

Canal Winchester

*City Hall
Council Chambers
45 East Waterloo Street
Canal Winchester, OH 43110*



Meeting Minutes - FINAL

August 15, 2022

6:00 PM

Council Work Session

*Bob Clark - Chair
Laurie Amick
Jill Amos
Steve Buskirk
Chuck Milliken
Patrick Shea
Mike Walker*

A. Call To Order *Clark called the meeting to order at 6:00 P.M.*

B. Roll Call *Present 7 – Amick, Amos, Buskirk, Clark, Milliken, Shea, Walker*

C. Also In Attendance

Mayor Ebert, Matt Peoples, Lucas Haire, Amanda Jackson

D. Reports of City Staff

Bill Sims – The street program is continuing, primarily work is on Dietz Drive. We're on phase two of the reconstruction of the middle section of Dietz. They did the cement stabilization for that portion today and we'll be working through the rest of the week putting in the aggregate base and paving as well this week. The road will be open by the end of the week so just in time for school. There are also crews working on crack filling, they did get started on Friday. They'll be around town here for the next couple of days working on some crack filling in various locations. Trine Street water line project is currently scheduled to begin next week. It's about two weeks of work to install the water line and to do a replacement between Hocking Street and railroad tracks. Then we will resurface Trine Street South of the railroad tracks once that is complete. Right now, we're targeting the week of September 12th for street paving. McGill Park, as you know the park is open and it's getting quite a bit of use. I'm out there at least for a few minutes every day and there's always folks there. We get a lot of positive comments. We've been reviewing plans for the shelter building for the park and we'll be putting that back out in an RFP form for this Fall, probably early Spring construction. You may recall that we did put that out previously and costs were extremely high. We made some design changes. We're going to remove the garage doors for the time being because they're extremely expensive but we're going to construct it so they can be added at some point. There's been some changes and some costs that will be very beneficial. Wood prices are down quite a bit from when we looked at this previously so we're hoping that'll be a help. We did make a couple different selections. 36 South High Street, Ferguson is basically wrapped up with that project for their portion of the work. There are a couple punch out items that should be completed without any issue this week. There is still work to be done in there before the building is usable by the Sheriff's Department. We got some furniture and stuff to move around. There is also the matter of things like phone system and then also just the Sheriff's Department has to bring in their internet connection basically for their fiber and systems which is separate from ours. It sounds like over the next couple of weeks those things will get wrapped up. Ideally by the end of the month we might be looking at a move in date. On the private side, Wright Patt Credit Union is under construction there on West Waterloo Street by Walmart. We did have a pre-construction meeting for the Clinton Street housing development, there's a few lots going to be developed there on Clinton by Groveport. There's a water and sewer extension that's necessary for that project. That's about two weeks out before that begins. We have a pre-construction meeting scheduled for Taco Bell near Meijer on Diley Road. That meeting will be this week. I believe they're anxious to get started so you'll see that shortly. There're some projects that are working under grading permits currently so the Evans Farm Development, they've been moving dirt out there for a few weeks. Also, at Diley and Busey Road, the site now has grading permits so they'll be starting some work.

Shea – Trine Street, what is that long strip of pavement that they did there? I thought that was maybe the water line.

Sims – That is just a repair. You can see the wheel path with the parking on one side of the street. Everyone kind of drives with their wheel basically right on the edge of the concrete gutter and the asphalt. So, over the years there's been a pavement failure there. There was a lot of cracking but just limited within a couple feet of the face of the curb. We took that out and actually went down a little deeper so the pavement actually is heavier now along the curb line where the wheel path is. Ultimately you won't see it when whole road is resurfaced.

Amos – Will there still be parking on the right side of Trine?

Sims – Upon completion, yes. When it's all done it'll be parking on the right-hand side and the lane on the left-hand side.

Amos – When they do the resurfacing are they clearing the street for that? What's the time frame on that?

Sims – Resurfacing the roadways, we're looking at roughly September 12th. That'll allow the water main project to get complete and keep us away from Labor Day weekend. I think at this point because we're doing a very thin overlay it'll be applied very quickly. We'll probably just close the road for a short window, one- or two-hour kind of scenario just to get the paving done. Rather than trying to jockey traffic around.

Amos – On the shelter house, first of all, are we going to get to see a design on it before it goes out for the RFP?

Sims – I can certainly forward that to you. It's the same as it was previously.

Amos – My question would be, I heard you say we're going to delay the garage doors, what is the cost if we go back later? Is the cost going to be more expensive if we go back later and tear out what we've done and put in the garage doors?

Sims – We redesigned it so we don't have to tear things out so they could be installed. The openings will be structurally framed and everything so they can accept the garage door. We're not going to undo something, they can be added. It's possible, yes. Certainly, down the road it might be slightly more expensive I guess you know to do it separately. Our hope is we weather through this maybe the cost will be better on the door itself potentially. I will say in their discussion today, I think we could look at doing some of the things we took out like the doors and the fireplace once we have a contractor on board. I mean once we get some bids in and we see where we stand, you know we were so different before. We were like \$650,000 on an estimate cost of \$900,000 so that's really challenging. I think we're at about \$620,000 or so now in our estimate. If we come in that route then maybe we can consider just going ahead and adding the doors to the project. If we come back in with you know some kind of lopsided costing it may not fit the budget really well. Honestly, I prefer to do it all together but I think we need to see just how much money we're talking about here.

Amos – I understand the cost factor but I think the park is beautiful and we made this to be like a very well put together amenity for the residents and kind of doing it half seems counterproductive. I hope that we can try to get these figured out once we get the RFP done.

Shea – What's driving the budget, I mean is the budget set or like can we change the budget? I tend to agree with Jill. Let's do it right.

Sims – I'm sure you know with discussions with Amanda that would come into it. I mean could we change a budget, certainly you can change the budget. I guess there's also a point where, is close to a million dollars make sense for a shelter? I mean to pay an exorbitant amount of money at the very peak of the cost for that kind of building you know also doesn't seem to make a lot of sense. I'm hoping that with some of the scaling that comes back and better costing, we're going to see something much more affordable and that makes sense per square foot for that kind of structure. It's not like a year-round structure even with the doors, it's a three-season building. We're really talking about the advantage of the doors is a few weeks at each end of the season, beginning and end. It's not a winter facility for instance.

