

# Canal Winchester

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



## Meeting Minutes - FINAL

**May 21, 2018**

**7:00 PM**

### **City Council**

*Bruce Jarvis – President  
Mike Walker – Vice President  
Jill Amos  
Will Bennett  
Bob Clark  
Mike Coolman  
Patrick Lynch*

- A. Call To Order *Jarvis called the meeting to order at 7:05 p.m.*  
B. Pledge of Allegiance – *Jarvis*  
C. Roll Call *Present 7 – Amos, Bennett, Clark, Coolman, Jarvis, Lynch, Walker*  
D. Approval of Minutes

[MIN-18-022](#)

5-7-18 Council Meeting Minutes

*A motion was made by Amos, seconded by Bennett to approve the minutes.  
The motion carried by the following vote:*

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

- E. Communications & Petitions

[18-049](#)

Canal Winchester Human Services Letter

*Jarvis: we have a few communications and petitions to touch on; there is a letter from M. Penny Miller of Canal Winchester Human Services; in response to that, Mr. Lynch and I met with Ms. Miller and discussed the situation; I think there was kind of a hopeful possibility at the end of last year that there might be some kind of surplus funds that we might consider as a potential donation for their new building; however, that never really materialized; in addition to the other finances that are expended on human services, mainly related to transportation; there were some other things that were going on so you might look at it as approximately a \$70,000 donation that takes place every year; and with regards to the building itself there was really no provision for that; Pat and I both kind of explained what the situation was; we had other things of course that might be a higher priority this year with regard to law enforcement and some other things; there is the possibility that in the future when another hotel comes online and it generates more tax dollars that might raise the ceiling on the award amounts; which they did apply for and receive some funds last year as well; it wasn't for the building but back to the same organization; she understood and let us know that she would be checking in from time to time to see if the situation has changed; we welcome her to do that;*

[18-050](#)

Franklin County Engineer Letter

*Jarvis: We also received a letter from the Franklin County Engineer, if someone from staff would like to touch on that; Jackson: I can; this letter is discussing the fact that there was a change in state law in regards to the motor vehicle license fee; the change in state law allowed counties to levy an additional five dollar fee; the letter is indicating that Franklin County has chosen to do that; so they just wanted us to know; so all Franklin County residents will pay an additional \$5 fee when they go to the BMV; I have not officially heard from Fairfield County but I will assume that they will be following suit as well;*

*Lynch: That \$5 fee does it come back to the municipality or does it go straight to the county so it doesn't really affect us one way or the other;*

*Haire: you pay it but it doesn't necessarily come back to you directly; the Fairfield county engineers recommended it to the County commissioner and they also increased the fee; but the commissioners have not taken it up yet; they need to do so by the end of June to get it adopted for next year; so it will probably be coming pretty quickly;*

[18-056](#)

ZA-18-002 Recommendation from Planning and Zoning to consider a Zoning Text Amendment to Chapter 1161.04 Old Town Commercial

- **Set Public Hearing Date**

*Jackson: We just need to set the public hearing date; we would recommend that we set that public hearing date for July 2<sup>nd</sup> at 6:30pm; Lynch: That's a normal council meeting, right? Jackson: Yes, that's a normal council meeting; Jarvis: If the majority will be here it sounds like a good date and time to commit;*

[18-057](#)

ZM-17-007 & PDP-17-003 Recommendation from Planning and Zoning to consider a Zoning Map Amendment from Exceptional Use (EU) to Planned Residential District (PRD) for 11.954 acres located along the corner of Hayes Road and Lithopolis Rd (PID 184-002994) and to consider a Preliminary Development Plan for Middletown Farms Planned Residential District for 79.488 acres located along Hayes Road and Oregon Road (PID 184-002994, 184-003001, and 184-002998)

