



6550 N. High Street
Worthington, Ohio 43085

T: 614-436-3100

Worthington City Council Agenda

Virtual Meeting

Link through: Worthington.org
Our Government – Live Stream

Monday, May 4, 2020 ~ 7:30 PM

CITY COUNCIL MEMBERS

Bonnie D. Michael
President

Scott Myers
President Pro-Tem

Peter Bucher
Council Member

Rachael Dorothy
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. Approval of the Minutes

5.A. Meeting Minutes - April 13, 2020

5.B. Meeting Minutes - April 20, 2020

Recommendation: Motion

6. New Legislation to Be Introduced

6.A. **Resolution No. 23-2020** Public
Depositories

Designating Public Depositories and
Awarding Public Monies of Active and
Interim Deposits.

Executive Summary: This Resolution
awards the active deposits to Park National
Bank. It further provides authority to the
Finance Director, at the time the City has
interim funds to deposit, to solicit rates
from various banking institutions and
deposit them with the institution(s) that
have the best rates.

Recommendation: Introduce and Approve
as Presented

6.B. Resolution No. 24-2020 Consent & Participation Agreement with ODOT - Northeast Gateway

A Resolution agreeing to cooperate with the Director of the Ohio Department of Transportation in the construction of the Northeast Gateway Intersection Improvement Project (FRA-CR84-1.36, PID 95516), to participate in the cost of the project, and authorizing the City Manager to enter into contracts with the Director of Transportation necessary for the completion of the project. (Project No. 602-14).

Executive Summary: This resolution provides consent and agreement to cooperate and participate with the Ohio Department of Transportation in the Northeast Gateway project.

Recommendation: Introduce and Approve as Presented

6.C. Ordinance No. 16-2020 Appropriation - Huntley Bowl Improvements Design

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Design Costs of the Rush Run Stream – Huntley Bowl Improvements and Determining to Proceed with said Project. (Project No. 708-20)

Executive Summary: This Ordinance appropriates the funds required to complete design of the Huntley Bowl Improvements, Project Number 708-20

Recommendation: Introduce for Public Hearing on May 18, 2020

6.D. Ordinance No. 17-2020 Appropriation - Corporate Hill Drive Extension Design

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the West Wilson Bridge Rd. Municipal Public Improvements TIF Fund Unappropriated Balance to Pay the Design Costs of the Corporate Hill Extension Improvements and Determining to Proceed with said Project. (Project No. 709-20)

Executive Summary: This Ordinance appropriates the funds required to complete design of the Corporate Hill Extension Improvements, Project Number 709-20

Recommendation: Introduce for Public Hearing on May 18, 2020

6.E. Ordinance No. 18-2020 Appropriation - Street Improvement Program

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the 2020 Street Improvement Program and all Related Expenses and Determining to Proceed with said Project. (Project No. 707-20)

Executive Summary: This Ordinance appropriates funds for the 2020 Street Improvement Program

Recommendation: Introduce for Public Hearing on May 18, 2020

7. Reports of City Officials

7.A. Policy Item(s)

7.A.I. Revised Implementation of 2020 Capital Improvements Program

Executive Summary: Recommended revised implementation plans for the 2020 Capital Improvements Program will be discussed in response to the anticipated economic impacts of COVID-19

8. Reports of Council Members

9. Other

10. Executive Session

10.A. To consider appointment of public employees to boards and commissions

10.B. Compensation of public employees

11. Adjournment



CITY OF WORTHINGTON
Worthington City Council Minutes
April 13, 2020

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met remotely in Regular Session on Monday, April 13, 2020, via Microsoft Teams video conference. President Michael called the meeting to order at or about 7:30 p.m.

ROLL CALL

Members Present Virtually: Peter Bucher, Rachael R. Dorothy, Beth Kowalczyk, Scott Myers, David Robinson, Douglas K. Smith, and Bonnie D. Michael

Member(s) Absent

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

The number of visitors is unknown.

PLEDGE OF ALLEGIANCE

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

VISITOR COMMENTS

The Clerk remarked that there were no visitor comments.

President Michael commented that because of the pandemic and the statewide orders to stay at home, we are using virtual means to conduct our City Council meetings. Individuals who are interested in sending comments may email them to council@worthington.org or call in using (567) 249-0063 with Conference ID: 894 456 406. There is an approximate 30 second delay in the live stream so there will be times during the public comment portions of the meeting when we will pause to allow time for the live stream to catch up and for any phone calls to come in. We will do our presentations first, take Council comments and

then if there are any comments from the public regarding the topic, they will be read into the record.

APPROVAL OF THE MINUTES

- Meeting Minutes – March 9, 2020

MOTION Mr. Robinson moved, Mr. Bucher seconded a motion to remove the meeting minutes of March 9, 2020 from the table.

The motion carried unanimously by a voice vote.

President Michael understands that Mr. Robinson wishes to amend the minutes that were sent out. She asked if there was a motion.

MOTION Mr. Robinson moved, and Mr. Smith seconded a motion to amend the meeting minutes of March 9, 2020 as proposed by Mr. Robinson.

President Michael explained for those watching the meeting online that the exact amendment language was included as part of the Agenda packet available on the City's website. She invited Council members to comment.

Ms. Dorothy commented that she would like to amend the statement that categorized her as "interjecting." She was merely answering a question posed by Mr. Bates.

Mr. Robinson agreed to the change. No other members had any changes.

The motion to amend the minutes of March 9, 2020 as discussed carried unanimously by a voice vote.

REPORTS OF CITY OFFICIALS

- Rush Run Stream Study

Mr. Greeson greeted Council members and those watching online. He explained that this is a Committee of the Whole meeting which typically is when Council and staff workshop and discuss more substantive topics but do not necessarily act. Tonight, there are two important studies that the City has been conducting and will be presenting to Council. The first one is the Rush Run Stream study. He invited Service & Engineering Director Dan Whited to introduce the topic as well as the consultants who will be presenting.

Mr. Whited shared that he is excited to present the two studies to Council. The first presentation is by Dr. Hawley with Sustainable Streams and work with consultants with Strand and Associates. This was not an engineering study but rather an evaluation of the

erosion conditions with the stream and determine what might be done to mitigate those conditions. He invited Dr. Hawley to share the results of the study and potential solutions.

Dr. Hawley thanked everyone for the opportunity to share their information this evening. He is principal scientist at Sustainable Streams and will be joined by Chris Rust from Strand and Associates during this presentation. He invited anyone interested in more detail to review the memorandum that was provided with the council materials.

Dr. Hawley displayed a PowerPoint presentation, the first slide of which showed a higher view assessment of the entire reach of Rush Run, which flows from the northeast at Huntley Road towards the southwest through the city. As the stream gets closer to the Olentangy River, there is less elevation for the stream to drop, which creates banks that are shallow, gentle, and well vegetated. Moving upstream from East South St., the banks become taller and tend to be more unstable the closer you get to McCoy Ave. One could ask why this section of Rush Run exhibits so much erosion. They get hired to answer that question.

Dr. Hawley shared that streams in a suburban watershed must adjust to greater run off than what use to occur. Rain previously hit the tree leaves and gradually make its way into the topsoil and eventually into the stream. With houses and roads, the sealed surfaces deflect that water and route it more quickly into the stream. The streams adjust to that additional water by getting larger. Streams in suburban watersheds tend to erode about ten times the rate of the rural streams which tend to erode at nominal rates. That is why Rush Run in general is getting larger and having more erosion issues.

Conventional detention basins do not begin to attenuate flow until there is a very large storm, like the two-year storm and higher, when you want to hold back water for flood control purposes. Typical storms are less than that two-year volume.

When talking about stream erosion we need to think about the flow of water that initiates the movement of particles on the bed. That movement of particles is when erosion occurs. Greater erosion occurs in our suburban watersheds with conventional detention. The more times that particles get displaced, the deeper the original stream bed becomes and the more unstable and wider the stream. The stream tends to become deeper around what is called the hard points or base level. That is why the farther upstream from the base level, like with the Olentangy, the deeper the stream can get.

In looking down on our original stream, this displacement of particles made the banks taller. As they become taller and steeper, they become unstable which leads to bank failure and erosion. The banks will continue to widen because of the unstable conditions. It will eventually begin to develop piles of sediment at the toes of the banks and over long enough periods of time and after eating up a whole lot of channel or property and soil, we can return to an equilibrium condition where the stream is flatter and has returned to stability. There is a great deal of instability between those points. A stream cannot become deeper without eroding the particles on the bed.

When thinking about design to hold back water it is important to figure out what the critical discharge is for the stream system and then tailor controls to meet that critical discharge. Data was collected on Rush Run. They have the critical discharge estimate for Rush Run as a design target for our storm water recommendations upstream.

Dr. Hawley shared a case study that he and Strand Associates participated in that included the Environmental Protection Agency. In that study, they took a conventionally designed detention basin and inserted a device that restricts the discharge on the typical events from a 24" hole and choked it down to an 8" opening. There was also a by-pass that allows for discharge of a larger amount to maintain flood capacity. They restricted discharge of the more frequent storms. The retrofit was designed to take a system that used to exceed the critical discharge about every three months on average and extended it to only exceed every twenty-four months on average. The device substantially increased the time between events that cause erosion and thereby gives the stream time between erosive events for vegetation to start to re-stabilize the area.

Dr. Hawley showed slides of the stream before the device was installed and then again six years later. By adjusting the flow rate the stream was able to recover on its own.

Dr. Hawley invited Chris Rust to share the plan for Huntley Bowl.