Amos – One of the things Laurie said earlier to me was just how the residents are looking for amenities and the 10-year comprehensive is starting to show that they're looking for recreation, amenities and things like that. I feel like it's a good place for us to do this and this is again where our community benefit agreement that we're working hard to get in place. It may come into play because this is something that can be equitable to all residents. Last question I had for you, Wright Patt construction trailer, did we get it moved out of the right-of-way? People couldn't see turning out. I sent an email on that earlier in the week and I apologize I think I might have sent it to Lucas.

Sims – I did not see that. It's on their site within in the fencing. Nothing is in the right-of-way.

Amos – It was like right on the corner. It just made it hard for residents to see past it so I just want to make sure that it wasn't still blocking it.

Sims – I have not noticed that but I will definitely drive by it tomorrow and see what the scenario is there.

Milliken – The playground looks amazing. I took the kids out there and the only complaint that I seem to notice and other residents that were out there at the time, for as hot as a day it was there was really a lack of shade. Are there any plans for any type of shading at all?

Sims – The trees that are all planted are you know even though they're sizeable trees they're certainly not shade trees at this point. From that standpoint as time goes on the trees will come into play certainly. Other than that, it might be a discussion around sun shades type scenarios that you've seen at the pool. Whether that would be appropriate there or what we've done at Westchester Park. I think the hope is with the number of trees that are in that park when they're mature it will be substantial. That's certainly something that can be discussed for sure.

Clark – You mentioned the Clinton Street project, is that housing?

Sims – Yes. Lucas you could touch on the houses if you want. They're residential.

Clark – The developer will pay to run utilities down to that?

Sims – That's correct. Both water, we're going to extend the public water a portion of the way down Clinton Street from Groveport and they'll bring sanitary sewer as well from Groveport Road to serve the homes.

Milliken – You said it was three homes? I was thinking five for some reason.

Haire – There's five lots. There are three homes currently being constructed by this developer. There's one lot that's owned by another owner.

E. Request for Council Action

RES-22-031

Development

A RESOLUTION TO AUTHORIZE THE MAYOR TO ACCEPT A DEED OF EASEMENT FOR SANITARY SEWER FROM MRG OHIO PROPCO, LLC.

- Request to move to full Council

A motion was made by Buskirk, seconded by Amick to move RES-22-031 to full Council. The motion carried with the following vote:

Yes 7 – Buskirk, Amick, Amos, Clark, Milliken, Shea, Walker

Haire – This will allow the City to accept a sanitary sewer easement from MRG Ohio Propco which is the MAS Restaurant Group which is the developer and franchisee for Taco Bell in front of Meijer. When we were working on this property, this is an existing utility line that's already been installed. It was discovered that that easement had never been recorded from Meijer and so we're just asking to correct that now so we can accept this easement for utilities that have already been installed.

RES-22-032

Development

A RESOLUTION TO AUTHORIZE THE MAYOR TO ACCEPT A DEED OF EASEMENT FOR WATERLINE FROM MRG OHIO PROPCO, LLC.

- Request to move to full Council

A motion was made by Buskirk, seconded by Walker to move RES-22-032 to full Council. The motion carried with the following vote:

Yes 7 – Buskirk, Walker, Amick, Amos, Clark, Milliken, Shea

Haire – Again, this is associated Resolution for the water line easement. We do have legislation already existing to accept these easements for Meijer but this property's already changed hands so that's why we're back in front of you again because it is a new owner and we need to get that properly done. This is just the water line for the line that's already been installed.

ORD-22-029
Council

AN ORDINANCE TO AMEND THE RULES OF THE CANAL WINCHESTER CITY COUNCIL

- Request to move to full Council

A motion was made by Amos, seconded by Walker to move ORD-22-029 to full Council. The motion carried with the following vote:

Yes 7 – Amos, Walker, Amick, Buskirk, Clark, Milliken, Shea

Amick – The Rules Committee met on August 1st to discuss some possible amendments to rules 4 and 12 of the current City Council rules. We'd like to propose those this evening. First of all, rule 4 is around the office vacancies and what I asked our Law Director to research for us was our existing process that we followed suitable and if so would there be any changes needed to include that in our rules processes. He indicated just a couple minor things and you'll see you have those items noted as (B) (C) (D) and (E) noted in rule 4 of your Council rules included in your packet this evening. The other amendment that was proposed or being proposed by the Rules Committee is relative to rule 12 which is the hearings before Council. We are trying to align ourselves with processes that are preformed within other municipalities. One of those is members of the public who wish to address Council shall sign in with their name, address and topic related ordinance or resolution that they want to speak about prior to the start of the Council meeting. This allows the chair to maintain decorum and efficiency during the public comments section and it allows Council to know who is speaking, where they live and the topic they wish to address Council about. I know sitting here as a Council member sometimes I don't know who is speaking and it helps me with my frame of reference if I know where they live relative to the city or external areas. It's helpful for me to get a mental picture of what they may be speaking about. The sign-in sheet essentially would just be located at the beginning of Council Chambers and then the Clerk would simply bring that prior to the start of the Council meeting to the chair. The chair would subsequently call each member as they have signed in. There was also a recommendation for there to be a digital sign-up sheet online and we certainly are not opposed to that. We're also proposing that the public comment time be amended from five minutes to three minutes per speaker. Our agendas are growing and sometimes in recent months we've been pushing the 11 p.m. forced adjournment. This would allow Council more time for discussion and debate of agenda items. It encourages the speaker to be articulate and concise with the message they wish to convey. Once again, this aligns to other municipalities that surround us. The final comment, this isn't really something that needed to be amended but we are requesting that it be added, over recent months there have been a request to read the public comments that were submitted digitally to read those out loud at the Council meeting. They are a matter of public record, they are published with the Council packet, anyone can read them at any time including prior to the start of the Council meeting. Of course, we encourage all Council members to read them prior to the start of the meeting as well. The recommendation on the table is that we would no longer read those public comments submitted electronically in advance. Let me pause there and see what questions you have.

