

MINUTES COMMITTEE MEETING
REYNOLDSBURG FINANCE AND ADMINISTRATION COMMITTEE
July 22, 2019

Chairman Barth R. Cotner called the meeting to order at 8:11 PM

Call to Order - Roll Call

PRESENT: Clemens, Cotner, Luzader, Spalding

ABSENT:

Approval of Agenda

Stands as approved

Approval of Minutes

a. Finance and Administration Committee – Committee Meeting – July 8, 2019

RESULT:	ACCEPTED
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NEW LEGISLATION/DISCUSSION ITEMS

ORDINANCE UNAPPROPRIATING FUNDS FROM AN ACCOUNT IN THE HUMAN RESOURCES DEPARTMENT AND APPROPRIATING FUNDS TO AN ACCOUNT IN THE CIVIL SERVICE DEPARTMENT; AND DECLARING AN EMERGENCY. --- Cotner. .

Ms. Boller: Good evening, this legislation is just to move \$6,000.00 out of the Human resources Department into Civil Service. We are going to have to go through lieutenant process, which does require an assessment and it is a costly process and since we weren't expecting to have to do this process this year we need to have funds moved over to take care of those expenses.

Ms. Bryant: As to what's going on, why we need a new lieutenant?

Ms. Boller: Yes, we had a lieutenant that requested to be demoted or take a step down back to a sergeant. And therefore that gave us more sergeants and we need to promote and hire a new lieutenant to fill that position.

Ms. Bryant: Ok.

Mr. Baker: You probably cant say this, do he gave a reason why he wanted to go down?

Mr. Hood: You cant say.

Mr. Baker: You cant say. I figured but I thought I would just ask.

Mr. Hood: It was voluntary.

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Mr. Baker. Ok.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 7/22/2019 7:35 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Marshall Spalding, Ward 3 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AUTHORIZING MAYOR TO ENTER INTO CONTRACT WITH VIEWPOINT CLOUD SOLUTIONS, FOR THE PURCHASE OF NEW PERMITTING SOFTWARE AND RELATED SERVICES. --- Cotner. Finance and Administration Committee.

Mr. Bowsher: Thank you Chairman Cotner, other members of Council. This ordinance before you is phase two with what we were discussing earlier with the new code enforcement officer, new permit tech, the regeneration of face moving Development Department and going after code violations and what have you. This is a new permitting software that's all cloud based, instantaneous. Gives up the ability to use tablets into the field, take instantaneous pictures. Geo-sync them within our GIS database. In addition, you know after some recent changes and some great synergy that was happening with the Street Department and the Water Department as well as the Building Department and Development and even in the future with Parks as well, this actually covers the entire City. So no longer will we be doing, if somebody wants a pot hole, they want to you know like give its coordinates, they can actually send that through their phone, this actually tracks it instantaneous and it is sends it almost like a Facebook notification. This is how high tech and high speed this is. Were going to be able to have kiosk in the Building Department to do right of way permits and solicitors permits as well as garage sale permits as well as the other Planning and Zoning and Building applications. So its sort of a one catch all. This dollar amount is for all of the departments, every department within the City to be able access and we can build out as needed. When time permits. Currently the software we have is just lacking in a lot of the different areas. This software has come on board with Bexley and Upper Arlington, has worked really well. We actually researched and went out to ten. We invited eight. This has been over a year long process of sort of diving in and finding out what was available. This was the best scenario for us because of its ability to be able to have consultants. To be able to have end users. So when you want to file a permit for a shed, you can do that all online through our website. Click on it. Its just asks you simple questions. Because its basically taking our code, basically with the building code and with the zoning code, its putting it in there together, were building out the questionnaire and their answering it and on the fly instantaneous were approving it. No longer will they need to have to come into City Hall. Now, we do have still sort of have the legacy portion. That's where the kiosk come in so if somebody would like to come in and they are not very tech savvy, they will have the ability to come in and work with our permit technicians and file that way as well. But it keeps everything digitally. The other great portion is we use a lot of consultants like our City Engineers as well as our master plans examiners, they'll have a log in and password as well. So now we can review plans digitally, saves time on some of the personnel having to track things down and deliver plans. Courier service that we currently use now, basically makes all of that obsolete. This is definitely the waive of the future and sort of bring a lot of the departments all into the twenty-first century, its quite exciting. It definitely puts us in a whole new realm and I could not be more excited about bringing this to Reynoldsburg and I hope you guys are too.

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Mr. Spalding: Now does this purchase include the training for all of the departments then and it'll use just a for instance because you mentioned a lot of them. I mean this is great. But you didn't mention say for instance the Auditors Department. Now could this software work for them as well? Is there certain duties that it could provide because that's, that would be important too.