Mr. Rust agreed that Huntley Bowl presents a similar opportunity to reduce erosion in Rush Run. As they evaluate detention basins such as the Huntley Bowl Park detention basin, one of the first things they did was evaluate the roughly 565 acres of tributary that flows into the actual detention basin. Not only is the scale of the drainage area large, but the number of impervious surfaces is also substantial. The existing roadway, pavement, and buildings, which amount to 350 acres of impervious surfaces, drain into the Huntley Bowl Park detention basin.

Mr. Rust explained that they then evaluate the types of facilities to try to understand the amount of storage, volume, and capacity that this type of detention facility provides. He explained the process used to evaluate what the storage volume capacity of the detention basin is. In this case, 57.7 acre-feet equates to 18.8 million gallons of storage volume capacity. They do not often come across a detention basin of this scale from both the drainage area standpoint and the overall storage volume capacity.

The concrete channels around the detention basin quickly route the flow from upstream directly to the outlet pipe and down the stream into Rush Run. Water detention likely does not occur with the smaller storms.

Mr. Rust shared several images of detention basin retrofit options that would be appropriate for the Huntley Bowl and will provide a significant benefit in terms of reduced flow rates out of the detention basin. They also looked at an option that included excavation, re-grading and restoration within the bottom of the detention basin. 8,900 cubic yards of excavation will result in 5.5 acre-feet of additional storage volume. The Planning-Level

opinion of probable construction cost is about \$378,000 which includes a 30% contingency.

Mr. Rust showed hydrographs for Huntley Bowl with existing conditions, retrofit conditions with no grading and then with grading. There was a pretty significant reduction in peak flow after the retrofit fit and grading were done. That reduction translates into a significant reduction of excess sediment being transported downstream from the Huntley Bowl basin.

Dr. Hawley stated that Huntley Bowl is an extremely rare opportunity to address the root cause of the problem. It will not stop all erosion, but it is something the City can do now to help facilitate a gradual return to more natural rates of erosion. Any banks that are currently unstable, especially if they are geotechnically unstable, can remain unstable for some time. But the goal, by holding the flow back, is to give the stream the ability to induce aggradation at the toe of an unstable bank and that aggradation can become stable and be a buttress to an unstable bank and substantially slow that down. It is also not allowing the bank and toe to become further eroded. The bank itself might be unstable but the toe has become stable which is a positive improvement and allows the stream to do that on its own. This is something the City can do now because it is city-owned property.

Dr. Hawley shared that instream solutions are technically feasible but need to be systematic to ensure long term success. Small projects can be undermined by instability in adjacent reaches. Even designs by experienced practitioners can be prone to failures, especially in challenging settings. The Huntley Bowl is a challenging setting. This type of solution is technically possible. It is much less expensive and gets at the root cause of the problem.

President Michael thanked Dr. Hawley and Mr. Rust for the presentation and asked if any members had questions.

Mr. Bucher thanked the two for their presentation and stated that he is looking forward to seeing this project move forward.

Mr. Myers stated that he was curious as to whether Mr. Whited has prepared a recommendation at this point. Mr. Whited replied that he recommends going forward with this Huntley Bowl mitigation/improvement plan. He thinks it will go a long way to mitigating some of the problems in the stream. As Dr. Hawley said, it is rare to have an opportunity to make significant improvements to the stream. It will take some time for it to do healing, but he thinks it will. That does not mean that other things will not need to be done in the stream over time but carefully, well-thought through and in conjunction with the Huntley Bowl improvements will change the characteristics of the stream flows

When asked by Mr. Myers if he thinks this will impact the erosion all the way to the Olentangy, Mr. Whited thinks the impact will be all the way. The characteristics of the watershed Mr. Rust described shows a large component of that impervious watershed is upstream but there is a significant component downstream that does change the flow

characteristics. The improvements in the flow characteristics will lessen as they go downstream. It will have an impact all the way as the flow characteristics change and the physical characteristics of the streams change.

Ms. Dorothy commented that she wanted to confirm that currently we have in-stream controls that are failing, which is one of the reasons we are at this point. Mr. Whited agreed.

Ms. Dorothy further stated that Huntley Bowl is not currently being used to its full potential as was already noted. There is a great potential there and we could use it more. Mr. Whited explained that it was designed in an old school manner, which was more of a flood control than an erosion control characteristic. During those big storms it would hold the water back and flow over a larger period at a higher flow rate.

Ms. Dorothy commented that the vegetation we want to see after the peak flows are reduced. She asked if planting of any vegetation would need to occur. Mr. Whited thinks that some will occur naturally but whether we would want to supplement is a question for Dr. Hawley. Dr. Hawley agreed that it will certainly be colonized by the vegetation that is out there. Much of the vegetation is invasive so many communities supplement with native vegetation. One way is through the live stake programs which plant live cuttings of native plants like willows and silky dogwoods. He explained that the seed bank of herbaceous ground cover is there, and they expect it to take off. He added that if we can have one or two years of normal rain, then that is when we can kind of give the system the pause for that vegetation to take root and facilitate that recovery.

Mr. Robinson noted that David Hudson sent an email at 6:30 p.m. and asked if the Sustainable Streams and Strand report includes separate recommendations for stabilization of the Rush Run stream bed, as well as retrofit alternatives to the Huntley Bowl Detention Basin. He asked if Council is planning to implement both sets of recommendations at this time. Mr. Whited explained that the City owns the Huntley Bowl property. There is no environmental permitting required and no easements or access questions. The instream work must be planned out extremely carefully. We recommend doing the excavation work at the Huntley Bowl first then investigate and analyze what impact that has on the stream. At the same time, consider what other options can be down downstream with the new discharge rate we will have. After the work on the Huntley Bowl, the characteristics of the stream are going to be much different than they are today. It will have an impact on the design and environmental permitting in the stream would be significant and take several years to design, let alone build.

Mr. Robinson believes Mr. Whited answered questions one and two of Mr. Hudson's. His third question focused on the stabilization of the streambeds. He asks whether the recommendation for the repair or replacement of the gabion baskets is only for the first 1,100 feet from McCoy bridge downstream. He asked what the intention is for the remaining baskets beyond that. Mr. Whited replied that Dr. Hawley's study did not go into individual reaches. Those specifics would be in the final design work.

Tom Lindsey acknowledged receiving the email from Nicky and David Hudson as well as questions from Susan and Dustin Mondrach. Since the Hudson's email has already been addressed, he asked the Clerk of Council to read the remaining questions.

Mrs. Thress commented that the Mondrach's questions pertain to the area below 290 E. South Street and are as follows:

1. Your conceptual recommendations dated August 2019, Page 1 recommends evaluation by structural engineer & geotechnical engineers. You further state on Page 2 that "A full solution for a privately owned hillslope that tall and steep (e.g. a deep retaining wall, sheet piles, etc.) would need to be developed by a geotechnical/structural engineer." Engineered solutions for deep retaining wall, sheet piles, etc. were developed prior to your report in the Summer of 2018 and rejected by the City for the CDC Designed "Boulder J-Hook" solution (attached). I'm sure you've seen this. Why does this report still recommend deep retaining wall, sheet piles, etc?
2. The CDC design proposed a "Willow Live Stake Planting Area", & "Erosion Control Matting" in the exact location that structural engineers and geotechnical engineers maintain the deep retaining wall needs to be located to prevent further subsidence. Can the City Reasonably develop an alternate solution at this location that includes a retaining wall?
3. The CDC Engineered details illustrate shallow bank diagrams in the areas of the Willow Stakes & Erosion Control Matting. Will the creek width be made narrower at these locations to decrease the angle of the bank? If not, how is the first 5' (the Toe of the riverbank) to be maintain as it is almost vertical?

Mr. Whited explained that before we got involved with Dr. Hawley, CDC had looked at some potential to do a piecemeal solution in front of Mr. and Mrs. Mondrach's house based on a meeting he and Mr. Lindsey had on site with Mr. Mondrach. That was sort of an isolated attempt to do what Dr. Hawley is looking to do in a different way because there are some physical changes to the stream. It all must be reevaluated. Once we began conversations with Mr. Mondrach and his attorneys and then engaged with Dr. Hawley, we completely set CDC aside and did not look at it any further. They are sort of unrelated now that we have changed the approach to how this will be accomplished.

Secondly, no final design has been done. The design in CDC was started and never completed and will have to be reevaluated. The answer is that it is currently hard to tell.

The third question goes to what Dr. Hawley stated in his report and described tonight. The change in the characteristics of that stream bank would do that based on it being aggregated back to its condition over time. It was what CDC was planning to do in a different way.

Mrs. Thress reported receiving another e-mail from Mr. Mondrach in which he asked who will coordinate the instream repairs that need to be systematically installed.

Mr. Lindsey replied that the City has gone down sort of two simultaneous paths after he and Mr. Whited met with the Mondrachs at their property. Mr. Whited started down the path of contacting CDC to do some localized repair work as he indicated. Mr. Lindsey reported that at the same time he was starting to make preliminary overtures to Dr. Hawley and Sustainable Streams about doing a more comprehensive study. Also, during that time, the City received a demand letter from the Mondrach's attorney, which then sort of changed the source of how the City responded to two ventures. The City did receive C.I.P. funding and Council approval in 2019 however, further design and implementation of the localized repairs were put on hold and the study with Sustainable Streams did proceed forward in the summer of 2019.

Mr. Lindsey reported on the settlement discussions that occurred over time and concluded only recently when the City Council's attorney and the Mondrach's attorney approved that settlement. Part of the settlement authorized funding necessary to do repairs over a thirty-year period. The funding for the work proposed in the settlement included two components: one was the study that Dr. Hawley performed. That work has now been completed. The other portion of that work in the C.I.P. from 2019 was the localized repair, which has not yet been done. Mr. Whited indicated the design of that work is in the final form. If the Huntley Bowl project moves forward, it sounds like the appropriate design may change based on the change in the flow rate of the stream. He anticipates the design engineering would be a coordinated effort between the Mondrach's attorneys and the City's insurance defense attorneys.