Amos – I had two questions. In the original conversation that we had we had two points in there, one, that you couldn't sign another person in. I did not see that in there. Also, the person must be in the room when the name is called in order to exercise the right. I did not see either of those in there.

Amick – We can certainly add those. My thinking was that they would just be on the sign-up sheet itself that they had to sign-in as themselves but we can certainly add it to the rules.

Amos – If they digitally sign-in they won't sign-in again.

Amick – Correct.

Amos – I just want to make sure they understand they have to be in the room and that they cannot sign somebody else up.

Amick – We can certainly add that to the rule or we can simply put it on the digital or the paper sign-in copy that they can't sign in for someone else.

Amos – I'd prefer at least the part where you can't sign-in for somebody else to be part of the rules. Just to give it some backbone on it.

Amick – The second item is around rule 4 and when we had our office vacancy at the beginning of July I think everyone including our public was looking for the documented processes that would be followed as it pertains to filling that office vacancy. I have requested our Law Director to take that process that was followed and capture it into words under rule 4 vacancies. Those paragraphs have been added as (B) (C) and (D). There is one change to the process that we actually followed and that was that the statements of interest would need to be submitted on the Wednesday prior to the Council meeting versus Friday. We're getting them way too late on Friday to have any good digestion of thoughts around it. That was the other thing that we put in item (B) that the statements of interest would need to come in by Wednesday at noon.

Buskirk – I have one question. It's actually on division (E) it says if the Council shall fail to elect a person. I feel like that should be changed to select or appoint because there is no election.

Amos – Let's make sure it matches because the next line talks about the Mayor appointing so let's match those words up.

Shea – The public comment hearings before Council. First sentence, providing three minutes to hear their concerns or requests the insertion of related to operations or policies of the City. I don't like that language. It feels restrictive and I feel like if a resident wants to come in here and talk about anything related to the City, we should give them the opportunity to speak their mind. I just feel like that language could be used to restrict people's speech at a later time.

Amick – That's fair. Any other comments around that or we can strike that language?

Milliken – Which rule are you on?

Shea – Rule 12. The very first sentence. If we want to change it lets change it to City business.

Amick – I'll talk with Thad about what the proper word is but I understand where you're coming from.

Milliken – We have three readings so I think that's worth exploring for sure.

Shea – One other thing, this is sort of left field but we've kind of talked about it before. It pertains to agendas and it was keeping old and new business items on the agenda consistently so that they don't drop out of sight or out of mind. When almost using the old and new business as a tracking list of things that we're discussing and we're looking at and share that visibility with the residents. For example, they'd know DORA hasn't fallen off the radar. Old Town Plan, hasn't fallen off the radar. Police study, hasn't fallen off the radar. All the things that we talk about but

sometimes if they're out of sight, out of mind because we're onto the next issue that's put before us on the agenda. I feel if we put it in the rules that those old and new business items are to be maintained on the agenda until they're removed by Council so we won't lose sight of some of the things that we discuss. I just think it would be a good accountability tool not only for our Council but Council's going forward.

Amick – I talked about that earlier today because there was something that we had talked about a couple months ago and we're like what ever happened to that. It's good to track those items until as he said they're either removed at the request of Council or they turn into an actual ordinance or resolution. Any conversation around keeping those items on the agendas?

Jackson – Mrs. Amick, if I may I would like to go back to rule 4 letter (E) and using the word elect, where if Council shall fail to elect. That's word for word from the City Charter. Unfortunately, that's going to have to stay.

Amos – Mrs. Jackson, someday when they redo the City Charter again is there somewhere along where we can put a note in there to visit that? It's going to be another four years. I keep a copy of my contract that we use for the school and I have post-it notes all over so when we go to negotiations we know what we're doing is there.

Jackson – Not currently. I'm sure we could find a way to track it though. Let me think on that.

Milliken – I would just like to add really quick, kudos to the Rules Committee for an excellent and thorough job on this. Very well done.

Clark – I'd like to thank Mrs. Amick, Mrs. Amos and Mr. Walker for serving on the Rules Committee as well.

ORD-22-030
Development

AN ORDINANCE AMENDING THE FINAL DEVELOPMENT PLAN FOR THE
GREENGATE RESIDENTIAL DEVELOPMENT

- Request to move to full Council

A motion was made by Shea, seconded by Walker to move ORD-22-030 to full Council. The motion carried with the following vote:

Yes 7 – Shea, Walker, Amick, Amos, Buskirk, Clark, Milliken

Haire – The ordinance before you is proposing to amend the Greengate development text. The reason for the amendment is they have started to have homeowners move in and purchase homes in that development. If you'll recall this development was approved in 2020. It is unique in Canal Winchester and that it is a platted roadway but these are condominiums. As part of that development text there were no above ground fences permitted because the intention was to have the condominium association maintain all the yards. The developer has included with each condominium what they're calling a limited common area which essentially functions as a rear yard. It's a space that's 30-foot deep from the rear of the home and 40-feet wide. Within in that area the residents are allowed to construct their own improvements so if they wanted to put a patio in or something along those lines they'd be permitted to do that. What the developer has proposed is to amend the development text to include that fences would be permitted in that limited common area. The fencing would be limited to a black aluminum fence that is 4-feet in height. They're not specifically identifying any brands of that just that it's black aluminum and 4-feet in height. That way if things change over time as homes are constructed homeowners can add fences and as long as they meet that standard. The style does not necessarily matter, it's just material color and height. That fencing is proposed to only be located in the limited common area with limits that can only be 1-foot off the rear corner of the home in each direction and then no more than 30-feet back which would encompass the entire unit. There's a diagram in your packet there. The first two photographs, one are common examples of fence styles that would be permitted and the others show the limited common areas. Those are for the three model homes that are there now. Those are the ones you can see from Hill Road and the red lines on that exhibit show where fences would be permitted to be placed. They're not lots but behind the units and so it would only be to the rear of the unit, 1-foot in

each direction off of the home no more than that and then no more than 30-feet to the rear of each home. With this Planning and Zoning heard this at their last meeting in August and the recommendation was to approve that Council approve the amendment to the development text. With this amendment because this is a planned district it opens up to negotiation any of the standards of the development text so the entire development text is listed in your packet. If there's any desire to discuss that can be discussed in terms of anything you'd like to see changed. Happy to answer any questions you have.

