BASE - MOUNT ON A STANDARD 4.5-INCH OD ALUMINUM PEDESTAL POLE WITH BREAKAWAY BASE. A 14 FOOT POLE SHALL BE PROVIDED AND FIELD ADJUSTED AND CAPPED TO MAINTAIN THE PROPER SIGN MOUNTING HEIGHTS, UNLESS SPECIFIED OTHERWISE IN THE PLANS. POLE AND BASE MANUFACTURER SHALL BE LISTED ON ODOT'S QUALIFIED PRODUCTS LIST.

CONSTRUCTION -

THE RRFB SHALL BE ASSEMBLED AND CONSTRUCTED BY THE CONTRACTOR AS SHOWN AND SPECIFIED ON THE PLANS.

WARRANTY -

WARRANTY SHALL BE TWO YEARS FROM THE DATE OF FINAL ACCEPTANCE.

MEASUREMENT -

THE DEPARTMENT WILL MEASURE THE ITEM COMPLETE IN PLACE, INCLUDING ALL MATERIALS, TESTING, LABOR AND SOFTWARE FOR A FULLY FUNCTIONAL UNIT.

PAYMENT -

PAYMENT WILL BE AT THE CONTRACT UNIT PRICE PER EACH FOR ITEM 630 "SIGNING MISC.: SOLAR POWERED RECTANGULAR RAPID FLASHING BEACON (RRFB) SIGN ASSEMBLY".

