

COMMUNITY DEVELOPMENT COMMITTEE MEETING MINUTES

REYNOLDSBURG CITY COUNCIL

March 21, 2011

Members of Community Development Committee present: Leslie Kelly, Barth R. Cotner, Chris Long, Nathan Burd.

Other members of Council present: Fred Deskins, Jr., Doug Joseph, Mel Clemens, Council President William L. Hills.

Mrs. Kelly: I'll call the meeting to order at 7:30 p.m. The first order of business is the approval of the agenda. Are there any changes? Hearing none, it will stand approved.

The second order of business is approval of the minutes of the Community Development Committee Meeting held December 20, 2010. Any there any changes? Hearing none, it will stand approved. Next order of business is the approval of the Community Development Committee Meeting January 4, 2011. Are there any changes for those minutes? Hearing none, those minutes will stand approved.

Item No. 4 - Discussion: Amend 160.02(e) Parks & Recreation Department, and 160.03 Salary Schedule (d)(1) Seasonal Employee, and appropriation of funds. Mayor McCloud.

Mayor McCloud: Thank you, Chairman Kelly. I just wanted to make a preliminary statement, and then Mr. Shamblin is here to discuss in greater detail and answer questions. I just wanted to say that one of the challenges of working parents is summer vacation. It's great for the kids to get eleven weeks or so to do whatever they think they're going to do, but for two working parents, or one working parent, whatever the case may be, it is a challenge to fill up that kind of time in the Summer. Mr. Shamblin approached me a couple years ago about the possibility. It is here before you for discussion. There are obviously lots of questions. There's a, some economic realities here that we are very cognizant of and we are anxious just for the dialogue to begin and I'll ask Jason to explain some of the more specifics.

Mr. Shamblin: Thank you. Like the Mayor mentioned, we started the discussion last Fall when we were going through some of our budget process to offer, to create this position and to offer this program, and we decided the proper way to do it was to amend 160 and then fund the position. We're proposing to hire a full time staff person that would then be the point person to run our Day Camp Program. So we would have a thirteen week Summer Camp, a one week Spring Break, and then a one week Winter break_____ so I would be happy to take questions.

Mrs. Kelly: Anybody have any questions? Mr. Deskins.

Mr. Deskins: Thank you Council Lady Kelly. Jason, I've been involved in probably two of your meetings. I want you to know, I really think this is a neat idea; I think it's just a matter of getting it put together and making sure we all agree on the same numbers and the information you had in the

packet Friday, that came to all the Councilmen, you had broke down all the different areas of charges that you needed the money allocated for and that amount comes to \$184,706 and that's the different charges for the staff, the seasonal, the PERS and all the things involved in that. It's my understanding that the breakdown of the numbers you need to break even is 65.

Mr. Shamblin: It's between 60 and 70, so yes Sir.

Mr. Deskins: Okay. If you take that number times what you're going to charge per participant, there's about \$57,000 difference. Is that leaving you some leeway to add or whatever, or?

Mr. Shamblin: What we had done was in my spreadsheet to look at the numbers, we went from 120 children down to 65, down to actually 60 where we would lose money and what we did was broke out an itemized cost for each participant for a transportation cost, for program cost, admission cost, for recreation supplies, seasonal staffing and then the full time staff. So the number if we have 120 children, our direct cost for that program would go down. So the initial proposal that I sent forward had the budgeted numbers for the cost that we project for 120 children. That cost would not, would directly go down if we had 65 kids, that break even number, the direct cost would be significantly less, so...

Mr. Deskins: I guess that brings up a point in my mind. If we allocate \$184,706 for you to operate the program and approve it, when you get the money in for the participants, 120 or whatever they might be, does that automatically go back to the General Fund or how does that get accounted back into the accounting process?

Mr. Shamblin: Thank you. That's a good question. It will.....

City Auditor Harris: **That** sounds like something for me. What we must do is set up a revenue account for this particular program. The revenue account will just become General Fund revenue because as other revenues come in, it's allocated to whatever fund that is a General Fund account. So this is not something, we are not saying, we are not going to be able to take what goes into this program and apply it to it. This is a General Fund Program, it comes out of General Fund dollars. The, any revenue that comes into the city, goes into the General Fund. So it's not that you can just say 'I'm going to take these dollars and allocate them to that'. No, that's, anything that comes in goes to the General Fund just like the tax money goes into the General Fund, just like the local Government Fund goes into the General Fund. Anything that is revenue to the city unless it specifically by law put into the Street Fund or the Permissive Tax or whatever, is revenue. It goes into the General Fund.

Mr. Deskins: What happens if this year you fund a program and it went very well and then next year you don't get the numbers to fund the program, do you lay off the permanent Supervisor and the seasonal staff or what do you do?

Mr. Shamblin: We hire the seasonal staff depending on the numbers, enrollees we have, participants. If you have less kids that week, you don't schedule all of your seasonal staff. So you don't have that direct cost. I think the commitment that I have is that if the program doesn't fund itself, then we can't have a full time staff position. I think that's the only acceptable means in today's financial situation we have.

Mr. Deskins: Thank you very much Jason. Thank you Mrs. Kelly.

Mr. Hills: If I could follow up on that, and I agree, if you're not going to have the kids in there to participate to equal income coming in to offset what's been appropriated to run this program, you're probably not going to run it, but at the \$184,706 and I use West Virginia logic, I just call it \$180,000; but when you look at your rates, your best Reynoldsburg resident, participant is \$140 plus \$35 a week. That's the day plus the pre-day and after day. They show up 7:00 a.m., they leave at 6:00 p.m. at night and that's \$175 that they would pay for that child; \$175 times 80 is \$14,000 a week. \$14,000 times the 13 weeks, if the paper said it's going to be an open program, equal \$182,000. Now I know you're referencing a break-even of 65, but 65 will in no way, shape, or form get you close to the \$184,000 that's been appropriated, unless I miss my math and I don't, I mean, Fred came up with some of the similar numbers at 65 kids in the at-best situation is \$147,875.

Mr. Shamblin: I think I will, what I'm proposing, is that we don't, we only spend as much money as we need to depending on the children enrolled. So, if we don't have 120 children, then we don't spend \$180,000.