Amos – Please remind me how many units there are in this one.

Haire – There are 191.

Shea – Is there a full drawing of the full site with all the lots on it in the meeting packet?

Haire – I don't believe that's included in the meeting packet.

Amos – 4-feet seems very high for a condo. I'm not going to lie. To me that seems a little obtrusive. The condominiums over there off of Groveport Road they're all little three footers. They're the little cute wooden fences. It's more of a conversation fence than it is a privacy fence. There're four different options on fencing that you're showing us, correct?

Haire – Those are just examples of common fence styles that would be permitted. The only standards written in here are it must be black, it must be aluminum, and it can be no more than 4-feet in height.

Amos – I am just concerned with that many units at that height. We're going to have a hodgepodge of heights. You have to 4-feet, we're going to have a multitude of fence styles and multitude of fence heights in this tiny area. It's a little concerning to me.

Shea – I thought they all have to be 4-feet. Is that what we're changing it to? All be 4-feet and 4-feet only?

Clark – Or up to 4-feet?

Amos – I took it as up to 4-feet.

Haire – The text reads that it has to be 4-feet tall.

Amos – The text reads with a maximum height of 4-feet.

Haire - #2 in the text, materials black aluminum or invisible underground fencing, height is 4-feet tall.

Amos – I understand that but our ordinance doesn't say that. Our ordinance says with a maximum. I obviously want to hear the opinion of everybody else on this one.

Buskirk – I would agree. I'd like to see some consistency. I'd like to confirm the height is 4-feet in all areas of our text. I feel like it should be not four different types of aluminum fence but one style for the entire site.

Haire – The developer's intent was to not necessarily limit someone's ability to buy a fence from Home Depot or whatever fence supplier they want because it can look the same but it might be a different manufacturer. They don't want to specify a specific manufacturer. I think if the desire is to say that it has to have a flat top on it or even describe a specific post style, I think they would be open to doing that. What we've run into in the past with planned districts is we specify a particular product and then that product is no longer made and then it becomes difficult.

Buskirk – I would agree with that. That it should be the same style. I don't want to see a split rail aluminum fence and then a rail with spikes and then a rail across the top of those spikes. I want them all to look the same.

Amos – I've seen too many developments where they let them put in fences and it's just a hodgepodge of fences with different heights and styles. It starts to fall apart and it just looks awful.

Shea – I'd really like to see that flat plan that they've got with these fences overlaid on the units. Let's see how congested it starts to look back there when we put these on paper and have a good picture of it. The other thing is, they're not going to build these fences. They're going to just allow people to build them. You're either going to build one or you're not going to build one.

Haire – Yes. I mean, we have the first owner that lives in that development has already requested a fence permit. They have a number of other buyers that have requested that. The text doesn't permit it so that's why they're bringing this forward.

Amos – I'd like to see the thought of it first and just see how much space we're looking at and how congested this would look.

Clark – Am I envisioning this right, no fences will be running the length of the property line. Like they wouldn't be sharing a fence. There would be space between their fence and the neighbor's fence. Correct?

Haire – That is correct. This particular text allows the fence to go 1-foot out from the unit and then it must go straight back. There would be at least 8-feet between every fence. There're no property lines so there wouldn't be a shared fence down the middle between the two defined common areas. There'd be at least 8-feet between them.

Amick – Is the developer open to mandating through their HOA rules or however they're going to enforce the style, are they open to that? I agree with Mr. Buskirk, we don't want you know some to be spikes, some to be split rail, and some to be flat tops. Are they willing to set forth a specific style?

Haire – I believe so. I think they're intending on being here for Council meeting this evening.

ORD-22-031
Development

AN ORDINANCE AUTHORIZING THE MAYOR AND CLERK TO ACCEPT AND EXECUTE THE PLAT OF GREENGATE SUBDIVISION PHASE 3 & 5

- Request to move to full Council

A motion was made by Milliken, seconded by Buskirk to move ORD-22-031 to full Council. The motion carried with the following vote:

Yes 7 – Milliken, Buskirk, Clark, Shea, Walker, Amick, Amos

Haire – This is in reference to the Greengate subdivision. This is asking to accept the plat for phases 3 & 5. This is a condominium development so there's no lots associated with this plat. It's for the right-of-way and easements only. This specifically is asking that we accept 1.971 acres for right-of-way within these developments. These are public streets. In the developments this is everything South of the existing Greengate Boulevard. The only road that's open currently is Greengate Boulevard which is the one that runs East West the main road through that development. This would be the streets to the South of that and all the associated utility easements. Its Gable Loop is the name of the main street there and then there's a cul-de-sac that runs South of that called Ruth Court. This specific phase 3 & 5, phase 3 includes 28 units, phase 5 includes 25 units. I'd be happy to answer any questions you have in regards to that.

F. Old/New Business

OTH-22-018

Ohio Association of Chiefs of Police

Jackson – Based on our discussions at your last Council meeting two weeks ago, we did ask the Ohio Association of Chiefs of Police to have a representative come in. I know that you all indicated you wanted to ask some questions,

get some more clarification on some things regarding the Police Staffing Study. This evening we have Chief Heinz von Eckartsberg here for you to start that conversation.

Eckartsberg – Good evening members of City Council, thank you for inviting me here tonight as a retired Chief Police. It's been awhile since I stood before City Council so it feels great to see you all tonight. I forgot how much I missed City Council. I am here simply to answer questions about the scope I guess of the study and how we would conduct that. As I said, I'm a retired Police Chief. My most recent job after my retirement I was the Assistant Superintendent of BCI. I have experience doing these types of studies and I'm perfectly happy to discuss how we do those with you.

Amick – Thank you for coming, I appreciate your attendance here this evening. I went back and looked at the original proposal that had been submitted and, in my opinion, it has an extremely limited scope at a point in time here and now about how many officers we should have now. Were you ever asked or would your study include a forward look based on our crime statistics and whatnot about what we should have in three years, five years, ten years, etc. or does that actually increase the scope and costs of what we've asked you to do?