- **Set Public Hearing Date**

*Jackson: we also need to set a public hearing for this matter; in order to not conflict with the July 2<sup>nd</sup> public hearing, we would like to set this one for August 6<sup>th</sup>; I would like to propose that we set that for 6:15 p.m. and that we move up our work session start time to 5:45 p.m. to allow us enough time to get work session in and the public hearing and hopefully be able to start council on time at 7:00 p.m.; so if that is okay with council it will be a 6:15 public hearing and a 5:45 work session on August 6<sup>th</sup>; Jarvis: do you think it would be wise to request written reports form staff that evening; will they be giving status reports; Jackson: it will just be Matt, Luke and I at that work session; other staff members won't be there;*

**F. Public Comments - Five Minute Limit Per Person**

*Tanisha Robinson, BrewDog: hello council; I have not met all of you; but I have met many of you; my name is Tanisha Robinson; everyone calls me T; I am the CEO of Brewdog USA; if nothing else it's nice to meet all off you and hopefully you've had a chance to try some of our beers and hang out at Dogtap; I can say we're super thrilled to be in Canal and just really excited to be part of the community and get further and further embedded; something kind of popped up on our radar; this ordinance number 18-017; Lucas sent me over the new language this morning; there's just sort of some scope issues that we have questions about; I understand the intent and fortunately I had the opportunity to spend some time with President Jarvis and Mike over there to give us some clarity on the situation; so this language is definitely more narrow and we're like not opposed to you guys charging admisso9n and cover chargers even tho9ugh we have events that we charge admission and cover charges; I'm totally okay with that because trying to stave off sales and income tax increases; I totally get it; but a couple things just operationally; one thing we do is tours on a regular basis; we charge like \$10 for the tours; but it might be like \$1,000 in revenue and to kind of administer that on a monthly basis is a bit much; if we could do it quarterly between events we have and our tours that would make it a lot easier on us; the other question I have, which isn't clearly addressed here;*

*sometimes we do beer dinners; or effectively as people are making a reservation and prepaying their food and beverage; it might be \$60 and we can only accommodate 20 people; but they're really just prepaying for their dinner; that's not exactly an admission charge but certainly we've got our sights on an events space; our music venue and even for a live general mayhem where we attract a few thousand people and charge admission; again, totally fine as long as we just get clarity around what is an admission charge and what isn't; if it's a prepay thing we'd like that to not be included; we don't want to get only a slippery slope of food and beverage; I don't want guns blazing on these poor guys over here; I think for us it's just really around if we can tighten the language to say admission charge and cover charge but exclude prepaid food or beverage then we're happy to support this and include on the events that we actually supply tickets and include this on the price of tickets; that's what most people that throw events do; that's my two cents on this; then of course the quarterly filing just makes it easier for us to administer and doesn't necessarily have an impact on revenue for you all; that's all I have on that; but the new language is definitely much less alarming than the initial draft; thanks;*

*Jarvis: thank you very much for coming and meeting with us this evening and also to clarify how it looked from your end; because I think that, and I'll galvanize our own thought, something just wasn't very clear in the language, the way it was stated; this evening, just so you know what I expect to happen, we've been presented with a revised version which is a step in the right direction but still isn't quite ready for prime time; we really don't have much choice; if we put it up to a vote it really would not fit everyone's vision of what it should be; so it would be tabled till sometime in the future; perhaps you would be willing to see some of the drafts as we refine it a little bit and let us know if it still fits your vision;*

*Robinson: yes, and like I said we're happy to support it;*

## **G. Resolutions**

### **RES-18-006**

*Mayor*

A Resolution Authorizing Destination: Canal Winchester To Operate The "Canal Winchester Farmers' Market" In And On Various Property Owned By The City Of Canal Winchester

*- Adoption*

***A motion was made by Bennett, seconded by Amos to adopt this resolution.***

***The motion carried by the following vote:***

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

### **RES-18-007**

*Development*

A Resolution Authorizing The Mayor To Apply For An Ohio Department Of Natural Resources (ODNR) NatureWorks Grant For Improvements To Westchester Park

*- Adoption*

***A motion was made by Walker, seconded by Coolman to adopt this resolution. The motion carried by the following vote:***

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

**H. Ordinances***Third Reading***ORD-18-017***Development**Sponsor: Coolman*

An Ordinance To Create Chapter 188 In Part One Of The Codified Ordinances Of Canal Winchester Enacting An Admissions Tax