Mr. Hills: But you're asking for the appropriation of \$180,000. And you're saying the, your break-even is at 65.

Mr. Shamblin: That's correct. Yes Sir.

Mr. Hills: But 65, if you're at-best Reynoldsburg resident eleven-hour-a-day program is only going to bring in about \$148,000...

Mr. Deskins: Seventy brings in \$127,400 so

Mr. Hills: I.....

Mrs. Kelly: Let me.....

Mr. Shamblin: Please.

Mrs. Kelly: Tell me Jason if I'm wrong on this, looking at the two different things here. The, your overhead cost with 65 kids is less than your overhead cost if you have 120 kids.

Mr. Shamblin: Exactly. My overhead cost is, it goes down depending on the enrollee numbers. If we have 120 children, my total program cost is as you said \$180,000. If I've got \$70,000, my total program, or 70 children, my total program cost is roughly \$125,000. So what I've done is itemized the specific cost for recreation supplies, for transportation, for staffing. We'll only have 9 seasonal staff if we have 70 children. If we have 120 children, we would have 18. So.....

Mr. Hills: Is the \$184,000 you're requesting based on anticipated attendance of 120 kids?

Mr. Shamblin: Yes Sir.

Mr. Hills: If you take the raw dollar figures of what these people are going to pay to have their kid at Day Camp, and start multiplying it out just like I did, your most generated person money is \$175 a week or a child there from 7:00 a.m. to 6:00 p.m. at night, correct? That would be the \$140 plus the \$35 before and after charge?

Mr. Shamblin: Yes.

Mr. Hills: So that's your ideal person. That's your, if you're looking for how do I maximize the money coming in, that's the person you're looking for as a Reynoldsburg resident.

Mr. Shamblin: Yes Sir.

Mr. Hills: And if you had 80 of those for 13 weeks you're going to bring in \$182,000.

Mr. Shamblin: No.

Mr. Hills: Well, yeah because that's what they're going to pay. They're going to pay you \$182,000.

Mr. Shamblin: You said 80.....

Mr. Hills: Unless my math is way off.

Mr. Shamblin: You said 80 was the number when you

Mr. Hills: Yeah and I didn't see any of your charts and schematics and so I don't know but I do know that if I have a child and I want to go, I'm going to pay \$140 for a week and if I want to drop my kid off before 9:00 a.m. and pick my kid up after 4:00 p.m., then I can pay an extra \$35 a week, right?

Mr. Shamblin: Yes Sir.

Mr. Hills: That's a \$175.

Mr. Shamblin: Yes Sir.

Mr. Hills: For that, what do we call it, camp fees, childcare, whatever it may be, somebody else is watching my kid for \$175 for that week, right?

Mr. Shamblin: Yes Sir.

Mr. Hills: That numerical number times 80 kids is \$14,000 for that week that you're going to receive or Dick's going to receive, whoever's going to get the money. That \$14,000 times 13 weeks which is the life of this program if I read the paper correctly, there's 13 weeks that it covers, that totals \$182,000. Now if we gave you \$184,000 and you're bringing back in \$182,000 under the scenario of 80 kids, that probably isn't all bad, but I don't know how 65 kids would pay back that \$180,000. It's not, it's going to be down around \$150,000.

Mr. Shamblin: My direct costs for the program go down depending on the number of enrollees. So if I have less children enrolled, we spend less money.

Mr. Hills: But you're asking for the \$184,000.

Mr. Shamblin: That was my proposal that I sent forward. I would be more than happy to request the break-even funds and then come back to Council if we're lucky enough to average out more than 65 children and would end up needing more funds to operate the program, I'd be happy to come back at that time.

Mr. Deskins: How many you have today Jason?

Mr. Shamblin: I have about 48 - 49.

Mr. Hills: And that's just a verbal commitment, if you do this, we'll come? If I read the paper correctly, they can't apply until April 15th.

Mr. Shamblin: I can't technically charge the fee until it's passed through City Council so.

Mr. Hills: That's always a good way to look at it. That's why I enjoy reading it in the paper. That way I know what's going on.

Mrs. Kelly: So, Jason, so to help me to clarify, again the purpose of asking for the \$184,000 is kind of to make sure that you have the funding that is there in order to buy the supplies and things like that, anticipating the larger enrollment of 120 kids. However, you are saying that you could start up the process by asking for the break-even amount, say for the 60 kids, and then if you needed to come back in, then request the additional funds as the enrollment went up.

Mr. Shamblin: Yes.

Mrs. Kelly: Okay. Chris.

Mr. Long: Jason, I think what everybody's looking at here is the sticky situation of getting into a full time staff individual and then having the program not take off. If I take out, as you've already said, the wages for the seasonal staff out of the \$184,000, or the \$78,000 which you said seasonal staff could go up or down depending if how many kids show up that week, if we have no kids, we have no seasonal staff that week.

Mr. Shamblin: Right.

Mr. Long: You have the one full time individual here. So really, the break-even for the program that you're looking, would naturally be the \$106,000 which is a set cost for that full time individual plus any needed seasonal staff based upon students. So considering the fact that the full time individual running the program, without any seasonal staff help, how many students do you need to cover that \$106,000?

Mr. Shamblin: I don't, I'm sorry, I can't.....

Mr. Deskins: I don't know where he's coming from either.

Mr. Long: If you look at the memo from March 8th, Fred.....

Mr. Deskins: Sixty on his chart here, 60 members total income needed for that would be a \$109,000.

Mr. Long: Okay. If you look at the original amounts that he put in for which equal the \$184,706, there is \$78,000 in there for seasonal personnel.

Mr. Deskins: Right.

Mr. Long: Which Jason says could fluctuate based upon the number of students that are in there. So if we have no students, all we have cost incurred is \$106,000 which is our rock bottom number that we need to come up with. Anything up and above that's going to fluctuate based upon the number of students that are in there.

Mr. Deskins: If you have no students, what's the purpose?

Mr. Long: Well, that's my point. If we have no students, we're stuck with \$106,000 in overall cost.

Mr. Shamblin: Actually, if we have no students, our only liability would be the direct cost of the full time staff person.

Mr. Long: Which would be the \$184,000 less the \$78,000 because I'm assuming you would have already purchased all of your rec supplies and so forth for the season. You're not going to buy those on a weekly basis are you?