Eckartsberg – Mrs. Jackson can correct me if I am wrong, but I think the most recent proposal we've submitted is to actually give an estimate about the Police staffing now and then a look five years out.

Amick – I think you alluded to that you would also talk us through the approach that you use to arrive at those numbers so whenever Council's ready we can ask him to do that. So maybe talk a little bit about the approach, the algorithms that you use, the data you collect, etc.

Eckartsberg – To estimate Police staffing unfortunately this isn't a science where there's industry wide model that is just accepted nationwide. As you all know there's almost 18,000 Police departments in the United States. There're many different ways Police agencies, their administrations, states, localities, look at how to staff Police agencies and obviously there's many different types of Police agencies. The way we do it normally is we take several different approaches and look at it from several different ways. The way we've proposed to do it for your agency is to look at it through a workload-based approach, per capita approach, minimum staffing and authorized level approaches. I'll give you just a brief kind of overview of what those different approaches are. A workload-based study is really probably the most scientific way to look at this and it's based on the current workload that your police agencies is under and anticipated workload in the future. It also considers assumptions based on how you want to run your police agency. Some of those assumptions would be primarily, let's say I'm the Chief of Police of the City, I'm going to determine how much time I want my officers to spend taking calls where they're obligated to take a call and they can't do things like investigate crimes that they've already reported, they can't do preventive policing, they can't do community policing, that type of stuff. That's something that you have to decide as an agency. Now the standard is pretty much anywhere from 50% of the time to 25% of the time. At my former agency I said 25% of the time is the amount of time ideally per hour that I want my officers to be obligated to taking calls and they can't do anything else. What that does is it gives you an idea of how much time you have to allow for them to be tied up and not able to do those other things. You have to figure that into the workload analysis. That is the most scientific approach. The per capita approach it's a very simple approach to look at agencies similar to yours, similar in location, similar in size, that type of thing. I know that's been done in the past studies here and look at how many officers they have per capita for their population and come up with an average. That would be the determining factor for your agency, that's another way to look at it. Minimum staffing would be a study where you as an agency or City determine how many officers you want at minimum at all times to be patrolling your streets. That's a decision you guys can come up with. That should be based ideally upon how much workload you have, it could be based upon how much workload you have by shift, and it could be based on time of year, that type of thing. That minimum staffing again would give us an idea of how many officers you need because we know how many officers it takes to staff one position 365 days a year. That's another way we can figure it out. Authorized level approach which is a very simple approach based on your budgeting and how much your budgeting would allow you to staff the Police department. Again, that's simply something that the agency and the administration come up with. We combine all those different approaches to look at your agency. We're going to need information from the agency that is currently

patrolling your City, from the communication center to determine how many calls, what time those calls come in, the average amount of time it takes for an officer to clear a call, how much time off officers take each year because that works into the availability factor for officers. Typically, in a lot of Police departments, if you combine vacation, comp time, training time, injury time, officers will take up to 300 to 400 hours a year in addition to their regular days off.

Amick – So, you have the workloads, per capita, minimum staffing, and authorized level, where do and how do crime trends play into that recommendation?

Eckartsberg – Absolutely the workload.

Clark – Can you explain who's your team at this point and how many studies have you done with this team in previous communities? Can we get a copy of your previous work?

Eckartsberg – I actually have a copy of one of the studies I've done in the past from Springboro PD which is down here in Cincinnati. I can provide that for you if you'd like. I only brought one copy.

Clark – What year was that done?

Eckartsberg – 2018 or 2019.

Clark – That's with the same group? You're going to have the same people that did that work?

Eckartsberg – I actually did that one by myself. The team for this would be me and Chief John Wenzlick who is a Chief up in Ottawa Hills. I have not done a study with Chief Wenzlick himself. My experience has been doing some of these with OACP and then obviously doing them with my own agency also training through the Northwestern University Staff & Command. We have done studies for many years at OACP but myself I have only been involved in about four or five of them.

Clark – You'll have like a statistics like a PHD representative in statistics through this Northwestern or something?

Eckartsberg – Yes. The doctor that came up with a lot of the methods that we use here or at least how to put them together was a PHD at Northwestern, yes absolutely. I actually quoted him in this report, Dr. William Stenzel.

Amos – Since we have Madison Township and Fairfield County Sheriff and we don't have much control over what Madison township gives us necessarily staffing wise. We have some input but not much control. Are you going to be able to somehow figure that into the calculations that you're doing? Maybe guide us with some suggestions we can make towards Madison Township or some requests.

Eckartsberg – Yes. Obviously, I'm going to have to talk to both of them. You're talking about simply the fact that they respond and do some proactive policing in your City because it's within the township. Is that correct?

Amos – Yes. The residents pay for Police coverage for Madison Township within the City.

Eckartsberg – Yes. I mean we'll have to take that into consideration. It's not unusual obviously the cities have jurisdictions patrolling their cities. I don't think that's going to be a problem.

Shea – In your opinion and all your experience is the most valuable form of policing? You mentioned responding to calls, proactive, policing and community engagement. Where should we be focusing our efforts to maintain the quality of life in our town?

Eckartsberg – That’s a difficult question. I mean from a Police Chief standpoint I think my philosophy has always been that a Police department’s job is to reduce crime. I mean that is ultimately when you get down to the bottom of it that is our job is to reduce crime. The evidence of the work Police do is not an evidence of success. The reduction of crime is the evidence of success in my opinion. You also have to temper that with the fact that you have to be able to engage in a positive way with the community because the community has to support the Police or you don’t have a community that’s going to accept the Police department. It’s a tight rope you have to walk. Obviously, we have to enforce the laws, we have to do it in a way that discourages crime and reduces crime. We absolutely have to have the support of the community because consent is the name of the game otherwise you can’t do it. We only Police our cities because the citizens let us Police the cities.

