

# Canal Winchester

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



## Meeting Minutes - FINAL

August 20, 2018

6:00 PM

## Council Work Session

*Mike Walker – Chair*

*Jill Amos*

*Will Bennett*

*Bob Clark*

*Mike Coolman*

*Bruce Jarvis*

*Patrick Lynch*

**A. Call To Order**

*Walker called the meeting to order at 6:00 p.m.*

**B. Roll Call**

*Present 7 – Amos, Bennett, Clark, Coolman, Jarvis, Lynch, Walker*

**C. Also In Attendance**

*Mayor Ebert, Matt Peoples, Lucas Haire, Amanda Jackson, Bill Sims, Dick Miller, Steve Smith, Shawn Starcher, Rick Brown, Joe Taylor, Sargent Cassel, Shane Spencer*

**D. Reports**

*Bill Sims - Thank you Mr. Walker; Work is continuing on Gender Road phase IV; they'll be switching to phase II of the work this week; which will be basically work on the south side of Groveport Road and on Gender south of Groveport Road; you'll probably see some pavement being removed here; maybe not tomorrow but the next day; they're actually out there right now restriping with temporary striping to get some vehicles moved onto the widening lanes; so hopefully tomorrow we should have a new traffic pattern in place that will be out there for the next month or so; works also continuing at the COTA site; a TIF project there; the contractor is still continuing to work on utilities; they have a sanitary bore under Gender Road; there's an AT&T phone bank that's in the away apparently at his point so they're working on a resolution to that right now; the onsite part of park and ride, they have their storm water prevention in and pretty much where the parking lot will be is all gravel at this point if you go by; subdivision wise right now the work is really only occurring in Westchester 12-2 part III and IV which is the other side of Gender Road off of Konold Court; in that area they are still continuing to work on utilities and putting sanitary in; they're continuing to work on water lines; they've got a couple more weeks of utility work before they start roads in that area; Westchester 10-2 the extension of Connor Drive behind the high school the streets are in there; the utility companies should be in shortly to place the gas line and the electric; Canal Cove gas main is in out there; South Central should be in shortly to put in electric in that section; we've also just begun looking at the 2019 street program; we've met with Mr. Spencer here last week and kind of started laying out the list of things we want to look at as we normally do; we kind of pick up the things we feel confident about doing and a number of others so that we can kind of do an a la carte to make the best fit for the money we have available; we just started kind of putting that together; Shane will be diving in to that more in the next couple months; then I also wanted to let you know that the small cell ordinance that we were discussing previously we're going to be taking that to planning and zoning first as part of the zoning code; you have received some of the information to this point; we're cleaning up the code changes to a better level basically; maybe a draft and we can share those with you as well; but it will be a little bit before you see those again formally; hopefully this will put us on track to get approvals in October; possibly the second meeting; but if you have any questions in the meantime feel free to email me; Jarvis: Bill I don't imagine that East Waterloo Street would be on the capital improvement plan for next year; but there is kind of a sink hole forming in front of 42 East Waterloo; I don't know whether it's being eaten out by run off; storm run off or what; but it looks kind of hollow; and before it becomes really bad I imagine someone ought to take a look at that; Sims: we are aware of it and it appears to be a result of the gas tap that was done nearby; my suspicion is that they tunneled the curb and there was a void space and it has finally basically progressed that that's come down; they've been made aware of it; we'll follow up with it with them; but it looks like*

*it's a result of some work the gas company did there probably form the tap to the house; Jarvis: would it be their responsibility to fix that; Sims: yes, absolutely; actually East Waterloo is one of the streets we're looking at for next year; it took a pretty good beating last year and this year from all of the soil that was being hauled from Canal Cove primarily to the west side of the city; so we're probably seeing a little bit of deterioration out there; Clark: give me a refresher on the Gender Road down to the school; the third lane or whatever that's going to be; is that going to be done next year; not from Gender; from Groveport Road down to the school; where there is going to be another lane; when does that start and finish; Sims: the Gender Road widening will actually be included in the Gender Road phase IV project; it's the addition of the second lane south of Groveport Road; and that's part of the project that's ongoing now; so we're phase II and that's phase IV so that's probably next year then; Sims: no, I'm sorry; Gender Road phase IV is the overall project for the improvements for the Groveport Road area; this is the fourth project on Gender Road to make major improvements; within that this project is broken down into multiple phases for the work; Clark: and we're at phase II; Sims: yes; work will begin with phase II; the widening is on the west side of the road so it will impact about six residents there but everybody has been communicated with; Clark: do you have a timeline; is that going to start this fall; or is that next Spring; Sims: we'll probably put the storm sewer in a week to ten days; then start the widening right after the storm is in so; I'd probably expect to see some pavement widening actually go in probably around Labor Day; or pretty close to that or maybe a little bit later; the final completion on the project is October 30<sup>th</sup>; once they've essentially completed the various phases with the widening and utilities in they'll still have to come back and overlay all of Gender Road to the north of the railroad tracks down to in front of the elementary schools; and on Groveport each direction; the road work isn't really driving the schedule; there's plenty of time to complete all the roadwork; the traffic signals and street lighting stuff is really what the schedules built around; there were only two manufacturers of traffic signal poles which made for very long lead times' and one of them closed its doors last year; so now lead times are very long because there's one manufacturer making traffic signal poles for pretty much everybody; so we're not expecting to see those until fall or pretty much the completion date; Walker: so phase II the completion date right now is October 30<sup>th</sup> for phase II; Sims: the completion of the entire project is October 30<sup>th</sup>;*

*Dick Miller - Thank you Mr. Walker; the bid opening for the 53 tree fall street tree planting is this Thursday at noon; some areas receiving trees are Canal Street; West Waterloo Street, Badger Drive and Cannon Drive; the installation is scheduled for October and November of 2018; the urban forestry crew loses its summer help this month; including school instructor Jack Denson and engineering student Drew Austin; with their help and the addition of Austin Lynch in a fulltime technical position in the department there was enough of me to go around this year and get additional work done; so we have instructed Cherry Landing HOA to remove several diseased and insect infested trees in common areas and to replace those trees in common areas with other species in a reasonable three year program; the directive is possible under the city code in chapter 1191-05 installation and maintenance; any questions;*