*- Adoption*

*Coolman: I would like to make a motion at this time; there is obviously a little more work to be done on this as far as the wording and parameters of it so it doesn't get taken out of context; I'd like to make a motion to table this ordinance;*

*Hollins: one quick not I just sent out to everybody; the new redline version, I noticed the new redline, the formatting comments; it's a lot easier to read without all of those; it's a pdf of the redline version without all of that;*

*Jarvis: we have a new baseline; the one that Mr. Hollins just sent out is the one to review and make comments on and to work in collaboration;*

*Hollins: a lot of the changes wouldn't make sense unless you could read the full comments; those should help guide the discussions; thank you for your comments; if you have any more comments don't be afraid to call the office of the law director to hold a meeting at Brewdog;*

***A motion was made by Coolman, seconded by Lynch to table this ordinance.  
The motion carried by the following vote:***

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

*Jarvis: just a general comment; I can't say at this point that this would be taken off the table to be acted upon; but I have a feeling it might be a couple more iterations before we get there;*

*Second Reading - **NONE***

*First Reading*

**ORD-18-018***Finance*

An Ordinance Approving The Editing And Inclusion Of Certain Ordinances As Parts Of The Various Component Codes Of The Codified Ordinances Of Canal Winchester, Ohio

*- First Reading Only***ORD-18-019***Development*

An Ordinance Authorizing The Mayor And Clerk To Accept And Execute The Plat For Canal Cove Section 5

*- First Reading Only***I. Reports***Mayor's Report***18-052**

Mayor's Report

**18-051**

April 2018 Mayor's Court Report

*Mayor: thank you Mr. Jarvis; I do not have anything to add to my written report unless you have any questions; I do need approval of the April 2018 Mayor's Court Report*

***A motion was made by Bennett, seconded by Clark to approve the April 2018 Mayor's Court Report. The motion carried by the following vote:***

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

*Fairfield County Sheriff*

*Cassel: the only thing I have to add to my report is the gentleman, or deputy that Mr. Walker was referring to was Deputy West; he was the one that went back out there; I apologize sometimes I can't hear; I'm almost deaf in my right ear from my military service; sometimes I can't hear you completely; Jarvis: were you in the artillery; Cassel: artillery and demolition; Jarvis: that explains it; Jarvis: in addition to Mr. Walker I was also approached by a neighbor that shared that same story; it was extremely well received; Coolman: I would just like to make a comment that Sergeant Cassel, your team really did well this past weekend; we had 5 lots that we had for the bike tour that we use for parking; I stopped in and talked to JR about the one back by Dysart because that's where the majority of the cars are at; we parked over 300 cars in there; there have been no reports at all of any kind of issues; we got some reports back from Tosrv that they really were overwhelmed with the welcomed feeling that they received from our city; there was a lot going on Friday night when they came in and registered; so that was great; at the end when they came back a lot of them had concerns about leaving their cars here and things like that because they've never been here before; very well received; very well done; congrats to your men; Cassel: thank you; I will definitely pass that along;*

*Law Director*

*Hollins: to my knowledge no need for an executive session after the meeting and unless you have any questions, no further report;*

*Finance Director*

[18-054](#)

Finance Director's Report

*Jackson: I just have one thing in addition to my written report; at the next meeting, June 4<sup>th</sup>, I will have legislation for the 2019 tax budget for first reading; I do not have the public meeting for that held until the 2<sup>nd</sup> meeting in June; which will be June 18<sup>th</sup>; I wanted to allow you time to review that; so that coming into the public hearing I think my presentation may make a little bit more sense rather than me throwing all that information at you at one time; we do need to have that passed by July 2<sup>nd</sup> due to your recess in July so that I can get it filed with the county auditor; it has to be filed by July 20<sup>th</sup>; given that we will be doing the public hearing on June 18<sup>th</sup> I would request if possible to move up the start time of our work session to 5:45 again; that way I don't push council behind too terribly far with my presentation; so we would do a 5:45 work session and a 6:30 public hearing if that is okay with council; Jarvis: this will be the 2<sup>nd</sup> meeting in June; Jackson: yes, June 18<sup>th</sup>; it's just a 15 minute push that would be the meeting with the rest of staff; but they are all aware; I do not anticipate there being much legislation if any at that meeting; I think basically it would be the oral reports from staff that meeting;*

