



## Community Services Advisory Commission

March 10, 2020

### Minutes

**Commission Members:**      **Present:**      Marilyn Baker, Ann Bohman, Vivekanandan  
Arunachalam, Steve Dritz, Alice Kanonchoff,  
Elizabeth McClain

**Absent:**      Thomas Strup

**Staff Members Present:**      Paul Hammersmith, Director of Engineering  
Nick Plouck, Management Assistant

**Guests:**      Gary Gassin, Dublin Resident

#### I.      **Call to Order**

Ms. Baker established that a quorum was present and called the meeting to order at 6:36 p.m.

#### II.      **Public Comments on Items Not on the Agenda**

Gary Gassin introduced himself to the commission. He will be joining the commission in April and just wanted to come to the meeting to hear what the commission is working on.

#### III.      **Approval of Meeting Minutes**

Minutes from the February 11, 2020 meeting were distributed via email for review. Ms. Baker asked if there were any corrections to the minutes, in addition to those emailed. There being no changes, Mr. Dritz motioned to approve, and Ms. Kanonchoff seconded the motion. All in favor, the February meeting minutes were approved.

#### IV.      **Stormwater Management Update**

Ms. Baker opened by saying she attended the February 24<sup>th</sup> Council meeting to present the recommendations in regard to Stormwater Management on behalf of this commission. She tried to make sure she represented this commission well with everyone's thoughts and comments. Ms. Baker provided a two-page handout, which includes the commission's presentation, talking points and highlights from Council's discussion. The Council discussion ran parallel to the discussion this commission had during the three meetings in regard to this topic. Ms. Baker continued to say that the second page has ten talking points, which address Council concerns. Council is concerned with the City taking on the cost of these basins to include only a portion of the basins throughout the City, but they are also concerned with charging residents a stormwater fee. Council feels if the City allows some associations to shift from the original Homeowner's Association (HOA) agreements, then it allows others to come forward with requests to change

property agreements and this can cause more issues in the future. Ms. Baker added that Council would like this commission to continue to discuss funding options, to include entertaining creative alternatives, and to bring forward these options to Council. Council will then include these options as they consider whether the City might want to assume maintenance of residential stormwater basin management that are currently maintained by various HOA's, but which are owned by and located on Dublin property.

Ms. Bohman commented that Councilman Peterson said that when new residents move to Dublin there are set fees in place and he had concerns with the City continuing to change and add additional fees for Dublin residents. Mr. Dritz added that Councilman Peterson also commented that he did not want to see the City spread the cost over all residents that are not affected and that do not benefit from specific ponds.

Ms. Kanonchoff commented that anyone who purchases a home, or a condominium or a business in Dublin benefits from the stormwater program in one way or another.

Ms. Baker asked Mr. Hammersmith if the developers wanted to maintain the ponds in the new developments. Mr. Hammersmith commented that in our newer developments that have ponds in the reserve areas, the developers prefer that the City maintain those ponds. Developers do not want to add the burden of homeowner association fees and the responsibility of maintaining the ponds.

Mr. Dritz recalled the discussion about a program called SIDs. He asked Mr. Hammersmith if that is an acronym and if so, what does it stand for. Mr. Hammersmith said SIDs is the Special Improvement District funding option, which is used for different types of infrastructure improvement projects. It allows the district to review different funding options for projects.

Ms. Baker asked for any other comments or questions regarding the Council presentation.

Mr. Plouck commented that he wanted to make sure this topic was on the agenda since this is the last meeting for Ms. Baker and Ms. Bohman. He wanted to allow for input from both of these members since they have been so involved in this topic and since Ms. Baker presented the recommendations to Council on behalf of this commission. He suggested if the commission members have not already watched the Council meeting, to go back and watch the meeting to get an idea of where Council is leaning and some of the concerns and discussion that took place at the meeting. Mr. Plouck also wanted to provide the opportunity for the commission members, if there are any questions or information they would like to request from staff, it would be a good time to ask those questions before the commission starts discussing the funding portion of this topic.

Ms. Baker suggested when this commission starts discussing this topic again to point out the arguments Council has made and to determine opposing sides of the discussion looking at all of

the pros and cons. That will help this commission in looking at different fee structures and/or funding options.

Ms. Kanonchoff also added that coming on to this commission at the end of the discussion, there is a lot of information discussed. She asked if there is a group of documents distributed to this commission in preparation of this discussion. It would be especially useful for the newer members to have all of this supporting documentation for future discussion.

