

# Canal Winchester

*Town Hall  
10 North High Street  
Canal Winchester, OH 43110*



## Meeting Minutes - FINAL

June 29, 2020

6:00 PM

### City Council

*Mike Coolman - Vice President*

*Jill Amos*

*Will Bennett*

*Bob Clark*

*Patrick Lynch*

*Chuck Milliken*

*Mike Walker*

**A. Call To Order**

*Coolman called the meeting to order at 7:25 p.m.*

**B. Roll Call**

*Present 6 – Amos, Bennett, Clark, Coolman, Lynch, Milliken  
Absent 1 – Walker*

***A motion was made by Lynch to excuse Walker, seconded by Bennett. The motion carried by the following vote:***

***Yes 6 – Lynch, Bennett, Amos, Clark, Coolman, Milliken***

**C. Also In Attendance**

*Mayor Ebert, Matt Peoples, Lucas Haire*

**D. Items for Discussion****20-091****Downtown Parking Issues**

*Coolman said when we previously talked about these issues we talked about folks being dropped off at restaurants close to traffic. We have a fair amount of elderly people with walking difficulty and a fair amount of people trying to access restaurants and stores, so, it is the reason we are bringing this up.*

*Lynch said what we are looking to do here is create temporary parking for the purpose of allowing people to be dropped off and also for carry-out food orders to be picked up at restaurants. This is a huge business for restaurants right now with COVID going on. How can we create spots for temporary parking and how do we police it, as well. My thought was to create two parking spots in front of Shaws that would create carry-out parking also for Shades and Fantasy Cupcake. Two in front of Wigwam because we have a lot of elderly going to Wigwam and sometimes people stop in front of the restaurant to let someone out and it backs up traffic and is dangerous so my thought is for them to have a spot to pull over and legally park and that can also benefit the Barrell and Boar. I think another spot in front of Harvest Moon and another one in front of Romans. Each of these can be designated from 12 noon to nine at night, seven days a week, however we want to do this. This is just my idea for these locations. Amos said I totally agree, super hard to police, but, I think it is something that would be beneficial. We are in walking distance, but I see cars circling for parking spots and stopping behind cars, but I agree I think it would help the residents who go down there. I think we should do more of a ten to seven or ten to eight timeframe because that would include the lunch crowd, too. We have had past complaints about the employees of the businesses using these parking spaces in front and that is hard, because I don't know if we can force them not to park there so, I am not sure how to overcome that part of the holdup.*

*Coolman said I think that is where the foundation of this discussion came from is that some of our businesses down here are not quite as neighborly as others. We have heard about the employees taking up the parking spots along the streets and it isn't just any one business it is a number of them. We also need to take into consideration the times for the parking spots for example the Wigwam is only open until two but later on Sundays. So, we need to think about how to word that or the hours of 8:00 a.m. to 6:00 p.m. as things we need to consider. Looking at the idea of two in front of Shaws and two in front of Wigwam I think we already have a parking situation and I was thinking about one in front of the street light in front of Chase Bank and it could be*

*used by the two restaurants. If you put one right at the corner in front of the barber shop cars come around that turn and may not expect to see somebody trying to park and get in and out right there, but the one in front of Chase is right between Wigwam and Barrel and Boar. Lynch said you are correct here, if we did*

*just one in front of Wigwam, Barrel and Boar has parking directly behind their facility so they can do temporary pickups or drop offs back there. Coolman said and considering Wigwam is only open until 2:00 p.m. it would be used for Barrel and Boar, too. Milliken commented about the parking behind Barrel and Boar; he said if you create ten-minute parking space on High Street you are creating more people coming in and out and possible traffic accidents. Coolman said the time limit is a factor when you have a van with someone in a wheel chair who is loading or unloading, but from my observation you need about three to five minutes to drop someone off. Lynch said in that stretch by Shades there are already two handicap parking spots, so the handicap spots are covered. Coolman said but what if you just want to drop someone off in front of Shades or Wigwam. Lynch said I don't think someone who is wanting to drop off would be looking for a handicap spot; the temporary spots would be for dropping off additional people and to facilitate a quick in and out business needed for some shops.*