Mr. Lindsey added that the settlement was a compromised settlement of the disputed legal claim where neither party admitted liability or responsibility. The City's position at the onset was that we did not have legal liability for the upper bank repairs and therefore moving forward it would be the property owner's responsibility as to what repairs they might or might not be willing to fund. He would anticipate that at some point the City may want to entertain whether to play a role in coordinating the appropriate design for the repairs needed for each property owner. There would need to be detail and legal determination of appropriate design. There would also need to be legal determination of access rights and authority and permissions granted to do the work. Lastly, the funding of the project would also need to be determined. There are many questions left to be resolved and he recalls Mr. Whited saying that the EPA permitting process is lengthy. He thinks that after the Huntley Bowl improvements are completed and time determines whether the improvements were as Dr. Hawley expects, we will know how to proceed.

Mrs. Thress reported receiving an additional e-mail, this one from Paul Dorothy. Mr. Dorothy asked if the intent is to repair/replace the existing gabion baskets or could a more natural looking solution utilizing class B rip-rap be utilized given the reduced velocity of the release after updating Huntley Bowl.

Mr. Whited agreed that any sorts of different types of natural solutions and things other than rock and riprap can be considered. The fact that typical stream flow rates will be reduced make those more appropriate. That is certainly a possibility and all a final design issue that would have to be considered.

Mr. Whited shared that staff has been working with Friends of the Olentangy Watershed (FLOW) on some of this effort. Because they are very interested in what is going on in this area, they have offered to apply for a 319 grant to the EPA and on behalf of the City. That grant has been submitted and could potentially fund the Huntley Bowl improvements. He just wanted to make Council aware of that and give a big "Thank you" to FLOW. President Michael, on behalf of City Council, added her "Thank You" to FLOW for taking the initiative. She hopes the grant is approved.

Mr. Greeson thanked Mr. Whited and Mr. Lindsey as well as Dr. Hawley and Mr. Rust. He appreciates all their work. This is obviously an important project and one that has been identified as a must-do project in our C.I.P. as are many of our projects. Considering the financial impacts of COVID-19, we will likely be reviewing all our C.I.P. Staff is currently evaluating which projects must move forward this year. Each project is to be categorized as must-do, should-do, could-do, or won't-do. Our evaluation puts this project in the must-do category. But we do not make that decision unilaterally as staff. In the coming weeks we will talk to members about all our C.I.P. projects and determine which ones to move forward, which ones to delay, and which ones to cut all together. While he would expect staff to recommend moving this project forward, we think Council should make that decision in the context of the entire C.I.P and not just our individual presentation this evening.

Mr. Lindsey shared that the one exception to the sort of wait and evaluate would be the commitment the City made to the Mondrachs to do the local bank repair. So legal obligations are must-dos and the City has every intention to move forward with that. However, given the questions from the Mondrachs, the need to coordinate may delay between the engineers. He wants to make sure there is no misunderstanding about his comments about coordination that the City was not moving forward because we are legally obligated to do so.

- Waterline Study

Mr. Greeson shared that we are blessed to live in a historic community. On occasion that does not feel like a blessing because it means we have old infrastructure that we must replace or provide maintenance on. Staff has systemically evaluated all our infrastructure and Mr. Whited and his team have done a great job. We have comprehensive evaluations of sewer systems and we have been working through each of our major sewer sheds to deal with sanitary sewer improvements. Staff has already reported on some of those sanitary sewer and storm water related items. We have aging waterlines and have been evaluating our needs to invest in our waterline system. Money was included in the C.I.P. each year as a placeholder, to invest in those waterlines until we had a larger game plan rooted in a thorough valuation of the entire system. He asked Mr. Whited to report on this item.

Mr. Whited reported being excited to move this item forward with larger initiatives. Like many communities we have some issues with aging infrastructures and waterlines are no small part of that. A Request for Proposal (RFP) was sent out last year and Strand & Associates was selected to review our waterline system. The RFP was sent to multiple firms for a study that included evaluation of adequacy of our existing waterlines, the capacity adequacy as well as serviceable life, needs, and deficiencies. They were to look at best management practices on how to improve that over time as well as identify and help prioritize those waterlines in the highest risk to us for some things that they will go through in their study. Strand and Associates was selected. The RFP also asked for assisting us in evaluating our long-term best management practices for operation and maintenance over time. They have done a very high-level evaluation of our system. He introduced Heidi Rose and asked her to introduce her team.

Ms. Rose shared that she is serving as the project manager for this project. Kelly Kuhbander and Nina Duerk are responsible for design and standards that we have set today uniquely catered to Worthington for the priorities we discussed. Lastly Kris Ruggles is helping with funding options.

Ms. Rose shared that their goal was to identify the real condition of the water system that is specifically owned by Worthington. They were to help provide prioritize system improvements based on the risk of failure, develop a list of priority projects and anticipated costs to inform the C.I.P. and allow pursuit of outside funding.

Ms. Rose reported that the first thing they did was identify the level of service that Worthington is responsible for. Worthington is unique in that it contracts with the city of Columbus. There are separate infrastructures and guidelines that Worthington is required to follow that are like Federal and State standards. They also looked at the City's current practices and help provide some guidance on any industry standards that can give them an opportunity to improve the water infrastructure with the costs. Knowing the cost is limited, we can help put together a schedule that can help the City prioritize those. They are also working with the City on the accreditation process to help the overall City recommendation through ACWA and be recognized nationally for that.

Ms. Rose shared the first step of any good operation is to know what you have. To do that we needed to look through the system inventory. She invited Nina Duerk to comment on this item.

Ms. Duerk explained how they went through the water system inventory mapping for the city of Worthington. They started high-level looking at the city limits, the topography, land-use, streams, railroads, street classification and water system. They looked at the hydrants, pump station and services. Then they looked at the sanitary and storm sewers, the customers served by the water system and then the emergency services within the City. This research helped them take a holistic view at everything and decide in conjunction with the City, how to prioritize the water main. They looked specifically at the water main information and into the ownership, whether it was city of Columbus or city of

Worthington. The size and materials used, break history, installation year and redundancy were also looked at. With any system one must start by looking at the information you have. As they started digging into the GIS information that was received from the City, they found there were approximately 278 missing attributes for any of the given data she mentioned. They needed to begin by filling in those gaps so, they met with City staff and together worked to complete the information to get the best overall view of the system.

Next, they began talking about the water system evaluation. This is where they get into the overall risk prioritization, defining the risk of failure of a pipe. She explained that the process included assigning the pipes a probability of failure between one and ten and a consequence of failure between one and ten. The pipe that is the highest risk of failure would receive a score of 100 and pipes with the lowest risk failure would receive a lower score. The probability of failure criteria includes the useful life remaining, number of breaks and break rates. The lowest probability of failure receives a score of one while the highest would receive a score of five.

With useful life remaining they looked at type of material and the year it was installed. That enabled them to quantify the pipes in the two to four range. A score of five would mean the pipe is past useful life. The number of breaks and break rate are a little bit different because the number of breaks on a pipe segment does not always describe what is going on in GIS since a shorter segment could have more breaks than a longer segment. This is all factored into the consequence of failure and gets classified with its proximity to railroads and streams, emergency services, major customers, redundancy, critical economic customers, and then the critical assets set by owner.

To touch on a couple of things, pipe diameter can tell the consequence of failure. Straight classification, the busier the road, the higher the consequence a break would be as it would disrupt more traffic. Also, the agency coordination – different types of roads would require higher levels of coordination between agencies and the City. This would need to be classified as a higher consequence of failure because they may take longer to repair. The proximity to railroads and streams cause environmental impacts and coordination required to fix both. Any pipe near a stream or railroad would receive a higher score. Consequence of failure would also be higher with items classified as emergency, like schools and police and fire stations as well as major customers such as industries.

With redundancy, they looked to determine if there would be a different way for customers to receive water within the system if one pipe broke or is it a critical pipe within the system that would cut people off from water. Economic customers and the pipes that serve those customers were identified by the City. With critical assets by owner, once the GIS information is given back, the City will be able to adjust those critical assets however it sees fit and identify projects that need to occur.

They looked at all of this information through the GIS data they received and had almost 2,000 different pipe segments. Since they could not look at each individual segment, they developed an ark python computer code and were able to assign the pipe a Consequence of Failure and Probability of Failure score and ultimately that Risk of Failure score. This

approach allowed them to look at every pipe without having to spend the extra time stepping through it. The City will receive this GIS code and can update as needed.

Ms. Duerk commented that overall, the system has many pipes in good condition. There are some in the older part of the City that have a higher Probability of Failure either because of a higher number of breaks, break rate or the pipes could be past its useful life.

On the Consequence of Failure map, we noticed that the main roads, highways, and the industrial corridors show a higher consequence of failure but overall, the system is not in a critical state.

The Risk of Failure map helped them identify some of the project areas. It considers the Risk Failure and Consequence of Failure and generates a map that shows some issues in the industrial corridors and again in the older areas of the City.