Mr. Shamblin: Well, if we didn't have children, we wouldn't buy the supplies I guess, ahead of time.

Mr. Long: Well, okay.

Mr. Shamblin: If we're not going to have any enrollment, we wouldn't have the staff and we wouldn't pay for the transportation or the different activities.

Mrs. Kelly: Because they're going to sign up in April and so you'll know before the end of the school year how many students that you have, how many kiddos you're going to have that want to be part of this, whose families want them to be part of this.

Mr. Shamblin: Right.

Mr. Clemens: Jason, and I have no problem with the program; I think what it boils down to, we don't want to subsidize the program.

Mr. Shamblin: Correct.

Mr. Clemens: If we can work on a break-even point to get it started, I have no problem with that and it takes 60 or 65. I don't think we can count any extra \$35 a day for everybody, because I don't think that's going to happen, you know.

Mr. Shamblin: Right.

Mr. Clemens: A lot of people aren't going to come early and stay late, but.....

Mr. Shamblin: And our 65 number did take that into account.

Mr. Clemens: Right, and if you can work it out to a point where you get to 65 and then we start the program, I have no problem with that. I don't want to pay for 80 when all we're doing is 65 and if you could work under that condition, I don't have any problem.

Mrs. Kelly: Mr. Hills.

Mr. Hills: Jason, getting off the numbers thing, because we're not going to agree on that one, I mean as far as, because I know your \$78,000 is for your seasonal, it may be down one week and up another week, but your permanent cost I think, Chris, is \$40,000 that you're referring to, for the new staff member and his benefits. I do notice you've got insurance here of \$14,500. As I read in the paper, we're going to take trips to different places. Let's say you've got 65 kids out there. I don't know how many kids you can put on a school bus or what kind of bus you're going to use, but what if all of them don't go. Then you have part of your staff stay with them under and I understand from reading this, the facility, their reporting center is a shelter at Blacklick?

Mr. Shamblin: Yes Sir.

Mr. Hills: Which you're getting for free?

Mr. Shamblin: Yes Sir.

Mr. Hills: You ever seen free service from the Government before?

Mr. Shamblin: Yes Sir.

Mr. Hills: Where?

Mr. Shamblin: We ran our playground program there last year.

Mr. Hills: Well, you can ask McCloud how much free service was on the Target store, right Brad? But I, and I think that's great if they'll do all this, but have we looked at, do we have an increase of our insurance to the city? I see you've got something in here, but is that based on the transportation and the liability cost of having the kids under your care, custody, and control?

Mr. Shamblin: I spoke with our insurance representative and he did not see it as increasing our insurance.

Mr. Hills: He saw no change on it and you told him you're going to be transporting kids different places and things?

Mr. Shamblin: Yes Sir and already in our Playground Program, we already transport kids as well as at our Senior Center.

Mr. Hills: I know we do the Senior part, okay.

Mrs. Kelly: Any other questions? I'd like to say though to Jason, the Playground Program that's been at Blacklick, having kids in Reynoldsburg, the families that I know, speak very, very highly of that program. So I'm very excited that we're doing this. I think it's one additional program that we'll be able to offer to our families, again in Reynoldsburg. So I think that's a great addition and I commend you for bringing this forward.

Mr. Shamblin: Thank you.

Mrs. Kelly: Mel.

Mr. Clemens: I do have one question. This is strictly a program for the kids in Reynoldsburg?

Mr. Shamblin: We do have it listed, we do have a resident fee and a non-resident fee listed. Just like with our youth sports, if we realized that we had an overwhelming turnout, we would make an early bird registration strictly for residents. At this point.....

Mr. Clemens: Personally, I'd rather it be just Reynoldsburg, I mean.

Mr. Shamblin: I'd be completely happy with that too, but we've got to get to 65 first so.

Mr. Clemens: I'd hate to have 65 from some place else first.

Mr. Shamblin: Yeah.

Mr. Hills: Your commitment now, is it all Reynoldsburg or do you have some outside Reynoldsburg?

Mr. Shamblin: I've seen from Blacklick, and Pickerington, so at least a couple from outside.

Mr. Cotner: Is this literally just week-to-week that they would pay and come? Is there any type of contract that they sign to give you some assurance of where you're going to be able to plan for the whole Summer?

Mr. Shamblin: I've had lengthy discussions with the Auditor and my staff who take care of our finances. We would, it's a week-to-week program and we'd require them to put down a deposit if they would sign up for the entire Summer, and then make payments at least two weeks ahead of time before their week of camp. So if we would happen to fill up, we would make priority registration for

residents and also for folks who would be interested in all Summer camp, but as it stands now, it's a week-to-week program.

Mr. Joseph: Thank you. Going back to Mr. Clemens' question about residency versus non-residency, when you look at the current programs we have in the city as an average, what's the percentage of those participants that are non-residents. That might be a good barometer of what we might see here.

Mr. Shamblin: Councilman Joseph, I wouldn't guess at that. I can go back and pretty easily find our, figure out our enrollment, but without looking at that data, I wouldn't make a guess. I don't know that.

Mr. Joseph: Would you find that out and let us know?

Mr. Shamblin: Certainly.

Mr. Joseph: Thanks.

Mrs. Kelly: Are there any other questions? Then I would like to send this forward to Council for its first reading and also to Finance. I need a second. Seconded by Mr. Long. **All in favor vote "Aye". (All voted "Aye") Opposed. (No response)** Okay, Motion carries.

Item No. 5 - Discussion: Amend "Summer Day Camp" in listing in 971.08. Mr. Shamblin.

Mr. Shamblin: This would be in 2009, we had created in our fee structure, a fee for Summer Day Camp and I think we set it at \$125. Our goal was to try to run it internally with the staff we had. We just realized, it's not a realistic option to put on that program. So since then, we've really gone back and looked at our numbers and worked on that. We've revised those with this program for the numbers that we're looking at so.

Mrs. Kelly: Are there any questions for Mr. Shamblin? Okay, Jason, do you need this to go forward as an emergency or a first read?

Mr. Shamblin: I think just a first reading as well.

