

Canal Winchester

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



Meeting Minutes - FINAL

December 4, 2017

6:00 PM

Council Work Session

*Will Bennett-Chair
Bob Clark
Steve Donahue
Bruce Jarvis
Bobbie Mershon
Mike Walker*

Call To Order

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

Roll Call

Present: 6 - Mershon, Jarvis, Donahue, Walker, Bennett, Clark

Not Present: 0

Also In Attendance

Mayor Ebert, Matt Peoples, Lucas Haire, Amanda Jackson

Request for Council Action[RES-17-022](#)

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER LEASE AGREEMENT AND FINANCING SCHEDULE THEREON IN CONNECTION WITH THE ACQUISITION OF CERTAIN PROPERTY IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$300,000

Jackson: As you may recall from my budget presentation we are looking to lease/purchase some new vehicles in 2018; this is a process that we have been doing since 2014 through Huntington Bank that has proved to be very successful; we finance the vehicles over a three year period; it helps spread out our payments as we try and get our fleet vehicles on a better rotation; this is the same resolution that was passed in 2014 to allow the Mayor and I to sign the agreement with Huntington for the lease; we do have the principal amount adding up not to exceed \$300,000; we will not be at that amount; it will be much less than that; we have five vehicles on a schedule for next year; we were able to purchase one of those vehicles this year; we will be looking at three replacements and one brand new next year; it is a resolution so it only require ones meeting;

A motion was made by Clark, seconded by Donahue, that this Resolution be moved to full council. The motion carried by the following vote:

Yes: Clark, Donahue, Bennett, Jarvis, Mershon, Walker

[ORD-17-061](#)

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A DEVELOPMENT AGREEMENT WITH SHRIMANGESHI, LLC.

Attachments: [Shrimangeshi, LLC Development Agreement MOU](#)

Haire: This is related to the Greengate TIF that was passed at the last council meeting; we are trying to put in place an agreement with an adjacent property owner in that TIF area where Greengate Blvd will be constructed in the future; this is entering into an agreement which will have them bring some right-of-way and some water line easements that will allow us to construct the water line that needs to be constructed now for the Winchester Ridge project; then in the future be able to construct the roadway; the intention would be to construct the roadway with TIF dollars after they commit; this agreement says by January 1, 2025 the road will be constructed; this should allow enough time for the TIF funds to be able to construct the roadway; along with the guarantee that Winchester Ridge commits; Bennett: this is to be passed on an emergency tonight; Haire: correct; Bennett: the reason for that being; Haire: basically for the construction timeline; the waterline is ready to be constructed but we're trying to get this agreement finalized for the easement to start the waterline construction;

A motion was made by Jarvis, seconded by Mershon, that this Ordinance be moved to full council. The motion carried by the following vote:

Yes: Jarvis, Mershon, Bennett, Clark, Donahue, Walker

[ORD-17-062](#)

AN ORDINANCE TO AUTHORIZE THE MAYOR CONVEY A TRACT OF LAND CONSISTING OF 15.588 ACRES ON ROBINETT WAY TO THE CANAL WINCHESTER INDUSTRY AND COMMERCE CORPORATION TO PROVIDE FOR ITS SUBSEQUENT CONVEYANCE TO OPUS DEVELOPMENT COMPANY, L.L.C., PURSUANT TO A PURCHASE AND SALE AGREEMENT, AND TO DECLARE AN EMERGENCY

Attachments: [OPUS Purchase Agreement](#)

Haire: It authorizes the Mayor to enter into the real estate purchase and sale agreement and then to convey the tract of land and execute that agreement; OPUS development is one of the 5 largest industrial developers in the USA; they are based out of Minneapolis; they have done a number of projects in the Groveport area and Rickenbacker area; they have a desire to continue to expand and they are looking for an opportunity; we have 15.588 acres on Robinette Way in Canal Pointe Industrial that they would like to acquire; with this contract they are proposing to pay \$50,000 an acre; which would be \$779,400 for that parcel; there are a number of contingencies built into here which would allow them to gain all their site approvals and going through all their due diligence prior to closing on and; once we enter into this agreement they will have 180 days; this land is subject to option agreement with the adjacent parcel owner with first right of first refusal; they will have the option to exercise their optional on land within 10 days of this contract being signed; they can purchase at a specified price that was previously approved here or we can proceed with this purchase agreement; Jarvis: this company, they are active in the Groveport area with Rickenbacker which sort of strikes me as being mainly warehouse; is that their stock and trade, warehouse; Haire: they do manufacturing and warehouse; this wouldn't really accommodate a large scale warehouse or distribution facility; we're probably talking something that is less than 250,000 square feet; which opens up to a lot more manufacturing type uses; we're not guaranteeing use with this contract; zoning permits manufacturing warehouse and distribution; Jarvis: the property that they will have the ability to exercise an option on is that already within the Canal Pointe Industrial Park; Haire: it was acquired; Clark: they have the ability to build spec buildings; Haire: that is their intention here; to build a building on a spec basis and find someone who wants to purchase it;

