

Community Services Advisory Commission

May 8, 2012

Minutes

Commission Members: **Present:** Derek Graham, Rich Filler, Bill Sherman,
Alvin Borromeo, Laurie Kruppa
Absent: Mindy Carr, Kari Hertel

Staff Members Present: Michelle Crandall, Dir. of Administrative Services
Tami Moore, Recorder

Guests: none

I. Call to Order

The term for the previous Chair (Dona Givens) and Vice-Chair (Christine Gawronski) had ended March 31, 2012, so Ms. Crandall serving as staff liaison called the meeting to order.

Ms. Crandall announced that City Council appointed two new CSAC members, Laurie Kruppa and Alvin Borromeo, and that Mindy Carr was reappointed, each to a 3-year term. This being the first meeting for new members, Ms. Crandall asked that everyone introduce themselves. Each provided a brief history on being a Dublin resident and other highlights as appropriate.

II. Election of Chair and Vice-Chair

Ms. Crandall explained that although there were no formal presentations, the meeting was held to elect new officers and conduct other business. An e-mail message had been sent out prior to the meeting asking that members give consideration to the election in preparation for the meeting. Ms. Crandall explained that although Ms. Carr was not able to attend that evening, she did express interest in serving as Chair or Vice-Chair. Ms. Crandall asked if any other members were interested in serving in either role. Mr. Graham asked both Mr. Filler and Mr. Sherman as more senior members of the Commission if either had an interest in being nominated as Chair or Vice-Chair. Both responded that they would prefer Vice-Chair over Chair. Mr. Filler noted that Ms. Carr is a good leader and experienced in the role of Chair. Ms. Graham nominated Ms. Carr to serve as Chair, and Mr. Filler to serve as Vice-Chair, seconded by Mr. Sherman. All in favor, the motion was unanimous.

Ms. Carr was not present at the meeting, so the new Vice-Chair, Mr. Filler, led the meeting from this point forward.

III. Public Comment on Items Not on the Agenda

None.

IV. Approval of the Minutes of the November 8, 2011 Meeting

Minutes of the November 8, 2011 meeting had been previously distributed by e-mail for review. Mr. Filler asked if there were any comments or revisions to the minutes. There being none, Mr. Sherman moved for approval, seconded by Mr. Graham. All in favor, the minutes were approved.

V. Proposed 2012 CSAC Meeting

The proposed meeting scheduled for 2012 had been previously distributed by e-mail for review. The schedule follows the standard 2nd Tuesday of the month format, and meetings are generally held at 7:00 p.m. in Council Chambers at City Hall unless otherwise noted. Ms. Crandall explained that CSAC usually recesses during June and July, but because there is a pending assignment for review, the schedule proposes moving the recess back to July and August. Ms. Kruppa stated that she will not be available for the June meeting date. Mr. Sherman asked if the June meeting will require a quorum, and Ms. Crandall responded that it will require 4 of the 7 members to be present. She asked that all members review their calendars to check availability for the June date and notify staff. Mr. Graham moved to approve the proposed meeting schedule, seconded by Mr. Filler. All in favor, the 2012 CSAC Meeting Schedule was approved.

Ms. Crandall noted the importance of attendance to CSAC meetings. Attendance is tracked and the record is provided to City Council for consideration of reappointment. An agenda is emailed, and a quorum is established prior to each meeting. All members are provided a CSAC contact list, and members are asked to contact Ms. Crandall or Ms. Moore by cell phone with any late cancellations.

VI. Review CSAC Items of Interest List

The 2012 CSAC Items of Interest list along with the status of each item had been previously distributed by email for review. Ms. Crandall explained the process by which those items come to CSAC either by assignment by Council or informational topics that CSAC would like to become more educated on to be better ambassadors for the community. Each year an Items of Interest list is requested by Council for review and approval for relevance to the Commission's role, as well as other assignments issued by Council as necessary throughout the year. Ms. Crandall provided a brief review of the current topics list, the status of each, and the projected schedule for review. Ms. Crandall asked that all members begin thinking of additional Items of Interest topics to add to the list for consideration by Council.