Mrs. Kelly: Okay then, I would like to move to send this forward to Council for a first reading. Seconded by Mr. Burd. **All in favor vote "Aye". (All voted "Aye") Opposed. (No response)** Okay, Motion carries.

Item No. 6 - Discussion: Amend 971.07 Scheduled Events and Activities, and add - 971.40 Approval by Council; Director's Powers. Mr. Shamblin.

Mr. Shamblin: Thank you Madam Chairman. In my time here, we've worked with a lot of outside groups and we've really tried to encourage participation in the parks. One of the obstacles that I've run into with whether it's private sporting groups or soccer organizations, or baseball organizations, the fees that were established prior to me were \$75 a day to rent a field and \$100 a day for non-residents and \$75 dollars a day for residents. It really, for the small youth organizations, was a deterrent for them to come and utilize our facilities in the community. So I did a lot of background research, looked at the way some other communities are established and we're proposing changing that fee to \$20 for a two-hour period. So basically, the amount of time for one baseball game, a resident program \$75 plus would be able to rent our facility for \$20. I am currently in the process of working with two different teams that are interested in utilizing our parks this Summer and then also a girls' softball tournament, then it would happen this Summer as well. So the other things we've added are some cleanup items to make the process a little smoother for us and what we ask for as far as registration and just defining a little bit more what our expectations are and then the very last section, 971.40, Approval by Council, Director's Powers, one of my challenges to add new programming, our brochure comes out every six months and then if we define our fees here with Council, that adds another extended period of time. So I'm about nine months before a program takes place to try to set the fees and for a couple years, I've tried to work on this and tried to figure out a way to streamline our process so it would be simpler as we're working with instructors or different people in the community offer programs. How can we do that efficiently? When Ms. Boratyn was here and I had the conversation with her just trying to figure out brainstorm ideas, she pointed out that the Safety Director and the City ordinance has a clause and that's what I tried to mirror to replicate what we have. This is the reason why I sent down as a discussion item. I think I would just like to, I was bringing forward other legislation to revise that chapter of the ordinance and I thought it would be a good time to have that discussion and provide input.

Mrs. Kelly: Questions?

Mr. Hills: Yeah. Let me kind of, I'll go backwards on your list.

Mr. Shamblin: Please.

Mr. Hills: The 971.40, I guess first of all, in a redrafting of this size, have you run this through the City Attorney?

Mr. Shamblin: I had a brief discussion with him. I don't today, now.....

Mr. Hills: Are you going to have some more discussion with him?

Mr. Shamblin: I certainly will.

Mr. Hills: Okay. I think we need to because 971.40 your authority to do that which is the same as the Service Director does have the authority to say I'm putting up this stop sign, I'll notify Council, if

Council doesn't like it, then they can say something, but that's not in Charter 6.08 which is your Charter language which gives you the authority to do things; it doesn't say in 6.08 that you can go do that thing nor does it say Service Director, that they can do that; it's in the ordinances, okay? So I'm not saying it can't be done but I think we need to look at how it's worded, that's why I think if you talk to the City Attorney, it may, I don't know how good the idea is, it, I just looked at it.....

Mr. Shamblin: Right.

Mr. Hills:but I know the way it's worded now isn't actually correct.

Mr. Shamblin: And I believe that in the Charter that it also refers to "and as Ordinances". So it refers to the Charter, the responsibility of the Parks and Recreation as defined by the Charter and Ordinances. So I don't, I didn't bring that. I apologize.

Mr. Hills: I've got the Charter if I want to read it, but it basically says you can supervise and take care of those that work with you, you listen to what the Board says, and the Mayor calls the shots. That's sort of what 6.08 says. So, I guess what I'm.....

Mr. Shamblin: Right.

Mr. Hills:saying is, as it's worded now, I think you need to have the City Attorney look at the whole thing because I've got a couple other points that I think that somebody ought to take a look at, but the 6.08 I think is not where your authority to change fees and things would straight come from, okay?

Mr. Shamblin: Okay. Thank you.

Mr. Hills: I take it, your field that used to be \$70 dollars for a resident, \$100 for a non-resident and now you're going to drop it. I guess you're telling us your fields were sitting empty so you weren't getting your \$70's or you weren't getting your \$100's because the people couldn't pay that or wouldn't pay that?

Mr. Shamblin: We had one group that paid last year that was a.....

Mr. Hills: Are you making this change because you want to get more utilizations.....

Mr. Shamblin: Yes.

Mr. Hills:out of the field and more income into the city?

Mr. Shamblin: It's not about income. It's about allowing people to utilize our facilities.

Mr. Hills: Okay, well, that's, yeah we can.....

Mrs. Kelly: That's great.

Mr. Shamblin: I.....

Mr. Hills: I like the way you're saying that, but bottom line is, if they utilize our facilities, income comes into the city.

Mr. Shamblin: Yes Sir.

Mr. Hills: And what you're saying, that people, because of the \$70 or the \$100, they didn't want to come out and pay that much money and so you broke it into \$20 per hour.....

Mr. Shamblin: Yes Sir.

Mr. Hills:for every two hours.

Mr. Shamblin: Yes Sir.

Mr. Hills: Do we really have a need to cap it at \$60? Rather than, we're changing the \$70 and then say capped at \$60. So you want to pay \$60. You used to pay \$70, now you can pay \$60 and use it all day but is there some thought given or should there be some thought given or discussion it's \$20 for every two hours and if it's ten different people then it's \$100 for the use.

Mr. Shamblin: The a, yes Sir, good question. No, we did not have many people utilizing our, renting our ball fields because the cost was a deterrent. The reason I capped it at \$60, that is actually still kind of high for a youth sports organization who would be interested in running a tournament at a facility. If they would come in and want to run, the group I'm working with is interested in doing a Summer softball tournament, so.

Mr. Hills: I guess the reason I'm saying that you may just want to take a look at and think about it or talk about it. We're saying to the public we charge this amount but now we're going to start charging less and this probably isn't the time in our economy that there's a whole lot of people charging less. Now, I think there's reasons because you want to get utilization and I think that's good but then if you're going to cap, why are you going to cap at an amount less than what you would have charged the previous year? You see the point?

Mr. Shamblin: I do.

Mr. Hills: The logic?

Mr. Shamblin: I do and.....

Mr. Hills: Jumping from that one, go ahead.