Mr. Bowsher: Correct. And it actually ties well with their current. That was one of the things that we wanted to take a look at. We didn't want to have replace everything all at once. We wanted to make sure they were going to be able to connect. One of the things that's in this, is a one time purchase, is also bringing the legacy systems that we currently have, BDS and New World, and migrating that data into the new system. So now we have twenty plus years of data that were being able to analyze and track. But it does work well together. It's so complex and so ever changing, the great thing about this is because were paying this now, it continues to evolve, so when they come out with new upgrades and they do updates to their server and their systems, we get all that free of charge, its just part of the continuous package. We get new employees, they will also come out and help train them. Its an evolving service that's continuous.

Mr. Spalding: And were comfortable that they could bring all that data across, relatively easy?

Mr. Bowsher: Yea, we dove into that quite deep and we wanted to make sure they were going to be able to do that. Basically what they do is they go back into these systems and they take it from our hard drives and they basically have like a bank of a team that basically goes through all the data and migrates over to what the new system will look like. So it will look like we had been using it for twenty years. So they will just be able to go through and they will be able see it.

Mr. Spalding: Right, because software changes, they can be tricky. I mean they just can be tricky. And we don't want to lose all the work we have already done and working forward. That's the kind of information I needed, thanks.

Mr. Luzader: You said there will be kiosk out here for the permits for this, that and whatever. Will it be also be tied into our website so that somebody, like you said for a pot hole, wants to go on the website and plug in exactly where pot hole is or a street light out or...

Mr. Bowsher: Absolutely, yea. So basically takes the Service Departments work order forms and basically puts those on the site. So basically they build out a platform for us embedded within our website. They will be able to pull in and look at all the permits. One of the things I didn't even include was the special events permit, which I think bodes really well with the Parks Department and the Police Department. A lot of other, there is a lot of facets that sort of go into that. So they will be able apply for those and we will be able to see them digitally through those process. But yes it will. And basically its click-able icons, if you go to Bexley's website or you go to Upper Arlington's website, you can take a look at it. Its quite remarkable.

Mr. Cotner: You mentioned this works with the Water Department as well, is this online payments for water bills and things too, is that going to be incorporated into this process?

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Mr. Bowsher: Yea, there is a billing service that they utilize. We will have to take a further into that. Sometimes there is a lot of nuances when we started getting into the system. Mainly what we will be utilizing at first will be Building and Zoning and then we will start building it out slowly as we start getting accustomed to the new services and we can add them incrementally. The good thing is when we were taking a look at it, it was just going to be Building and Zoning and that was, so basically what they charge is one department or they will charge for three departments. When we were taking a look at the three departments we started taking a look at Service, adding in Service and Streets and Water. Well then that sort of took us over that three so the next phase that they have is basically the entire City. So basically it's a bigger benefit because we can start adding some other things into it that maybe we weren't even thinking about then. And they are ever evolving and changing the software, making it better. Not necessarily like changing it to where you don't know what it is. So that's a great question and I do know they have a system that works with New World where they can take. So if you have ever been to I don't know a boutique shop or something like that and you have seen those square systems, that's basically what the kiosk will look like. The permit tech will be able to flip it over, they will be able to take credit card payments and things like that. And you will get an email and also on the end user side, you will be able to see all the permits that maybe you have asked or pulled for. Or if you are a contractor, you will be able to see all of the different projects you have working in on the City. One of the other great aspects is it is if you are a building inspector, you have what your supposed to be inspecting for the day. It basically maps it out, puts it on Google Quest and then it routes to where he needs to go and inspect to. So it basically geo-syncs everything within the City. Another great aspect is the analytics. The heat mapping and data systems. So on the back end we can see where our hardest hit code enforcement are. Or even where the most home improvement dollars are going to. We can start tracking how much money is being sent in which neighborhood and where. So maybe that gives you guys within your ward some better data. We could probably have an overlay on each ward and give you updates yearly about specific of your ward, what happened there, how many shed permits or fence permits or any other data that you can actually quantify, it could be put into the system.

Mr. Cotner: Since you bring in the code enforcement piece of this now. How are our code enforcement officers currently functioning, how will they function with this and how is that going to benefit them and the community as a whole?

Mr. Bowsher: Yea, it's very low tech right now what we do, we basically have a permit form. They basically go out, they have to write everything and then they have to bring back to the office and upload it into the system. Once it's in the system it basically just sits there. There is nothing that it can really do currently right now. Same way with a fence permit or something like that. They will take the piece of paper, we will fill it out or help them fill it out, they will hand it to us, we will put it in the system and then it's tracked just in that system. There is no way to sort of continue that on. So that's where we're left at currently. Sometimes what happens is they will write up a couple code violations, they will come back to the office, they will upload into the system, they will come back out to actually service it, because they have to put it in the system before they come back out and somebody will already have it done. So now they have to go back into the system and delete it out. So it's a lot of back and forth. So this way they can stay out in the field a lot longer because they have

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thee digital tablets. They are able to instantaneous code enforce and if that end user has pulled another permit or has a username and password within the system, they will be able to get an email notification instant that something has happened. So its another way to also notify the residents as well, good and bad.

