

SERVICE COMMITTEE MEETING MINUTES

November 18, 2002

Members of Service Committee present: Eric Gilbert, Lane Beougher, William L. Hills, Ron Stake.

Other members of Council present: Sarah Cannella, Jim Wade, Mel Clemens. Council President Bradley L. McCloud was absent.

The meeting was called to order at 7:30 p.m.

Mr. Gilbert: The first item on the agenda is the approval of the minutes of the November 4, 2002 Service Committee meeting. Are there any additions or deletions to those minutes? None being heard, they will stand as read. Item number 3 is the approval of the agenda. I have two changes. Item number 6, ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF REYNOLDSBURG ADOPTED BY ORDINANCE NO. 131-95 ON NOVEMBER 27, 1995 AND AS SUBSEQUENTLY AMENDED - 8450 East Main Street; from R-1 to CC; applicant, Kroger Real Estate by Glen A. Dugger, the applicant has requested that we hold this item for two weeks; and item number 7, AN ORDINANCE TO AUTHORIZE THE MAYOR OF THE CITY OF REYNOLDSBURG TO ENTER INTO A CONTRACT WITH WPS ENERGY SERVICES, INC., FOR THE PROVISION OF COMPETITIVE RETAIL ELECTRIC AGGREGATION SERVICES AND POWER SUPPLY, FOR THE CITY OF REYNOLDSBURG (HEREINAFTER, "ORDINANCE"), the Development Department has requested that we place this item in Other Legislation for the time being. Do I have a second to the motion? Mr. Beougher with a second. All those in favor please signify by saying aye. (All voted "Aye"). Opposed? (No response). Motion passes.

Item number 4 is an Ordinance to amend the Code of Ordinances of the City of Reynoldsburg, Ohio: Chapter 1181 Signs. This is the banner and signs legislation that has been moving around here in the Service Committee. This item has had a reading and a Public Hearing before the Planning Commission and has returned to Council. The members should have received a revised version. It was discussed at the Public Hearing and then subsequently approved by the Planning Commission and incorporates changes to the original legislation. Also it took into consideration suggestions from the Administration. I did have a meeting with the Mayor today and he had indicated his support for this version of the ordinance. I appreciate his input and thoughts and we even had some other ideas that came out of our meeting of similar issues we're going to address next year. If you could take a look at your revised version on the second page, Section (d).

Mrs. Frazier: Mr. Gilbert.

Mr. Gilbert: Yes, ma'am.

Mrs. Frazier: When you say revised version, you mean the e-mail? Because it's not been redrafted.

Mr. Gilbert: Right. The version that went through the Planning Commission.

Mrs. Frazier: I just wanted to make sure they were all looking at the same thing.

Mr. Gilbert: Right. The version that went through the Planning Commission. Correct? That's the...

Mrs. Frazier: You have the original proposed legislation and then the e-mail draft. So you need to...

Mr. Gilbert: Right. My e-mail draft I guess would be the amendment to the original version. Is that a better way to phrase it?

Mrs. Frazier: Yes.

Mr. Gilbert: Section (d) had stated "temporary signs such as those for development, seasonal business, and for similar events are permitted with a sign permit as described in Section 1181.03(e)". In the amendment I had suggested that we delete this section and after some discussion with the Administration it is thought a better approach is to still allow for temporary signs, such as those for developments and seasonal business and then strike "and for grand openings and similar events". My thinking was that the new banner and sign ordinance provided for grand opening and/or similar events and we would not also need that provided for under temporary signs which will help assist the enforcement of the code knowing they don't have to look at that from two different sections of the code. And it was also pointed out that in housing developments or industrial developments per se, we do approve signs to advertise lots or vacancies under guidelines that are already provided in the code and there are a number of seasonal businesses that do utilize this section throughout the community already. The rest I guess is self-explanatory. The changes are capitalized. Section (a), "banners are permitted only for the promotion of special events", and then in parens, defined as "grand openings, sales, now hiring, or change of address if relocating within Reynoldsburg city limits". If on page one, you would look at Section 6 it states that "banners may be erected for a maximum of 30 consecutive days one time annually". So under those provisions in Section 1, a business would choose which particular event that they would want to advertise. They would have one, thirty day block that is consecutive which also was suggested from the Administration to help with the enforcement. And then Section (b), we did get into a much stronger definition and description for churches, schools, community, other public, - or let me take a step back - a better definition for public or semi-public organizations. I think you'll find that language has been tightened up considerably. And they are also subject to the same guidelines as a private business which are listed through Sections (a)1 and (a)6. And then the \$25 fee is subject to being waived by the Administration if they see fit. Then also section (c) then we do make one slight change there. "Streamers and pennants are prohibited for reasons stated in code Section 1181.05". For example, any sign which would be replaced with the words "display/device". I know there was an instance where we had some trouble defining what Mr. Wigley was up on Main Street, (inaudible) in the wind or it was a sign, so I think display/device would be a better definition to use for our portion of... (Blank Tape)