*Public Service Director*

[18-053](#)

Director of Public Service Project Update

*Peoples: I don't have anything to add to my written report; Coolman: thank you for your crew and their commitment this last weekend for the bike tour; they did a great job putting the street signs out, street parking; that was pretty well documented; they were given maps that they could park at certain streets but they weren't sure where; so your signs were great; Mrs. Jackson, thank you for your gal for making the letters for the lots; I appreciate the effort the city put forth; it was a very impactful thing; it was good; Jarvis: the organizers of that event were pleased with the location and amenities; Coolman: overwhelmed just wow; Amos: what's the eta on those signs for the park; the one that Mr. Tomlinson is working on; Peoples: they're probably 3 weeks out; Bennett: in a past meeting we talked about the no turn on red right here; any decision of movement on change; I know you talked about that was going to go away; just curious where that stood; Peoples: it is still under review; I think it's in my court; Jarvis: just to clarify what are we talking about; Bennett: taking the no turn on red away from 8 am to 6 pm so you could turn on red any time; Jarvis: that same intersection is a problem when someone is trying to turn left onto High Street; it's just a growth problem; Mayor: Bruce, I looked at that when you mentioned it before at an earlier council meeting; you've got the same thing coming from the other direction; Jarvis: true; Mayor; unless you knock a couple buildings down and add some lanes; I don't know what else you'd do; Jarvis: it changes by the day as to which side the main problem is; and yea, maybe there isn't a real solution; Clark: your only choice would be to have a right and straight light; and have the left hand turn be where you continue on straight; Clark: it would allow someone to go right or straight; Mayor: but what's that going to do for the traffic coming from the other direction; Clark: nothing from the other direction; Mayor: it will slow it down that way; Jarvis: but that's a fairly short strip; it would be interesting to see what the numbers are behind that if they were easy to get;*

#### *Development Director*

*Haire: just a quick update on the trips; I was gone for a week. I returned late Friday night; we had 20 meetings in Japan over the 6 days; it was a very busy schedule of being on trains, planes, and automobiles; moving all over in about a 300 mile range of Japan; just a lot going on specifically in the automotive sector; specifically with electric vehicles and the future adoption of electric vehicles and connected vehicle technology and what's going on in that realm; it's very interesting; I learned a lot on the trip and the meetings I had; that way we can apply some of that here and hopefully it can be fruitful for some of the discussions we have with businesses; Hollins: were you a giant over there; Haire: as I am most places, yes; Walker: were you in one of the vehicles with no driver; Haire: no I was not; Mayor: he jumped out real quick; Coolman: did you even fit in any of those vehicles; Haire: the cabs are pretty tight; Jarvis: you were traveling with a central Ohio group; two representatives from Columbus 20/20 which is a regional economic developer; Jarvis: what's the feeling there; I know that the suburbs in Columbus sometimes seem like they're in competition; even to the point of some suburbs signing a non-compete clause or something along that line; is there any discussion like that or do we feel like everybody was pulling in the same direction; Haire: I feel like overall as a region we've moved past that so that was a former Mayor of Columbus initiative that wanted to push that along but never really got anywhere' maybe with a few municipalities willing to agree to that kind of agreement/framework; I look at it as any project in the region is good for us; more economic development is good because people in Canal Winchester work in jobs all over central Ohio so it's a positive thing; the rising tide floats all boats; it's a good thing for central Ohio and I think that's how we all look at it for the most part; I prefer your project came to Canal Winchester first and if it doesn't work here you can find somewhere else; not every project is the right fit; you have to look at what is*

*appropriate for your community; what works for your community, the work force and the amenities you have; we're not going to see a 300,00 square foot class A office building built here just because we don't have the amenities that you would get at somewhere like Easton where that would be more appropriate;*