VII. Next Meeting

The next meeting of CSAC will be held on Tuesday, June 12. Ms. Paula Chope, the City's Forester within the Division of Parks & Open Space, will provide information on a topic assigned by Council regarding an Urban Tree Care Survival Plan. Ms. Crandall explained that this topic originated out of the Planning and Zoning Commission's concern about planting trees in urban areas, specifically Historic Dublin – Bridge Street Corridor – and how trees can successfully be grown in that type of environment.

VIII. Adjournment

There being no further business, Mr. Filler asked for a motion to adjourn. Mr. Graham moved to adjourn the meeting seconded by Ms. Kruppa. All in favor, the meeting was adjourned.

Community Services Advisory Commission

November 8, 2011

Minutes

- Commission Members Present:** Dona Givens, Derek Graham, Mindy Carr,
Rich Filler, Christine Gawronski, Bill Sherman
- Staff Members Present:** Michelle Crandall, Dir. of Administrative Services
Bill Grubaugh, Operations Administrator, S&U
John Babyak, Operations Administrator, S&U
Tami Moore, Recorder
- Guests:** 17 Students from Dublin Coffman HS attending for
political participation hours for government class
(Sign-in sheet attached)

The CSAC meeting was held at City Hall in the Council Planning Room due to it being Election Day with voting in the Council Chambers.

I. Call to Order

Ms. Givens established that a quorum was present and called the meeting to order.

II. Public Comment on Items Not on the Agenda

None.

III. Approval of the Minutes of the October 11, 2011 Meeting

Minutes of the October 11, 2011 meeting had been previously distributed by e-mail for review. Ms. Givens asked if there were any comments or revisions to the minutes. There being none, Ms. Gawronski moved for approval, seconded by Mr. Filler. All in favor, the minutes were approved.

IV. Informational Update on Dublin's Snow & Ice Removal Operations

Ms. Crandall introduced Bill Grubaugh and John Babyak, Operations Administrators with the City's Streets & Utilities Division who were in attendance to provide an informational update on the City's snow and ice removal operations. They presented a PowerPoint presentation outlining the process and how Dublin strives to balance snow and ice control with environmental considerations. The presentation (attached) included information about:

- Facts on lane miles, zones and snow route priorities, snowfall inches and the City's curb to curb snow removal policy
- Equipment and staff
- Products uses (road salt, enhanced salt, brine, calcium chloride, beet juice by-product) and how road temperatures affect melting ability
- Environmental impacts of various products
- Ground speed system to regulate dispensing

Ms. Carr asked about the impact on vegetation. Mr. Grubaugh explained that the City has been aggressive about planting vegetation that is the most salt tolerant and uses the most effective product for the conditions to reduce usage. Using less sodium chloride which likely has the most lasting effect on the environment reduces the potential for damage. Mr. Grubaugh explained how it is somewhat of a science so various products, combinations and processes are used for the best efficiency and effectiveness. The City continues to research new products, but also believes in the tried and true methods used. Mr. Grubaugh also mentioned that solar panel technology may become more popular as it evolves.

Ms. Carr asked if Dublin's methods are shared with the commercial property developers/managers. Mr. Grubaugh responded that the dialogue is more about the impact of snow removal practices on private lots and the importance of keeping it off the public streets. Ms. Carr suggested that sharing some best practices could be an educational component as part of the City's stormwater improvement efforts. Ms. Gawronski suggested that the City also share information with the Homeowner's Associations at their annual meeting. That event had already taken place, so Ms. Crandall said the information could be shared through other correspondence the City has with residents.

Ms. Carr asked about whether the porous pavement used at the Indian Run Falls parking lot has been effective in melting the snow. Ms. Crandall stated that the Parks & Open Space Division does the snow removal in the parks and she believes it is effective. She also noted that the City is going to be using some porous pavement as part of a parking lot extension at the Service Center. Ms. Carr suggested that the commercial developers could be made more aware of the benefits of porous pavement in areas of large lots. For the benefit of the students present, she gave a brief explanation of storm water retention and environmental impacts.