Ms. Kuhbander provided an overview of some of the projects they identified using this system. After completing the Risk Assessment, they have a Risk Ranking score that is assigned to each individual water main in the City. Their next step was to determine how to break the map with the Risk scores into logical project sizes that can be accomplished in one C.I.P. project and then determine what order to put each of those projects into. Then they had to decide which projects were the most critical. There were additional things that needed to be considered to determine the most critical such as planned paving programs, sewers projects and other capital projects. Anytime multiple projects can be combined into one construction contract that causes less disruption for the residents. Once they identified the project locations, they can run them through the prioritization criteria sheet to assign a score based on the risk. By putting the projects through this process, a list ranking the City's current top three priority water main replacement projects was developed. She used "current" because they are still going back and forth with the City doing final tweaks as they wrap up their evaluation. Every tool they developed, every scoring matrix they have done has been customized for the city of Worthington. It has been developed in a way that the City can update and continue to score new projects in the future. With the COVID-19 issues, the City is going to need tools like this to help determine what projects can move forward and what projects must move forward. It gives the City the ability to make those decisions.

Mr. Ruggles shared that they investigated essentially every public funding source available in the state of Ohio that they are aware of. There are three eligibility public funding sources identified for Worthington. There are two grants available (the Ohio Public Works Commission and Ohio Development Services Agency) and two loans (the Ohio Public Works Commission and Ohio Water Development Authority).

Mr. Ruggles explained the grant and loan programs to Council members.

Mr. Whited commented that this tool is something the City sorely needs. The cost of the top three projects identified (totaling over \$3,000,000) is significantly high. This program is a Service and Engineering Director's dream. He and his staff can go through and

evaluate the information on a regular basis and use it to their advantage to make critical decisions. He is impressed with the work they have done and excited to utilize the program.

Ms. Dorothy asked what kind of funds are available in the C.I.P. and what kind of projects can we tackle with those funds. She added that for the water system evaluation, is there any weight given to the people in Worthington that have lead components.

Mr. Whited replied that he believes the lead is related to the service lines and not the public municipal lines that we have control over. That would be significant but somewhat unrelated to the bigger picture of changing out the large waterlines. To the question about what funds are available, we currently have \$500,000 a year programmed into the C.I.P. Essentially, we could do 1½ of the first two projects depending how they came through. Again, that would go to our must-do, would-do, should-do stuff as we move forward.

When asked by Ms. Dorothy what we are currently spending on repairs, Mr. Whited explained that it varies from year to year. This year is going to be well over \$100,000. Last year it was around \$30,000 and the year before between \$70,000 and \$80,000. We spent significant funds to reimburse the city of Columbus for the waterline fixes they have done. It is all based on a formula they do, and that number varies quite a bit each year.

Ms. Dorothy commented that it would be nice to become proactive. We obviously needed the study to get our bearings to know what our highest priority needs are. She would love to get as much done as quickly as possible.

Ms. Kowalczyk asked if any of the top three projects could potentially qualify for grant funding. Mr. Ruggles explained that all waterline projects are eligible for Public Works Commission funds and having other components like roadway included in those will make them more competitive within the region. It comes down to who Worthington would be competing against and what other components may be involved in the project.

To Mr. Bucher's question about whether there is a way to partner with Columbus water on any of this, Mr. Whited replied Columbus supplies the water and we provide the maintenance on the waterlines per our contract.

When asked by President Michael if any e-mails were received, Mrs. Thress reported that one email came in from Mr. Paul Dorothy. His comments are as follows:

The evaluation seems to be biased towards businesses. While it is important to provide sufficient infrastructure to keep and attract businesses to Worthington's business corridors, we must be cognizant that home based businesses are becoming more prevalent—in fact, many of us that are working now, are working from our homes. Further, we cannot lose sight of the fact that water is essential for life. We have significant sections of our residential infrastructure that is failing. During our recent Council election, the Colonial Hills neighborhood was surveyed regarding residents greatest concerns, the condition of the water lines within the neighborhood, which is shown in your study as most of the highest probability for failure sections of the entire Worthington system, was a top concern.

The current approach assumes that by definition businesses are more vital than our residential areas. Many of the consequences of failure metrics are biased toward business usage and business corridors. Approximately a third of the metrics listed result in high scores for business corridors and low scores for residential corridors, well beyond double counting. The result of this type of analysis is clearly shown by how the thermal mapping of the problem gets stood on its head when one compares the probability of failure map to the blended analysis map. This is WRONG! What is more important is the number of impacted persons. There is no metric under consequence of failure that attributes the total number of potentially impacted persons, whether employees or residents. The metrics regarding consequence of failure need to be adjusted to be a fair measure for all concerned.

Mr. Whited commented that he disagrees with Mr. Dorothy's statement. Some of the business stuff focused on high-end users like Hyperion, who use a large volume of water. There is also some significant focus given to residents and it is not a final deal yet. We as staff will go through the final analysis and make sure we are focused on being fair and focused on the citizens of the community, both businesses and residents. He agrees with Mr. Dorothy about that being an important thing to do.

President Michael commented that members are going to be looking forward to receiving information and having to make decisions on capital improvements considering the COVID-19 issue.

- Financial Report – March 2020

Mr. Greeson, before turning the meeting over to Mr. Bartter, stated that this is the Financial Report through the end of March. Obviously, we think April will be dramatically different. Mr. Bartter is going to cover the last month's Fiscal Report and give you context for the next one.

Mr. Bartter stated that he wanted to quickly touch base on the financial impacts of the COVID-19 pandemic. As you know, the payment and tax return filing date has been extended to July 15th, which will affect our cash flow. What we would have previously received in the months between May and August will not be received until August through November. That impacts individual and net profit returns. Late last week we received early estimations on the impact, due to COVID-19 from the Regional Income Tax Agency (RITA), both in terms of delay and loss of income tax. Individual estimated delay is \$1.353 million. Individual estimated projected loss is about \$246,000. Net profit estimated delay is about \$1.8 million. The withholding estimated projected loss is about \$2 million. The total projected loss related to COVID-19, at least from some early numbers run by the RITA, is \$2,250,000 in 2020. That will impact both 2020 and then how we compound that out into the future in five-year forecast. We are building off a lower base and whether the economy builds gradually or rubber bands back up is going to have a big impact in the projections.

The COVID-19 pandemic is not going to affect just the income tax because the closure of both the Griswold and Community Center has a financial impact on us. The Parks and Recreation Department estimated the closure through May 5th and they are estimating the loss of revenue at about \$370,000. That is just through May 5th so obviously if that is extended, especially into the summer camps, he thinks that is going to be exacerbated. The gas tax, while that does not get receipted into the General Fund, it does impact the street repair and highway fund. We anticipate lower revenue coming in the gas tax due to the Stay at Home order, lower collections and fines and forfeitures from the Mayor's Court, and we currently do not have much in motel/hotel tax. He will continue to provide information as it becomes available. He added that he needs a motion to accept the March Financial Report. He would be happy to answer any questions.

Mr. Robinson commented that in the March report Mr. Bartter identified revenue impacts of COVID-19. He asked about the expenses and whether any expenses will be impacted such that the net effect might not be quite as severe as indicated in the initial report. Mr. Bartter replied that at this point we are going to look at reducing expenses to the point where we can conserve cash for the next 60 days. Much of the savings would have come in the way of payroll in terms of part-time employees at the Parks and Recreation Department, which we continue to pay for two pays. There are not many other expenses but again, we are going to go through this with a fine-tooth comb. We have already started looking for possible expenditure saving opportunities.

Mr. Robinson stated that on page 6, you give the General Fund overview. He asked what happened with the Township Fire Service variance that is down \$183,000. Mr. Bartter replied that it has not yet come in. We are waiting on the larger portion.

When asked by Mr. Robinson about the Property Tax, Mr. Bartter replied that we are waiting on the State reimbursement for Homestead exemption. It has yet to come in as well.

Mr. Robinson thanked Mr. Bartter and commented that he provides excellent work as always.

MOTION Ms. Kowalczyk moved, Mr. Myers seconded a motion to accept the March 2020 Financial Report as presented.

The motion carried unanimously by a voice vote.

REPORT OF COUNCIL MEMBERS

Ms. Dorothy shared that the Arts Fair at the MAC has been canceled as have other neighboring events because of COVID-19. This is going to be interesting times.

Mr. Robinson commented that even though doing a meeting like this pale to being with everyone, it is nice hearing from members. He misses them. President Michael shared that she thinks they are all missing each other and the community. She is glad everyone is

staying safe and healthy, which is the most important thing. We will find a way to come through this.

Mr. Greeson added that they will be hearing a lot more from staff on the financial issues and some of the methodology that was the basis of the numbers that Mr. Bartter shared. That information will be sent out this week. Staff is working hard going through everything as Mr. Bartter indicated, to develop strategies that will prepare us for what could be multiple scenarios that are difficult to predict. Members should expect additional information at each upcoming meeting. We look forward to working with Council on what are really important issues on how we move forward.

EXECUTIVE SESSION

ADJOURNMENT

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

President Michael declared the meeting adjourned at 9:20 p.m.

Clerk of Council

*APPROVED by the City Council, this
4th day of May, 2020.*

Council President



CITY OF WORTHINGTON
Worthington City Council Minutes
April 20, 2020

6550 N. High Street
Worthington, Ohio 43085

CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met remotely in Regular Session on Monday, April 20, 2020, via Microsoft Teams video conference. President Michael called the meeting to order at or about 7:30 p.m.

ROLL CALL

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

Member(s) Absent: Scott Myers

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

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 PRESENTATION

- Community Visioning Update

Ms. Stewart explained how the Visioning Committee has been actively discussing how to continue to do their work in light of the current environment and having their conversations with the community virtually.

Mr. Sherman detailed how at the Committee's virtual meeting on April 14, they discussed their philosophy and approach moving forward with this process. There are glimmers of

hope and goodness in the midst of the overwhelming drumbeat of bleak news. They discussed how things will likely not get back to normal anytime soon and perhaps not in this calendar year. Despite this, it is important to move forward and they intend to keep their original October 1, 2020 finish date. While the Committee cannot physically get in front of people, it is important that they are grounded in normalcy. It is necessary to look at their needs, realign resources, and refocus. The Committee agreed that their shared goals are to get more creative, create momentum, and keep things moving forward.