A motion was made by Clark, seconded by Jarvis, that this Ordinance be moved to full council. The motion carried by the following vote:

Yes: Clark, Jarvis, Bennett, Donahue, Mershon, Walker

Reports

Lucas Haire: a few items to report; T-Mobile has leased a new space at 6378 Gender Rd in Waterloo Crossing shopping center; that center has got quite a bit leased up this year with some new tenants that have gone in over the last two years, really; AutoZone has submitted their building code applications; it is located in the former Discount Tire space at 6348 Gender Rd; they will be altering the

façade of that building including a number of areas that are spandrel glass which is basically blacked out glass that will be converted to clear glass; they will be amending the windows on the north side of the building; all the garage doors will be removed and go to window glass or be bricked up; there will be significant changes taking place over the coming months; many of you may have noticed the former Dysart buildings at 60 Elm Street; they started some of the exterior work on some of those buildings; look back behind Dairy Queen through some of the trees that they trimmed up; you can see that they have all of those building painted gray now; it's kind of a scarlet and gray theme; three different tones of gray; they look very nice; there's a significant amount of work going into that space; they have the rear building that is 30,000 square feet available for lease; the front building the new owners are going to use for one of their businesses; there will be an additional 15,000 square feet available for lease; it's a good opportunity for someone to get in there; the last apartment building in and once we enter into this agreement they will have 180 days; this land is subject to Winchester Ridge was recently completed on the first two phases; 192 units complete over the last three years; Clark: is that the last phase of those; Haire: earlier this year we approved two more phases with an additional 137 units;

Matt Peoples: Just to add to my written report we received Gender Rd phase 4 100% plans; we just started reviewing those; we will probably have an agenda item at the next meeting to discuss project specific with budget items; additional with railroad and bike path extension; and it's about that time of year for a capacity fee analysis; we have an automatic up to three percent that we can put on the capacity fees per year; I don't believe that we have taken an increase; I know in sewer we haven't taken an increase in about six years; in water it has been a few years; we'll do a comparison and I'll come back with a report; those will be on the agenda for next time; Bennett: at the last meeting we discussed potential sidewalk options out at Ashbrook, did you have an opportunity to do any exploration out there; any potential ideas; Peoples: I don't have any costs for you; in order to do sidewalk in there, based on our past practice of assessing the adjacent property, there would be three properties; I did talk to Bill Sims briefly about that and similar projects; we are looking at probably \$75,000 to put a sidewalk through there; this is a very rough estimate; this is with three property owners thought there; one of them being a resident, one of them being the Home Owner's Association, and

another would be a private property owner on a private drive; this is all preliminary; there is a traffic study being done there now to look at the speeds through there; Bennett: would there be any opportunity to work with the HOA to see if there is interest from the residents out there; I know that we would put it on the property owner; do we have the opportunity to go outside of that; maybe discuss those options with the HOA; ? Peoples: If we were doing a grant process the city would pay have and the property owners would be assessed the other half; any other way to try and get that paid for would definitely help the situation; Bennett: the two property owners would owe \$10,000; Peoples: even going on their taxes for the 3 year period tax assessment is still quite a burden;

Jackson: I just wanted to let everyone know I handed out all the bed tax grant applications for the 2018 cycle; Mr. Jarvis, Mr. Bennett and I will meeting on Wednesday this week to look those over and prepare a recommendation for the next council meeting; we will bring that for passage at the next council meeting so that the money will be available for these organizations by the first of the year; with next meeting being our last meeting for the calendar year 2018 Mr. Brown has asked that all council members bring their computers and charging cords and any city phone or computer related apparatus to the next council meeting for updating; it should take just a couple of days and should be ready by the end of that week for you to pick up; Last meeting I reported on a piece of software that the Mayor and I had watched a webinar about called Civic Clerk; this is an agenda and minutes module that is directly integrated with our website provider; the Mayor and I have decided to move forward with the program; it is under \$6,000 a year; the timeline is somewhere to 30-45 days; the 2018 budget is on for 3rd reading this evening; last council meeting we discussed adding additional funds for special duty officers; as I put in my written report the Mayor, Gene and I met with Sargent Cassel and discussed the new deputy that council recently passed the amendment to our contract for; Sargent Cassel indicated that he had yet to determine exactly what that new deputy is going to be used for; he suggested we put some money in the budget to start with at January 1; this will allow him a little bit of time to explore that ne deputy; and see where they would best fit in; we did add \$10,000 to the budget for that to start as of January, 1; as that money depletes we will come back to council for additional funds as Sargent Cassel and the Mayor deem appropriate; I do want to point out one thing about the \$80,000