Mr. Hills: Mr. Gilbert, in (a) you added some information and it was Reynoldsburg only or something, relocation within Reynoldsburg only. Is that what was discussed at the Planning

Commission or what this was?

Mr. Gilbert: Correct. Yes.

Mr. Hills: What was that language again?

Mr. Gilbert: “Banners are permitted only for the promotion of special events”. Then I would insert the language “defined as grand openings, sales, now hiring, or change of address if relocating within Reynoldsburg city limits”.

Mr. Hills: So the change of address is only if relocating?

Mr. Gilbert: Correct.

Mr. Hills: And there was...

Mr. Gilbert: If they’re moving outside the city limits, we’re not going to provide them to advertise I guess the new shop in another...

Mr. Hills: Yeah, but we don’t want to see a vacant store that says, come see us in Pataskala.

Mr. Gilbert: Correct.

Mr. Hills: But then again if they’re coming from Pataskala to here, they’d fall under, they could have a grand opening as in Reynoldsburg. Okay, it’s clear in my mind now. Thank you.

Mr. Gilbert: I believe Mr. Wade had a question.

Mr. Wade: Yes. I have two questions actually. I think this has changed as far as the number of times per year, it’s now one. One thirty day block per year.

Mr. Gilbert: Correct.

Mr. Wade: Is that correct?

Mr. Gilbert: Yes.

Mr. Wade: Okay. And secondly, do we have an opinion from the Chamber of Commerce about this legislation or a voiced opinion?

Mr. Gilbert: Yes. They were at the Public Hearing three or four weeks ago. Molly Wefel the President of the Chamber expressed complete support for the legislation.

Mr. Wade: Good. Thank you.

Mr. Hills: And they have seen these changes, Eric?

Mr. Gilbert: Yes.

Mr. Hills: Will we all see them by next week? Will Nancy give us a clean copy?

Mr. Gilbert: Yes. The copies should have the changes capitalized and the language to be stricken in parens.

Mr. Beougher: The e-mail does not. If that's what we're looking at.

Mr. Gilbert: Then I will, I'll provide that.

Mr. Hills: It was my understanding, the e-mail is what we thought we were working from, it doesn't.

Mr. Gilbert: This is dated Thursday, the 26th, September, 2002.

Mr. Stake: I have that one and doesn't that...

Mayor McPherson: Just to help out, there were two e-mails sent that day. The original one that you're looking at and a corrected one came right after it, and the corrected one is the one that's got all the bolding on it.

Mrs. Frazier: They have one and it has capital letters, and small letters that were to have been stricken. We don't have anything that has stricken letters.

Mayor McPherson: These are the capital letters though. I thought that's the one we were looking at. The capital lettered one.

Mrs. Frazier: The little letters are not stricken. They're just small letters.

Mr. Gilbert: They're in parentheses.

Mr. Gilbert: Mrs. Frazier, does Mr. Hills have the same copy as what I was provided? Can you...

Mrs. Frazier: Yes. That's what they have.

Mr. Gilbert: Okay. I can type it up with the line-out of the stricken language and we'll need the...

Mrs. Frazier: When we redo the proposed legislation, we'll put it in there that way. But it hasn't

been amended yet. That's why it's not been done.

Mr. Hills: It hasn't been amended so therefore we haven't seen it?

Mrs. Frazier: That's right.

Mr. Hills: Okay. I don't have any problem with what you're saying, I just haven't seen it.

Mr. Gilbert: Okay. Anything from Mr. Clemens? We will provide the amended version with the parentheses and the red line for the members in the packets Friday and I'll make the amendment at the table. Any other questions or concerns? Mr. Beougher.