#### **J. Council Reports**

<i>Work Session/Council</i>	<i>Monday, May 21, 2018 at 6 p.m.</i>
<i>Rules Committee</i>	<i>Monday, June 4, 2018 at 5 p.m.</i>
<i>Work Session/Council</i>	<i>Monday, June 4, 2018 at 6 p.m.</i>
<i>CW Human Services</i>	<i>Mr. Lynch</i>

*Lynch: nothing to report other than what you talked about earlier*

<i>CWICC</i>	<i>Mr. Clark</i>
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*Clark: meeting May 30<sup>th</sup>, 11:30 Interurban building; Jarvis: let us know if there's anything earth shaking that comes out of that;*

<i>CWJRD</i>	<i>Mr. Bennett/Mrs. Amos</i>
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*Bennett: Our next meeting will be Thursday, June 21<sup>st</sup> at 7 pm Town Hall; our first meeting we had a resident come in and want to discuss a lot of issues but he number one topic was our fee structure; Jarvis: and I apologize; we're trying to organize a meeting with the Mayor, myself and Mr. Kreuger to talk about how the future; and that was a problem on the first; Bennett: I haven't reached back out yet; the Mayor is out of town so we're pushing probably sometime into June on that; I do have sort of an informal meet and greet coming up with Granville's JRD rec director; coming in and sharing some of the things that they are actively doing; Jarvis: who will they be meeting; Bennett: we'll have some sort of members of the board rotating in and out; it will be an informal gathering; but I will share if there are any council members or city staff want to participate; Clark: are they structured like ours or does Granville have their own; Bennett: every JRD is structured differently; it's a unique situation across a lot of the joint recreation districts; a lot of them do probably manage some degree of parks and rec in the city; but each one handles different responsibilities; there is also a Bellefontaine JRD but their representative will not be able to attend nut I'm still trying to communicate with New Albany; they've had a representative here before;*

<i>Destination: Canal Winchester</i>	<i>Mr. Walker</i>
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*Walker: Tomorrow, 6:30, nothing has changed since last time; bands are about the same; have everything moving right along with the Farmers' Market*

#### **K. Old/New Business**

*Jarvis: the admissions tax; as Mr. Hollins said we received the new non red line version that is the baseline for your review; rather than try to collaborate online where it might take long to look up; somebody is voting on this aspect and somebody else is on that; if you wouldn't mind independently review it and lets then discuss it when we come together next under old business; then we'll see how close we are; of that resonates or if there are changes that need to be made; I know that's a little slower but if you've ever tried to collaborate on a document online it's a nightmare; let's just see what we can do by breaking out and review and come back together and see where we all kind of come to c consensus on that; it's kind of nice for Ms. Robinson to come in and speak directly about*

wat part of it she is conceptually on board yet is representing as a business owner; probably the only business that will be impacted by this on day one; versus the whole intent of this ordinance which is sort of a future looking this; here's one that it really could impact right now; Coolman: can I make a suggestion and throw it out there maybe it works maybe it doesn't or the sake of clarity could we all review the document then email our suggestion to one person on council'; so one person could gather them all and put them in order; so we get together we can just run down the list one by one; instead of everyone just jumping in; because what if there is duplication of ideas' duplication of communication; Jarvis: I'm inclined to say that's a good idea Mike; but it's sort of what happens if you and Mike and Pat think this and the others think something; it almost become a voting process or it could be; maybe there's no harm in it; Coolman: no it's just for gathering information; instead of everybody having their list then we get together at a work session and everybody takes their turn; there would be a lot of duplication; a waste of time and communication; Jarvis: this last document, Mr. Hollins, is it a pdf format; Hollins: it can be obviously forwarded in a word format if that is more helpful;' Jarvis: I'm willing to try it; and I can be the collection point too; if you send it to me with your comments please be crystal clear about what section you are referring to; and if it's a general comment that's okay too but make sure that's understood; Lynch: when we review this we'll just do it section at a time right; so that everyone's suggestions will be done in order; Jarvis: I'm not going to editorialize; I'm just going to lump them together; here's your comments; here's your comments; and we'll have that document then to look at; our next meeting I am out; I will try to get it out around the same time Mrs. Jackson gets the packets out; and then we can discuss it openly; I've changed my mind many time by listening to what you guys have to say; back in your own reviewing this may occur to your this way; there's no great way to gather their but that's as good as any; so send those to me and then I will consolidate them and they will be attributed to whoever submitted that comment; in other words Jill if you send me some comments on some sections of it I'm going to call your name out as the owner of those comments; Amos: identify the problem; Jarvis: that's right; draw a big red circle around it; and we'll get there; there's no time frame; this is not a burning bridge; it's something I think that has been identified as a need and I think conceptually we all see that there is value in this; I just want to get it right;