*Steve Smith - I think the big news for us since the last time we spoke is that we received a response for comment on the new NPDS permit and it will be issued shortly; basically they did not push a phosphorus limit on us; we believe it is attributed to good stream health and minimal impact on the plants in the streams; Matt will go into that a little bit more; you might have noticed some folks working out on Diley Road/Busey Road area; they're lining man holes; those man holes are really only 15-20 years old; they are decayed to the point of failure because of hydrogen sulfide; so we're having those lined; that will make them good for another 50 years; they will be closing the road tomorrow as they have to get close to the manholes at the end of the road; you might have noticed next to BrewDog our odor control*

system has a nice new fence around it because it was a little unsightly; it was a tank that we're trying to downplay the industrial nature of it; we put a nice little fence around it; it looks pretty good; and the odor control system itself is working great; don't want to jinx it but we've had no odor control problems this summer; that's a good thing; any other questions for me; Jarvis: Mr. Smith you said the NPDS the permit is usually when you have an expansion or you're going to operate at a higher capacity; is that what that's for; or is this a renewal; Smith: yes, it's a renewal; the five year permit that we have to apply for a renewal every time come out and they do what's called a TMDL; what's called a total maximum daily limit on receiving water; they want to know what your plant's impact is; they want to know what your growth is; and they justify your permit limitations based on that; Jarvis: they look you over pretty good and they did not have any findings; Smith: no, our compliance record was spotless until we had a piece of equipment fail and we missed it by two tenths of one point; it was insignificant; so far to date they've never renewed a plant without an actual plant visit but they didn't visit us this time; I think that goes towards their trust for us; they always have an open door as far as we're concerned; they can come by anytime; we've made that well known; Jarvis: that is good news; and congratulations;

Shawn Starcher - Thank you Mr. Walker; with the recent rains it's keeping our mowing crews extremely busy; so we're out on 33 this week; cleaning up 33 and the clover leafs; we recently installed new park signs at all of our city parks; they look really nice; I don't know if you've seen those yet; we finished that up last week; unfortunately we had some graffiti on our covered bridge we had to remove last week so we're doing some painting down there; that was reported to the Fairfield County Sheriff's Department and they're keeping some extra eyes down there when they can; hopefully since the kiddos are back in school we might not have any issues anymore; also we're preparing for our largest event; the Labor Day festival; as usual I expect things to go fairly smooth with that as well; as Dick mentioned our seasonals; the street department lost our last two seasonals last Friday; they did an exceptional job; they helped us out tremendously through the summer; those guys did a great job; last but not least we are just wrapping up the interview process for a position in the street department that was made vacant by Adrian Clark; he did decide to move back to Florida to be with his family; God bless him; I'd love to go with him; but he was great for us and it's going to be a tough position to fill; thanks to Adrian for all of his work;

Rick Brown - Good evening everyone; after completing my certification for the certified ethical hacker I began to put together material for information presented in an instructional environment; the facilitation of the initial infrastructure phase is complete; subsequent phases will involve black hat and white hat penetration testing; the purpose of this testing is to determine the weakness in the infrastructure and the applications and the people in order to develop better controls; it's also to ensure controls have been implemented and are effective; this provides some insurance for the information and security of senior management; it's also to test applications; it's often applications that are avenues for attacks; and it's also used to discover new bugs in existing software; Microsoft patches and any patches from other companies; continuing with the server upgrade; you've heard that for a few months; two servers to go and the architecture; I've completed the preparation for all the external servers that migrate to the final two servers; the project is currently waiting on a newly hired vendor to complete some programming; note on that, a newly hired vendor; we don't have the old one anymore; phones have an enigma inside of a conundrum; resolved an issue with our ISP on the service issue with the phone; a seemingly simple test took on characteristics of an overly complex algorithm; many starts; few completions; but once they put in the proper change our caller ID in phones went back to normal; Microsoft has added a little bit to the tribulation with the update to our DHCP (Dynamic Host

Configuration Protocol) by not correctly updating a failover mechanism. This would render our phones incapable of functionality; A workaround has been implemented until Microsoft rectifies the issue; Beginning a feasibility study on the use of Microsoft Sharepoint; Microsoft SharePoint is a management platform; in simpler terms, it is a content management system; It allows groups to set up a centralized, password-protected space for document sharing; Unplanned activities included: Replaced a network switch at the water plant due to a shortfall of electronic provisioning; Updated the productivity software for pool management; Additional planned task included that were completed: Completion of the annual Microsoft software audit; Paperwork should soon be conveyed to the Finance Director for signature via the vendor; Changed enterprise wireless password; Attended Cyber Awareness training sponsored by the State Auditor; Continued the process of firmware updates to the equipment; Continuing to keep all software updated; Any Questions; Jarvis: is there some reason why you're being driven to look at SharePoint; Brown: absolutely; our file share server is a collection of duplicated documents at best; drawings and things like that are large in size and take up tons of space; and so thinking about a better way to do that is to organize things into projects instead of Bill has got files, Joe's got files, Matt, everybody has the same files and stored on different locations; you can bring them all in a project and they can share the same document and even versioning of that document could allow people to see those and store them in one space; so it's more effective and it cuts down on costs of hard drives and things like that; Jarvis: so it's mainly duplication and aversion control; Brown: a tremendous amount of duplication;

Joe Taylor - Good evening; Rawdon Myers who is our SCADA contractor they were doing some on site antenna work today; we've been waiting on them for that equipment to come in for about a couple months now; so they got the water plant done; new antenna set up there; Steve and I worked with a consultant called Gustin Controls for some pricing on surge protection so we're going to review that and determine if that's something we would be interested in looking at; month of July we averaged .963 million which is around 48% of capacity and that was during what I would call the drought period we had there for three of four weeks we didn't get much rain; also the AMI meter system is still ongoing; we're about 1,170 units, the guys continue to work on that; we've been going through kind of the vacation phase so it's been a little slower this last month but that should pick up here at the beginning of next month; we're scheduled to do a wash out inspection and cleaning of south Gender water tower; that's supposed to start the middle of next week; so we'll be draining that the first of next week so they can do the inspection; wash out any sediment in the bottom that and then we'll refill it; we're scheduled to do hydrant flushing mid-September; looks like the 17<sup>th</sup> through October 5<sup>th</sup>; next week on the 27<sup>th</sup> we'll be doing meter reading and then shut offs on the 29<sup>th</sup>; no customer complaints the last couple cycles;