He explained how the Committee has a three-pronged approach to focus on the future. First is a newly reworked website that has lots of things to see and do, and places for the community to voice their opinions and give input. The second piece is the Speakers Bureau which will be conducted through webinars with various community groups. Finally, signage is a way to passively get out in front of the community. After talking with staff, they are looking at creating election type signs with QR codes strategically positioned around the city.

Ms. Dorothy expressed how she was worried about this process moving forward. She thanked Mr. Sherman for his work keeping this process together. It is important to keep moving towards that October 1st deadline.

Ms. Kowalczyk thanked Mr. Sherman for his presentation and shared how she is glad they have picked up and pivoted considering the challenges. Our future is going to look different now. There may be gaps where we might need to do better for people who otherwise may be left behind. She asked Mr. Sherman how much of where we are at now is factoring into their discussions. Have there been thoughts into the process and the outcomes. Mr. Sherman said they are all learning as they go. The key is to stay flexible and assume nothing. It will be interesting to ask the community how they are feeling. Their primary goal is to listen and engage appropriately.

Mr. Smith conveyed how he was a huge proponent of going door to door originally, but he will have to back off of that. The idea of webinars, signage, and doing a mailing is good. He is glad there is momentum. This is a great time to get out and ask the questions to see what the real heart of Worthington is.

APPROVAL OF THE MINUTES

- Meeting Minutes – April 6, 2020

MOTION

Mr. Bucher moved, and Ms. Kowalczyk seconded a motion to approve the April 6, 2020 meeting minutes as presented.

The motion to approve the April 6, 2020 meeting minutes as presented carried unanimously by a voice vote.

REPORTS OF CITY OFFICIALS

Policy Item(s)

- Permission to Bid – 2020 Street Improvement Program

Mr. Greeson explained how typically we are taking Councilmembers around our streets physically to see the ones that staff is recommending improvements to. Tonight, we will be providing a virtual presentation of our streets.

Mr. Whited explained how we typically do not get such an early start on this program which we are looking to move forward to bid, totaling \$901,300. It was initially intended to include McCord Park, but we are recommending delaying that due to our current fiscal situation. He detailed the various areas being recommended for repair.

Ms. Dorothy asked about the funding for McCord Park and where it would be coming from. Mr. Whited said it would have been from the Parks Department funds. Mr. Hurley explained the 2020 CIP included \$1.89 million for McCord Park renovations. We had seen an opportunity to take advantage of the Street Improvement Program (SIP) quantities to receive better pricing. However, that would trigger phase one which is why there is the recommendation to hold off so that we can reassess.

Ms. Dorothy said it was her understanding that we were going to bond out McCord Park. She asked where we are getting the cash for the rest of the SIP. Mr. Bartter said it is spending cash accumulated in the Capital Improvements Program (CIP). By holding off on the McCord Park paving, we will sacrifice economies of scale, but it gives us flexibility to evaluate the impact of COVID-19 and the resulting impact on our income taxes.

Ms. Dorothy asked if Gas Taxes go to fund full time staff. Mr. Barter responded that is correct.

Ms. Dorothy conveyed how she is happy we are getting some improvements on the Olentangy trail. She asked whether bike and pedestrian improvements on 161 will be a part of any plans. Mr. Greeson explained how there is a judgement being made to move forward with the SIP, because it is basic core maintenance. We do not want to fall behind during what appears to be difficult fiscal times. We put off desirable projects that are not necessarily must dos such as McCord Park. There are two other projects that are also potentially impacted in the CIP in the near term. The Diamond Brite project was sent for bid but no bids were received. The judgement is that project can wait another year. Second, the bids we received for the 161 crossing exceeded the engineer's estimate, requiring a rebid. We do not recommend conducting a rebid until we have had the chance to do a more comprehensive evaluation of the CIP. Ms. Dorothy said she does want to challenge what our core maintenance responsibilities are, but we do see many people walking and biking and there needs to be an emphasis on all people. Mr. Greeson said while we call this the street program, it does include many repairs on sidewalks particularly where there are displacements.

Mr. Robinson asked if we had included McCord Park component what would have been the out of pocket expense we wanted to be bonded. Mr. Bartter replied that the out of pocket in 2020 would be zero, the first payment would be in 2021. We are not going to issue any debt until September.

Mr. Bucher asked if this work is normally done by one contractor or if it could be broken up into pieces. He also wondered if the costs for this on par with improvements in the previous SIPs. Mr. Whited said that the cost is consistent with previous years. He explained that the economies of scale by using one contractor is why it is bid with a single contractor. We typically use a large-scale paving contractor to do the work.

MOTION Mr. Smith made a motion to remove McCord Park from the proposal. The motion was seconded by Ms. Dorothy.

The motion passed unanimously by a voice vote.

MOTION Mr. Robinson made a motion to grant permission to bid the project. The motion was seconded by Mr. Bucher.

The motion passed unanimously by a voice vote.

- SR 161 & Linworth Road Intersection – Letter to Franklin County Transportation Improvement District

Mr. Greeson explained how occasionally there are opportunities that come around and we need to take advantage of them. A few years ago, we participated in a study with the Ohio Department of Transportation (ODOT), Franklin County, Perry Township, and the City of Columbus, to look at SR 161 down to Sawmill. That process concluded in 2017 and since then, staff have met periodically to find ways to move forward. Ms. Stewart participated in a call recently, and that group identified an opportunity to apply for federal funding through MORPC attributable funding dollars with the funding cycle opening up later this summer. There is the belief that this would be a very competitive project. If selected, the funding may not be available until 2025-2026, so we need to work with our partners early to get in line for resources several years down the road. This process would begin by sending a letter to the Franklin County Transportation Improvement District. The Franklin County Engineer's office would handle the federal funds and the right-of-way acquisition. We believe that they would do a good job and that would relieve us of those duties.

Mr. Bucher asked for clarification that if we move forward, when will we know if the funds come through. Mr. Greeson said we would know tentatively later this year.

President Michael explained how this is a project that many people living in the area have expressed needs to be re-done. She noted that if we do not go forward with a letter now, that will push this project back several more years.

Ms. Dorothy expressed how she does believe this is a good project. She asserted that she does not believe that cars should be the top priority. In addition to bike and pedestrian along 161, people have requested north/south accommodations for people using bikes and walk. We do not want Worthington to just be a place people are trying to get through as fast as possible, we need to make sure to be accommodating for everyone in our community.

MOTION

Ms. Kowalczyk made a motion to authorize the letter to the Franklin County Transportation Improvement District. The motion was seconded by Mr. Smith.

The motion passed unanimously by a voice vote.

Information Item(s)

- Update on COVID-19

Captain Craig detailed how he is the daily liaison with Columbus Public Health and the most recent confirmed case update at 2:00 pm indicated that Franklin County has 1570 confirmed cases with 34 deaths. In Columbus there are 1119 cases with 18 deaths. Worthington has 16 confirmed cases and one death at this juncture.

Ms. Kowalczyk asked as the daily numbers come in whether that triggers anything. Captain Craig explained that as far as the numbers go, it does not necessarily change operations, but it does help to prepare for the next operational periods. We look 48 hours ahead. Speaking with his counterparts in the area, the trend we are seeing is continuing to rise along with a lot more testing. It is also beginning to get out into nursing homes, prisons, and jails. Ms. Kowalczyk asked about our role working with nursing homes in the area. Captain Craig detailed how we are there to help out and advise, but nursing homes fall under the state.

Lieutenant Mette explained how the operations section receives reports from the Division of Police, the Division of Fire, Service, and communications related to the different parts of the organizations on a daily basis. We are currently well staffed to handle the crisis. Operational needs and missions undertaken are updated daily. We have had very good business compliance with Ohio Department of Health orders. Some major accomplishments include establishing substations for Police and Fire to keep staff separated and developing procedures for handling COVID-19 exposures with staff, helping to prevent possible spread. Lastly, the standing up of Lexipol knowledge management is one channel of communications for staff to keep message on point.

Mr. Hurley gave the report for the logistics section on behalf of Mr. Oliver. They are responsible for ensuring that the City has resources and key supporting processes to sustain our critical and essential operations. We have an adequate reserve of Personal Protective Equipment (PPE). There are processes to coordinate needs across the City including the storing of masks in case we want to recycle them. We are confident in our cleaning supplies. Some accomplishments include having 41 people working from home

securely and productively. There was an assessment of demand for childcare for first responders and only a few had a need. We worked with local daycares to apply for special licenses. Finally, we are trying to maintain a safe work environment with plenty of supplies.

Ms. Stewart detailed how the planning section looks forward to the next stage of the crisis and what that looks like and how to prepare. Mr. Hurley leads the community support and engagement branch with many of his staff in Parks and Recreation looking at community events on the calendar and figuring out what ought to happen with those events. We are working with and talking to our community partners. We are also looking at ways to keep the community connected in the face of distancing online in a virtual setting. The financial planning branch has a group looking at short term cash conservation and longer-term strategies. Third we are examining how we might re-open when it makes sense to do so, which will be driven by public health advice. We expect to have phases of re-opening. We are starting to look at what those phases look like without assigning specific timelines at this time.

Ms. Kowalczyk asked about what kind of adjustments will potentially be made to how we do business. Ms. Stewart explained that is still in the planning phases. The initial phases will be smaller. When things reopen, we are not expecting things to look the same, there will be requirements to have masks and use hand sanitizer. These things are still being brainstormed.