Mr. Beougher: Yes, Mr. Gilbert. Can I ask where the ventilation requirement came from and it just seems that these signs are small enough that they would not act too much like a sail.

Mr. Gilbert: Ventilation requirement came from...

Mr. Beougher: (Inaudible).

Mr. Gilbert: It was language that, and requirements I believe that were placed within three of the other outerbelt communities around 270. All of which if I remember my facts correctly had "and a restriction for smaller type banners", and their justification was strictly based on safety so we don't have things flapping in the wind. I think if you look at certain sections of the community, we have some setbacks of businesses that are very close to pedestrian walkways which I felt a little more comfortable with that language there.

Mr. Beougher: Thank you.

Mr. Gilbert: Anything from Mr. Brandt? Other members of the audience? Nothing being heard, without any objections, this has been in committee, Public Hearing, there's been a large amount of public discussion, I would like to move this forward for it's second reading and I would appreciate the support to recommend a rule suspension.

Mrs. Frazier: It's had it's second reading.

Mr. Gilbert: It has had it's second reading? Okay. I would move this on for it's third reading with a recommendation...

Mrs. Frazier: I'm sorry. That's where you removed it.

Mr. Gilbert: I removed it from the agenda last week.

Mrs. Frazier: That's right. Second.

Mr. Gilbert: Okay. Move this forward for it's second reading with a recommendation for a rule suspension. Mr. Stake with a second. All those in favor please signify by saying aye. (All

voted "Aye"). Opposed? (No response). Motion passes. And let me just thank the members and Administration, Mr. Brandt, and those members of the Chamber of Commerce that worked so hard on this. It's come a long way from where it started.

Item number 5 is the Ordinance to amend the Code of Ordinances of the City of Reynoldsburg, 1131.02, "Definitions". This item has also gone through Public Hearing and approval from the Planning Commission. This is pertaining to changing our definitions for Special Exceptions in Restricted Industry District. Are there any questions or concerns on this matter from members of Service at this time? Other members of Council? Mr. Brandt, was there anything you wanted to add at this point? This item did have it's second reading last Monday so it would be moving forward for it's third reading. No objections being heard, I'll make a motion that we forward this to Council for it's third reading with a recommendation for adoption. Do I have a second? Mr. Hills with a second. All those in favor please signify by saying aye. (All voted "Aye"). Opposed? (No response). Motion passes.

And with that I will adjourn Service Committee at 7:44 p.m.

Service Committee
- Nancy C. Frazier, Clerk of Council
(Transcribed - Susie Smith)
November 18, 2002

FINANCE COMMITTEE MEETING MINUTES November 18, 2002

Members of Finance Committee present: William L. Hills, Mel Clemens, Eric Gilbert, Sarah Cannella.

Other members of Council present: Jim Wade, Lane Beougher, Ron Stake. Council President Bradley L. McCloud was absent.

Mr. Hills: I'll call Finance Committee to order at approximately 7:45. Approval of the minutes of November 4, 2002 Finance Committee meeting. Are there any additions, deletions, changes to those minutes? Seeing none, they will stand as submitted. Approval of tonight's agenda, I would like to add the legislative request that was laying in front of you tonight. I received a call from Mr. Brandt today. Transportation Enhancement Program for Segment B, Main Street

Streetscape Program. I would like to add that as 3a if there are no objections. I move to amend the agenda with the addition of 3a. Is there a second? Second by Mr. Clemens. All in favor state aye. (All voted "Aye"). The agenda is amended.

Move to item number 3a. Mr. Brandt.

Mr. Brandt: Yes sir, Mr. Hills. Thank you. We regret the untimeliness of adding this and we appreciate Mrs. Cannella's support as well. It only came to our attention on Friday that there was another round of TEP Grants coming up that are funded on a, I guess you might say, a bi-annual basis and hence, if we did not get our application in by December 2, there was no chance of being in the game at all, and with this request for funding for Segment B we are going to request funding in the amount of \$650,000. The funding cycle would appear, from what the information we have today and other discussions, that it would not come up for about three years, maybe four. But the funding applications are due in now so we felt that it was prudent on our part to at least go forward and see if we can secure this amount of funding. It does not prohibit us or inhibit us from seeking other sources of funding, grants, other allocations of funds as well, inasmuch as the other portion that's shown on the letter that I believe is attached to the legislation indicates about a million-three. That can come from all or any sources or other pots so to speak that we might be able to find and we felt it would behoove us to at least try to secure this funding for the project.