Sargent Cassel - I gave you guys the stats for July; I'm going to read those for you; dispatch calls in July 550; pick up runs 984; multiple unit call 237; reports taken 91; addendums to those reports 19; FI cards 4; civil attempted 22; actually served 18; 4,803 building checks; 80 vacation checks; 97 traffic stops; 87 citations; 58 warnings; 1 felony arrest; 25 misdemeanor arrests; 20 warrant arrests; 3 OVI arrests; 5 pink slips; one felony arrest; 25 misdemeanor arrests; 20 warrant arrests; three OVI arrests; five pink slips; one charge pack forwarded to Franklin County; seven summons in lieu of arrest; 44 misdemeanor charges filed; and the average busy time was 62.48% of the time; so that's right where we need to be; and with the school starting and the weather getting colder we will start slowing down so that's a good thing; that way we concentrate our efforts on our patrols where we really need them instead of running to Walmart and Meijer for thefts and stuff like that; that's all I have;

*Shane Spencer - Thank you Mr. Walker; as Mr. Sims had kind of gone over Gender Road phase IV project; it's chugging along with construction; also with the completion of the construction activities of the 2018 street program; again as Mr. Sims indicated we are going to be starting to look at identifying cost scope of improvement candidate areas for next year's program; along those lines I think one thing too that we have been doing the last couple of years with that program is utilizing some newer technologies relative to paving; I think so far it's gone pretty well; we've been able to really extend what we can do with a dollar; so I think it's trying to think ahead; and be on the forefront with some of the technologies that we can utilize; I think we're seeing some rewards on that; a couple of other miscellaneous items; I've given several reports relative to partnering with the railroad on the High Street crossing upgrade; we did receive a verbal with the local office would support that; they're planning on proposing that in the budget which means corporately the railroad would look at finalizing that in October; so that's when we should see something formally; they do plan on a similar type of partnering as we did on Gender Road; then finally we did look at a few things but ultimately we will not be submitting an OPWC application which was a funding mechanism for Gender Road through the previous phases; this year not a lot of really strong candidates ??? 25:00; keep in mind applications are always due in September; it's a very good program for loan and grant money for transportation related purposes; any questions;*

#### **E. Request for Council Action**

##### **RES-18-012**

*Mayor*

A Resolution Strongly Urging The Ohio Governor And Members Of The Ohio General Assembly To Invest The State Budget Surplus In Municipalities (**Resolution**)

*- Request to move to full Council*

*Mayor: basically what that's doing is asking the state of Ohio to give us back some of the local government funds they've taken away from us over the last five to six years; I forget what their surplus is now; 800,000 or 80 million or something like that; they've built it back up to a point that they can start doing that; that's what we're asking for; Bennett: my question is an organized effort from mayors from around central Ohio; mayor: all around the state; Clark: is the surplus they're asking for; they're declaring that there's an excess surplus that's over the state minimum of what it has to be and so instead of going to a tax withholding reduction for the taxpayers you're asking to divert away from that to give it to cities around the state of Ohio; Mayor: we'll take it any way we can get basically is what we're saying; but yes that's the way it reads; Clark: do you know how much that's over; it's 147 in it now; do you know how much over it is; with the maximum level; let's say its 130 so you get maybe 17 million; I'm just making that figure up but do you know what that number is; Mayor: off the top of my head I do not; sorry about that; Clark: do you know how the cities will get this money; how it's going to be disbursed equally; Mayor: we may not even get it; Jackson: I don't think that's been decided; all this is, is urging the legislature to consider giving it to us; Clark: I mean until I know that we're going to have a fair shot of getting any of that money back I can't support this; Mayor: that's your prerogative; Clark: if there was a mechanism that guaranteed a certain percentage back to each city; Mayor: right now it's an awareness issue; we want the state to be aware that we know that they have a lot of extra money that should have been coming to the municipalities to begin with and they've taken away from us; Clark: I understand and the local government fund has been reduced and taken away; until I would see some formula that would be fair to a small city like Canal; I just think this money is going to be diverted to Columbus, to Cincinnati, to Toledo and Cleveland; and the majority; and their projects are all going to line up and we're going save the crew and everything; Mayor: well we got to do the ask first; we have to do the ask*

first; then probably the problem solving will come later; they're not going to problem solve now and then we ask later; that's for sure; Clark: I mean I'd rather see the money come out to the citizens of Canal Winchester and then we; let's say everybody gets thirty dollar windfall from this; I mean I've paid a lot state taxes and I get thirty dollars; I'd like to take that and increase our taxes here and take that directly to the city; so that way we're guaranteed that share; so every household gets a reduction in their taxes from the state and then see a big tax increase from the city then that would be a wash; say it's 30 bucks; if we figure out how much that would average out; then we take a tax increase; then we would get all that money; Mayor: my guess is if we make it that much work for them then they're not going do it; Clark: well that's no work; that's just letting the process play out; letting it come to the citizens and then we go out and say you got a rebate of 30 dollars from the state; we're going to increase 100th of one percent of whatever taxes to take it and give that to the city instead; Jackson: I don't know how we would do that tax increase Mr. Clark; that you're speaking of; Lynch: Mr. Clark do you have ways as to how you would collect that; would that be through income or property or what; Clark: you could do both; you could do a property increase or you could do an income; we've got room in the income tax; we can go 2.5; we're at 2 right now; so you've got half of a percent to play with; Jackson: I think that's a very, very large conversation that I don't think we're prepared to have; Mayor: it's not going to be a reimbursement anyway; we do still receive local government funds; a little bit; Jackson: yes; Mayor: it would just be in addition to that; Clark: but at the expense of taxpayers getting money back from the state from what they paid into the state; Peoples: they would pass an additional income tax cut; Jackson: yes that's how I read it; Peoples: it's not like they're taking money away from them; Clark: right but you're taking away what you would get back; Jackson: that could just be a onetime thing; that doesn't mean it's going to be a permanent tax cut; Jarvis: has anything like this happened in recent history where they had a surplus and how did they dispose of that; Jackson: to be honest I don't know Mr. Jarvis; but this piece of legislation is no different than a lot of others that we've done basically saying that we stand behind this money coming back to us; we did something similar when they were going through the income tax legislation saying we're opposing this legislation; that's basically what this is just us showing our support as a member of the Ohio Municipal League;