*Amos said these spots would not have space to accommodate handicap drop off, especially for wheel chairs due to the width of space in the pull in spots on High Street but maybe the spots that exit out to sidewalk; pull in spots would not allow for any kind of accessibility. Lynch said these would be good for person who can get out and walk to curb or sidewalk but not walk a long distance from farther away parking lots. Amos said with the current restrictions we have seen more pick up and drop off all over and more returning to the restaurants but we just don't have a strong sense of that in place down here; and a lot of places are using the delivery services like Door Dash and you can order food and have it delivered and so safety wise for those guys they are in a hurry to get in and get out and if we offer them an opportunity to get in safely and get out safely it benefits our residents as well. Coolman said a lot of restaurants are using that and Uber Eats and my concern with getting in and out and based on the time of day you could be sitting there three or four minutes waiting hoping to not get rear ended while you are stopped. Clark said I have not heard from any of the restaurants; could we have Downtown or Destination or somebody do a poll or something to see who is in support of this, how many restaurants want this or not; how many stores want it or don't want it; try to get some understanding. Amos said she knows businesses are interested and they wanted to come to the last committee of the whole but it was canceled; they were in approval of whatever we could try to do to help them with this; I know of at least four residents and two stores that were interested in this before the shutdown. Coolman said it is not just the restaurants it is the retail stores, too, that benefit from this; the stores may have people who have made big purchases and need a loading area. Clark said but we need to know from the businesses and restaurants how they feel and if a spot is taken by a store how does that affect a restaurant. Bennett said when we had our first conversation with council Mr. Shaw who came in and is really leading the charge on this, I have had several conversations with him, just looking for that quick in and out for his business because those folks that are coming in are wanting to pick up or drop off jewelry repair so there are places that see a benefit and depending on the time of day and with the delivery of food has taken off and all the restaurant have at some point been dependent on those delivery orders. Amos said she learned downtown businesses have discussed this as a key problem and what do we do and I told them we were going to discuss it at the council committee of the whole and they were good with that restaurants and shop owners who were there.*

*Coolman said I can tell you that in 2019, not as a council member but as president of destination, Karen Stiles and I were invited and attended the board meeting of downtown merchants and what should we do about*

parking; they said wave your magic wand and give us parking. Mr. Shaw was there and he said his customers complain that people are parked in front my store and go to Shade and they are elderly and cannot park behind the building and walk that far. Lynch said he has talked to shop owners and they are very much in favor of this and would love to see it. Clark asked how many spots are you proposing; Lynch replied two in front of Shaws, one in front of Chase and one down by Romans. Clark asked Mr. Peoples about how this would work on his end; Peoples replied but could not hear.

Haire came to podium to speak; the current downtown area has 382 public parking spaces that includes all the street spaces and all the spaces in private areas. We have done a number of parking counts in the past few years and most recently we counted the first two weeks in March and stopped counting once COVID came up, but on average parking usage was 52% during the lunch hour with 52% of the spaces being utilized and that is typically when all of the shops are open. In the evenings, a majority of the shops are not open and so at peak utilization on south High Street there are 39 parking spaces and at the peak they were 87% utilized. You will find a three or four spots not used and those are generally the handicap spaces. I can tell you every downtown in America feels like they have a parking problem. Every business owner in every downtown across the country will tell you about a parking problem. What our numbers indicate is that there is not a parking problem. There may be an awareness problem and maybe a problem with folks not wanting to walk around the corner. On Columbus Street there are 62 parking spaces and they were never more than 15% utilized. So, those areas of Waterloo and Columbus Street are significantly under-utilized for public parking. So, to me it is more of an awareness campaign to directing people to parking rather than adding parking. There is also significant revenue associated with every space that is there for businesses, so, restricting five spaces is significant and the impact it would have to businesses, especially if those are restricted to fifteen minute parking. So, in fifteen minutes I can no longer dine in any establishment, I can't do anything that would take me longer than fifteen minutes, I can't get a hair cut at a salon, I can't go have a beer. When you start to restrict, we had a council member here previously who said we would be cutting into the success of businesses by restricting that number of spaces to fifteen minutes. So, that would be my major concern.