Mr. Bartter detailed how he is leading the finance and administration section which is focused on monitoring purchasing for COVID-19, personnel issues, and evaluating the fiscal impacts of the current incident. With the passage of Ordinance 15-2020, it appropriated \$100,000 increasing our contingency to \$150,000. So far only \$5,300 has been spent, mostly due to Parks and Recreation refunds. The COVID-19 response has cost \$28,000 in terms of things such as PPE and, cleaning supplies. We are working to track overtime costs and submitting all reimbursable expenses through FEMA and the state. Personnel is heavily involved in ensuring compliance with federal guidelines and the Families First Act.

President Michael asked about federal funding only going to reimburse for COVID-19 based expenditures. Mr. Bartter said that is correct. Mr. Greeson explained how dollars from the CARES Act flows through the state government to local governments. It is his understanding that communities over 500,000 will receive direct aid, and other cities will have funding come through the state. This is a real challenge for local governments, just like businesses, and we are experiencing a dramatic drop in revenue. Revenue replacement would be best to ensure continuity of services. President Michael expressed the Ohio Municipal League is encouraging cities to send letters and she wondered if we should as well. Mr. Greeson said he thinks that we should.

Mr. McCorkle explained how he is leading the liaison section which reaches out to over 250 organizations on a weekly basis, both employers and the faith community. Their

primary purpose is to be a point of contact to solicit feedback. They are also engaging in early dialogue with key employers about impact of COVID-19 on their payroll.

Mr. Linkenhoker with the Worthington Resource Pantry detailed how they began car side distribution of prepacked food kits on March 14. They have served 5,743 individuals and 67,185 meals. 438 of those visits came from families that have never visited the resource pantry before. They have experienced a 595% increase from this time period a year before. They have never seen a jump like that. Luckily, the community has come together and made incredible contributions to the pantry. They are currently using contributions to purchase food and have been able to expand their services to support more people. Through a collaboration with CoHatch and Honda, they are delivering food to about 25 homebound families every week and that number continues to increase. They have worked with the schools to distribute fresh produce kits.

Ms. Kowalczyk thanked Mr. Linkenhoker for everything the pantry is doing. She asked about the food supply and the challenges coming in terms of access to food. Mr. Linkenhoker said they usually make on Mid-Ohio Food purchase every month that is between 8,000-12,000 lbs. They have gone from one purchase per month to two per month to take advantage of whatever might come up as available. Mid-Ohio ordering does not work like a wholesaler, it is based on what is available and what they can get for a good price. They are low on canned foods in a way they have not seen for five or six years. At this time there is a lot of fresh food. They are keeping an eye on the fresh meat situation and if the meat supply goes down that is going to hurt pantries quite a bit. Ms. Kowalczyk asked if the pantry has been able to take advantage of dollars coming down from the government. Mr. Linkenhoker explained how the dollars go to food banks and is not something they have seen yet.

Ms. Parini with the Worthington Partnership explained how they have three brands underneath their umbrella, the Partnership, the Farmer's Market, and Experience Worthington. Their main page has turned into a support local business page. There has been a merchant meeting via Zoom with FCBank about the CARES Act. They had new signs produced and installed to advertise some of the restaurants that are still open for carryout. She shared how it has been tough listening to businesses and their issues having to close their doors. She highlighted AR Workshop which has done a great job pivoting and have created DIY kits, reporting a 40% sales growth year over year. Many businesses have been pivoting. Experience Worthington has done an incredible job to get the word out, including producing things such as fun ways to measure six feet of distance. There are new virtual history tours. The Worthington Farmer's Market which is the largest in the region has worked around the clock to change to a new pre order and pick up model. They have seen a 148% increase in the five weeks since their first drive thru. They had to discover new volunteers for this new model to protect high risk folks. She highlighted the City's GIS manager who helped to develop a new colorful map for the market.

Ms. Brown who leads the communications section explained how their primary goal is to provide Worthington specific information, as well as health and community resources. Information is coming from our partners with Columbus Public Health and the Centers for

Disease Control, and we are working together to remain consistent with our messaging. Information about the City's response and how people can help is posted on the City's website at Worthington.org/coronavirus. We are also pushing out information through web notifications, social media channels, and video posts.

Chief Zambito commented on how he has seen the most amazing dedication and commitment from people during this crisis. The virus brings a whole new danger we are not used to dealing with. All departments have been demonstrating dedication and innovation.

Chief Ware echoed the comments from Chief Zambito and commended the community which has done a phenomenal job. However, the rate of spread may be expanding, and it is still dangerously high. Without question, people are experiencing cabin fever. He urged everyone not get caught up with what happens in other cities and states. Do not be lured into false sense of security. This is not over yet. Many people are carrying the virus without exhibiting symptoms. Limiting the spread is critical to allow people to return to work safely.

Mr. Greeson explained how when this first started, he issued a proclamation of civil emergency for the City of Worthington. That expires tomorrow at midnight and it is his intent to extend it given the factors that still face us. There have been some questions asked about how states of emergency work. In the City's codified ordinances, he is allowed to issue proclamations of state of emergency when there is a crisis or disaster that affects the life or property of people in our community or substantially impairs the function of city government. The ordinances give the ability to institute temporary rules, restrictions, and prohibitions not in place in normal times. This may include lifting rules, requirements, or restrictions to ease our response in order to ensure continuity of government in emergency.

There were questions from Mr. Robinson and others about how emergency proclamations work, how they are established and how they end. In this case it was established by the City Manager. When issued, this proclamation was time limited for 30 days and roughly tied to the length of the initial orders from the Governor. The emergency proclamation may also expire or be changed by action of the City Manager, or a majority vote of the City Council. Powers cannot be exercised that are not inserted in the proclamation. Sometimes in emergencies you add to the changes and rules as you face new needs. Authority is broad to include but not limited to curfews, prohibiting the sale of alcohol, restricting movement into or out of an area, and limiting assemblage of persons. The code is written broadly because each emergency is different. It currently only does three main things which are to support the public health directives of the state and federal governments, and Columbus Public Health, to provides for greater flexibility of assignment for employees, and to provide greater flexibility for purchase of goods and equipment.

The check and balance for this is that the City Council has the authority to vote by majority. The administration of City government is not a co-equal branch of government. We work for the City Council. You can direct our action by your majority vote. Council can convene to take binding action with a quorum. In an emergency situation, Council can meet within

24 hours. The Council President, City Manager, or three Councilmembers can call a meeting.

Mr. Greeson touched briefly on the economic impacts of COVID-19 to the City. He sent out a five-page memo that begins to look at preliminary projections. There is a lot that we do not know yet and we are making some educated best guesses. We do believe this will have a system impact, hitting every revenue stream either in terms of delay or reduction in revenue. Looking at income taxes, the projection we are looking at includes a 20% reduction in income tax revenue in March through June. We are projecting a 10% drop in July through September and 5% from October to December. That is approximately a \$2.5 million loss. That is a scenario assuming a steep decline with a gradual return.

In addition to a delay of filing there are some additional cash flow considerations. We are concerned about Parks and Recreation revenues. If we are projected to re-open in early May that will create about a \$330,000 loss in revenue. If that extends to June that increases to \$544,000. Cancelling all summer camps will be around a \$188,000 loss. There will be reductions of gas tax revenue from reduced driving. We have not been holding court which decreases fines. We are currently monitoring building permits. We are also concerned about the reduction of the hotel/motel tax.

We are developing cash conservation strategies and we will report back to Council at upcoming meetings. Staff is also examining all CIP projects. Moving into the summer and the budget development process we will not only be looking at near term actions to lower expenditures but also looking into 2021 and updating our five-year forecasts.

Mr. Robinson asked about the assumptions RITA used to come up with an estimation and if they seem accurate. He also asked about the revenue lost in Parks and Recreation and if we could speak to any offsetting reductions. Mr. Bartter explained how RITA's assumptions are as good of a measure as we can do right now, projecting a net 10.5% decrease. Looking historically for income tax collections the worst experiences were in 2001 which had a 13% one-year decrease and 2009 which saw a 5.2% decrease. There are many factors at play including how long we will stay at home, furloughs, wage reductions, and what businesses can reopen. The RITA model is a good starting place. Mr. Greeson explained how in response to revenue lost from the Griswold and Community center, we have maintained fulltime employees, but have had to unfortunately furlough our part time employees. That has a savings of about \$60,000 per pay period.

REPORT OF COUNCIL MEMBERS

Mr. Bucher explained how Wednesday is the 50th Earth Day. Although normal celebrations likely cannot occur, he still encourages people to enjoy our natural spaces and do what they can to make an improvement.

Ms. Kowalczyk expressed how much she appreciated hearing from the team in the incident command structure.

Ms. Dorothy shared her appreciation for everything staff is doing, in particular Ms. Brown who has done an excellent job providing updates and keeping us informed.

President Michael stated how it is sad talking about the canceling of the Memorial Day Parade. Mr. Greeson explained how postponing may be the more appropriate term, we are working to evaluate a better time to accommodate the parade or to have it done differently. A decision on the July 4 fireworks is upcoming.

ADJOURNMENT

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

President Michael declared the meeting adjourned at 9:54 p.m.

Clerk of Council

*APPROVED by the City Council, this
4th day of May, 2020.*

Council President



STAFF MEMORANDUM
City Council Meeting – May 4, 2020

Date: April 28, 2020

To: Matthew H. Greeson, City Manager

From: Scott F. Bartter, Finance Director

Subject: **Resolution No. 23-2020 - Designating Public Depositories**

EXECUTIVE SUMMARY

This Resolution awards the active deposits to Park National Bank. It further provides authority to the Finance Director, at the time the City has interim funds to deposit (funds that are not necessary to meet current demands but will be needed in an interim timeframe), to solicit rates from various banking institutions and deposit them with the institution(s) that have the best rates.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The attached resolution designates active and interim funds and identifies interim funds as being fixed maturities of not less than 14 days nor more than 1 year in length. Historically, our active funds reflect public deposits to meet our current obligations in our corporate checking and payroll clearing accounts. We process invoices for payment each week and therefore maintain sufficient depository balances to meet these obligations.