Mr. Grubaugh discussed the City's efforts to monitor weather and make decisions about necessary snow/ice staffing and when to apply products.

Mr. Sherman asked if local communities cooperatively purchase products. Mr. Grubaugh explained that Dublin does participate in the State of Ohio consortium for the best prices.

CSAC members thanked Mr. Grubaugh and Mr. Babyak for the presentation and for the great snow removal in Dublin. Mr. Babyak noted that they brought a snow plow truck to City Hall if anyone was interested in seeing one up close.

V. Next Meeting

Ms. Crandall stated that CSAC would not likely meet in December, but she asked that members begin thinking about any topics they would like added to CSAC's Items of Interest list for review and approval by City Council. She reviewed the status of topics on the current list and noted that Ms. Moore will e-mail it to CSAC with a reminder to submit new topics.

Mr. Sherman asked if the updates from CSAC's review of Dublin's Street Tree Program would be provided to them for review. Ms. Crandall will check the status with Ms. Chope.

VI. Adjournment

There being no further business, Mr. Carr moved to adjourn the meeting seconded by Ms. Carr. All in favor, the meeting was adjourned.

Meeting Schedule – 2012

Community Services Advisory Commission

January 10, 2012
February 14, 2012
March 13, 2012
April 10, 2012
May 8, 2012
June 12, 2012
*July 10, 2012
*August 14, 2012
September 11, 2012
October 9, 2012
November 13, 2012
December 11, 2012

All meeting dates are subject to change and represent the second Tuesday of the month.

Meetings are held at 7:00 p.m. at the Dublin Municipal Building in the Council Chambers.

*The Commission plans to “recess” during July and August but will be available to meet if needed.

Community Services Advisory Commission Items of Interest 2012

Items of Interest

1. **Sustainability Plan:** Review components of the City's Sustainability Plan(s) as they are being developed.

Status: Development of Dublin's Comprehensive Sustainability Plan was reviewed May, 2010

2012 Request: CSAC would like this assignment carried over into 2012. The Commission would plan to review a final draft of the City's Green Fleet Policy once completed, as well as any other sustainable plans/projects Staff would request input for.

City's Green Fleet Policy – Assigned to Fleet CSAC Review Date:

2. **Retention/Detention Basins:** Follow-up regarding retention/detention basins (previous review and recommendations from CSAC).

Status: This assignment was not completed in 2011.

2012 Request: CSAC would like this assignment carried over into 2012.

Assigned to Engineering CSAC Review Date:

3. **BATF Recommendations:** As deemed appropriate and as assigned by Council, work on recommendations made by the Bicycle Advisory Task Force.

Status: A BATF Informational Update was provided in March, 2010. No assignments have been forwarded related to this topic.

2012 Request: CSAC would like this assignment carried over into 2012 in case an opportunity should arise related to the BATF recommendations.

4. **Urban Tree Care Survival Plan:** Creating and implementing a plan that specifically addresses the plant, planting media selection and short/long term care and maintenance of trees within urban areas in the city. Include landscape specifications and details on installations of trees within street areas to help ensure survival.

Status: This assignment was not completed in 2011.

2012 Request: CSAC would like this assignment carried over into 2012.

Assigned to Parks & Open Space/Forestry **CSAC Review Date: June 12, 2012**

Presentations – Information Only

1. **City Bridges** - Informational Update on the Structures and Maintenance of City bridges

Assigned to Engineering

CSAC Review Date: March 13, 2012 (lack of quorum)
September 11, 2012

2. **O'Shaughnessy Dam** – Informational Update on the Structure, Maintenance and Use of the Dam.

Presentation by Columbus Power & Water

CSAC Review Date: Was scheduled for Feb. 14; however, Columbus was unable to discuss this topic in a public forum due to Homeland Security issues and cancelled.