Mr. Hammersmith told Ms. Kanonchoff that there were PowerPoint presentations used for the September and November meetings, which staff can provide. Reviewing those presentations and reading the meeting minutes for those two meeting, will really help to inform newer commission members.

Ms. Baker also commented that there would be two new members coming on board in April who also will need to be brought up to speed on this topic. Mr. Hammersmith said if staff came back and repeats the stormwater presentations that staff started with, it would not take too much time and might be beneficial and a good refresher for everyone moving forward with discussion on the topic.

Mr. Hammersmith also commended Ms. Baker for a wonderful job presenting this topic to Council. She kept it concise and responded well to their questions. What Council struggles with is the precedent they would be setting along with the impact on the overall budget. Mr. Hammersmith said Ms. Baker did a great job with her responses. Mr. Hammersmith said staff has not determined a timeline for the next steps. The request that Council came back with for this commission is a lot for this commission to dig into and it is a lot of research for staff to take on. He noted he probably will propose some assistance from a consultant to help with this, which definitely would be beneficial.

Ms. Bohman thanked Mr. Hammersmith and his staff for their dedication and timeliness in response to questions this commission had of staff. Mr. Hammersmith said staff is always here to answer any questions this commission may have. He also commented that the depths of what this commission is assigned with the review has almost moved to the duties of a task force.

Mr. Plouck brought up the topic of homeowner's associations (HOAs). Mr. Plouck has discussed the topic with the City Manager and the topic could go before a task force to discuss in the future or it could possibly come back as an assignment for this commission.

Ms. Kanonchoff asked what type of topics generally come forward from the HOAs. Mr. Plouck replied that HOAs come forward to Council for numerous reasons such as stormwater basins, open space, roadways, management oversight for landscaped areas, etc.

Mr. Hammersmith also added that some of the topics that come forward are in the HOA's declarations, so the City really has no say on some of the topics that come before Council. Staff

might review them when they come through the planning process, but staff really does not have any enforcement responsibilities. Mr. Hammersmith also added that some of the concerns regard differences in fee structures for different neighborhoods.

Ms. Baker also commented that some people do not realize there are differences between civic associations and homeowner's associations. Mr. Hammersmith explained that there are differences, and early on there were civic associations which are voluntarily funded by dues. Now, with force-funded homeowner's associations there is some legal advantage because they can place a lien on the property if the homeowner is behind on association dues.

Ms. Bohman asked if the City still conducts the annual HOA leadership group meeting. Mr. Hammersmith confirmed the HOA leadership group meeting takes place twice a year.

Ms. Baker asked how many HOA's are currently active in the City. Mr. Hammersmith said he does not have that number available, but staff can find out and forward the information back to the commission.

Ms. Kanonchoff lives in a neighborhood, which also has condominiums. She said she did not realize that the condominium communities have to manage their own roads and trash service. She asked Mr. Hammersmith if they have to maintain their own stormwater and ponds also. Mr. Hammersmith said some of the condominium communities have their own stormwater management basins on their common ground and not on City owned property, so they would need to maintain these. There are some condominium associations that maintain the structure and some that may not. It all depends on how declarations were originally structured by the developer. Ms. Kanonchoff asked if the discussion of condominium associations would feed into the discussion this commission is currently having about stormwater. Mr. Hammersmith said the focus of this discussion is only on the 46 basins that are on City-owned property, but which the HOA's are maintaining. He also added, after listening to Council's discussion, this commission also will need to discuss how the City is going to make the distinction between the privately owned and privately maintained basins.

Ms. Bohman commented that it does seem like it would make sense to have a task force in place to deal with all of these issues and questions that continually arise. Mr. Hammersmith said this commission is a good review body for these questions and concerns that come up. As Council deems necessary it will disburse these topics for this commission to discuss.

Mr. Arunachalam said this commission really has not discussed in detail the cost of maintaining these basins. He asked if there is any information on how much each HOA currently spends to maintain them. Ms. Baker added a part of the reason the HOA's might like the City, going forward, to maintain them is because these basins are almost 15 years old and there will be some rather expense maintenance needs in the near future. Mr. Hammersmith said he does not know currently what each HOA spends to maintain the basins. He added it also would be interesting to know if they have any reserve funds set aside for future maintenance.

Mr. Dritz asked if an HOA currently is maintaining a stormwater basin, are they responsible for the capital funds and the maintenance operating funds. Mr. Hammersmith said yes, the HOA is responsible for all costs associated with the stormwater basins they are maintaining.