Shea – I don’t think we have a problem here. I think this is a very pro Police town. We appreciate the efforts of our law enforcement professionals. It’s just more of a question for guidance taking from your years of experience. Have you done any other studies in the metropolitan area where there is such a close proximity or abutted to the City of Columbus? Where you have a completely different policing strategy of a major metropolitan area and their resources are directed per their needs versus we’re a small suburban town that finds ourselves abutted against Columbus. If you ask the Sheriff’s Department, most of the people that they’re putting into cuffs and sending off to jail don’t live here in town. At least in my opinion, that prevention of playing offense or a really hard defense is really important in my mind as a Council member to make sure that we’re sending the strong message that this is not a town you want to come play around in and cause trouble and commit crimes. How do we do that as we go forward in this study?

Eckartsberg – The scope of the study like Mrs. Amick had said, it’s pretty limited. We’re simply going to be coming up with the number of police officers we think you guys need to police your jurisdiction now and looking forward five years. I don’t think those answers are going to come from this study or under this scope.

Shea – What would the scope need to look like to accomplish that?

Eckartsberg – Tell me again. You’re looking at answering some philosophical questions on how to police based on your proximity to Columbus.

Shea – I think that’s part of it, absolutely. It’s a big elephant in the room. Sergeant Walker, how many folks do you arrest from Canal Winchester versus Columbus in terms of a ratio?

Sgt. Walker – (microphone malfunction)

Shea – A lot? Do you remember the last time you arrested a Canal Winchester resident?

Sgt. Walker – I don’t remember when I have but I know we arrested one last night though.

Amos – Chief, one of the things we have just on the other side of 33, we have 6,000 apartments that are outside of the Canal Winchester boundary that have been approved by Columbus Reynoldsburg area that are coming. I want to make sure that when the study happens that you’re looking at all that future development that we can’t control. It’s obviously logistically because we’re closer for shopping and retail. Quite a bit it’s going to be coming our way so will they be factoring that into the study?

Eckartsberg – Under the current scope I think obviously that’s going to factor into what your numbers are going to look like for five years from now. That’s under the current scope. I understand your dilemma in what you’re asking me, we’re looking at simply the facts. It doesn’t really matter where they’re from. I’ll be honest with you, Canal Winchester isn’t unusual in that, you probably do arrest more people from outside of Canal Winchester. It’s the same in most of the metropolitan cities around Columbus. We would take that into account when we look at how many officers we think you need five years from now. That’s definitely going to be a factor obviously outside

population that's close to Canal Winchester. I'm going to guess right now Sergeant Walker, the most crime you see in Canal Winchester I'm sure is theft. Right?

Sgt. Walker – Yes.

Eckartsberg – Probably a lot of theft from vehicles.

Sgt. Walker – Yes.

Eckartsberg – I mean you can any jurisdiction in the United States, number one crime is theft. Doesn't matter where you are and that's obviously quality of life issue.

Milliken – One item that I would like to see addressed in the scope and I'm guessing since you didn't mention it's probably not part of it but maybe you can tell me if it's feasible or not. When you go to buy a house and a realtor pulls comps based on similar sales of houses, is there any way to get descriptions of other police forces and other municipalities that are comparable to Canal Winchester and kind of compare what they do with what we do?

Eckartsberg – Absolutely. That would be a part of it. Right now, the comps are going to be simply staffing.

Amick – I have one final question for me anyway. How often do the proposals and the recommendations that you put forth tell a story that doesn't already exist? Meaning how many times do you come back and say you don't have nearly enough officers or you have too many officers or you have just the right amount. How often do your proposals produce something other than what it already exists?

Eckartsberg – I'm not sure overall with OACP study or what the ratio is. Usually if a community is asking for a study they probably need some additional staffing. Remember I told you there's different models we'll look at, some of the models or one of the models, two of the models, might tell you that you're in the range of where you should be. Another one might tell you that you're a little low but I can't really tell you how often that happens. Generally, my experience or at least I've seen an agency or jurisdiction is asking for a study they probably know they need some cops they just want to know how many.

Amick – I'm trying to get at the value proposition and what that might look like for Canal Winchester.

Walker – The City of Cincinnati that you had done the study on, did they happen to have some of their stores policed or was that the staff?

Eckartsberg – You mean like a Meijer store security?

Walker – Yes.

Eckartsberg – I do not recall. Usually what happens in situations like this and I'm sure if you have something like that here, I know in Dublin some of our big box stores the security departments at those stores they pretty much handle everything. We didn't even know about it. They would apprehend them, they would file charges, they'd do everything. That is something we determine when we sit down and talk in the pre-study meeting to find out about that kind of thing.

Shea – Do you know if Dublin requires them to do that or is that a policy that they've set forth?

Eckartsberg – I mean it's always a store policy. It's easier for some of the stores to just handle it that way. Now, that doesn't mean we wouldn't get called on occasion obviously you know they try to stop someone and the person punches the security guard then obviously we become involved. Many times, it's handled completely by the store.

Clark – I know this is a tough question because you don't know when you're going to get the information and things like that. Do you have any idea how long this will take and when we might have this finalized?

Eckartsberg – In the scope we said that from the date that we receive all the information we've asked for is 90 days. I mean it'll be before that but that's our goal.

OTH-22-019

CW Chamber of Commerce Funding Proposal

Amick – You all have the proposal in your packet. I want to commend the chamber for doing what I consider to be an excellent job at crafting their request. They gave us a historical view of where they've been, they gave us a view of where they'd like to go, what they believe the cost associated with that will be, so I'd like to commend the work that they've done on that. I know Mrs. Kristin Ankrom has joined us at the podium and I know that she would be happy to answer any questions that you may have about the proposal. I know that you have an awesome audacious goal of increasing your membership by 15% so of the number of businesses in the surrounding area, what percentage today are members?

Ankrom – Denise was going to be here tonight, she is our board president but she is not feeling well. I don't have the answer to that but I'm sure she does.

Amick – You can just give me a round idea. Do half of the businesses participate as members or is it less than half?

Ankrom – What I can tell you is locally like in Canal Winchester in the surrounding area 90% of our members are small business owners.

Amick – I was trying to figure out if you guys have surveyed your membership to say, what can we do better? Again, your team did an excellent job of putting together what you'd like to see the outcomes of this funding generates.