TRAFFIC CONTROL NOTES

WORTHINGTON RRFB

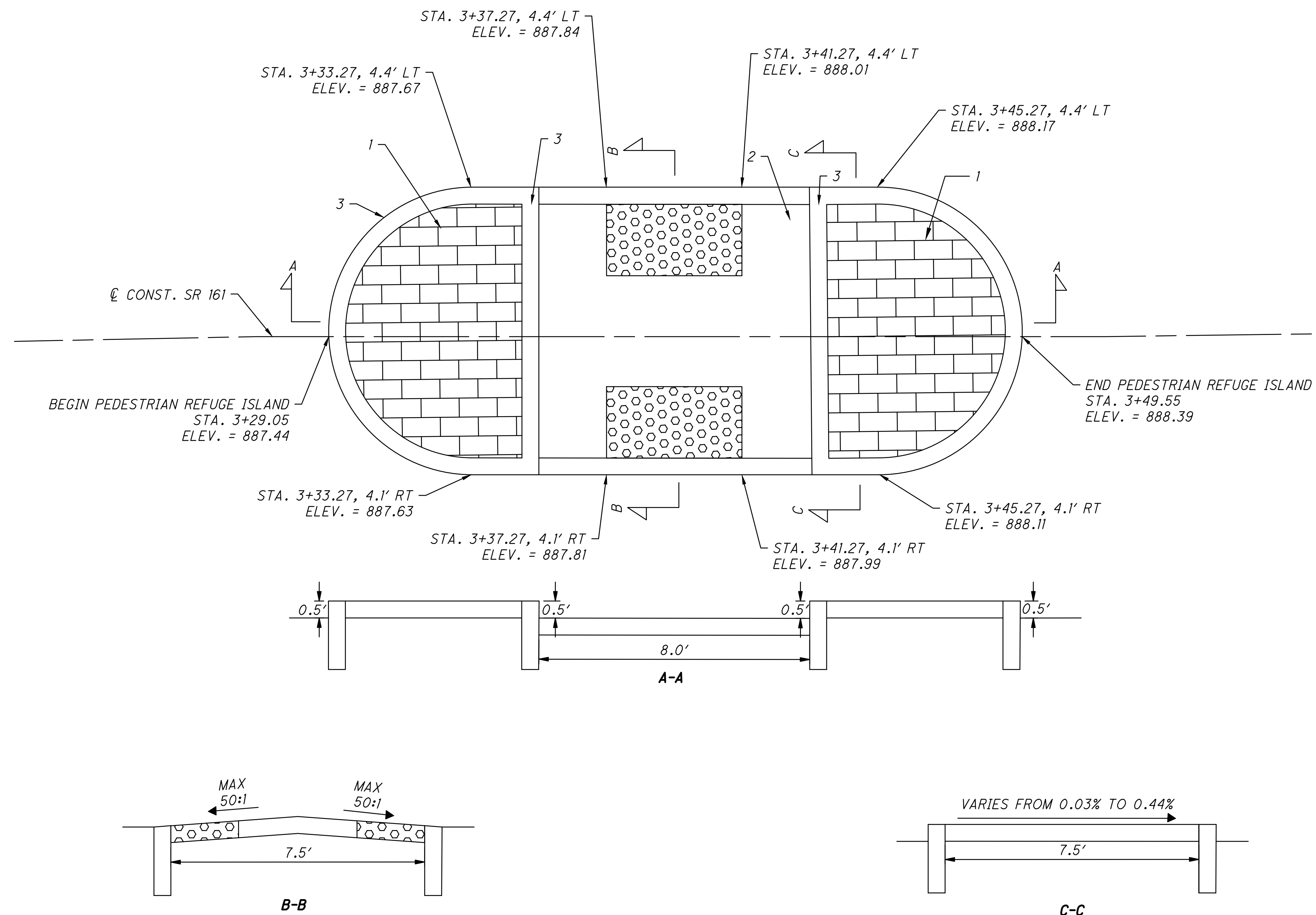
CALCULATED
CCW
CHECKED
CRP

WORTHINGTON RRFB

[illegible]



X:\Projects\GFL\2019\1921\100600 C of Worthington-RRFB\Design\Roadway\Sheets\19211006_GPO01.dwg 25-Oct-19 2:38 PM



- 1 - ITEM SPECIAL - BRICK PAVERS, AS PER PLAN
- 2 - ITEM 608 - CURB RAMP
- 3 - ITEM 609 - CURB, TYPE 6

 0 1 2 0.5' HORIZONTAL SCALE IN FEET	CALCULATED CCW	CHECKED CRP
	PEDESTRIAN REFUGE DETAIL RRFB - PINGREE DRIVE AND SR 161	
WORTHINGTON RRFB		
		



STAFF MEMORANDUM
City Council Meeting – December 2, 2019

Date: November 26, 2019

To: Matthew H. Greeson, City Manager

From: Darren Hurley, Director of Parks & Recreation

Subject: **Permission to Bid - Pingree Drive and State Route 161 Crossing Improvement**

EXECUTIVE SUMMARY

Staff requests permission to bid an improved crossing at SR-161 and Pingree Drive utilizing a Rectangular Rapid Flashing Beacon, crosswalk markings and a pedestrian refuge island in the center lane.

RECOMMENDATION

Motion to Authorize Staff to Move Forward with Procuring Bids for the Project

BACKGROUND/DESCRIPTION

This project is recommended by the Bike and Pedestrian Advisory Board to be funded by a portion of the 2019 Capital Improvements Program (CIP) funding for Bike and Pedestrian Improvements. DLZ has been the consultant utilized on the project and they will present an overview of the process, options considered, and the final recommended design.

The Bike and Pedestrian Advisory Board along with staff finalized the Bike and Pedestrian Master Plan in May 2019. They leaned on the recommendations in the plan along with input they had received from the community to prioritize a project for 2019. The crossing improvement at Pingree Drive and State Route 161 is a project the Board feels has come from the community based on feedback given to them over the past couple of years leading up to and during the recent Master Planning process. The listing below shows some of the ways it has been communicated as a community priority:

1. In February 2018, Council Member David Robinson asked the board to look at connection opportunities between the two parks and research some options.
2. That same month board member Jeannie Martin was approached by residents with the same request and brought it to the board. Other members indicated they had heard residents discuss it.
3. In September of 2018, two other residents (who live on East Granville Road) approached the board at their meeting and requested a crossing and improved sidewalk conditions in the area.
4. Similar to Safe Routes to Schools, the Parks and Recreation Commission and Bike and Pedestrian Advisory Board has put an emphasis on providing safe routes to our parks in hopes of encouraging children and families to get outside and improve their health and wellness. The connection between the two parks and the two neighborhoods sticks out when looking at a map of our parks and who can access them. With improvements to East Granville Road Park scheduled in the current CIP ensuring better pedestrian access to the community is important and the Parks and Recreation Commission has voiced their support for the improved crossing at the park.
5. The Bike and Pedestrian Master Plan included community outreach where residents identified places they do walk/bike, places they would like to walk/bike, and issues to be addressed. These results were collected in person at various venues and on-line utilizing a wiki-maps tool provided by our consultants. The on-line feedback came from 350 unique log-ins and included more than 600 total comments. The results were all entered into the mapping system and the intersection at 161 and Pingree was one of the most commented on locations.
6. The Master Plan utilized the public input and a scoring system that included proximity to schools, community destinations, COTA stops, parks, connection opportunities to existing bike and ped facilities, connections to Old Worthington, and previous crashes. When compared to all other crossing opportunities within these criteria the Pingree/161 intersection ranked fifth highest overall and the highest among all currently uncontrolled (no traffic signals existing) crossing projects. Since one of the major themes of the overall master plan is making connections across our major barriers (High Street, 161, River, RR tracks, Freeways), the board has identified this as one of the most important intersections and since it doesn't involve a major intersection it can be addressed in their budget this year.

The Bike and Pedestrian Advisory Board selected the project as their priority at their March 2019 meeting. After a presentation from staff regarding the Board's recommendation, City Council approved an Ordinance on April 15, 2019, appropriating the 2019 Bike and Pedestrian Improvement allocation of \$100,000 from the CIP. Staff then entered into an agreement with DLZ to design the improvement.

The project was on the Bike and Pedestrian Advisory Board agenda for updates in April and May. During that time, DLZ evaluated the crossing and then presented to the Bike and

Pedestrian Advisory Board their initial recommendations at their June 2019 meeting. Neighbors living adjacent to the crossing were notified of the presentation and invited to attend the meeting or contact staff with questions or concerns. Three neighbors attended the June meeting and two voiced concerns about the crossing, the need for it, and the impacts it might have on traffic, aesthetics for neighbors, and emergency services. The Board decided to delay a recommendation to Council until staff and the consultant could review the concerns and follow up with neighbors. They provided a list of items they wanted taken into consideration in the final design and asked for DLZ to come back with modifications at their July meeting.

DLZ returned to the July Bike and Pedestrian Advisory Board meeting with noted revisions and answers to questions and the Board recommended by vote to move ahead with design that included the Rectangular Rapid Flashing Beacon (RRFB) and a Refuge Island.

In addition to the final design that is included in the packet and that will be presented by DLZ at the City Council Meeting, staff have made plans to set aside funding to address one of the most pressing neighbor concerns which is the clutter on the apron at the northeast corner of the intersection of 161 and Pingree. DLZ and staff were able to avoid adding to the clutter by utilizing the existing light pole to mount the push button and signs for the RRFB. The Board wanted to see if something additional could be done so in an effort to improve the cluttered feel and potential safety concerns we are planning to redo the concrete apron to remove the grade differences between the concrete and catch basin covers. This will be done as a part of the 2020 Street Improvement Program.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The design, construction, materials, and funding to improve the apron will all be covered by the \$100,000 CIP allocation for 2019 Bike and Pedestrian Improvements.

ATTACHMENTS

Link to Bike and Pedestrian Advisory Board Agendas and Minutes:

<http://www.worthington.org/620/Bicycle-and-Pedestrian-Advisory-Board>

Final Design of the Pingree Drive and State Route 161 Crossing Improvement from DLZ

Link to the Bike and Pedestrian Master Plan:

http://worthington.org/DocumentCenter/View/5716/2019_Worthington_Bike_Ped_Plan_Final_reduced

Estimate Final Estimate

Estimated Cost:\$32,931.54

Contingency: 5.00%

Estimated Total: \$34,578.12

Base Date: 10/25/19

Spec Year: 19

Unit System: E

Work Type: TRAFFIC SIGNING

Highway Type:

Urban/Rural Type: URBAN CLASS

Season:

County: FRANKLIN

Latitude of Midpoint: 400505

Longitude of Midpoint: -830000

District: 06

Federal/State Project Number:

Prepared by Caroline Wong on 10/25/19

Checked by Cynthia Peck on 10/25/19

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extension</u>
<u>Description</u>					
<u>Supplemental Description</u>					

Group 0100: ROADWAY

0005	202E23000 PAVEMENT REMOVED	20.000	SY	\$10.45979	\$209.20
0007	202E30000 WALK REMOVED	44.000	SF	\$3.76963	\$165.86
0008	203E20000 EMBANKMENT	1.000	CY	\$9.23878	\$9.24
0009	204E13000 EXCAVATION OF SUBGRADE	7.000	CY	\$25.75000	\$180.25
0010	608E10000 4" CONCRETE WALK	19.000	SF	\$6.56844	\$124.80
0011	608E52000 CURB RAMP	119.000	SF	\$24.85774	\$2,958.07

Total for Group 0100:\$3,647.42

Group 0200: EROSION CONTROL

0012	659E10000 SEEDING AND MULCHING	3.000	SY	\$5.00000	\$15.00
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Total for Group 0200:\$15.00

Group 0400: PAVEMENT

0013	304E20000 AGGREGATE BASE	4.000	CY	\$110.31606	\$441.26
0014	609E26000 CURB, TYPE 6	55.000	FT	\$36.62219	\$2,014.22
0015	690E98300 SPECIAL - BRICK PAVERS, AS PER PLAN	8.000	SY	\$250.00000	\$2,000.00

Total for Group 0400:\$4,455.48

Group 0800: TRAFFIC CONTROL

0016	630E03100 GROUND MOUNTED SUPPORT, NO. 3 POST	15.000	FT	\$12.40552	\$186.08
0017	630E79500 SIGN SUPPORT ASSEMBLY, POLE MOUNTED	2.000	EACH	\$124.13895	\$248.28

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extension</u>
<u>Description</u>					
<u>Supplemental Description</u>					
0018	630E80100	22.000	SF	\$23.59337	\$519.05
SIGN, FLAT SHEET					
0019	630E97700	1.000	EACH	\$15,524.20000	\$15,524.20
SIGNING, MISC.: SOLAR POWERED RECTANGULAR RAPID FLASHING BEACON (RRFB) SIGN ASSEMBLY					
0020	644E00600	60.000	FT	\$2.84827	\$170.90
CROSSWALK LINE					
Total for Group 0800:\$16,648.51					

Group 9000: INCIDENTALS

0021	614E11000	1.000	LS	\$2,500.00000	\$2,500.00
MAINTAINING TRAFFIC					
0022	614E11110	8.000	HOUR	\$83.14149	\$665.13
LAW ENFORCEMENT OFFICER WITH PATROL CAR FOR ASSISTANCE					
0023	623E10000	1.000	LS	\$2,500.00000	\$2,500.00
CONSTRUCTION LAYOUT STAKES AND SURVEYING					
0024	624E10000	1.000	LS	\$2,500.00000	\$2,500.00
MOBILIZATION					
Total for Group 9000:\$8,165.13					

RESOLUTION NO. XX-2019

Clerk of Council

Expressing Support of the City's Application for Membership to the
AARP Network of Age-Friendly Cities and Communities

WHEREAS, the global population and the population of the United States of people aged 65 and older is expected to grow from 12 percent in 2000 to 20 percent of the total population in 2050;

WHEREAS, 20 percent of Worthington's population is currently aged 65 and older, and that number is expected to grow as we live longer and healthier lives;

WHEREAS, research shows that older Americans overwhelmingly want to remain in their homes and communities as they age;

WHEREAS, access to quality health care, nutritious meals, socialization, transportation services, recreational services and long-term support services is essential for individuals to age in place in their homes and communities;

WHEREAS, of the 80 percent of adults 65 and older living in metropolitan areas, 64 percent live outside the principal cities of these areas in suburban locations that tend to be auto-dependent, creating challenges for residents who do not drive;

WHEREAS, 21 percent of adults age 65 and older do not drive, and more than half of these non-drivers do not leave home on a given day, in part because they lack transportation options;