**A motion was made to move Resolution 18-012 to full council by Bennett, seconded by Lynch, The motion carried with the following vote:**

**Yes 6 - Bennett, Lynch, Amos, Coolman, Jarvis, Walker**

**No 1 - Clark**

**RES-18-013**

*Development*

A Resolution Approving The Recommendations Of The Tax Incentive Review Council For The Franklin County Tax Abatement Areas Within The City Of Canal Winchester (**Resolution, TIRC #1, TIRC #2, Gender Rd TIF**)

- Request to move to full Council

Haire: thank you Mr. Walker; as many of you recall this is legislation that we do each year; the city has a number of community reinvestment areas which allow for real property tax abatements on those properties and we also have a number of TIFs; the state requires you to have a tax incentive review council that requires you to use those areas each year or use the results that are gained from having those incentives and then make recommendations; we held our taxes incentive review council meeting on July 26th; one for the Franklin County areas and one for the Fairfield County areas; and they were recommended to continue all of those abatement agreements; in Franklin County we have 17 parcels in two areas; 16 in CRA number 1 and 1 in CRA number 2; and most of those parcels are smaller properties in the Old Town area that have had renovations

done on them; a renovation on a commercial property they're given a ten year 100 percent abatement on the value increase it's gained from those renovations; there's also some larger agreements that we have; BrewDog, TS Trim, some larger industrial that would be more out in the Gender Road area; in CRA number 1 in Franklin County that resulted in a little over 13 million dollars in abated value; 391 thousand dollars in forgone tax and the creation of 332 jobs; and in CRA number 2 is just one project that resulted in the creation of 7 jobs; that's over on Trine Street here; and then in the Gender Road TIF there's data there based on the amount of money that we took in last year; the amount of money that we have taken in accumulatively so far; and what we have expended money on or what we have agreements to expend money on in the future; Bennett: Mr. Haire I guess one question is businesses get a TIF incentive and let's say they're no longer operational how does that continue to be part of the renewal; Haire: so are you talking about a CRA, a real estate tax abatement or the TIF; Bennett: the TIF program; Haire: so the TIF basically the value increases and when you pay your real estate taxes you pay taxes just like you always would; it's just part of that money is redirected; so out of all the TIF parcels we have we only have typically when spaces go vacant they're still paying the real estate taxes; Bennett: understood; thank you; I wasn't making that connection; Lynch: Mr. Haire it's my understanding that we collect that money and basically hold it until we have a project to where we release it to; Haire: yes you can do it that was or you can issue debt; some municipalities issue debt but we have not; Amos: is this review council, is this the group of council members that went out to the buildings to verify; Haire: it's a separate council; that's actually called the housing council; so you have to have a housing council; which I am the housing officer for the city of Canal Winchester and we review the abatements to say whether they're meeting the terms of their agreement; and the tax incentive review council is actually run by the county auditor; so they confirm the findings of the housing council;

**A motion was made to move Resolution 18-013 to full council by Clark, seconded by Coolman. The motion carried with the following vote:**

**Yes - 7 Clark, Coolman, Amos, Bennett, Jarvis, Lynch, Walker**

**RES-18-014**  
Development

A Resolution Approving The Recommendations Of The Tax Incentive Review Council For The Fairfield County Tax Abatement Areas Within The City Of Canal Winchester (**Resolution, TIRC #2, Diley Road TIF, Greengate TIF**)

- Request to move to full Council

Haire: thank you Mr. Walker; this is the same resolution as we just passed; this is the Fairfield County portion; all of these parcels that are within the CRA are in the Canal Pointe industry and commerce park; there are 14 properties that are currently receiving a real property tax abatement; as a result of those projects there is a total appraised value of 17 and a half million; total abatement values 11.3 million; and the estimated taxes abated there are a little over 300 thousand and it resulted in 997 jobs being created; the tax incentive review council met and recommended that all of the agreements be continued; the TIF areas; we have two TIFs in Fairfield County; the Diley Road TIF which was adopted in 2007 which is around Meijer and the hospital site Diley Ridge; and so that one we have accumulated 1,1 million dollars up to this point but we do have an outstanding agreement with the Diley Ridge Medical Center; it's a liability of 881,000 that they have not requested reimbursement for at this point; so that agreement is still outstanding and that money is still kind of hanging out there; and then the second TIF, the GreenGate public improvements TIF; that was one that we adopted in November of last year; so there was no collections in that for the 17 calendar year; because it



actually doesn't go into effect until 2018; but since it was adopted in 17 we needed to report a zero balance on it;

**A motion was made to move Resolution 18-014 to full council by Bennett, seconded by Amos. The motion carried with the following vote:**

**Yes -7 Bennett, Amos, Clark, Coolman, Jarvis, Lynch, Walker**

**ORD-18-030**

Public Service

An Ordinance To Set Water User Fees For Customers Outside The Special Water Allocation District (**Ordinance, Rate Proposal Exhibit**)