Mr. Shamblin: The reason is, is because that number was still a deterrent. That all-day cost was still a deterrent so.

Mr. Hills: I'm trying to think of things that I pay less for in 2011 than I paid in 2009 and I'm not sure what that is but that's a whole different story. On, I can see you're in h, I, j, k, l on page, I think .. two or something. Can you kick around with the City Attorney on the 501c 3's. I think 501 c 3's are totally non-profits. You have a number of entities that work and are extremely complimentary of the Parks and Recreations fields. I don't think you want to exclude some of these people who are 501's but are not a 100% non-profits. There's a few of those around but there's a number of others, groups and community groups that still pay taxes.

Mr. Shamblin: Yes Sir.

Mr. Hills: And I don't think you want to try to exclude those from the list of using the properties do you?

Mr. Shamblin: The Mayor and I had that discussion this afternoon and you are correct. That language was already established in the previous ordinance and I think that's a good point to make and we'll.....

Mr. Hills: But it's new language here.

Mr. Shamblin: It's new language there but on the next page it, on "o", that was already language that was already in there. This was, so I will work with the Attorney. That's I think, a very good point because we do have several groups who aren't non-profits but they are.....

Mr. Hills: And I don't think you're trying to exclude anyone.....

Mr. Shamblin: No, not at all.

Mr. Hills:you're trying to include.....

Mr. Shamblin: Right.

Mr. Hills:as many as possible.

Mr. Shamblin: Right.

Mr. Hills: All right, thank you.

Mr. Shamblin: Thank you.

Mrs. Kelly: Jason, looking at the reduced cost for the fields, when you bring in, correct me if I'm wrong, when you bring in like a softball tournament and you can fill up those fields, you also have the potential for bringing more business to local restaurants, hotels, things like that with bringing in tournaments, correct?

Mr. Shamblin: Correct.

Mrs. Kelly: Okay, so essentially the more tournaments we may draw, we could potentially add to the local economy.

Mr. Shamblin: It is a very big boost. We could with our few hotels we could very easily; we worked with Alliance Soccer the past two Falls. The first year they had 36 teams. Last year they had just about 60 teams. We're hoping to have about 100 and so that would fill up all of our hotels for a weekend and then also you would hope they would utilize our restaurants and other amenities in the community. So there is a positive impact indirectly. It's hard to sort of judge that to get a direct cost of that but.....

Mrs. Kelly: We have beautiful facilities so it would be nice to see them fully utilized.

Mr. Shamblin: Yes.

Mrs. Kelly: Any other questions? Okay, then I will send this through. You don't need an emergency on this either?

Mr. Shamblin: Well, this is just a discussion item.

Mrs. Kelly: Okay.

Mr. Clemens: This is for discussion isn't it?

Mr. Shamblin: Yes Sir. Well, if we felt like, if I could resolve whatever concerns or issues we had with it, then I would revise it and send it down as a Legislative Request but I just wanted to have the discussion first so.

Mrs. Kelly: I see that. Okay. Thank you very much, there's no other questions.

Mr. Shamblin: Thank you.\

Mrs. Kelly: Item No. 7 - Discussion: Adoption of the Olde Reynoldsburg Strategic Plan. Mr. Hansen.

Mr. Hansen: I'm going to do a brief presentation.

Mrs. Kelly: Okay.

Mr. Hansen: I apologize, for some reason, I can't get the presentation to show up on the monitor.

Mrs. Kelly: You gave us a really nice packet to look through. Do you just want to walk us through that?

Mr. Hansen: Sure. What the plan does is start to establish strategies to reinforce specific implementation steps to keep Olde Reynoldsburg as a community asset. I think we all can see that Olde Reynoldsburg has great potential for it as a business location and as a residential location and we would like to have these strategies keep that as a good location for both those uses. We saw that the plan was needed because of the changing land uses within the city and we wanted to further study how Olde Reynoldsburg fit within those changed land uses and now that it's become the physical center of the community, we wanted to see how we can best leverage that physical asset as now. So we formed a small Steering Committee with business owners and residents of Olde Reynoldsburg and this group met over an eight month process. We presented ideas to them and they provided us feedback for those ideas and we came up with a draft plan which we provided to you. In the meantime, we also held a public open house where we had about 20 - 25 people show up and we answered questions in regard to the impacts of the plan, the logistics of redevelopment scenarios and specific time frames of how a lot of the strategies would play out. So the Planning Commission also reviewed the document and they provided a recommendation or a referral with three conditions, which was also included in the packet and so we're looking forward to just a real good discussion at the Committee Meetings, you know, it could be more than one discussion. We're not looking to rush this and we recognize that we're going to have a full three readings since there's a lot of information to go over and understand. So basically, the plan has six sections to it. One being the plan foundation which provides the background information where we based all of our strategies upon. There's four strategy sections, Land Use and Development, Parking, Public Realm and connectivity and the Public Realm is redefined as the open space, the Public open space. The connections between those spaces and the public right of way. There's a Business and Branding section. So the plan, it's just a recommending document only. With the adoption, hopefully adoption of the plan, it doesn't really set any immediate implementation steps, any changes to zoning ordinances or anything of that nature but it does set a direction which we can then implement policy and base future decisions upon. The plan will definitely use it as a marketing tool to developers and potential businesses showing that the city has a vision for the area and hopefully we can then entice developers to participate in the development scenarios that are detailed in the plan and it will help us find the right partner to execute

the community's vision. It will help organize and prioritize Capital Improvement Projects, direct staff resources given that the implementation steps are defined in a time frame. It will establish a basis for creating zoning tools, ordinances, overlays, design guidelines, should they be implemented and then it will serve as a consideration for development approvals. So anything that we see come through the DRB, BZBA for major site plan approvals, this document can be used to evaluate whether or not that approval matches this adopted vision and then it can also be used for zoning district changes since we do have a future land use recommendation component in the plan. So I guess I'm not really expecting that everybody read the entire plan since you just received it last week. There's a lot of information there to go through but I'll be happy to answer any questions that you may have at the moment and look forward to any future discussion too.

Mr. Kelly: Does anybody have any questions? No questions? Mr. Burd.