Bennett said I hear what you are saying with the statistics like this, so there are spaces that are not being utilized at all and if we create a few minimum and create the awareness about public parking; if I buy an item at Corner Smiths that is large and I need a place to load it; Haire said we have a loading space that we created last year; Bennett said the one loading space here in front of Harvest Moon; Haire said correct, that was specifically created to allow people to load large items, it is for use of all to drop off or load as needed; Bennett said I see how that works. Mayor said you have to keep in mind that within almost a year we will be down at the other building so anybody that comes to our building now will not be taking up those spaces on South High and that can be anywhere from five to ten cars a day. Haire said other communities have created temporary carry-out spaces for restaurants so, like in Worthington they have done three spaces in front of restaurants now for carry-out and pick-up only and that is just temporary during the COVID emergency; a lot of restaurants are doing curbside pick-up and bring it out to your car. Amos said speaking of temporary is this, since this is something that affects the bottom line and the businesses are the ones asking is making it temporary an option. Haire asked Peoples about his ability to change parking restrictions currently. Mayor said who is going to monitor, who is going to enforce this; Amos said I don't think we monitor it, we put out signs that say temporary parking and we see if it helps the businesses in any form we give it a trial period and if the businesses say it helps them then we give it a more permanent structure, but if nothing comes out of this and they still say it is not a solution then we come back to the drawing board again. Lynch said at least we try. Milliken said would it be too crazy to ask for a disability awareness for signs to get out to say and attach to current sign fixtures and let visitors to the area know where public parking is; Haire said we did that four years

ago there is one directing you to public parking behind Shade, there is one on Columbus Street, they are a universal blue P for parking; Milliken said he is talking more about a diagram of parking areas highlighted and it says you are here and you can see where to go for parking like something you would see at Easton Town Center to show you overall parking and direct you. Amos said I would like to give it a try to say to the business that we are making an effort to meet them half way and we are hearing what they say; what the cost to put in five temporary signs is. Peoples replied it would be about \$100 bucks a piece so in the grand scheme it is not that big of a deal; just as a note about the diagonal parking where you pull in, people do not pay any attention to the signs that are there now, and during festival times we have to go into Shade and get people to move cars so they are not towed, they simply do not pay attention to it. All of our signs now are on light posts so we don't have stand along signs and we would have to be specific to what we are proposing in that South High Street area to make it a little easier on a parallel parking spot. Coolman said where my office is at next to the current city administration building I can tell you we had plenty of parking spaces they had no trouble across the street or in front of our building or around the corner at the dugout curb spots so it's never been an issue for us at that end. I don't know as far as the time frame fifteen minutes to allow someone to temporarily park sends a different message and how do you enforce that and depending on the signage there and a person can say my food isn't ready yet and sits down a Shade for a beer do it would be difficult to really serve a temporary pick-up like it should. Lynch said there could be trouble with any designated parking whether it is handicap, the pro spots at Home Depot or the veteran spots at Kroger you will have people who will abuse it as human nature and I am not sure how you would police it, but it is a step in the right direction to provide fairness and I think the majority of people believe in the good in people and that most people will follow it and you are right there will be some and we can't police that. I don't want to not move forward with something just because a few people might not follow it; I agree with Ms. Amos let's do this temporarily and see if it works and if it doesn't we tried. Coolman said let's not forget we have a nice little project that is being built around the corner here and those first floor would be all retail; Lynch said they may want a spot in front of their place, too. Mayor asked how do we gage if it is working; Lynch replied I think the merchants in the area will let us know if it is working or not; Amos said I agree and on the issue of parking they came to us and if it continues they will come to us and let us know; in all of the conversations I have had with them I have said police enforcement is not an option I have been very clear on this; I know some of the businesses were upset at one point in time because the conversation was to have the businesses police it and that wasn't going to work but I think they understand having our police do it is not an option we just don't have the staff. Mayor said if someone comes into a store and says they are parked in a fifteen minute spot are you going to turn them away. Amos said we are hoping for a gentleman's agreement and hope they will honor it and if they don't we'll give them your phone number; Mayor said everybody else has it I am not afraid to give it out. Bennett said if I could how do you want to qualify this as a trial or start with a smaller trial size to gage the success. Amos said a question then is who would be the small sample. Milliken said maybe five is too many and maybe two is not enough. Peoples showed a map of downtown Canal Winchester on the screens to see parking locations. Amos said so there are two handicap spots between Shade and Corner Smiths, correct; People replied yes. Amos said she we can use the two in front of Shaws, so what if we did two in front of Shaws and one in front of Barrell and Boar; Coolman said I don't think we need two in front of Shaws. Lynch said I don't think we need one in front of Barrell and Boar because they have the option of parking behind their building; Amos said so considering it for the Wigwam in front of Chase; Coolman said but not that first spot because it can be a hazard for people turning from Waterloo; problem with people trying to parallel park in that first spot around the corner from Waterloo; and that spot would also serve the barber shop. So, looking at the other side of the street and the businesses we have there. Amos said a spot in between Fantasy and Leander. Coolman said I think we only need one there. Amos said so, Mr. Peoples the only pole is in front of Leander. Peoples said we'll have to replace signs with the arrows for two hour parking to make it work and try not to create confusion with arrows