WHEREAS, reduced mobility for older non-drivers leads to 15 percent fewer trips to the doctor, 59 percent fewer shopping trips and visits to restaurants, and 65 percent fewer trips for social, family and religious activities;

WHEREAS, a network of Age-Friendly cities and communities has been developed throughout the United States to encourage and promote public policies to increase the number of cities and communities that support healthy aging and thereby improve the health, well-being, satisfaction, and quality of life for older Americans;

WHEREAS, active aging is a life-long process whereby an age-friendly community is not just friendly for older people, but is intended to be friendly for all ages;

WHEREAS, eight basic topics will be covered in an Age-Friendly Worthington Plan:

1. Outdoor spaces and buildings – accessibility to and availability of clean, safe community centers, parks, and other recreational facilities;
2. Transportation – safe and affordable modes of private and public transportation, "Complete Streets" types of initiatives, hospitable built environments;
3. Housing – wide range of housing options for older residents, aging in place and other home modification programs, housing that is accessible to transportation and community and health services;
4. Social participation – access to leisure and cultural activities; opportunities for older residents to participate in social and civic engagement with their peers and younger people;

5. Respect and social inclusion – programs to support and promote ethnic and cultural diversity, programs to encourage multigenerational interaction and dialogue, programs to combat loneliness and social isolation among older residents;
6. Civic participation and employment – promotion of paid work and volunteer opportunities for older residents; opportunities for older residents to engage in formulation of policies relevant to their lives;
7. Communication and information – promotion of and access to the use of technology to keep older residents connected to their community and friends and family, both near and far; and
8. Community support and health services – access to home care services, clinics, and programs to promote active aging (physical exercise and healthy habits);

WHEREAS, Worthington City Council identified the Age-Friendly Worthington Initiative as a high priority for 2019;

WHEREAS, the City of Worthington has recognized the importance of becoming an Age-Friendly community with the identification of existing initiatives that promote age-friendly policies and opportunities,

WHEREAS, cities and communities have different needs, resources, and varying capacities to engage their resources to take action to facilitate active aging, and the Age Friendly Worthington plan will be unique to this community;

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

SECTION 1. That the City supports initiatives and opportunities to engage in the Network of Age-Friendly Cities and Communities that encourage and promote public policies supporting healthy aging.

SECTION 2. That a staff designee of the City of Worthington is hereby directed to submit an application to AARP to join the Network of Age-Friendly Communities.

SECTION 3. That a staff designee of the City of Worthington shall hereby convene the Age Friendly Worthington Initiative to actively seek input from diverse stakeholders, including older residents, to evaluate current and potential age friendly initiatives, services, and programming in our community and to develop an action plan specific to the City of Worthington.

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

PROPOSAL: AGE-FRIENDLY WORTHINGTON

December 2, 2019 to Worthington City Council

To become part of the Network of Age-Friendly Communities, a community must have a letter or resolution from elected officials, and a submitted application. The application is part of the packet of information I've provided.

City Council's resolution would be the official declaration, and then city staff can complete and submit the brief application. Hopefully the application would be submitted in early 2020.

This kicks off a five year process with a planning phase and an implementation and evaluation phase.

AARP Ohio is providing assistance to communities in support of this initiative. Additionally, as a member of the network, Worthington could draw upon the benefit of experience in Ohio with the Coalition of Age-Friendly Communities of Ohio (CAFCO), and from over 400 communities across the country.

The initiatives are led in different ways depending on the champions in the community and the resources available. It is expected that Worthington would have a community-led/city supported initiative, and would bring together older residents as well as various stakeholders, partners and leaders.

1. PLANNING (Years 1-2)

In the planning phase, the community will:

- Establish mechanisms to involve older people throughout the age-friendly community cycle
- Establish a baseline assessment of the community's age-friendliness (typically through written/phone surveys, community focus groups and meetings)
- Develop of a three year community wide action plan based on the assessment
- Identify indicators for monitoring progress

No later than 2 years after joining the Network, a community needs to submit its action plan to AARP for review and endorsement. Upon endorsement and recommendation to the World Health Organization, the implementation phase begins.