Mr. Burd: Just a comment. Not really a question. I just want to commend everyone who's been doing this for eight months. I think it's really hard to fathom how much of an improvement this could be for the city. I know this is a long haul project. This is something that's going to take years and years to accomplish but just want to commend Luke and Matt and everybody who was involved with this, especially the residents and business owners because this is a lot of work and as far as strategic plans go, I think this is a great start. So I'm anxious to a, I haven't read the whole thing yet but I'm getting close. I'm anxious to learn more about it and continue discussion but just wanted to say that you've done a good job putting this together.

Mr. Hansen: Thank you.

Mrs. Kelly: Are there any other questions? Okay, I'd like to send this on to Council for its first reading. Seconded by Mr. Long. **All in favor vote "Aye". (All voted "Aye") Opposed. (No response)** Okay, Motion carries and I will adjourn. I think this has been my longest Community Development Committee Meeting. I will adjourn Community Development at 8:18 p.m.

Community Development Committee

-- Nancy C. Frazier, Clerk of Council

March 21, 2011

(Transcribed - S. Cochran, Ass't. Clk. of Council)

SAFETY COMMITTEE MEETING MINUTES
REYNOLDSBURG CITY COUNCIL
March 21, 2011

Members of Safety Committee present: Mel Clemens, Chris Long, Nathan Burd, Fred Deskins, Jr.

Other members of Council present: Leslie Kelly, Doug Joseph, Barth R. Cotner, Council President William L. Hills.

Mr. Clemens: I'll call the Safety Committee meeting to order at 8:16 p.m. First item on the agenda is the approval of agenda. Do I have any items to be removed on the agenda or added. Mayor.

Mayor McCloud: Did you take those two trucks off there?

Mr. Clemens: Yes, do you want to speak on those now, Mayor?

Mayor McCloud: Thank you, Chairman Clemens. I'm asking that Item No. 4, that these just be removed from consideration. These two trucks will soon be 18 years old. They're used daily. We use them to cut grass, and cold patch, and it's the kind of thing that we can't have go down very long, but I'm going to put on my rose-colored glasses and hope we can squeeze one more season out of them. If we get to a scenario where maybe we need a complete engine, then we'll have the dialog as to whether it makes sense to put a new engine in an 18-year-old body, but for now, I'd like to remove these from consideration.

Mr. Clemens: Thank you, Mayor. Are there any questions pertaining to that? If not, Item No. 4 will be removed from the agenda.

Next item on the agenda is approval of the minutes of the Safety Committee meeting held February 22, 2011. Are there any additions, deletions? If not, they will stand approved.

Item No. 5 - Discussion: Authorize contract for Summit Road Reconstruction Project, and appropriation of funds. The request is for authorization for the Mayor to enter contract with Trucco Construction, 3531 Airport Rd., Delaware, Ohio 43015 for Summit Road Reconstruction

Project and appropriate \$2,280,561.65 from the unappropriated CIP Fund, 410 to various funds, 410, 710, 720 and 740, contract amount \$2, 080,561.65, contingency \$200,000. Service Director Miller.

Mr. Miller: Thank you, Councilman Clemens, members of Council. Trucco Construction was determined to be the lowest and best bidder on the Summit Road Reconstruction Project. As you are all aware, this project is funded largely in part from the Ohio Public Works Commission or OPWC. This project and the grant application was a \$3,400,000 project; and \$831,000 and some change was Reynoldsburg's share in the project. Of that, we also have a letter of commitment from the Reynoldsburg School District who contributed up to \$230,000 towards the city's \$831,000 commitment to OPWC. So I wanted to share with you that, that is a piece of legislation from the School District that will be coming, forthcoming for this project once the project is under construction, once we know exactly what the costs to the School District are for the components of infrastructure that are being built on their behalf. So in here you will see a letter dated July 9, 2009 that states that they are going to contribute towards our costs on this project.

Secondly, I also wanted to discuss with you that there were two storm water alternatives as part of this project. Alternate 1 was to dig a detention/retention pond, and Alternate 2 was to put in an underground storm water quality unit. We've decided, working with the property owner, that Alternate 2 is going to be the best option for the city as there will be no liability or maintenance required on an open pond if you will, and furthermore, the cost difference between the two options was less than \$4,000 and the underground water quality unit disrupted much less of the use of the farmland that the road is being built on out there along Summit Road and that land too is being donated to us from the property owner. So they had a stake in helping us decide which Alternate we wanted to use for the project. Again, I'm asking for \$2,280,561.65; \$200,000 of that is for a construction contingency, and having touched on those points, I would be happy to answer any questions that any of you might have.

Mr. Clemens: Thank you, Jim. Are there questions for Mr. Miller? Councilman Long.

Mr. Long: Thank you, Mr. Chairman. Jim, you mentioned this underwater retention processing unit. That's something that needs to be maintained, and if so, who's going to pay for that?

Mr. Miller: We maintain several of those in the city already. We maintain the underground water quality.

Mr. Long: Okay.

Mr. Miller: It's a couple of manholes and you have a jet truck that blows out all the dirt and debris and sucks it all up.

Mr. Clemens: Are there any other questions for Mr. Miller? If not, I'd like to move this to Council as an emergency for approval. Seconded by Mr. Long. All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Thank you, Jim.

Item No. 6 - Discussion: Authorize contract for construction administration, etc. for Summit Road Reconstruction Project, and appropriation of funds - request authorization for the Mayor to enter into a contract with Mannik and Smith Group, 815 Grandview Avenue, Suite 400, Columbus,

Ohio 43215 to provide construction administration, material testing and inspection services for Summit Road Reconstruction Project and appropriate \$179,900 from unappropriated CIP Fund 410 to various funds 410,710,720 and 740. Documentation attached. Jim.

Mr. Miller: Thank you, Councilman Clemens. This is for the construction inspection and construction administration work required for Summit Road. This is a grant-eligible expense and this may sound a little backwards, but in the Finance Committee tonight, Chairman Deskins is going to add to the agenda, confirmation of a City Engineer, who is going to provide construction administration services for us. The contract that you have before you from Mannik and Smith tonight, is going to have a reduction in it as a result of Mark's appointment and confirmation by City Council. So I'm asking City Council to please move this forward to the Council Meeting this coming Monday, and by Friday of this week I will have to Clerk Frazier a renegotiated fee from Mannik and Smith to provide the services necessary to inspect and administer the Summit Road Construction Project.