Mr. Cotner: And when you talk about too the notifications that it would stay in there. Say there is a problem property, it would continue to be alerted until the problem is solved. Does this reduce the likely hood of it getting lost in the system? Somebody that's got whether its grass or you know gutters down or whatever it might be. Is it going to be something that stays reminders to our team to follow up on.

Mr. Bowsher: Of course, it actually does give reminders. So basically what we do is we build in. So typically right now with grass, so say were looking at Drugan Court and we go to Mr. Cotner's house and your 8 inches of grass and our code enforcer says were going to go ahead and write you up for a violation. We will give you 7 days to clean up the property and at that point if you haven't done that, basically it sends them an alert that morning that says hey you need to go out and re-inspect Mr. Cotner's house. They will go out there, if Mr. Cotner hasn't cut the grass then basically he will give you a second warning, which is a zero day violation. At that point were already calling our services to come out and cut the grass. If in fact you do fix in that day, we will call that off and it will basically give them another notification to do that. The great thing is, currently what we don't have right now is we utilize J and J services. Well they will have an end user, so they will also get a notification. So no longer are we picking up the phone at the end of the day saying hey these are all the addresses that we need you to do. Things gets lost in the shuffle that way very easily. This time its not because its all digital so on his end on his computer, he gets to see all the ones that he does and it also makes it easier for him because he can map it out as well. So its not just for us and its not just for the residents but also the corporations and the consultants that we use now. And hopefully we don't get that far.... LAUGHTER.

Mr. Cotner: Every now and then you know... LAUGHTER. Well thank you I think its good information and a good starting point on this.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 7/22/2019 7:35 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Brett Luzader, Ward 2 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

LEGISLATION FOR EMERGENCY ADOPTION

ORDINANCE REQUESTING COUNCIL APPROPRIATE \$1,300,000.00 FROM THE UNAPPROPRIATED CIP FUND FOR THE REYNOLDSBURG COMMUNITY CENTER AND DECLARING AN EMERGENCY --- Cotner, Spalding. .

Ms. Bryant: I guess I'm left wondering what happens if we say no to this? You know the community had certain expectations when we went to them with Issue 11, you know if I didn't know that these things were being pulled out, you can be rest assured that the community didn't know that these

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things were being pulled out so. You know I kind of feel like we have a responsibility to stick to the budget we were given by the voters. So what happens if we stick with what we started?

Mr. Bowsher: I am just going to lay it out. I put my own self I promise this 1.3 is going to get us to where we want. This puts everything back in to where we already had to told the voters, this gets everything done that we need to get done. This makes a functioning facility that's great for the Y to where they can accurately do it without having a lost. So, I guess this is just where I am left at.

Ms. Bryant: Well that's if we give you the 1.3, what if we tell you no? Is what I am asking, you know what are we looking at.

Mr. Bowsher: Well with that for one, we had some incurred costs, there was roughly little less than \$300,000.00 that we still need and then we also in addition to that, we would be behind on, we would also lose out on all the additions that we had promised the voters that we were going to add into the YMCA. I won't talk in depth about anything that happened in the past. I mean it had nothing to do with myself and we will just keep moving it forward.

Ms. Bryant: Well you just said \$300,000.00 that's already been spent, did I get that wrong or did I mishear you?

Mr. Bowsher: Not that it has been spent, just that incurred of cost of other instances, were probably going to get that much back from our bond interest. But those dollars that we already knew were carry over that we are already going to need because were already sort of at that max point now without the additions. Were already there. So if we carry this on, were going to have to cut another \$300,000.00 of things to bring us back down even. So there so going to be more cuts if we don't get the additional dollars, in additions we won't get a lot of the things we had offered and that would complete the building, you know we're because we want to make sure we get the best building possible. We know that the 1.3 isn't taking away from any other project, it is coming out of the CIP fund for whatever confusion there may have been the last time we were up here talking about it. I think its just really important that we give a great product because were going to have it for 30 years and we don't want to make sure that's its only going to last 15 because we decided that we didn't want to do it right.

Ms. Bryant: And what if we say no and have, you know some other source of money that comes in later, perhaps the naming rights as we had previously discussed. You know are these things that can be resolved later if we are able to get funding of that nature?