WORTHINGTON:

- Should include an education component
- We would begin with forming an advisory group convened by the City/CRC. Potential members could include:
 - Older residents
 - The Community Relations Commission, which has made Age-Friendly Worthington a priority.
 - Service providers should be invited, to include: LifeCare Alliance, Syntero, Worthington Food Pantry, Central Ohio Area Agency on Aging, Franklin County Office on Aging, other partners.
 - Housing partners: National Church Residences; Kemper House
 - City staff – Parks and Recreation; Planning and Building
 - Leadership Worthington

- Worthington Partnership
 - Service organizations
 - Other interested parties
-
- Community visioning process to gather feedback begins early 2020. This can be one component of a baseline assessment. Ideally assessment strategies would be aligned with and in conjunction with visioning, not separate, to avoid confusion with residents.
 - AARP recommends input from 500 residents.
 - Resources are likely available from AARP Ohio and/or Age-Friendly Columbus and Franklin County to develop additional assessment tools as needed, conduct surveys and pull together focus groups. Resources could include grant funds, materials from other communities and staff time. Other creative ways to gather information could be developed with help from advisory group members or other partners, such as from Meals on Wheels volunteers.
 - The Center for Community Solutions is also providing support to communities (including Cleveland, Columbus and now Akron) to gather and compile data and develop a plan.
 - The action plan must identify goals within the 8 domains.
 - The advisory committee could develop guidelines regarding the action plan – short term goals, long term goals, feasibility with existing resources, alignment with the Visioning Committee report, etc. to ensure that the action plan steps are able to be achieved in the time frame and yield relevant results. The Action Plan should also align with the resources available from both the city and the community partners.
 - Ownership of the plan components will need to be determined. Not all items are expected to be owned and implementable by the city.

2. IMPLEMENTATION AND EVALUATION (YEARS 3-5)

- At end of period, the community is required to submit progress report to AARP outlining its progress in Step 2

WORTHINGTON:

- The advisory group will continue to meet and report out progress. Reports will be made to City Council.
- The group will work with other communities in Central Ohio and the state to share information and identify best practices.
- The plan may be amended depending on opportunity or unforeseen circumstances

3. CONTINUOUS CYCLE OF IMPROVEMENT (Years 5+)

- Community enters into further implementation cycles

Potential initiatives that could result from a community implementation plan:

- Age-Friendly Business initiative – education and voluntary certification as an “Age-Friendly Business”; inclusion in an Age-Friendly business directory
- Age-Friendly Event Guide and evaluation of events by organizations and city

- Implementation of a Safe Routes to School/Safe Routes for All pilot that includes age-friendly components
- Establishment of a Village:
 - Are membership-driven, grassroots, nonprofit organizations
 - Are run by volunteers and paid staff
 - Coordinate access to affordable services
 - Provide volunteer services including transportation, inspiring health and wellness programs, home repairs, social and educational activities
 - Offer access to vetted & discounted service providers
 - Are based on the needs of your community
 - Are one-stop-shopping. Villages do anything their members need to age safely and successfully in their own homes
 - Positively impact isolation, interdependence, health and purpose of their individual members to reduce overall cost of care
- Review of zoning and building code requirements to remove barriers to age-friendly housing options
- Education about home modifications and any city requirements
- Pilot age-friendly housing incentives to expand options for housing - Accessory Dwelling Units, universal design, etc.
- Improve sidewalk safety/snow removal policy – engage business owners in outreach, education and enforcement
- Reduced rate for sidewalk repairs for older residents, people with disabilities and low incomes.
- Explore using existing buses for shuttles for events
- Advocate for additional covered bus shelters with seating
- Pilot a social worker ride along for EMS runs similar to Columbus and Upper Arlington
- Promote transit training programs and educational resources – public transit, ride share
- Partner with the schools to increase intergenerational volunteering and learning
- Ensure access to information about resources (Senior Guide, COAAA materials, others)
- Promote positive aging campaign utilizing Frameworks Institute’s Reframing Aging recommendations
- Work with first responders, utility providers, home modification professionals, others to increase number of referrals to appropriate aging support services from non-social and health care services providers
- Promote training and materials about planning for long life through employers, senior centers, libraries and other community organizations (e.g. Aging Mastery Program)