Mr. Hills: Okay John, your request for emergency is because there is a deadline you have to meet on the application?

Mr. Brandt: That is correct. The application has to be filed by December 2.

Mr. Hills: Raise questions from anyone on Finance? Raise questions from anyone on Council? With that I would request we send an ordinance forward authorizing and directing the Mayor to enter into the application as noted on your attachment with recommendation for adoption as an emergency. Is there a second? Second by Mr. Gilbert. All in favor state aye. (All voted "Aye"). Opposed? (No response). Hearing no opposed, it will go forward next week. Thank you Mr. Brandt.

Mr. Brandt: Appreciate it.

Item number 4, Discussion: Supplemental appropriation from Drug Enforcement Fund to Evidence. Chief. And this is just your legislative trail for moving monies from one account to another. Is that correct?

Chief Miller: Yes sir. That's correct. And it's money that was taken into account when we were discussing the in-car computer grants last week.

Mr. Hills: Okay.

Chief Miller: And it has to do with just the ability to conduct an investigation that we're currently engaged in.

Mr. Hills: Okay. Any questions from anyone on Finance? Anyone on Council? If not I'd request we send appropriate legislation to request appropriation from 291.000.5529, Drug Enforcement Fund to 110.111.5206, recommendation of adoption as an emergency. Is there a second? Second by Mrs. Cannella. All in favor state aye. (All voted "Aye"). Opposed? (No response). It will go forward. Thank you.

Item number 5, Authorization of Contract with Schonhardt & Associates. Mr. Whitney.

Mr. Whitney: We are currently at the end of a three year contract with Schonhardt & Associates, the ones that prepare the CAFR for us. At this point in time, GASB 34 is requiring that we do major changes in the CAFR including evaluation of the infrastructure which EMH&T has been working on and restructuring the reports in the CAFR and this is something that Mike Turner and I believe that we cannot handle on an internal basis and therefore, are requesting that we continue to use Schonhardt & Associates as a consultant in going through this major, major change.

Mr. Hills: Okay, Mr. Whitney. And I think this also is included in this year's appropriation and budgeted for in the next several years. Correct?

Mr. Whitney: For all three, yes.

Mr. Hills: Any questions from anyone on Finance? Anyone on Council? If not, I suggest we send appropriate legislation to authorize the Mayor to execute the three year contract in the amount stated in here with recommendation for adoption as an emergency. Is there a second? Second by Mr. Clemens. All in favor state aye. (All voted "Aye"). Opposed? (No response). It will go forward. Thank you very much Mr. Whitney.

Discussion, number 6, Adoption of Report and Compensation Recommendations for the City of Reynoldsburg as prepared by Clemans, Nelson and Associates, and appropriation of funds. Mayor McPherson.

Mayor McPherson: Well, what you have before you is the draft that we've all worked on with Clemans, Nelson over the past several months. I know you haven't had time to look at it. I just got it Thursday. Got it in your packets on Friday. I guess at this point I would just ask that you start the process forward, that you review it, any questions, concerns, give me a holler. I think we've worked through it. I know Council's been involved in the entire process this time and we would just like to see it move forward at a pace so we could implement the recommendation January 1, of '03.

Mr. Hills: Okay. Any questions from anyone on Finance? I do know that the copy - I'm not sure that it was in everybody's packet, because Nancy has the complete set. Is that correct Nancy?

Mrs. Frazier: That's correct.

Mayor McPherson: Right.

Mr. Hills: So it hasn't actually been - we've seen bits and pieces, have been discussions. It hasn't been there totally - but does this raise questions with anyone on Finance? Anyone on Council in general? Mr. Gilbert.

Mr. Gilbert: I was just wondering if Ms. Milam was here to answer questions for me on the policy and procedures.

Mayor McPherson: She is on vacation. If you forward those questions to me, I'll see if I can get answers before she gets back.