Mr. Clemens: Thank you, Jim. Are there any questions pertaining to this? Members of Council? This was the cheapest bid that came in on the engineering wasn't it?

Mr. Miller: Sure was.

Mr. Clemens: Thought so. All right, thank you Jim. I'd like to make a motion that we pass this as an emergency. Seconded by Mr. Long. **All in favor vote "Aye". (All voted "Aye")**
Opposed. (No response). Thank you, Jim. That ends the Safety Committee meeting at 8:26 p.m.

Safety Committee

-- Nancy C. Frazier, Clerk of Council

March 21, 2011

(Transcribed - S. Cochran, Ass't. Clk. of Council)

SERVICE COMMITTEE MEETING MINUTES
REYNOLDSBURG CITY COUNCIL
March 21, 2011

Members of Service Committee present: Doug Joseph, Nathan Burd, Barth R. Cotner, Chris Long.

Other members of Council present: Fred Deskins, Jr., Leslie Kelly, Mel Clemens, Council President William L. Hills.

Mr. Joseph: I'll call the Service Committee to order at 8:26 p.m. Item No. 3 is approval of the minutes of the Service Committee meeting March 7, 2011. Any changes to those minutes? Seeing none, those minutes stand approved.

Item No. 4 - Discussion: Authorize purchase of two trucks for Water, Waste Water. Mr. Miller.

Safety/Service Director Miller: Thank you, Chairman Joseph, members of Council. This piece of legislation is to request two trucks for the Water and Sewer Departments. They are replacing two trucks that are over twelve years old. The reason for the emergency on this legislation is two-fold. One, to obtain optimal products at low prices, and also the acquisition of these vehicles through the bid process takes two to three months and we do not want to continue using these vehicles which physically and mechanically are somewhat high-risk. If they break down and you don't have replacement vehicles for them, we're out of business for a short while. So for that, I'm asking for the emergency on these two trucks for our Water and Sanitary Sewer Departments. I'd be happy to answer any questions.

Mr. Joseph: Okay. Since the funds have been appropriated in the Water and Sewer Accounts, what's the current balance of that, do you know?

Mr. Miller: The actual account balance?

Mr. Joseph: Yeah, did you know that Mr. Harris?

City Auditor Harris: The account balance?

Mr. Joseph: Yeah.

Mr. Harris: Or the Fund balance?

Mr. Joseph: Fund balances.

Mr. Miller: I don't have that with me.

Mr. Harris: The Water Fund has \$4,236,335.05 and the Waste Water Department has \$5,167,400.64.

Mr. Joseph: Thank you, Mr. Harris. Are there questions from Committee, from Council? Okay and you do want an emergency, correct?

Mr. Miller: Please.

Mr. Joseph: Okay. If there's no questions, I make a motion we send this to Council with recommendation for adoption as an emergency. Seconded by Mr. Burd. **All in favor vote "Aye". (All voted "Aye") Opposed. (No response).** Motion carries, thank you.

Item No. 5 - Discussion: Authorize purchase of truck for Storm Water. Mr. Miller.

Mr. Miller: Same story here as with the Water and Waste Water vehicles. We would like to purchase an F Ford 50 dump truck at a cost of \$48,124. This money was appropriated in the 2011 Storm Water Budget and again, the vehicle needs to replace a much older vehicle that's at high risk of breaking down.

Mr. Joseph: Like the other trucks, it does mention that they've had it exposed to salt over the years, that the trucks have been well taken care of. I'm sure they have. I'm just curious. Are they typically hosed off after usage?

Mr. Miller: Yes.

Mr. Joseph: They are? Okay. That was the only question I had. Any questions from Committee tonight, Council? Okay. I will make a motion we send this on to Council with recommendation for adoption as an emergency. Seconded by Mr. Long. **All in favor vote "Aye". (All voted "Aye") Opposed. (No response).** Motion carries, thank you. That was our last item. I will close Committee at 8:31 p.m.

Service Committee

-- Nancy C. Frazier, Clerk of Council

March 21, 2011

(Transcribed - S. Cochran, Ass't. Clk. of Council)

FINANCE COMMITTEE MEETING MINUTES
REYNOLDSBURG CITY COUNCIL
March 21, 2011

Members of Finance Committee present: Fred Deskins, Jr., Doug Joseph, Leslie Kelly, Mel Clemens.

Other members of Council present: Barth R. Cotner, Chris Long, Nathan Burd, Council President William L. Hills.

Mr. Deskins: I'll open the Finance Committee meeting at 8:32 p.m. First thing on the agenda this evening is the agenda and I have some changes to the agenda that I need to list. I want to put in as Item No. 3a - Discussion: To amend 160 and appropriation of funds for Parks and Recs Department; Item No. 3b, I'd like to authorize contract for Summit Road Reconstruction Project, appropriation of funds; Item No. 3c is the Discussion: Authorizing contract for Construction Administration etc. for Summit Road Reconstruction; and Item No. 3d is Discussion: The appointment of the Reynoldsburg's new Director of Engineering. I need to get this approved. Seconded by Mr. Joseph. All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Thank you.

Next on the agenda is approval of minutes of the last Finance Committee meeting held March 7, 2011. Hearing no changes to the minutes, they'll stand as written.

Item No. 3a - Discussion: To amend 160.02 Parks and Recs Department and allocation of money, but I want to first say that we've agreed to send this forward and if the number 65 is not met at our next Council meeting, then we're going to hold it or pull it off the agenda, but as long as you know that and asking to appropriate \$184,706. I'd like to send this recommendation to Council for its first read. Seconded by Mrs. Kelly. Is there any questions from the Committee? Questions from Council? All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Thank you.

Item No. 3b - Discussion: Regarding Summit Road Reconstruction Project and appropriation of funds. Is there any other questions from the Committee at this time, Council, and I'd like to send to Council a recommendation for adoption as an emergency this legislation requesting authorization for the Mayor to enter into a contract for the Summit Road Reconstruction Project and appropriation of funds in the amount of \$2,280,561.65. Seconded by Mr. Joseph. Any questions from the Committee? Any questions from Council? All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Motion passes.