Ankrom – We have surveyed our members in the past and that's something that we're going to do again. It's just a matter of timing.

Amos – What's the practice for other chambers in order to fund themselves? Is it typical to go out and ask for a City for funding? I've not heard of that before.

Ankrom – From what I can gather, meeting with Denise and kind of looking at what other chambers do, I know some do get support from their cities. I can't tell you which ones right offhand but it's usually membership and fundraisers that keep chamber afloat. We have realized over the last five years that we are really under charging for memberships, we're under charging for events, those are things that we don't want to change right away. We want to keep our members and knowing that a lot of them are small business owners so we don't want to increase the cost. Those are other ways that we can look at as we go through the strategic planning process.

Amos – I know that a lot of the downtown businesses are not in the chamber. I've spoken with a lot of them in the past over this so do you plan or how do you plan to reach out and get some of them involved? It seems like a lot of our downtown area isn't involved in our chamber at all.

Ankrom – I think a lot of that comes with a human to do some of that work. Laurie who was with us part time for a few years, she has moved on. We are in the process. I think they hired somebody on a 90-day basis to kind of trial probationary period to do some of that but having that full-time person that would be the goal. They would be constantly out in the community, at events, going into businesses, our part-time schedule just didn't have the time for that. Our goal would be for that part-time person to really focus on online content, building membership through our social media, events, planning, that kind of stuff. The full-time person would be your face of the Chamber of Commerce.

Amos – Other than the 5k, what other fundraising events has the chamber hosted that we would know about?

Ankrom – We have a golf outing every year, we have a 5k that goes along with a health fair, and I believe those are the only two.

Shea – What about Diamonds and Denim?

Ankrom – That's just our annual event, it's really not a fundraiser. It's like our annual dinner.

Shea – That would seem like a good opportunity to raise some funds.

Ankrom – True story.

Amos – Could you give me just a general thought on what was the conversation behind coming to the City versus trying to look for more fundraising? I guess my thoughts are, was this a jump straight to the City? You've already offered somebody a 90-day position in the hopes that this will be approved. Was it a leap or was there discussion about additional fundraising or increasing memberships?

Ankrom – The discussion was getting us to the point of where we had the manpower to do those things. Eventually build our revenue so that we wouldn't have to ask for City funds. Right now, we just don't have that manpower. It's maybe three board members volunteering a lot and a part-time person. The part-time person we've already hired and we will continue to support a part-time person. What we're waiting on is to be able to hire a full-time person, have the manpower to do all of these things that would help us build our revenue.

Amick – In your budget section of your proposal, the membership fees go up and more businesses join the chamber, do you see these costs going down at all? The ask on the table is for a three-year commitment, is there a formula that says if our membership goes up by 3%, if our membership dues increase, we could come back to the City and ask for 3% less. Do you envision that happening? I know that's kind of a crystal ball question.

Ankrom – Yes, it is. What we did not in here is having semi-annual reviews with City Council so looking at our budget and what has changed. We asked for a three-year commitment knowing that when you're going in, planning, starting new things, hiring somebody new, and trying to retain them that it's going to take time to kind of see the change that we're looking for. That was why we asked for a three-year commitment. I don't see why we couldn't evaluate that in our semi-annual reviews. That seems like something we could do.

Shea – I know that you live here, you work here, you pay income taxes here, and you pay property taxes here, do you think this is really a good use of City tax dollars?

Ankrom – I absolutely do. Personally, I couldn't do the job that I do without chamber. I work at a job where I count on businesses to provide opportunities for kids to learn about their future. Those business partnerships are super important to what I do so that's on a personal level. We want our business community to thrive. We want chamber to be able to be a support and an advocate for our business community. We all want to see that growth. We want to be attractive to businesses to come in, your chamber is sometimes the first-place businesses will look.

Amick – I'm curious too, Mr. Shea. That the number of mouths travels fast and if you have someone in the Canal Winchester area who's doing business here and they have someone in their industry or in another industry or a buddy or partner, we don't ever want them to say they wouldn't do business in Canal Winchester. That word of mouth is super powerful so you need to have a well-funded, well-crafted, goal-oriented chamber to prevent that from happening.

Shea – That would have been nice but the chamber was incredibly silent when we were in the midst of our biggest development issues. I personally asked the chamber president to speak out on behalf of the business community and she told me she was unwilling to make a statement. As we sit here, I'm thinking about one of the long-term corporate partners that we lost that was going to come into this town, was committed to be a valuable partner in this town in terms of supporting human services, the schools, chamber, fundraising events and we chased them off. The chamber was incredibly silent upon that. This is not on you Mrs. Ankrom.

Ankrom – I know. This sounds personal. I can't speak to any of this that you're talking about.

Shea – It's not personal. If we're going to show up here and say that we want to drive the business community in this town when we have an opportunity to bring in a regional headquarters and steal it from Columbus and get no support from the chamber as a Council when we ask for it.

Ankrom – Historically, this chamber has not been incredibly active. In the last five years since our new president has taken over, we have made leaps and bounds to like growing and getting better. Our presence is there more but we need to do more and that's understood. I don't even know that as a chamber we were prepared for something like that. I can't speak for our president, I won't do that. I'm just not sure we were prepared and we're not going to put out something half-hearted statement.

Amick – I appreciate the acknowledgement and this proposal to me is clear that the chamber acknowledges their shortcomings and they're working to improve it. Part of working to improve it means that you need more than a half FTE to do that.

Ankrom – In the proposal we did kind of compare other area chambers and how they are staffed. Pickerington has 3 people. Lancaster has 4 people. New Albany has 4 people. So, we're asking for one from the City and we'll continue to support the part-time FDE as we have.

Shea – Do you know how those other chambers are funded?

Ankrom – I don't know. One thing that came up in our meeting with the Mayor and Mrs. Jackson was being able to position ourselves to apply for grants. I don't think we're in that position right now. That's something else we really need to look into to see how we can position ourselves to apply for some of these grants but right now we are not.

Shea – Are you asking the school district for their support as well?

Ankrom – Financially?

Shea – Yes.

Ankrom – No.

Shea – Well I've seen where it's part of the future of workforce enhancement and things like that. I would imagine that if we were asking the school district there may be some kind of grant money flowing through the schools in the education system.