Jarvis: I received a communication over the weekend that I did not pick up until today; it was from a resident by the name of Joyce Minor; Ms. Minor wanted to share with me her feeling about something that took place at Brewdog over the weekend it was basically a noise complaint; but she also mentioned something about fireworks; at the same time over the weekend she also notified Mayor Ebert so he and I have not talked; I don't have any background on it; I don't have any kind of a suggestion on how to ix or what it is or anything; I'm just mentioning how it happened; I received a communication and didn't have a chance to get it through the channels so it would show up on our agenda; that's a good lead in for the next topic;

Jarvis: council protocol; I cannot remember a time on council where I received so many email issues we'll call them form residents in a short period of time; it's like open season; what I've received in the last two weeks you might receive in a four year term; it was that infrequent; it's coming fast and furious for whatever reasons; and I know that were receiving them; sometimes it's individually or sometimes it is sent to every person on council; here's the pitfall with that; you want to be responsive to the resident; that's why we're all here; were representing the citizens of Canal Winchester; so you want to be responsive to that but you're not sure what the background is; because these are coming in great numbers we need to figure out how to; since we don't have a common front door any one of

*us could be the door that somebody comes through; we have to make sure the answer is consistent and its accurate; otherwise we run the risk of looking silly if we aren't in unison on that; I won't mention the gentleman's name but there was someone who complained about some nuisance grass and some issues related to that and I think this person sent an email to each of us personalize; it appeared you were getting it by yourself; a lot of us responded back to it; but the response was blind because you didn't know what I said I didn't know what you said; so you run the risk of contradiction; I think the solution to this is, this is what I'm going to request; I'm not telling anybody what to do but I think it will make things smoother if you do get something like that, we have a clerk of council, Amanda Jackson, and we can use her as a central clearinghouse for that information; not only so we can make sure it becomes public record but we can make sure that if it does need staff attention they're aware of it at the same time; I'm not suggesting that if somebody approaches you that you don't stay with it every step of the way and make sure they get their questions answered; but if there is some investigation that needs to be done or maybe some actions have already been taken an we're not aware of it because it happened in the past that is where the value of staff comes in; I'm just letting you know that it has the potential to get away from us; it has happened to me with this one I'm talking about; I thought I had addressed it myself; we all got asked the same question and that person might have gotten different responses back; and it would be a miracle if they all agreed; Lynch: I think one of the things that has happened here; and I've had people approach me about this, on our website it has all of our names individually and individual email addresses; and some people can't figure out how to copy copy copy to all of them' so they write an email to each person; if there was a line under emails reply everyone more than likely they're going to go to that one and just send a blanket email and that way we'll see who all is on there; and that can include all council members or clerk; Jackson: we've looked into that; that request was made before; I don't recall why it wasn't an option but I will follow up with Rick Brown on it; Lynch: I think that in itself will solve the problem of each of us getting a personalized email; Coolman; I think we ought to take it a step further too; as Bruce was commenting about is the end part of that is also what we give back as communication to the public; so I think we should be uniform; I think we should have one spokesperson who should respond to that resident so we can all give our opinions again to one parry; whether it be Bruce, the President or Amanda; but we all should have one spokesperson; we should all say our peace amongst ourselves but one uniform comment going back to the public that represents all of us; so again we don't all look like we have a different position on it ; Jarvis: if you need a response; I agree with that, Mike and think it probably should be the presidents' position; I mean it's me today but in the future it will be someone else; it sort of makes sense; there's a tip to this thing; and there is also more coordination between president and staff that takes place than if you were a standing member of council so if that's okay when something like that does come up; don't check out form that person of they did come to you individually; you sort of have a responsibility to stay with it every step of the way; ion order to make sure its coordination and the response is kind of coordinated going back, that would be the way to do it; if you would bring it my attention I promise to bird dog my email more than once every couple of days; that way of its hot I will get it; Coolman: the protocol you're trying to establish is communication; so if you want us to respond to Amanda and she can collect everything with you and then you can put out a blanket comment to the resident then there's protocol there; Jarvis: on behalf of council; the exception is council is their representative; Coolman: right, we're elected officials to represent them so why not; so your motion here for a protocol is well received; I agree we should have a process; that process should be; I don't care who it is; you mentioned Amanda first; Jarvis: I believe Amanda as clerk of council is that central point and coordinates with*