Item No. 3c - Discussion: Authorize contract for construction administration, etc. for the Summit Road Reconstruction Project and appropriation of funds. Is there any question? Jim, I saw you get up. Do you want to make any more comments?

Mr. Miller: Nope. I'm here just in case anyone has any questions.

Mr. Deskins: Okay. I would like to send this legislation to Council with recommendation for adoption as an emergency, the request for the Mayor to enter into a contract with Mannik and Smith Group to provide material testing and inspection services for the Summit Road Reconstruction Project. The amount of the request is \$179,900. Is that what we're going with tonight?

Mr. Hills: Which will be reduced by next Friday.

Mr. Deskins: Which will be reduced by next Friday, but we don't have that number right now.

Mr. Hills: Right, but that's what we're passing. That number would be the maximum number less the reduction expected by Friday.

Mr. Miller: Correct.

Mr. Hills: What we're trying to do is draft so everybody's aware that the \$179,900 is going to drop down by basically, work being done by in-house personnel and that way, that number will be in use. You plan on having those new numbers, that new number by Friday?

Mr. Miller: Correct.

Mr. Hills: Okay.

Mr. Deskins: This will come from the unappropriated CIP Fund and go to various funds. Seconded by Mr. Clemens. Thank you. Any questions from the Committee, any questions from Council? All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Motion passes. Thank you.

Item No. 3d - Discussion: Mayor's appointment of Reynoldsburg's new Director of Engineering. Jim.

Mr. Miller: Thank you, Chairman Deskins. This gentleman walking up here on my left is Mark Vogt. Some of you have met Mark during our Street Programs. Others of you may have just seen him around City Hall here quite a bit, but Mark is the Mayor's appointment as the new

Director of Engineering. Mark's experience is much more related to the construction industry than mine was. Mark is going to facilitate a lot of our construction administration and our inspection needs on-staff, which is something that historically, we have always out-sourced and with Mark's presence on-staff and my presence as the Service Director, we're going to be able to expand on our services, on our engineering services for the city without adding additional staff members compared to what we had in 2010. So, I'm asking City Council, actually we are asking City Council tonight to confirm the Mayor's appointment of Mark Vogt as our next Director of Engineering. Mark's, as you see in my memo, Mark's starting salary is \$60,000 which will be a full time unclassified employee. That amount is already in the 2011 Budget and like with my salary, when I was the Director of Engineering, it will be portioned amongst the various Enterprise Funds - Water, Sewer, Street, Storm.

Mr. Deskins: Thank you, Jim. I met Mark this past summer when he was working over on Rosehill and Hunt Valley. I met him probably a few times with a few comments but all I saw everyday was he would walk from truck to truck to make sure that blacktop was_____. He was on the job and he stayed with it and I'm really looking forward to working with him. I appreciate it and good luck to you. Is there any questions from the Committee? Anyone got any comments for Mark or Jim, Council? Bill?

Mr. Hills: Does Mark want to say anything?

Mr. Deskins: Mark, would you like to say a few words?

Mr. Vogt: No, I'm just, I enjoyed working in Reynoldsburg last year on the Streets Program, and the Rosehill Phase III Program, and am looking forward to continuing to work with the City of Reynoldsburg, for the City of Reynoldsburg, and hopefully we can be very successful in what we're, the programs that are coming up.

Mr. Deskins: Thank you very much, and I'd like to move that a Motion be sent to Council approving the Mayor's appointment of Mr. Mark Vogt as the Director of Engineering with recommendation for adoption. Seconded by Mr. Clemens. Any questions from the Committee, Council? All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Motion passes. Thank you very much. Thank you, Mark.

Mr. Miller: Thank you.

Mr. Deskins: Item No. 4 - Discussion: Authorize City Auditor to seek reimbursement from OPWC (Summit Road Phase II).

City Auditor Harris: Thank you, Chairman Deskins, members of Council. On April 26th last year, Council passed Ordinance 22-2010 authorizing M&E Companies to provide engineering services for Summit Road Reconstruction Project Phase II which you just passed tonight. Section 2 in that authorized the amount of \$222,914 from the Unappropriated Capital Improvements Fund and was appropriated to Account No. 410.130.5651. The amount represented an advance from the Capital Improvements Program Fund to be repaid by OPWC when the construction and engineering was done.

The engineering is now complete. I need authorization now from Council to request OPWC to reimburse the Capital Improvements Fund for the \$222,914 and if there's any question on that, I'll be glad to answer.

Mr. Deskins: Dick, what kind of process, how long does it usually take to get your money back in there?

Mr. Harris: 3 - 4 - 5 weeks. Somewhere in that area.

Mr. Deskins: Really, that quick. Is there any questions from the Committee for Mr. Harris? Council? If not, I would like to make a motion to send this legislation to Council with recommendation for adoption as an emergency to authorize the City Auditor to seek reimbursement from the Ohio Public Works Commission for preliminary engineering work paid for on the Summit Road Phase II Project. The amount will be \$222,914. These funds should be returned to the Unappropriated CIP Fund, 410. Seconded by Mr. Joseph. Questions from the Committee, Council? All in favor vote "Aye". (All voted "Aye") Opposed. (No response). Motion passes. Thank you, Dick.

Item No. 5 - **ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF REYNOLDSBURG, OHIO: CHAPTER 160 EMPLOYEE COMPENSATION SECTION 160.02 "AUTHORIZED POSITIONS, PERSONNEL, CLASSIFICATION AND PAY GRADE" SUBSECTION (a) "ADMINISTRATIVE"; and TRANSFERRING FUNDS THEREFOR-** -first reading 3-14-2011. Is there anyone in the Committee that might have a question? Council? Then I'd like to send this back to Council for its second reading.

Mr. Harris: And passage.

Mr. Deskins: As an emergency. Okay, I want to send this back to Council for its second reading as an emergency. Seconded by Mrs. Kelly. Questions from the Committee, Council? All in favor vote "Aye". (All voted "Aye") Opposed. (No response) Thank you. That ends our Finance Committee meeting at 8:45 p.m.

Finance Committee

-- -Nancy C. Frazier, Clerk of Council

March 21, 2011

(Transcribed - S. Cochran, Ass't. Clk. of Council)