going both ways. Mayor said Shade is doing pick-up out of the pine room; Lynch said that is temporary. Amos said to Peoples you are the one to make this happen, is there a way to have a sign say this spot only; Peoples said yes, we can figure something out. Coolman said Mr. Peoples do the signs have to point both directions or how can that be done; Peoples said in some no parking areas we have arrows and maybe one sign and an arrow going back towards Waterloo Street. Coolman said we'll make it work.

**20-092****Evaluate Fees and Use of City Owned Rental Spaces (Facility Rentals, CW Rates, 2019 Pool Rentals, 2019 Interurban Rentals, 2019 Community Center Rentals, 2019 Baseball Field Rentals)**

Amos said she prepared a small presentation and one thing to talk about is some of our non-profits are getting a better rental rate than our residents. Our rental rates are governed by Ordinance 16-46. This allows for three different classes of rentals, class one for non-profit organizations in city limits is \$25 an hour, class two is residents within corporation limits and non-profits outside corporation limits is \$50 hour, and class three is non-residents at \$80 an hour. Residents are capped to a seven hour time limit, and it allows the mayor to make exceptions to the ordinance such as Barrell and Boar has a discounted room rate for using the Interurban room, a discount for churches in the community center and for our blood drives. The different locations around Canal Winchester for rentals are the Guiler Park Shelter House for \$20 an hour, Howe Pond for \$20 an hour, James Kelley Preserve for \$20 an hour, Pfeifer Park for \$20 an hour, Stradley Place Pergola for \$20 an hour, Tennis courts 1-2-3 for \$20 hour each, Walnut Creek for \$20 hour and Westchester Park for \$20 hour. Bexley rents the Jeffrey Mansion for \$150 to \$250 hour for resident and non-resident. Obetz gives each household four hours free use of a city facility per year. I think we can do better for our residents in what we are offering; we could consider adding a deposit fee; how do we manage this so residents are not paying more than a non-profit organization. Also, how do we monitor and control use of the shelter house rentals. The question was asked of my how we can hold a town hall meeting at the community center but not allow a group of eight quilters to come in and use the room who would be separated around the room with tables. I could not justify it to her. Bennett said that is a public meeting that we are required to have. Amos said but were we required to have town hall and it could have been done online was her point. Bennett said that is why folks were there the way it was structured we were not able to facilitate it differently. Amos said we do have the capability on GoTo Meeting to open it up for somebody to talk and the ability is there. Peoples said the reason we did it that was the public hearing right before that was necessary beforehand and it was a good segway into it and then we needed to manage that technology to cover the public meeting and we left it open and did social distancing. Amos said I think it was very well run I am not arguing that. Mayor said this is all temporary, all of this is temporary right now, you don't get it that this is temporary, thank God and this will soon be over with, we have told you a thousand times this building is not conducive to what you want to do. Amos said I am just telling you that a resident; Mayor said tell the resident the building is not conducive to what we need to do and that problem we be resolved when we move into the other building. Amos said it is not that we held the meeting, that is not what she is saying, she was upset because we were deciding who could and who couldn't use the building and that was her point that she was upset about and there was no option to change anybody's mind. Bills Sims, from audience, said the uses there are said uses because of our space limitations at the community center during the day and there are no private groups meeting there. Amos said she asked if she could host these somewhere else like the library so I don't know where she was looking ultimately. Sims said I don't want it to sound like one group was being allowed and another wasn't. Amos the issue was we were using it ourselves and not allowing anyone else to use it. Sims said because of our limited space for here and our buildings I had strict instructions; Amos said I am not arguing that Bill. Let's talk about shelter house rentals; we have community coffee there and I was thinking about the weekend rentals and is anybody around to monitor these rentals on the weekend. If someone has rented the shelter house, and they show up on their