Mr. Bowsher: It is not. We are actually behind on a lot. And I don't mean as far as the building goes. I just mean that there were orders that needed to be made even so much as last week that we are basically putting on hold. Which isn't only further delaying the building. That's why its asked as emergency, that's why its becoming before you now. Really a decision needed to be made probably weeks ago, but this is where we have found our selves. There are things just because of the lead time the things that needed to be ordered and made and prefabricated and brought to the site and other things that were basically holding up on because we actually need to do those things before we can

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get to other things. Such as the tile and other finishes within the building or the splash pad cages and the rough outs as well as the slide rough outs and the fabrication of the slide itself. As it stands right now we will get that on site but it will be in the winter time. So there is no reason to put it up in the winter time so actually that will be done by Patteson Pools, who is our contractor by Gilbane. They will actually come back out later in the year before we open the pool for the summer months of next year and they will actually put it in and install it and test it and things and you just can't do that in the winter time so we will actually have to come back out after the building is already up and operational.

Mr. Cotner: And there is still potential of different naming rights or different things like that, I mean but were not seeing anybody beating down the doors and ready to spend three million dollars to name the building unfortunately. I think the James E. Hood, though we talked about it last week, I think if you open that check book up... LAUGHTER well ok, then that one's out. But I mean there is still the opportunity that, that could happen should a contributor come, I mean that can still happen now that can still happen later, that those dollars would come in for naming rights or things like that. And I know the Y is continuing to try and pursue sponsorship dollars, naming opportunities, things like that if I am not mistaken?

Mr. Bowsher: Absolutely. And they are in the philanthropy game, they are the subject matter expert of doing so, so I leave in full faith and confidence in them to be able to resolve that. In addition I think some other non profits could come on. I know we were putting back in flags and some signage out in the front, I think that's a great opportunity for Boy Scouts or VFW, to come in and sort of help with some of those things. These are things that we will continue doing but the problem is we need to have the money now. Which is why I had said earlier that there is a potential that we would get a little over half, potentially of this back. Which would be great because we would put it back into the CIC but we have to allocate the money now so we can order if worse case scenario were to happen.

Mr. Cotner: Put it back into the CIP.

Mr. Bowsher: Correct, CIP. I'm Sorry. You can put it into the CIC if you want though, that would be great.

LAUGHTER

Mr. Clemens: Yea you know I understand a million and three. Because of things we did promise but the main thing we never, we made mistakes, I know we hate to admit it, we go talk how good we did and so forth but there has been mistakes made. There has been things done that we didn't have knowledge and were trying to clear it up, clean it up and be honest about it. Let's just say that. I am not opposed to it. Now the Mayor did speak to us at the last meeting and said that this million three would be the last he would ask for and I agree with him and his statement and I think we should take care of it now than later. So I think it, with the Mayor's approval and his statement that there would be no more money brought and asked for, I think it's good involvement to take care of it.

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Mr. Luzader: And I just like to point out that I talked to the Auditor and I think he even explained a little bit. To put everything in that we would have conceivably wanted, we would have to bond 33-34 million dollars. And if you bond that much its not like buying a car and you hit the lottery and you pay it off early, no. We still have to pay the interest on that over a 30 year period. So this way we are actually saving money over the bonding cost. Yes to 1.3 million is a pretty good check but in the long run were actually saving money so I don't see a big problem with it. I mean it is something that we did promise the residents and I think we need to keep that promise.

Mr. Clemens: The big thing is its a lesson, don't promise things you don't afford.

Mr. Baker: I get why the 1.3 million dollars because we have to honor our promise to the public that this what we was going to put and this is what you was going to have. My issue was the lack of transparency. That all of the sudden this stuff was taken out, I didn't know about it, I don't know who all up here knew about it at the time. And then all the sudden we get this 1.3 million dollars. That's like me going and buying a car, they tell me one price one day, I come back and say oh no its this price and its more but nobody said anything. And I think that's the reason why I was upset last time because this was stuff that was promised but it was taken out and nobody said anything about it. Rather because somebody didn't want to own up to a mistake or whatever it was but I just think, especially for future projects that are as big as this, transparency should be improved. Especially when it comes from taken stuff out after we have already promised the community that this is what they were going to get.

Mr. Spalding: I think you get agreement from all of us. Yea, we agree with you.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 7/22/2019 7:35 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Mel Clemens, Ward 4 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AUTHORIZING THE APPROPRIATION OF \$4,356.00 FROM AN ACCOUNT IN THE SERVICE DEPARTMENT TO AN ACCOUNT IN THE PARKS AND RECREATION DEPARTMENT, AND DECLARING AN EMERGENCY. --- Cotner. Finance and Administration Committee.

RESULT:	REFERRED TO COUNCIL [UNANIMOUS]	Next: 7/22/2019 7:35 PM
MOVER:	Barth R. Cotner, Chairman	
SECONDER:	Marshall Spalding, Ward 3 Councilmember	
AYES:	Clemens, Cotner, Luzader, Spalding	

ORDINANCE AUTHORIZING THE MAYOR TO CONTRACT WITH MEEDER INVESTMENT MANAGEMENT AND DECLARING AN EMERGENCY

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