Ankrom – There's not really. Most of the grants that come through ODE are going to be for either the school district alum to apply for or a non-profit that partners with the school to apply for.

Clark – How much do you pay in rent?

Ankrom – I don't know.

Clark – I bet the school could possibly help you out. I know they're tough on giving money but they might give you some space and save you rent dollars where you are right now.

Ankrom – Again, I think these are all part of that strategic planning process that we really need to embark on and see where we can save. I don't think the rent is anything too outlandish honestly. It's one office in a building.

Shea – What is the annual budget?

Ankrom – Our president is going to have to take me to lunch.

Amick – We thank you for filling in for her.

Shea – This is a beautiful document that you guys have prepared to ask us for money.

Ankrom – I would have to look. I can try to find it if anybody has another question while I look through my emails.

Amos – First of all, there is value in a Chamber of Commerce. In every City there's value in a Chamber of Commerce. I struggle because there are a lot of our downtown businesses who are not part of the chamber. We have a downtown association, we have a restaurant association, and will they be next in line to start asking us for the similar things to help support them? A lot of our downtown businesses have already come to us and asked us for some grant money for beautification projects or to recover from COVID when we had some of that money coming in. I'm just wondering if this opens us up potentially for additional concern. As we talk about some of the long-term planning for the parks that we want to do, we have to find a balance.

Amick – I know this councilwoman wants to see a healthy business community in Canal Winchester, whatever that looks like. I would like to see that. I appreciate the proposal that they've put forward.

Ankrom – I can't find the numbers that you're looking for but if you email me I would be happy to connect you to the person who does our finance stuff.

Clark – I'm sure we're going to be discussing this further down the road. I'm sure when Denise has time and is feeling better she can come in and help us out.

Milliken – I would just like to say that I agree with most of what's been said here. I support the chamber. I want to see a growing, thriving Chamber of Commerce. I'm excited to look at your proposal, it looks great. At the same time Mr. Shea, I share your concerns. We're looking out for the best interest from our end as well. I did throw this out several meetings ago we were discussing bed tax funds and giving some bed tax money to the Chamber of Commerce. I really didn't get much of a reply from the rest of Council. At this point, this seems like a lot initially and I would lean more towards starting out with the bed tax money and seeing what the chamber can do with those funds first before we move forward with something like this.

Shea – I like that. Mrs. Jackson, how are we pacing the bed tax through the first six months of the year?

Jackson – Actually through the end of July in the actual bed tax fund we've received just under \$120,000 so that would be \$240,000 total between general fund and the bed tax fund.

Shea – Is our tax rate 3% or 6%?

Jackson – 6%.

Shea – So, 3% goes straight to the general fund and only 3% is the pot that's left so we've already collected a quarter of a million dollars in bed taxes this year?

Jackson - \$240,000, yes.

Amick – But, of that 3% half of that goes to Destination.

Jackson – Correct.

Milliken – The last time I brought this up was rewriting that disbursement of funds and changing it up. My suggestion was to add 5% or something like that to the chamber.

Shea – So, that's what we've accumulated this year. How much money is sitting there waiting to be dispersed that is still part of the discretionary fund for Council?

Jackson – I don't have that in front of me. I'd have to do a little bit of math to get you a number. I'll work on that.

Amick – Mrs. Jackson, does an allocation of the bed tax for the purposes of expanding your chamber qualify under the Ohio Revised Code?

Jackson – The way that our codified ordinances are written, Council has discretion with what to do with that 1.5% out of the total 6%. Which what I think Mr. Milliken was referring to when he was talking about kind of nailing that down and updating the codified ordinances. It just leaves it up to Council and several Council members have expressed interest in making that much more specific and naming the organization so that the money doesn't just sit there and build up, build up, and build up. Under the revised code at this point doesn't matter, it's supposed to be for tourism and for economic development but it's up to Council.

Clark – I think I recall too that we talked about some of that money for the CWJRD. That was kind of part of where we came up with it. Growing the CWJRD to growing the parks and having that all kind of work together that would draw people into our town for tournaments and things like that. I'm just concerned of spending, you know, how much of this bed tax can we spend?

Amos – I mean out of the \$120,000, we're only \$60,000 that we get. I mean because it's out of the \$120,000 and \$60,000 goes to Destination and we get the other \$60,000.

Shea – That's \$17,000 a month so when you analyze it, you're talking about \$205,000 if it continues to pace at the same level it's been pacing out presently.

Amos – Mr. Milliken said, you know, potentially doing 5% but that's still only \$6,000 towards the chamber. That's nowhere close to what they're asking.

Milliken – We have a tentative Committee of the Whole meeting coming up, could this be something we could table until that meeting? Is that okay with everybody?

Amick – Sure. I haven't asked of the City administration if at all possible, I was disappointed to see that we seem to be trailing in our Council minutes meaning they're not getting posted in a timely fashion. I understand its human power so I get that, you know, everybody's got other priorities and whatnot. I'd like to maybe ask to see if someone could investigate digital transcription technology so that those minutes of meetings could be digitally transcribed without human intervention. I have no idea, I know that the technology exists. I have no idea if it's a \$20,000 purchase or half a million-dollar purchase. I have no idea. Is that something that you guys could explore and maybe report back sometime mid-September or later?

Ebert – We can explore. I don't know if it'd be by September or not. We can look into it. What was the name of it again?

Amick – It's the digital transcription technologies that would take the Council minutes and digitally transcribe them without any human intervention. I just think that would help. First of all, it would take some work off Jordan's plate and would help perhaps get some of those backlogged minutes out faster.

Jackson – When you say backlogged minutes, what exactly are you referring to?

Amick – For example, today I had contacted Jordan about the August 1st meeting minutes and her response was she was on vacation, she hadn't gotten to them. With digital transcription service or technology that would not be a reason why the minutes weren't available. Just an ask.

G. Adjournment @ 7:35 p.m.

A motion was made by Walker, seconded by Buskirk to adjourn. The motion carried with the following vote:

Yes 7 – Walker, Buskirk, Clark, Milliken, Shea, Amick, Amos