Mr. Gilbert: I appreciate that Bob. I think what I would like to do is I'd like to ask them in a, in a public forum. I think there's an important aspect to this, that the public needs to be informed for the rationale and basis as well as the employees.

Mayor McPherson: That's fine.

Mr. Gilbert: I know this process has gone on through Executive Session. I just think it's important at this point to answer questions people might have, including myself, at the table and I guess I'll reserve that until she returns.

Mayor McPherson: And just a little bit further on that, I have been meeting, I started first thing this morning meeting with every single employee in the city giving them status on this, telling them where they could look at it. We've gone over, we did a benefits analysis that we felt was important to go along with this information that shows everybody in addition to what their salaries are, what their benefits are along with that salary so we've done a pretty comprehensive meeting with the employees. We still have some to do tomorrow but we've told them basically how we arrived at this, the work that Clemans, Nelson did and basically indicated that if there are any problems that they see as they go through it, we do have a copy in the HR Department we have a copy in my office, and we have a copy in the Clerk of Council's office, and we've encouraged them to look it over and if there's anything that's glaring or that they feel is in error or miscalculation to please let us know. So we are working. We would have met by Wednesday morning with every employee in the city that will be effected by this. We have included them in this.

Mr. Hills: I notice the legislative request does have an appropriation of funds. Do you have that number?

Mayor McPherson: We don't have that number right now, we're going to work on that.

Mr. Hills: So this certainly - and there is no request to send this forward as an emergency.

Mayor McPherson: No. No, we'd like it just so we can get it implemented by January 1, so we could start on a full year.

Mr. Hills: Certainly Mr. Gilbert I agree that whatever questions you may have need to be answered. Now this first one we're on right now is the report and compensation recommendations. I think most of your questions, problems, are on the policies and procedures, or on this part?

Mr. Gilbert: There's some for both.

Mr. Hills: Some on both?

Mr. Gilbert: And I guess I'm trying to get to a comfort level as far as from the Human Resources Department standpoint, as far as implementation, as well. And I want to feel that they are capable and knowledgeable of the changes and the processes that are being put in place, how it's going to effect the employees so that they're going to be in a responsible position to assist the employees with their questions and concerns as this change is implemented. And with most of this process taking place in Executive Session, to this point I don't think that comfort level is there from the employees. That's my position as one Council member and I think that's an important aspect of this, so that's where I'm coming from. You say she'll be back next week?

Mayor McPherson: I believe it's next week. I'll have to check. She had to take her mother to Florida for the winter.

Mr. Gilbert: Thank you.

Mr. Hills: Any other comments from anyone on Finance or anyone on Council in general? What I would like to do then, if there's no opposition, is send this forward for a first reading and it will come back to Committee and certainly, hopefully, those questions can all get addressed two weeks from today. Is there a second on that? Second by Mr. Clemens. All in favor state aye. (All voted "Aye"). Opposed? (No response). It will go forward for a first reading.

Moving on to item number 7, Adoption of the City of Reynoldsburg Personnel Policies and Procedures Manual as prepared by Clemans, Nelson and Associates, Inc. which is the second segment of the study that was a wages study, and then also policies and procedures. You want to give us an update on that or is it basically the same?

Mayor McPherson: It's the same scenario. We've worked on it for several months. I believe that Clemans, Nelson has included all the federal requirements, state requirements, local requirements, a lot of forms that we need to start using and again, as you leaf through it jot any questions down that you might have that we haven't answered. I know that there's been a great deal of discussion over the past few months about most of the information that's in the policies manual and the Administration feels very comfortable that it's ready to go forward and we'd like to move it forward along with the previous set of recommendations.

Mr. Hills: I would note that copies are on file in the Clerk of Council's office, Human Resources, and Mayor's office and certainly, I'm sure anyone on Council if there's a specific section that they want copies, I'm sure Nancy will get them for you and get them to you if you know of a section

specifically you want to see. Any questions from anybody on Finance? Council in general? If not I'd also recommend that we send this forward for a first reading to be returned to Committee to address any questions. Is there a second? Second by Mrs. Cannella. All in favor state aye. (All voted "Aye"). It will go forward for first reading.