time, and someone else is there, are they allowed to kick out someone else. So, should we be renting shelter houses? Peoples said if someone wants it they have to reserve it and they have the right to be there because they reserved it. Amos said so, basically they have to police it themselves, my question was, and there is nobody to police it? Coolman said who enforces it. Peoples and Haire said the sheriff deputies that work every weekend. Mayor said we need to talk about reservations for shelter houses or wherever they are and we talked about having some kind of a sign system on each shelter house saying it is reserved for so and so at this day and time, and that would be the notice and no other notice would be given. Amos said that the question was about how to handle this and if you are saying we'll have a sign system that is good to solve the problem of who is occupying the shelter house and who is actually renting it at that time, like what do I do if I rent the shelter and I get there and there is a whole family doing a birthday party. So, if you had a sign on the shelter then person could say that is my name on the board for renting it right now. I have heard out at Slate Run they have park rangers and they have a rental list so they can run people out who are not supposed to be there. Peoples said the police are here for us on the weekend and if there was an issue they would give us a call. Mayor said Rising Park in Lancaster has two or three indoor shelters and they do what I just said on the door frame they put a sign with name or person or group who reserved with day and time. Amos said my questions to you all is how do we feel about our rates and can we do better for our residents? Coolman said you have spoken to multiple residents and I think some of those had no idea we had these places available to rent. I have spoken to a lot of residents on a daily basis it's my job to speak to them socially because on Saturday morning I see them and even residents who don't live near me seem to know where the train depot is. We at Destination: CW put together a kiddy treasurer hunt during the pandemic shut down and had a gift card for a family that could go around to points of interest in the community and talk about the history behind it and where it is located and it was amazing the amount of interest we got from that and a lot of people did know where the administrative building was they thought it was out on Gender Road, they had no idea. I think it is an awareness issue of these things and changing our rates and that we have these facilities available; and is lowering our rate going to increase our rentals, I don't necessarily agree with that. Amos the Interurban building is a stunning building, maybe not to have little kids in there, but it is a value to us to have that out there and I don't think people know it's there for public rental and are not seeking it. Milliken said I agree it is an awareness issue, whether it is the community center or the pergola at Stradley, it is knowing you can rent this space and awareness with newer residents who may not know they can do this. Lynch said I agree there is awareness and then there is parking; I think we can work on our rates, I don't think we need to charge as much to residents for some of these facilities, and if we charged less we may get more interest; these buildings are amenities to the community and the city and they are expenses to the city and we have to charge for these but minimize the fees for city amenities. Milliken said another thing I wanted to comment on was Groveport and Obetz has the free offering of use of a facility for residents and I think that would be great and knowing you could get that building for free once a year that is great. Amos said Obetz said it has increased their approval rating as a city because people now know they can go to the city to get resources, so they only get it twice a year for four hours per household and they said a good chunk of residents do use it. Bennett said the three classes and would there be a way to consolidate to two classes such as residents and non-residents; Amos said the majority of other cities I researched were resident or non-resident there was not a three class tier. Coolman said keep in mind there are a lot of communities like us that don't have the large number of non-profits that we have or special interest groups so I think that is where that category came from. Bennett said the reservation software could be part of this conversation and that was being upgraded and I don't know if that has come through yet; Peoples replied it is online but they are still doing training on it so it may not be usable yet, was going to unveil it for pool memberships but that didn't happen, the contract for the old one expired so working to get new, more user friendly software up and running. Bennett said far worse than the price was the process due to the software that was difficult to use, and hopefully this will make a better process, process was

far worse than the cost. Amos said I am asking council to consider some of these changes.