The passage of Resolution Number 69-2018 updated the Investment Policy for City Funds and identifies the types of investments the Director of Finance may utilize. The investment policy is reviewed annually during the budget review process and identified in the annual budget ordinance.

Proposals have been accepted for the City's public depositories (bank accounts) for the period of June 1, 2020 through May 31, 2025. Proposals for this depository period were received from FC Bank, CF Bank, LCNB, Chase National Bank, Park National Bank and First

Financial. All of the proposals were highly responsive to the request for proposals (RFP) and very competitive. A team of three (3) members of the Finance Department reviewed and scored each proposal with an emphasis on a demonstration of overall capabilities of the financial institution to meet the required banking services as described in the RFP and cost comparison. Park National Bank, the City's current active depository, proposed to continue a flat monthly service fee for all account activity in the amount of \$880.00 per month. This is a no increase proposal, as the current rate paid by the City is \$880.00 per month. It is staff's recommendation to continue the designation of Park National Bank as the active funds depository for the City of Worthington. This designation would include the following accounts: general, payroll, subdivision trust, performance trust, mayor's court, online payments and EMS lockbox.

ATTACHMENTS

Resolution No. 23-2020

RESOLUTION NO. 23-2020

Designating Public Depositories and Awarding
Public Monies of Active and Interim Deposits.

WHEREAS, applications for active deposits of the City of Worthington, Ohio, have been received from Park National Bank, Chase Bank, FC Bank, CF Bank, First Financial Bank, and LCNB, each of which has agreed to accept all or any part of the active deposits; and,

WHEREAS, applications for interim deposits of the City of Worthington, Ohio, have been received from Park National Bank, Chase Bank, FC Bank, CF Bank, First Financial Bank, Huntington, and LCNB, each of which has agreed to accept all or any part of the interim deposits;

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

SECTION 1. That the active depository of the City of Worthington shall be Park National Bank and that the active deposits are awarded to Park National Bank as provided in Section 135.04 of the Ohio Revised Code, for the five-year period commencing June 1, 2020.

SECTION 2. That the interim deposits, whenever made, shall be awarded by the Finance Director as interim monies become available for such fixed maturities not less than 14 days nor more than 1 year as he may determine advisable at the time funds become available, and to such of the eligible institutions who made applications and offer the highest interest rate for each maturity so elected. In the event more than one of said eligible institutions offers the same interest rate, the Finance Director shall, if feasible, divide the award between such eligible institutions in substantially equal payments or amounts. The Finance Director shall have and exercise the authority and discretion granted to him by Section 135.09 of the Ohio Revised Code. Nothing herein contained shall limit the Finance Director in the investment of interim monies pursuant to the authority granted him by Section 135.14 of the Ohio Revised Code.

SECTION 3. This Resolution shall be in full force and effect from and after June 1, 2020.

SECTION 4. 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



STAFF MEMORANDUM
City Council Meeting – May 4, 2020

Date: April 29, 2020

To: Matthew H. Greeson, City Manager

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

Subject: **Resolution No. 24-2020 - Consent & Participation Agreement with ODOT - Northeast Gateway**

EXECUTIVE SUMMARY

This Resolution provides consent and agreement to cooperate and participate with the Ohio Department of Transportation (ODOT) in the Northeast Gateway project.

RECOMMENDATION

Introduce and Approve as Presented

BACKGROUND/DESCRIPTION

The Northeast Gateway project is under final plan review with ODOT Central Office and will be advertised for bid in August 2020. This will begin the actual construction phase of the project. The City is required to provide the estimated local match funding (20% of project construction cost) to ODOT prior to advertisement for bid. A resolution allowing the City Manager to sign the financial agreement with ODOT and pledging the payment of those funds is required by ODOT and must be filed with the ODOT Central Office by May 11th. Once the resolution has been filed, the City will receive invoicing for the local match of \$2,301,874, which was programmed in prior years of the Capital Improvements Program.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$2,301,874

ATTACHMENTS

Resolution No. 24-2020

RESOLUTION NO. 24-2020

A Resolution agreeing to cooperate with the Director of the Ohio Department of Transportation in the construction of the Northeast Gateway Intersection Improvement Project (FRA-CR84-1.36, PID 95516), to participate in the cost of the project, and authorizing the City Manager to enter into contracts with the Director of Transportation necessary for the completion of the project. (Project No. 602-14).

WHEREAS, the Northeast Gateway Intersection Improvement Project, also known as FRA-CR84-1.36, PID 95516 or City Project No. 602-14, will widen, realign, and reconstruct Worthington Galena Road (CR 84) starting 600 feet north of the CSX railroad to Lakeview Plaza Boulevard, Wilson Bridge Road from the CSX Railroad to Worthington Galena Road, and Huntley Road starting 400 feet south of Wilson Bridge Road to Wilson Bridge Road as well as construction of various roadway appurtenances (the “Project”); and,

WHEREAS, the Project required that the City of Worthington, as the Local Public Agency, obtain title to certain parcels as well as various permanent and temporary easements from multiple property owners prior to starting construction of the Project; and,

WHEREAS, Council previously passed Ordinance No. 12-2014 determining to proceed with the Project, Ordinance No. 33-2018 appropriating the funds for the acquisition of the various real estate interests, and Ordinance No. 61-2018 determining to proceed with the right of way acquisition; and,

WHEREAS, the State of Ohio has identified the need for the Project that proposes the Ohio Department of Transportation (ODOT) widening project and intersection work on CR 84 within the City limits, together with associated work; and,

WHEREAS, ODOT has requested that the City adopt this participation legislation as the Local Public Agency for the Project.

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

SECTION 1. That the Project is in the public interest and the City hereby gives consent to the Director of Transportation to complete the Project.

SECTION 2. That the City shall cooperate with the Director of Transportation in the Project as follows:

- The City hereby agrees to cooperate with the Director of Transportation of the State of Ohio in the planning, design and construction of the identified highway improvement project and grants consent to the Ohio Department of Transportation

RESOLUTION NO. 24-2020

for its development and construction of the project in accordance with plans, specifications and estimates as approved by the Director.

- The Ohio Department of Transportation shall assume and bear one hundred percent of the necessary costs of the State's highway improvement project; the City's share of the cost for the project is estimated to be \$2,301,874.00.
- The City agrees to assume and bear one hundred percent (100%) of the total cost of those features requested by the City which are not necessary for the improvement as determined by the State and Federal Highway Administration.

SECTION 3. That the City agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The City also understands that right-of-way costs include eligible utility costs. The City agrees that all utility accommodation, relocation and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION 4. That upon completion of the project, and unless otherwise agreed, the City shall: (1) provide adequate maintenance for the project in accordance with all applicable state and federal law, including, but not limited to, Title 23, U.S.C., Section 116; (2) provide ample financial resources, as necessary, for the maintenance of the project; (3) maintain the right-of-way, keeping it free of obstructions, and (4) hold said right-of-way inviolate for public highway purposes.

SECTION 5. That the City Manager is hereby authorized and empowered on behalf of the City Worthington to enter into contracts with the Director of Transportation necessary to complete the Project.

SECTION 6. This Resolution 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.

SECTION 7. 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



STAFF MEMORANDUM
City Council Meeting – May 4, 2020

Date: April 29, 2020

To: Matthew H. Greeson, City Manager

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

Subject: **Ordinance No. 16-2020 - Appropriation - Huntley Bowl Improvements Design**

EXECUTIVE SUMMARY

This Ordinance appropriates the funds required to complete design of the Huntley Bowl Improvements, Project Number 708-20

RECOMMENDATION

Introduce for Public Hearing on May 18, 2020

BACKGROUND/DESCRIPTION

As outlined during a special presentation at the Committee of the Whole on April 13th, Strand and Associates in partnership with Sustainable Streams conducted a study of the Rush Run corridor in 2019. A recommendation was made to redesign the Huntley Bowl to better utilize the facility for storm water erosion control, and water quality improvements downstream. This ordinance provides funding of \$37,000 for the design work of the Huntley Bowl Improvements, and allows the City Manager to enter into a Professional Services Agreement with Strand and Associates.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The 2020 Capital Improvements Program budgeted \$420,000 for design and construction of these improvements. The design cost is \$37,000.

ATTACHMENTS

Ordinance No. 16-2020

ORDINANCE NO. 16-2020

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Design Costs of the Rush Run Stream – Huntley Bowl Improvements and Determining to Proceed with said Project. (Project No. 708-20)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8140.533438 an amount not to exceed thirty-seven thousand dollars (\$37,000) to pay the cost of the Rush Run Stream – Huntley Bowl Improvements Design and all related expenses (Project No. 708-20).