- Request to move to full Council

*Jackson: Mr. Walker if you don't mind we're actually going to tag team this; and if you don't mind we're going to do ordinance 18-030 and 18-031 at the same time; Peoples: just as a background we've been reporting this for a little while that our four year rate ordinance is up at the end of this year; this is the end of the second four year rate increase that we've had; the ordinance goes for four years; Mrs. Jackson put together a presentation on our proposal; Jackson: this is very brief given that we're running a little short on time today; this right here is a table of our utility rate history; actually Mr. Peoples I think handed this out for you to look at; just so you can see where we've come since 1998 through 2018; when we have increased; when we have not etcetera; when we are looking at this these are some of the things that we take into consideration; customer changes, the number of customers, the type of customer, what their water usage would be which goes hand in hand with the usage changes; houses tend to use a little bit less water than maybe a large industrial user; so we look at all of those that we know have happened and may be coming in the future; that's sort of on the revenue side if you will; so then we look at the expenditure side; salaries and benefits; that's something that's slightly easy to predict; we know where our staffing level is and we can predict where we think are salaries are going to be; benefit may be a little bit more difficult just with increases and insurance premiums; then we look at our chemical usages and our costs; is that usage increasing; is the cost increasing; a lot of time the answers to these questions are yes; current debt that we have outstanding and any potential future debt that we know about today; projects that we think we might have to issue debt for; taking all that into consideration; utility increases; so this is mostly electric for both of the plants; but also gas and internet and phone and those types of things; known capital projects; if we're going to do anything big within this four year time span; and then just other general expenditures; third party contracts that we have; labor and rates increase; parts increase; things like that; that's everything we look at when seeing where do we think we need to go; so putting all that together here's kind of where I predicted we would be in 19,20, 21, and 22; bottom line is water; top line is sewer; in sewer we always spend a little bit more money than we do on the water side; but you can see that in 2019 we're starting at about 1.6 million dollars in expenditures in water; 1.8 million in sewer; at the end of 18 we're going to probably be about 1.5 in water and between 1.7 and 1.75 in sewer; so not huge increases from 18 to 19 but there still will be increases; and you can see that for the most part everything's going to go up in the sewer; in the water you'll see a slight little dip and that has to do with some staffing; we do predict out when we think some of our employees may retire and so we're taking that into consideration there; so then we look at the revenue; where do we need to be with revenue to maintain our fund balance; currently I think both of our water and sewer fund balances are very strong and we'd like to maintain them as much as possible; so we looked at four different options; a two percent increase in each of the four years; a two percent increase in each of the first two years and then a zero percent after; a two percent increase in the last two years' so zero, zero, two, two; and a one percent increase in each of the four years; so I used some water plant data to determine how much*

by each of these increases; how much revenue we would generate; did a few adjustments for some of our more obscure customers; things that maybe you guys don't think about when it comes to water and sewer; revenue collection; and then we compared the revenue to the estimated expenditures that I just showed you; so we narrowed it down to these two options; a zero percent, zero percent, two percent, two percent is option one; and then one percent for all four years is option two; you can see how similar they are which is why these two seem to be our best case scenarios; so what this is showing you is where our water revenue would be and where our expenditures would be; again water is on the bottom and sewer is on the top of each one of those; ultimately both of these end with our rates being exactly the same at the end of 2022; so here is our proposal after Matt and I discussed; we opted to present to you this evening the zero, zero, two, two option; so our customers will not see a rate increase until January 1st of 2021; these are per 1,000 gallons; they don't apply to the special water allocation district and we did not change the bulk water rate as you'll notice from the ordinance in front of you this evening; but we feel very confident that these will help us maintain our fund balances over the next four years and offer our customers the best that we can give them; Peoples: just a little history on the current ordinance that we have on; water was two percent for each of the four years; sanitary sewer is what you're seeing there; zero, zero, two, two; so when we put these together after reviewing them we had the opportunity to have no increases for a couple years; I think that really made us very happy with the shape that we're in;

Peoples: I think that Mrs. Jackson put together some proposals that were very fiscally responsible; we're not asking for too much but we're also doing what we need to do to maintain our system; Jarvis: so you feel that we can hold the line for the next two years without going under water somewhere; Walker: or under sewer; Peoples: I'd rather go under water but; Jackson: our fund balances to do date are such that if we had to dip into them we would be okay; Mayor: we don't want to be like the state and take all the resident's money; Lynch: is there any advantage to the city to do a one, one, one, one; one percent each year as far as getting the money now; Jackson: the cash flow; we did discuss the cash flow but we're not overly concerned about it; Peoples: typically you generate more revenue if you do one, one, one, one rather than four percent at the end of the year; you would actually generate more revenue with the multiple year; Lynch: we can bring that in and put it in our fund and make interest off of it too; Peoples: because they were such small amounts though having those two years of no increases was very attractive to us; just for us to say that for both water and sewer to have the ability to go two years without any rate increases;

**A motion was made to move Ordinance 18-030 to full council by Lynch, seconded by Coolman. The motion carried with the following vote:**

**Yes 7 - Lynch, Coolman, Amos, Bennett, Clark, Jarvis, Walker**

**ORD-18-031**

Public Service

An Ordinance To Set Sanitary Sewer Fees (**Ordinance**)

- Request to move to full Council

**A motion was made to move ordinance 18-031 to full council by Coolman, seconded by Jarvis. The motion carried with the following vote:**

**Yes 7 - Coolman, Jarvis, Amos, Bennett, Clark, Lynch, Walker**

**F. Items for Discussion**

**18-088**

Bed Tax Grant Application Update (**Guidelines 2018, Application 2018**)

Amos: there was a group of us that went over the bed tax application and current rules; and I apologize some of the strike throughs did not come through on your version; I think the email did not like them; just a few of the things that we changed; wording wise the grant money should not be used for expenses related to a for profit venture; applications will be eligible for consideration instead of scored; they have to do a complete application; we did add in there that you could not use the money for conference and travel fees; so we tried to be a little more specific on a few of the things that we had seen across the years; the other thing we wanted to know is where do you see this going in the next couple of years; we really want to try and pull some more information in; and on the application you will see that we really ask a few more questions such as where will this be in the next couple of years; if this is a new event we want to know how it went; tell us about this event; how many people came; Clark: you mean of it's an old event; Coolman: old or new; it was basically to see the impact on foot traffic in Canal; because it's supposed to draw foot traffic into the Canal area and to have them enjoy our amenities; Clark: so how many people it's going to draw; Coolman: so how many people is it drawing historically; if it's a return event; if it's a new event; what's the projection; Amos: we really want to see the statistics; and we feel like that will give whoever is on that committee a good chance to look at it and evaluate how much we can improve it to earn funds; they can base it on how many people; we can use that information to help them along their determination process; the other thing is we did decide I think as a whole that we did want to leave it as humanitarian and visitors but we did not set a set rate for that; right now it's about 45-55 as far as applications and how much we spend on humanitarian versus visitation; Jarvis: if we're strictly following criteria though humanitarian effort would score lower; Amos: so in the rules; Coolman: is the rules typically what the eligibility calls for is all wrapped around tourism and bringing people that don't live here into our city to enjoy the restaurants and shopping and things of that nature; something that makes them want to stay overnight; originally yes that's what it was for; and that's pretty much what we hung our hat on in the past; and that's where the monies were given out more on the basis of tourism versus the non-tourism efforts; Clark: is there language in there that says we give preference to applications; Amos: I did find the language I was looking for so one of the reasons we decided that we did need to set it in stone is that in the language required documents it does say the projected impact on Canal Winchester and it's residents for visitors and the timeline of the project; which left it open to be able to use them on humanitarians; like we have the after proms and things like that; it kind of left it open for us to use it on the humanitarian since it didn't really lock us down one way or the other; Coolman: as a growing community we didn't feel it justified to put a cap because we don't know what direction we're going to grow; it's hard to predict the future; so we left it open but we wanted to make sure we had some scoring or eligibility criteria; Mayor: I've got a question; on the application page under project summary 1b the last it says number of participants; Amos: so if there was participants in this run your stache off, after prom, things like that we'd like to know the number of people that attended this event; Mayor: okay so who attend these then not participants; Amos: well it could include volunteers; so just the number of people who participated in this event as a whole; would you like to see it broken down further; Mayor: well if you're looking for visitors; if that's what you're looking for then it should say people who attended; I don't think it should necessarily say volunteers or people who have worked; I don't think; Amos: we could break it down further; Clark: I'd like to know if it's just people that were helping as part of the community or if it's actually bringing a visitor in spending new dollars into the community that then strengthens our small business that then can donate to humanitarian aid and a lot more things like that; Mayor: I don't think we'll ever find if they're people from outside the city unless you just see total strangers and you walk up to them and ask them; you'll never find out how many are home towners and how many are people visiting; Clark: yeah I guess; Coolman: the intent of that was we were looking more for people who were participants who were coming into participate in the event who was bringing someone from outside of Canal into Canal; it was also to kind of draw a correlation between if they asked for a fair amount of money and they were granted it and the event was a bust; you had