staff; she's in the picture kind of no matter what; and you can hit us both if you want; so at least the position of president is at least aware that its going on and someone on staff has notes also; they may have been approached separately and I think that's what happened in this case.

Amos: Miss. Jackson, do we use Google Docs at all? Jackson: We do not; Hollins: I thought about that, what's running through my head is that it's hard to, from the public records standpoint, keep an ongoing public record; I thought about that for the ordinance; Amos: Yeah – just a way we could all see the tracking going on; if somebody contacts us, putting it in there so that we can all see what's being done; Hollins: I was trying to think creatively how we work that into a public sector; I'll put some thought into it, see if there's some other alternative to track the source of each comment; Amos: Yeah, I appreciate that, I think it would also give us the option to say 'okay, this person' – I think I know which one we're talking about; it gives us the option to say this person approached me in person, and then emailed everybody else – you're right, you don't know who they emailed; Coolman: It could be someone that emailed everybody, and yet we run into them socially; or one of us are on vacation, and don't have a chance to respond; Bruce has got a very good point here, we need a good protocol; Jarvis: It's not been necessary in years past, because it just didn't happen with this frequency, it's kind of a new thing, I can't even explain why it's going on; the only other thing is Jill – if someone approached you, and they came to you and only you, you can always give them a polite non-committal response that it's being looked at, that's the truth, right? That way they at least have the courtesy of knowing that we got the message; Walker: So in the meantime, if I were approached, and I don't know that everyone else has been approached, I would go ahead and forward it to the clearing house – or to Miss. Jackson, and then to you, copy you; Jarvis: If you get it to her, she'll make sure I get it, if you get it to me, and forgot to get it to her, I'll make sure she gets it; Clark: Are we still under old or new business? Jarvis: Yes; Clark: This situation – has the grass been cut? Peoples: Yes; Clark: What was the idea of the mound, with the dirt that came from Canal Cove? That was okay, for him to bring the dirt? Peoples: Yes, he got a grading permit; Clark: He's going to grade that out, and flatten it at some point, so that it rises the level of the ground there? Peoples: I talked to Bill, I don't know if you guys issue the building permit, or the grading permit – Bill Sims, when I talked to him, I had a copy of the grading permit; they're basically proposing 3 buildings on there, and they set the pad elevations for those 3 buildings; nothing has been approved, but that's their ultimate plan for that; I don't know what the mound is in the middle, but they also have a detention basin there, and there were some issues with some ponding water over there; we've got to try and figure out what that outlet is; Clark: I would imagine that the water on the one side, it's not going to roll off into the detention basin; Peoples: There's actually – on either side of that high spot in the middle, there's actually channels, ditches on each side of that that brings it down to that low area; Haire: When the community garden was there, that flooded all the time; that's the low spot of that, and there's no drainage anywhere, there never has been; Clark: The neighbors are saying that there's more water in their yards now than there ever has been since that dirt has been there; Haire: Part of that was the parking lot that was paved behind HER; that area was gravel, and now it's been paved, but it was under 2,000 square feet, so we don't regulate it from a storm water perspective; Jarvis: The grass situation has been taken care of, the silk fence that was around it; Peoples: It's still up, (unintelligible)...not all of it, but they have taken some of it down to allow the water in; the silk fence is still up, and they weren't able to mow around it; Jarvis: It was just earlier today that the silk fence on either side of Waterloo was removed; Haire: That should help, because those were not being maintained, and when they're not maintained, the water doesn't pass through them, so that directs