Moving on to item number 8, Discussion, Amend 191.19 Allocation of Funds. And I successfully made this real confusing two weeks ago and I'll try to successfully clarify it if I can and then I'm going to ask Mr. Whitney to further clarify whatever I don't get done this time. What this is doing is changing the percentages which we have done a couple of times within the last three years or so of how our tax revenue dollars come in and then is distributed to different accounts. Mr. Whitney did put together the form. I don't know, has that been distributed?

Mrs. Frazier: No.

Mr. Hills: Which will be distributed to you. Not tonight but I guess it was just faxed this afternoon, it just came in. There was an explanation of trying to show us where these, how this comes in from the hundred percent of the tax revenues and what happens, once the revenues come in to the city, then the payment to RITA and the operations of the taxing department are taken from those top revenues and then the remaining dollars are spread as legislative bodies have indicated. In paragraph paren (d) it makes some references to '02, 2002, and those are being totally removed because this would only be the allocation of funds starting with '03. Any references to retroactive and/or changing what is already done will be removed. Bottom line, 83% of the tax revenues will be going to the General Fund and 17% will be going to the General Debt Retirement Fund and this is for revenues to be received in 2003 and the next time you see the ordinance it will reflect a little more clarity as to what I've just tried to say. And Mr. Whitney what can you do to clarify that any further? Because sometimes if you and I get started it gets even muddier.

Mr. Whitney: Mr. Hills, I think you did a beautiful job. It was understandable to me.

Mr. Hills: Does this raise questions from anyone on Finance and then anyone of course on Council in general? We won't be sending this forward as an emergency for reading next week. We will get it in a form that is all tied back together and send it for first reading unless there's some questions now so you'll have an opportunity to see it and see in a corrected form. Mr. Gilbert.

Mr. Gilbert: If you could just go back to where you mentioned retroactivity, this is just changing the allocation of the funds from the day we pass this and it would move, change that allocation for next year. It doesn't effect our fund balances such as we have with the Sewer Fund?

Mr. Hills: No. This would only be for tax revenues that start to be received effective 1-1-03.

Mr. Whitney: That is correct.

Mr. Gilbert: Great. Thank you.

Mr. Hills: Those dollars coming in, the disbursement goes out as described with the 83% and

17%. Okay? Clear enough? If so, we'll send this forward for first reading. If there's a second? Second by Mr. Gilbert. All in favor state aye. (All voted "Aye"). Opposed? (No response). It will go forward for first reading.

Moving on to item number 9, 2003 Appropriation. Mayor.

Mayor McPherson: Thank you Chairman Hills. You have before you the requested appropriation budget for 2003. It is the document that we've worked through quite extensively over the last few months with my staff, with Mr. Hills. At this point I have not received any questions on it. I have met with at least four or five of the Council members about it one on one. I still have two or three I need to meet with on it just to go over any specific questions anyone might have. As I indicated when I presented it, I would probably be making just a couple of minor changes. We'll still be making those and I would assume that it probably has a couple more weeks or three more weeks of reviewing. So, again, if there's any questions about any part of it, please give me a call. We'll meet on it. Talk on the phone on it, whatever. As I've said time and time again, all of the cooperation that I've had from everyone on getting this budget put together, Council, staff, all the employees have really worked hard and I think it is a very good, very lean budget that we've presented, and just open to any suggestions or comments you may have on it.

Mr. Hills: Does anybody have any questions this evening? If not, why don't we just hold this and give you the opportunity to talk to whomever and if anybody does have anything, and let everybody know that it's getting closer and closer and this will be passed in some way, shape, or form in December. I do appreciate the work that everyone has done on this and it has been extensive in the review and it does take time to review this and review it fully. We'll hold this for a couple of weeks.

Item number 10, Ordinance Making Transfer of Funds from Storm Water Fund and Solid Waste Collection Fund to Waste Water/Sewer Fund for Reimbursement of Funds that Provided for Collection of Revenues. Second reading was held on 11-12-02. Any questions or comments from anyone on Finance? Anyone on Council in general? If not I recommend we send this forward, this ordinance forward with recommendation for adoption. Is there a second? Second by Mr. Clemens. All in favor state aye. (All voted "Aye"). Opposed? (No response). Seeing none it will go forward for adoption. Thank you very much.

We will adjourn Finance at 8:05.

Finance Committee
- -Nancy C. Frazier, Clerk of Council
(Transcribed - Susie Smith)
November 18, 2002