*five people that participated yet you received \$2,000.00 in grant money; versus we had more locals who were volunteering their time to help manage the event and we actually had attendees; that's why we put the word participants in there; we thought if it was an event that drew outside people we needed to be able to measure that; to give you an example like the Blues and Ribfest; when that's coming to town we know that brings people because the only hotel we have in town is booked; and it's booked a month before the event; so we know that has an impact; that's just an example; not that it applies here; but we don't know with the other events that are going to come forth so we have to have some kind of measuring mechanism; that's what we wanted to use it for; Jarvis: I would like to see that qualify but how did you determine because sometimes it can be done in a quantitative way and sometimes there's other factors and you put them all together; but also there's a typos on one of your red line additions right before final project report; where do you see your event going over the next two years; on my copy anyway it's even; Coolman: just your copy; Amos: I would just like to point out before we met Mr. Lynch did offer a suggestion that I would just like to put on record; he suggests that some of this money potentially be used for projects around Canal Winchester at this point in time because we don't know how the funding is going to pan out for this year and with the two new hotels coming on for next year; we held off on answering or adding that into the equation yet; but I would like it just noted that he did ask for us to consider potential projects; that residents could come and ask for money on potential projects in the city; Clark: could you give me an example of what those would be like; Lynch: anything like infrastructure, capital improvements, if someone wants to do something with the railroad trusses; we have money set aside to do that; we want to put up street lights, we have some money for improvements; Mayor: railroad trusses are not ours; Lynch: I understand; but just general projects around town; Clark: okay; Lynch: planting additional trees in an area; things of that nature; Bennett: I think that's one of the things that came up; I do remember you bringing that up; I think I stated too that this is open to that; it's doesn't exclude that already; so as a resident you want to apply; no different than neutering cats or after prom; these are community events; if there was a community project; Clark: but you would have to be nonprofit though to do it; Bennett; yea there might have some structure around that; Coolman: the intent is to draw people into town that don't live here; keep that in the back of your mind; that is a fundamental; Clark: right I agree with that whole heartedly; it should be a priority; we want to bring people into the community to create wealth and it creates new wealth when we bring in people; then we can help people later; Amos: half goes into the city's general fund; a quarter goes into Destination Canal Winchester for travel and tourism; and the other quarter goes into bed taxes; and that other half has been used in the past for downtown improvements things like that; but it really expresses; Coolman: that's the city's side; Jackson: Mr. Walker I need a little direction on where you'd like to go with this; this because we are changing it would need approval by council; so if council would like to see it as an ordinance at their next meeting I would need to know that; Amos: so if we put it through we just need to mention that we're going to change that one line; Jarvis: is it on the agenda this evening; Jackson: no but I would like to know for the next meeting because typically this is available October 1 and we're coming up on September; if you'd like to wait and give me an answer in the first meeting in September that's fine you'd just have to pass it as an emergency legislation at the second meeting in September in order for it to be available by October 1; Walker: let's go ahead and move it to the next council meeting; Jackson: so I will prepare an ordinance that will be on your work session September 4th and available for first reading that same night if that's agreeable to everyone;*

**18-089**

## Westport Homes Representative

*Jackson: we have a Westport Homes representative if they would like to take the podium; Mautino: thank you very much; this is coming back to the Middletown Farms community that we discussed months ago; we did hear you all and we've made some fairly significant changes to this particular plan; if you recall this is about version number four of this plan; if you recall the plan was originally approved back in 2005 when this*

particular property was approved in 2005; it had a total of 209 units with 133 single family and 76 attached; the most recent plan that we all presented to you a couple of weeks ago was 175 total units or total home site; what we've done here is we eliminated all of the empty nester home sites; we're replacing the empty nester with a 75, 80 and 85 foot home sites; again going back we would replace that then again with the traditional single family homes; the total home site count is down considerably from what we proposed initially; I know we spoke a couple weeks ago about the Canal Cove site and how this site contrasted; Canal Cove was approved back in 1996 or 1997; at Canal Cove that site had 83 acres in total; the net acreage was 67 and the number of homes sites was 238; this site here is 79 acres; here at Middletown Farms; it is 63 net acres and there are a total of 162 home sites; so down roughly 76 home sites or units or overall 30 percent; Canal Cove's gross density was 2.85 units; this particular site now is down to 2.0 units per gross acre; additionally in Canal Cove there was roughly ten and a half acres of open space for a total of thirteen percent; this community here and what we're proposing is 22 and a half acres of open space or roughly 35 and a half percent; lot widths in Canal were 70x125; as you'll note here and get more comfortable with we're now proposing 75, 80 and 85 for the home sites; so we go from 8,750 square feet on the 85's we'd be looking at 10,625 square feet; price point with the larger home sites and with less number of home sites we would be looking somewhere starting in the 350 range and getting up over 400 thousand dollars; I could easily see these home sites coming in anywhere between 65 and 70 thousand dollars and that would be a wholesale direct from Westport Development to Westport Homes; the one other point that I just wanted to make here is that the code states that the plan district development should provide a more useful pattern of open space and recreation area; we feel that we've done that with these 22 acres; the connectivity; the active park, the passive park; it should preserve and utilize natural topography and geological feature; scenic vistas; trees and other vegetation; clearly as you've seen before that preservation area in between the two sub areas enhances and speaks to that; provide a more efficient pattern of development that reduces investment in utility lines; streets and similar infrastructure; when you're doing 90 foot or 100 foot home sites that is in direct contrast to reducing the investment in utility lines and streets and similar infrastructure; this community definitely promotes the development pattern in harmony with this particular land use; now with all of that said Tom Hart is going to assist me in handing out what we, how we do in so many aspects now comply with code;