**20-093**DORA - Designated Outdoor Refreshment Area ([Presentation](#))

Lucas Haire: I am going to give a brief presentation about Designated Outdoor Refreshment Areas or DORA; basically the Designated Outdoor Refreshment Area was created a few years ago in Ohio; there are now 28 communities with DORAs; with the COVID pandemic the DORA gives a flexibility on where people can eat and drink; it allows bars and restaurant patrons to legally walk around a designated outdoor area with an alcoholic beverage that has been served by a liquor-permit- holding establishment; they are required to stay within a predetermined boundary, and only during locally-established days/times/events; all beverages must be served in specific plastic cups for the DORA; you cannot bring your own cup; some communities do use reusable cups but it has to be a cup that is provided; you have to consume the alcoholic beverage before entering a different establishment with a liquor license; some communities put up window signage such as "DORA welcomed here". It is up to the individual owner if they let DORA drinks into their establishment; in Canal the DORA would be from the rail road tracks to Columbus Street and east/west boundaries from Trine Street to Washington/Elm Street along Waterloo Street; it will allow alcoholic beverages to be served and consumed during specific daily business hours in the right-of-way and any private properties with the DORA; it would limit the DORA to a designated time; from every day of the week and during specific hours of special events including but not limited to Art Stroll, Blues and Rib Fest; Labor Day, Christmas in the Village, etc.; in 2017 a law was created for specifics of DORA; it can only be used with communities of 35,000 or less in population, only one area permitted, no minimum acreage, maximum area shall not exceed 150 contiguous acres' serving container but be plastic, minimum of four qualified permit holders (A1, AIA, Alc, A2, or D); the potential benefits of having the DORA is cost savings on fence and patio construction; more options for outdoor dining areas; better mobility; potential for more customers/profitability; potential challenges would be increased cost of signage and sanitation, increased police/EMT presence, ongoing education and monitoring, increase trash in public receptacles; variables apart of this would be specific boundaries, hours of operation, signage, law enforcement, sanitation plan, type and labeling of plastic serving containers; over all there is a very positive effect on downtown; reason for DORA was to attract people and businesses to downtown area and allow for open containers at events with no defined beer garden or fencing; ongoing education is critical; periodic stakeholder meeting on what is/isn't working are very important; very helpful with social distancing; ensures adequate supply of cups and appropriate management; legislation required for proposal; allowing alcohol on the Village Green was would require amendment of Park Rules, application required to be submitted by the mayor; the next step would be to motion to direct staff to draft and submit application and proposed legislation; Lynch said he things 11 am to 11 pm seven days a week would be the easiest; Coolman said his concern is with the Jazz and Rib Fest; the beer tent is where the majority of the profit comes from; if they can walk down and get a beer at Shades for less than what the beer ticket cost, they will lose money;

**20-094**Distribution of Bed Tax Funds ([ORD-18-032 Bed Tax Grant Award Process, Bed Tax Grant Application Guidelines, ORD 60-11, Revenue Expenditure Report](#))

Clark: here is my thinking on this; is; the bed tax grant process; there are some cost that do not meet the merit of what this is; I propose to make this 50/50; 50% is then split again to Destination Canal Winchester and the...; first we would give 25k and set it aside; for the grant programs; now in 2017 we gave away 20k in 2018 we gave away 20k but in 2019 we gave 28k in the grant projects; we take 75% of what's left and give to the park and then 25% to the CWICC; so we fund the grant program first, then 75% goes to the park and 25% goes to CWICC; Haire: so our bed tax is 6%, by law one quarter of the bed tax goes to Destination Canal Winchester;

*50% goes to our general fund; and the other 25% goes to the bed tax fund; Bennett: so are we just talking about the last quarter or are we talking about appropriating the 50% that we are putting into the general fund; Haire: by law 75% can go anywhere in the city. Bennett: Do we know an estimate on the maintenance of the park. Bennett: I think we should outsource some of the recreational responsibilities from the city...; Coolman: so do you want to move this to work session or sleep on it; what do you want to do; personally speaking I'm comfortable moving it forward; Clark: yeah, me too. Coolman: we can hash it out at work session.*

**E. Adjournment @ 9:29 p.m.**

***A motion was made by Lynch to adjourn, seconded by Bennett. The motion carried by the following vote:***

***Yes 6 – Lynch, Bennett, Amos, Clark, Coolman, Milliken***