figure that was discussed at the last meeting; when we put \$80,000 in our budget that takes it out of our fund balance; our fund balance is one of the key things that any agency that we go to for any type of debt, short-term, long-term, lease or whatever they look at that fund balance to see if we are an entity that they want to do business with; by adding too much to our budget and decreasing our fund balance it could potentially hurt us in those types of situations; I want to be really careful about what we do; it would be better in the long run to do these in smaller increments throughout the year as needed rather than all up front; our fund balance won't decrease as significantly each time because theoretically our revenues will be coming in and keeping that fund balance at a level that the banks see as appropriate for us to issue debt; I wanted to throw that out there to council to help you understand a little bit of why I'm very hesitant to put such a large dollar amount like that in the budget; I hope that this \$10,000 will get us up and running as of January 1 and we will come back to you as of the first of the year when we need more; Jarvis: We talked a little bit before the meeting today and got the answer from you directly but I'm not sure if everyone else on council heard that; in the event that we don't achieve our goals with Madison Township and them providing some relief and we happen to go through that \$10,000 that was set aside and earmarked in the budget then what we would do is look at the carryover fund if we have to tap into that; Jackson: that is correct; Bennett: thank you for putting that together; in the long-term we were looking for a suggestion on the best approach and the reassurance that if we needed to take action we have the ability to take action in a way that didn't hamper us moving forward; Walker: when we get to the tail end of the \$10,000 you will be letting us know; Jackson: Yes; I will put it in my report every couple of weeks to let you know if we have depleted any of that so you can get an idea of where we stand and what to expect;

Items for Discussion

[17-265](#)

2018 City Council Meeting Calendar

Jackson: I have the 2018 city council draft calendar on there; this is just a draft calendar but I'd like to bring it council's attention to see if there is anything you'd like to change on it; I will say the only thing that really sticks out to me is the way the calendar falls there would be a Committee of the Whole meeting on 12/31/18; I'm not sure if that's really council's desire to hold that meeting; just opening it up

for discussion; Bennett: I saw that and I also saw the one at the end January which seems potentially early as well; I don't know that we'd have any topics for the one at the end of January at the moment; obviously we're also not planning on holding one New Year's Day; Jarvis: are we bound to so many meetings a year by council rules; Bennett: for Committee of the Whole, no; traditionally Committee of the Whole Meetings fall on the months five Mondays; if we don't have one in January and one in December that limits the number of opportunities we have for Committee on the Whole; not to say that we can't break with tradition and hold a meeting on a night that is not a Monday; Jackson: the other thing that this calendar does show is council recess in July if that's what council desires to continue to do; July is a five Monday month too; Bennett: that's not to say we couldn't work a Committee in on another night; I think you generally want to make sure those are the focus of the evening; I think it's a little early for one in January; I'd like to leave the one in July even though that's traditionally a recess period; we can always cancel the meetings as we go through the year; take off the one in December and January and we will move forward with that calendar;

Old/New Business

Bennett: I'm curious how the Parks committee is going; Walker: we have one more meeting; Haire: the intention is to have a public meeting that will likely be the second or third week in January at the community center; we have not scheduled that as of this time; we will do it in here in the next week or so; Walker: then we will give you a full report after that; Bennett: have there been plans for parks; what do you look at; Haire: we look at improvements; we base that on a thousand plus surveys we got back and then the committee went through and ranked each of the listed improvements for each park as a short-term, mid-term or long-term goal or whether we didn't feel it was appropriate; we did that at our last meeting and came to a consensus on that; and then there were budget numbers associated with each of those improvements so that is how we have started to assemble that; hopefully in January at the public meeting we'll have more informed plans for each park for each park; budget numbers associated with each of those improvements; Bennett: you are talking about park improvements; Haire: or maintenance; Bennett: Is McGill Park part of that discussion; Walker: All parks in Canal Winchester are discussed;

Adjournment

Time Out 6:31 p.m.

A motion was made by Walker, seconded by Clark, that this be adjourned. The motion carried by the following vote:

Yes: 6 - Walker, Clark, Bennett, Donahue, Jarvis, Mershon