Hart: knowing the time I'll be very brief; what we've done is we've gone through and provided analysis where this proposal as amended is altered would meet the code and then we've highlighted in yellow on the two and a half sheets where we still would not meet the R3 standards for the code adopted in 2006; and basically I'll just summarize it real quickly; we're still going to struggle with the code requirement to have a fourteen thousand square foot lot; 75 foot, 80 and 85 foot lots; most of urban jurisdictions we can't get to 14,400 square feet; we also as Jack kind of emphasized with the perimeter open space we have with the common open space we have of 35 percent; code is 20 percent; we still need some rear and front yard setback modifications; five feet; we do meet the side yard; we have come back with a plan that meets the side yard requirements; the only other thing that's outside of the lot challenges we have are that your code specifies that a garage be placed four foot behind the living area of the house; we are proposing that we would be flush with the porch; so we'd have no garage past the porch; we think the porch is an appropriate architectural element and another modification that we would request; we know time is short; we tried to take our best shot at it; trying to meet the market and meet the feedback that we got from you all; if council would be willing an action point might be for you to consider referring us back to P&Z to work on the details and work on the process with planning and zoning; we'd like to have a chance at it but; we recognize you might not decide what to do with our case; we are pending before you tonight and we'd ask you to consider your action on this now or in a future meeting;

Amos: I see that you've met now the 20 between houses which makes me a lot happier but on your paper you say that requesting between 8 foot and 12 foot flexibility to accommodate side load garages; so that would be the only case in where there would be a difference in that;

Mautino: No they would all be set at 8 or 12; to accommodate a side load garage on an 80 foot I'd like the flexibility of taking the home to within 8 feet and 12 feet on the other side; the side load garage would require roughly 25 to 27 feet; to get adequate turning radius on the driveway you need to have roughly 25 feet; from that point if there were 8 on the one side there would be 12 on the other side;

Amos: with the changes that you're proposing with the reduction on home are we still looking at the same level of quality on the material that you're using; Mautino: yes ma'am; we're not asking for any changes to what we proposed before with material; particularly on the architectural garage doors; before we had requested that the garage be set four feet in front; now we're saying we'll take that and pull that garage all the way back to or flush with behind the porch but still put on the architectural style garage doors complimenting the architecture; Hart: you have a four sided architectural requirement in your code and we'll meet that; Amos: the porches we said were around 100 square feet of space minimum; are we still looking at that with the new design changes that you've put in; Mautino: yes ma'am; so they would be set at a minimum of 100 square feet; Amos: and you're asking to bring the garages flush to the porch; Mautino: flush or behind; Amos: did you bring any pictures that demonstrate that; is that something that you could email; Mautino: that's something we'll have to work on and to be quite honest with you we'll have to rework some of the porches; extending the porches out further with a little bit less pitch; there may be a different material on the porch; but I will have to work on that design change; Lynch: so you're saying the porch is 100 square feet; does that mean they're a minimum of five feet out; Mautino: there would be a minimum of five feet; Lynch: no four foot porches; Mautino: No four foot porches; Lynch: the four sided architecture you talked about on the size of the house; give me some specifics as to the minimum that you would do; Mautino: What the code states is that you would have a minimum on two stories you would have a minimum of either two windows of a minimum of I believe six square feet; Lynch: per floor; Mautino: per floor; there will be no blank walls; there will be some type of gable vents at a minimum of so many square feet; Lynch: and that counts as one of the architectural items; Mautino: it does; Lynch: in lieu of a window; Mautino: It could the way the code reads yes; a service door a chimney; Hart: the codes not exclusive; it lists six elements or other items or architectural features; we would expect to go through permitting process and have the staff verify if something is inappropriate; of it's not on that list; Lynch: all these windows with trim around them; Hart: vinyl; Lynch: have you thought about upgrading the grade of vinyl on the houses; Hart: right now we would propose upgrading it to a .44 from a .41 or .42 but in addition to that we would stick with the cementations for us and we're matching the profile; Lynch: the siding matching the profile but still being a .44; my concern with these houses are more so the aesthetic; so what is being built as opposed to the lot size; I think you guys have done a great job as far as keeping a lot of common area; I like that fact that you got 30 some percent of open space; I think that's wonderful; but it's just the quality of the house that's my biggest concern; Hart: we are in the market and trying to meet the market; our challenge is always to meet that market price at 350 to 400 with what people will want to buy; you know what they want; I will just say that, that would be something we would try real hard to work through at planning commission if you gave us that shot; Mautino: I was just going to say at this price point I would expect that an upgrade or a full cementation siding would be offered; Lynch: do you do these style houses anywhere in Columbus with fiber board siding all the way around as opposed to vinyl; because I don't think they allow that in Dublin do they; I know almost everyone allows cementation siding or concrete fiber board; Mautino: in the city of Dublin to answer your question; yes we have two communities; one in Berlin Township at the corner of Cheshire Road and that community is an all-

natural community; as well as one across the street in Berkshire Township; Bennett: with their vision from the empty nester style home to single family focus; is there still an HOA or has that now gone away; Hart: great question; there would absolutely be an HOA; and the HOA of course would be responsible for maintain all of this common area; Bennett: but there wouldn't be the same level of service as previous with the empty nester unit; is that correct; Hart: correct; there would not be a sub association where additional services like lawn maintenance provided to that type of association;