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

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

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

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – May 4, 2020

Date: April 29, 2020

To: Matthew H. Greeson, City Manager

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

Subject: **Ordinance No. 17-2020- Appropriation - Corporate Hill Drive Extension Design**

EXECUTIVE SUMMARY

This Ordinance appropriates the funds required to complete design of the Corporate Hill Extension Improvements, Project Number 709-20

RECOMMENDATION

Introduce for Public Hearing on May 18, 2020

BACKGROUND/DESCRIPTION

Through conversations with employers and employees along the W. Wilson Bridge corridor, the City identified the need to mitigate traffic safety risks and lessen vehicular congestion at the intersection of W. Wilson Bridge Road and Old W. Wilson Bridge Road. This corridor has experienced increased redevelopment in recent years, and further development is expected to occur with the development of the Worthington Gateway project and the potential redevelopment of the Shops at Worthington Place. The City partnered with Carpenter Marty Transportation to study the vehicular traffic patterns in the corridor. The traffic analysis found that as a result of longer wait times at the stop sign at the corner of Old W. Wilson Bridge Road and W. Wilson Bridge Road, many vehicles were using neighboring parking lots and service drives as alternative “cut through” routes. This cut through traffic can create safety concerns, is intrusive to private property, and just shifts the traffic congestion. As a result of the traffic analysis, Carpenter Marty Transportation and the City’s Service & Engineering Department recommended that a public drive be created to divert traffic away from the intersection of Old W. Wilson Bridge Road and W. Wilson Bridge Road., and towards the existing traffic signal at the corner of Corporate Hill Drive and W. Wilson Bridge Road.

The Service & Engineering Department has solicited Request for Proposals, which included *"preparation of right of way and construction contract plans for the extension and realignment of Corporate Hill Road. The roadway will connect West Wilson Bridge Road and West Old Wilson Bridge Road in the City of Worthington, Ohio. The project includes reconfiguration of commercial parking areas to accommodate the extension and realignment."* This ordinance will fund the cost of design of \$95,000 and allow the City Manager to enter into a Professional Services Agreement with Korda/Nemeth Engineering, Inc. to perform the design.

It is anticipated that the City will use available monies from the Tax Increment Financing (TIF) fund associated with the redevelopment of The Heights apartment complex to complete the necessary roadwork improvements. The City also anticipates applying for grant funding through the Ohio Department of Transportation and the Ohio Development Services Agency.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

\$95,000 to be funded by TIF funds.

ATTACHMENTS

Ordinance No. 17-2020

ORDINANCE NO. 17-2020

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the West Wilson Bridge Rd. Municipal Public Improvements TIF Fund Unappropriated Balance to Pay the Design Costs of the Corporate Hill Extension Improvements and Determining to Proceed with said Project. (Project No. 709-20)

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

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

SECTION 1. That there be and hereby is appropriated from the West Wilson Bridge Rd. Municipal Public Improvements TIF Fund Unappropriated Balance to Account No. 920.9020.560985 an amount not to exceed ninety-five thousand dollars (\$95,000) to pay the cost of the Corporate Hill Extension Design and all related expenses (Project No. 709-20).

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with the firm of Korda/Nemeth Engineering, Inc. for the provision of the aforementioned services.

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

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

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – May 4, 2020

Date: April 29, 2020

To: Matthew H. Greeson, City Manager

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

Subject: **Ordinance No. 18-2020 - Appropriation - Street Improvement Program**

EXECUTIVE SUMMARY

This Ordinance appropriates funds for the 2020 Street Improvement Program

RECOMMENDATION

Introduce for Public Hearing on May 18, 2020

BACKGROUND/DESCRIPTION

City Council gave permission to bid the 2020 Street Improvements Program on April 20th. This year's program will include full depth repairs, mill and overlay, spot repair, extensive curb, gutter and sidewalk work along designed roadways.

This ordinance is being introduced with blanks pending the results of the bid opening. Bids are scheduled to be opened on May 6.

FINANCIAL IMPLICATIONS/FUNDING SOURCES (if applicable)

The Engineer's estimate for the Street Improvements is \$901,297.88. The 2020 Capital Improvements Program includes \$900,000 for Street Improvements.

ATTACHMENTS

Ordinance No. 18-2020

ORDINANCE NO. 18-2020

Amending Ordinance No. 45-2019 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Costs of the 2020 Street Improvement Program and all Related Expenses and Determining to Proceed with said Project. (Project No. 707-20)

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

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

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8150.533437 an amount not to exceed _____ (\$ _____) to pay the cost of the 2020 Street Improvement Program and all related expenses (Project No. 707-20).

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

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

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

Passed _____

President of Council

Attest:

Clerk of Council



STAFF MEMORANDUM
City Council Meeting – May 4, 2020

Date: April 29, 2020

To: City Council

From: Matthew H. Greeson, City Manager

Subject: **Capital Improvements Program – Mid-Year Changes - 2020**

EXECUTIVE SUMMARY

Recommended modifications to the 2020 Capital Improvements Program will be discussed in anticipation of the economic impacts of COVID-19

RECOMMENDATION

Staff recommends the steps described in the following section to conserve cash and postpone debt until we have better understanding of the economic impacts of the COVID-19 pandemic.

BACKGROUND/DESCRIPTION

The current COVID-19 Pandemic has brought significant economic impacts which are expected to continue through the rest of this year and likely have lingering effects for the next several years. Staff has already shared with City Council preliminary information regarding potential revenue impacts. The actual impacts are very difficult to predict as we don't know the full extent to which businesses have been impacted in March and April nor how deep and how long impacts will continue. The Capital Improvements Program (CIP) is supported almost entirely by income tax which comprises 96% of all CIP revenue excluding debt proceeds. Income tax revenue decreases directly impact the City's ability to execute planned projects and equipment purchases. (Note: Most of the remaining 4% of revenue is MMVLT – license tax – which is not expected to be impacted by the economic downturn.)

The Regional Income Tax Authority (RITA) is estimating the City will see a decrease of 10.73% in income tax revenue. Given the City's allocation of 20% of income tax revenues to the CIP, this results in decreases of approximately \$500,000 in 2020 CIP revenue than was anticipated when the 2020-2024 CIP was adopted. If the estimates from RITA end up being low, the CIP would see a greater reduction than \$500,000. When the CIP was discussed and

adopted last fall, staff noted the CIP was very constrained financially with very little discretionary spending included. The vast majority of CIP items are focused on maintenance of existing infrastructure and a number of projects and equipment purchases were delayed at that time to reduce the deficit in the CIP. The current income projections further exacerbate the financial challenges associated with the CIP. (Note: While this memorandum focuses on 2020, the lower revenue projections for 2020 result in lower revenue projections throughout the five-year window as income tax revenue increases for the other four years grow from a lower base in 2020 than was originally anticipated when the CIP was adopted.)

In response to the lower income tax projections, staff recommends the following steps regarding 2020 projects and equipment purchases. Some of these items are bonded and the delay or reduction doesn't result in direct expense savings in 2020, but it reduces the City's future debt and debt payments while the City attempts to understand the longer term impacts of the economic downturn. The delay of bonded items also helps with the City's cash flow as we avoid utilizing cash this year to execute the project(s), to be reimbursed later from bond revenues after debt issuance.

1. Kenyonbrook Trunk Sewer Improvement (\$2,100,000 bonded) – Perform final design and land acquisition only and plan for construction in 2022.
2. Building Improvement Program (\$200,000) – Reduce to \$100,000, thus delaying some maintenance projects scheduled in City buildings
3. Community Center Pools Resurfacing (\$120,000) – Delay to 2021
4. Community Center South End Door Replacement (\$48,000) – Delay to 2021
5. Fire Hydrant Replacement & Painting (\$25,000) – Reduce to \$12,500 and perform replacement only. Cancel planned painting.
6. Police Building HVAC & Remediation (\$1,500,000 bonded) – Reduce to \$1,000,000 to reflect current anticipated cost
7. Police Building Roof Repair (\$425,000 bonded) – Increase to \$450,000 to reflect current anticipated cost
8. Traffic Signal Improvement Program (\$50,000) – Reduce to \$25,000 and delay some signal maintenance and upgrades
9. Worthingway Stormwater Improvements (\$50,000) – Reduce to \$35,000 to reflect current anticipated cost
10. McCord Park Renovations (\$1,800,000 bonded) – Further discussion is needed regarding this project
11. Selby Park Playground Replacement (\$275,000) – Delay to 2021

7.A.I. - Revised Implementation of 2020 Capital Improvements Program

12. Bike & Pedestrian Improvements (\$100,000) – Eliminate for 2020 (Note: The project identified for funding from the 2019 allocation (Crossing of Granville Road at Pingree) is currently on hold pending better understanding of available revenues.)
13. Computer Replacement Program (\$60,000) – Reduce to \$35,000 and delay some replacements
14. Server & Network (\$80,000) – Reduce to \$35,000 and perform only vital replacements
15. Firefighter Protection Equipment (\$48,000) – Reduce to \$31,000 to reflect current anticipated cost
16. Fire Hose (\$10,000) – Eliminate this allocation and utilize the unspent balance from the 2019 allocation
17. Mobile Data Terminals for Fire Vehicles (\$75,000) – Reduce to \$25,000 and replace only two computers
18. Self Contained Breathing Apparatus (\$300,000) – Delay to 2021
19. Records Management Software (\$250,000) – Reduce to \$200,000 to reflect current anticipated cost
20. Scan Tools for Garage (\$15,000) – Reduce to \$13,000 to reflect current cost
21. Wood Chipper (\$65,000) – Reduce to \$45,000 to reflect current cost

These recommended steps result in \$1,214,500 in reduced cash expenditures in 2020 and \$475,000 (plus any savings related to Kenyonbrook and McCord Park) in reduced or delayed debt. The reduced cash expenditures total more than the reduce revenue estimated by RITA. Staff believes this is prudent until we determine whether the revenue projections are accurate. If they are, then the funds will be available in the CIP Fund to support the delayed expenditures in 2021.

Some items as noted are recommended for delay in 2020 but must be implemented in 2021. This will make 2021 and the other years in the CIP window more challenging. Staff plans to make recommendations on those years when the CIP is updated in the fall with the development of the 2022-2025 CIP.