water where it shouldn't be going; Jarvis: That's true; I guess time will tell with the next rain if it continues to be a problem; the gentleman also had some concerns with how it could be developed in the future, which it's not there yet; Lynch: So, hypothetically, in the future, one of the questions was if something gets built there, there's going to be street alterations, storm sewer, sanitary sewers; the developer I'm assuming picks up the tab of all of that; Haire: Yes, that's the reason there's no development happening there; because when you run a pro-forma, it doesn't work – you can't run it profitably; Lynch: Due to the storm improvements? Haire: All utility requirements, upgrading the streets and the alleys; Lynch: There's nothing close enough there to really make it cost effective? Haire: You'd almost have to get double that amount of density to make it work, and our zoning permits 13 units on that parcel; Lynch: How much do they want to sell that property for? Haire: It's not currently on the market; Lynch: Last time it was on the market, how much were they asking? Haire: \$358,000; Lynch: Interesting, how many acres? 2? 3? Haire: A little over 2 acres, 2.1-2.2; Lynch: 2.2? Okay. Jarvis: Must be an oil field under there or something; Lynch: That's some expensive property, yeah.

Lynch: Back to that property over there, has the city approached these people at all about buying that land? Maybe at a tax incentive at a discounted rate? Haire: No, we have not; Mayor: For what? Lynch: I don't know – Amos: A parking lot; Coolman: Off-street parking; Lynch: Parking lot, a mini park back there, green space – just preserve it as green space; people are talking all the time about additional green space in the downtown area; Mayor: No, we have not; Lynch: Any thought been given to it – evidently not, no thought given to it – I'm just asking; Haire: We gave thought to what the parcel would most appropriately be used for; Lynch: I was a part of that plan; Clark: It was multi-housing that was determined to be the best use for that? Haire: Basically small cottages, so I think there were 21 cottages that were laid out on there; Lynch: Little micro houses, with common areas; Haire: They were 1,100-1,200 square feet single family homes.

Walker: Miss. Jackson, for that meeting on June 4<sup>th</sup> for the rules – is that also for the content of the invocation, or would it be just putting into the rules at that time? If it's for content of invocation, I was going to make sure that they had what Mr. Hollins sent to me on what's acceptable with the Supreme Court of whether it was 'in Jesus name we pray', when giving the invocation, what clergy, is that all in the rules? Jackson: I guess the first decision that needs to be made is whether or not they believe it should move forward, and be included in the rules; once that decision is made, we can make the decision to talk about it that night, or a different night if they choose to move forward with it; ultimately, they're going to drive the discussion, I am there basically as a resource, so it's going to be their decision; Walker: Mr. Hollins, have we forwarded that to them – Coolman: Yes; Lynch: You sent that out to everyone; Jarvis: My thoughts on that are that when the rules committee looks at that, you're looking at the overall concept, and whether the council agenda should be modified; there's going to be an external reference to the procedure that needs to be developed; I would not look to the rules committee to hammer out all the details; Coolman: In that one meeting, no; Lynch: We'll get it close; Jarvis: As close as you can, the better it is I guess; if you embed it into the council rules, then there's a change to that, and you need to go back to change council rules; I used to work in the government right, this is how you make things work; you make a reference to change an external document; that external document can change independently without changing the rules; I don't think there's any embedded policy anywhere else in the council rules; maybe it's implied, I don't think there's detailed 'step one, step two'.

L. Adjourn to Executive Session (if necessary)

M. Adjournment at 8:06 p.m.

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

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