Bennett: then I guess; one question about, I know there are pathways through the greenspace; I think at one plan those were limestone paths; now with all of this being single family home; is there cause for maybe revisiting that from maybe limestone to paved; and now all of these homes are inviting children in so I didn't know if; Hart: I'm familiar with issue in lots of jurisdictions and the cost is about the same; you arguably have better wear over time with asphalt; the limestone is a pervious surface that allows water to filter and it's arguably better for the for a stream protection area like this; the cost is about the same; Mautino: and then maintenance is more expensive to maintain the limestone as far as treatment and replacement so we would certainly consider asphalt; Lynch: just one last question; you switched the empty nesters to single family homes; was that just to create that space between houses; was that the only reason you did that; or was that a cost savings on your part or what; Hart: it was actually two or three fold; one to lessen the density and get the space between the homes; what my fear was what became very apparent after the last meeting was one we needed to reduce the density, two we needed to increase the side yard; three we had to address the side yard issue, four was once we got this much open space and a price point and where it was moving coupled with that sub association and maintenance fee of another \$100.00; it's much easier to sell a \$400,000 traditional single family home than a \$350,000 empty nester home with a sub association

**18-091****Residential Building Standards Update (2018 Draft Residential Standards)**

Haire: this was the result of council setting up a committee to look at these standards; we've had three meetings; we met the first time on June 20<sup>th</sup> and have had one meeting a month; and we feel like we're at the point where we have some draft standards put together; I will turn it over to the council members that served on that committee to kind of talk about those standards we've come up with; Lynch: a lot of what we did was we took the standards that were developed in 2006 and we kind of said what can we do; can we make these even better; part of the conversation we just had here where we want to make sure that we're building good quality houses in this community that will stand the test of time; and kind of reflect the old town nature of our community; so what we looked at were fireplaces, porches, size of porches, four sided architecture; we actually increased what was required on the side of houses as well as driveway widths, window trim, siding, garage position, shingles, overhangs on roofs and believe it or not we didn't mandate gutters on houses; so that's in there too; so it's just a basic going through and kind of tightening up and be a little more specific with some our building regulations residentially; what we did take out was the lot coverage codes that were in that particular section; that was moved more toward the other zoning; is that correct; or is that still in there; Haire: correct; we took out the minimum lot sizes; and left those to the specific zoning districts; we have a number of zoning districts already set up that have those standards; it's confusing to have them in two places; we removed the lot standards and just left it more as architectural standards; Lynch: architectural and aesthetics; I want to thank Mr. Haire and Mr. Moore for their time in helping us put this together; Coolman: on some of that improvement on the code you talk about vinyl siding increasing it to a 4.6 inch thickness; does that include insulation; is it insulated vinyl or is it thick enough vinyl that we don't have to worry about weather like hail; Lynch it's supposed to be a better grade; just a higher grade and hold its color longer; Coolman: I realize its thicker but does that take away the brittleness of it versus if you insulate the vinyl Slab; I'm just an insurance guy by trade so we find we pay less claims on vinyl that's insulated because it has some

*backing versus a hollow piece of vinyl that becomes brittle over time; Haire: it's not required; it's actually referring to the thickness of the of the vinyl so it's considered a premium quality vinyl when you get into that .46; Lynch: we're getting into the aesthetics as opposes to more of the building code; Haire: it is more of how it wears overtime so the color fade the warping you will find in certain areas with some vinyl's; some builders use pretty low grade that warps; you'll see that when you're driving down especially on a lot of the blank walls; there's places that a neighbor may put something on their house that melts the others neighbors siding; because it's so thin; that's the idea behind it; Clark: I think there was something about insulation wasn't there; thickness of insulation or not; Lynch: it was just thickness of the vinyl itself; from 44 to a .46; and we also got into the detail of trim around the widows; I don't think that was ever addressed; a lot of home builders will bring vinyl siding right to the edge of the window without anything around it and again we're trying to avoid that look; Mayor: that's the way they make a lot of windows now; the widows have it where the vinyl fits behind it; Walker: the vinyl cloud; Lynch: so again we're trying to create a better appearance; Jarvis: where to do we go from here and how do we move this forward; Lynch: if I understand it correctly we make recommendation and then it goes to zoning then it comes back to us; Haire: what we would have to do is this is something that we feel like the entire council would like to amend then we can take this to planning and zoning commission for their recommendation and bring it back to council; so the idea tonight was just to have the discussion to see if it's something that the entire council felt there was a need to amend; we met as a committee the first meeting; we just talked about what residential standards are, what they apply to, what they do not apply to; so these would not apply to any currently approved planned districts; so we have approximately 595 homes that are approved and existing planned districts that these standards would not apply to; and so there's still 595 houses that can be built I our community that wouldn't meet these standards; it would just be anything new that's coming forward in a planned district that would need to meet these standards; or justify what they're proposing and these standards instead would be better; Lynch: if I understand correctly too if it's a planned district they can veer off these standards but at least this gives us some kind of guideline to go by; building form here on out; Haire: correct; and these would apply to every area that's zones R3 that's not a planned district; there's neighborhoods in Canal Winchester that are just R3 standards; where there's still a few vacant lots in this neighborhood; Lynch: do we need a recommendation to move this to planning and zoning; Haire: no just general discussion; as long as we feel like that's appropriate; Jarvis: that's the problem; there's no punctuation on this thing; he's looking to see if there is anyone who has an objection to it; but there's no formal motion or vote on doing that; Haire; yeah it's just a discussion; Jarvis: hearing no negative comments about it looks like the consensus is to do just that; thank you to whoever was serving on this; Lynch: Ms. Amos and Mr. Clark;*

#### **G. Old/New Business**

*Walker: I would like to once again thank Ms. Stiles for everything that she had done with the Blues and Ribfest; excellent job; well thought out; well planned; and well executed; and al the volunteers that you brought on as well; for all of you just go ahead and stand up if you will please so everyone knows who you are; we'd like to thank you; you did a really nice job; Stiles: I'm actually here to thank all of you; is this the proper time; Coolman: this is not the proper time (laughter);*

#### **H. Adjournment @ 7:29 p.m.**

***A motion was made for adjournment by Bennett, seconded by Coolman. The motion carried with the following vote:***

***7 – Bennett, Coolman, Amos, Clark, Jarvis, Lynch, Walker***