Ms. Baker thanked Mr. Hammersmith and all of the staff for support provided to this commission throughout the discussions.

## **V. Bike Share**

Mr. Plouck started by saying that City staff including Joanne Shelley, who is no longer with the City, and J. M. Rayburn, who has taken over for Joanne, have presented to this commission on Dublin's Mobility Study and Bike Share Program in the past. Mr. Plouck wanted to get some feedback from the commission since this group has been involved in the discussions regarding the Lime pilot bike share program.

Mr. Plouck continued to explain that staff has worked to get funding allocated for a docked bike station. At the time, CoGo was the only program currently in the area, but there are other vendors currently available. A docked bike share program has been accepted in the 2020 Capital Improvement Program (CIP) for \$220,000, allocated for this year if staff chooses to request proposals for this project. There is also \$50,000 included each year for the next four years of the CIP budget to use for the general maintenance of this program.

Mr. Dritz asked if the \$220,000 would be for a specific vendor's infrastructure to start the program. Mr. Plouck said that is correct. If the City would accept the proposal from CoGo, then the City would pay for the infrastructure such as the docking station and the City would purchase the bikes from CoGo.

Mr. Plouck continued to say that over the last five to six months staff has also been talking to a dockless bike share vendor called ROAM Bikes. It is a local dockless bike share program located in Columbus, Ohio. ROAM is very interested in launching their program in the City of Dublin. All of their bikes are e-bikes, but are supposed to include a robust geofencing technology. ROAM has the ability to geofence within the City of Dublin limits, and to max-out speed on the bicycles as well, so users cannot go over a certain speed limit.

Mr. Dritz asked what happens when the users ride outside of the geofence area. Mr. Plouck assumed they would slow down and eventually stop like the Lime scooters do, but staff could have the vendor come in and better explain the technology.

Ms. McLain asked if there are any issues with using this type of a bicycle on our path system based on the City's Ordinance. Mr. Plouck said that ROAM has different types of bicycles. The type #1 model could be used on Dublin's bikepath system. The type #3 could not be used on our bikepaths. We would have to discuss the details of the system with staff and see what best fits the City of Dublin's needs.

Mr. Plouck circled back to the question Mr. Dritz brought up about leaving the geofence area. Mr. Plouck commented that ROAM does do a little more to encourage users to dock the station in specific areas and use of the bicycles correctly. The vendor has communicated they are a little more aggressive in making sure the users behave and use the system appropriately. Mr. Plouck commented that staff would really like to work with this vendor, but the City currently has the money allocated for the CoGo program. Staff thinks there might be a place for both programs in the City. Mr. Plouck continued to explain that the Mid-Ohio Regional Planning Commission (MORPC) has transportation attributable funds that different municipalities can apply for within the MORPC region. Grandview Heights, Bexley, Columbus, and Upper Arlington completed a joint application for funds for a deployment of a network of CoGo stations across all of those communities. They were awarded around \$300,000 to complete their network. The one benefit of using CoGo is the potential of long-term connectivity between communities. Staff is setting up meetings with Hilliard, Upper Arlington, and Columbus to have a conversation to see if this collaboration makes sense to build out the connectivity among our communities. So, staff is working on that grant over the next year along with working with ROAM to deploy their bikes in the near future.

Mr. Dritz asked if there would be centralized docking areas for the bicycles. Mr. Plouck said there would be centralized areas, and these would be great for first and last mile destination points.

Ms. Baker said the design seems to be much more accommodating for all types and ages of users, more so than a typical bicycle. The whole customer service model seems to be more of an entrepreneurial small business model, as opposed to the larger company model. Ms. Baker said she also felt like the CoGo idea of sharing with other communities is also a great idea as it helps to justify the cost for the docking system making bikes and docking stations more accessible if users can travel between different local communities.

Mr. Dritz asked if ROAM currently has any existing customers. Mr. Plouck said the City of Columbus would be their first customer. Their bicycles will deploy in Columbus yet this year.

Mr. Dritz asked if the seats are adjustable based on the size of the user. Mr. Plouck said that he could follow-up with the vendor to get more information.

Ms. Kanonchoff asked if there are different models, such as a 3-wheeler. Mr. Plouck said currently there is just the bicycle model. He said they have a moped style as well, but we would not be considering that in Dublin.

Ms. Bohman asked if the seating on the ROAM bike allows two people to ride at one time. Mr. Plouck said the seating is big enough for two people, but the system will only allow individual users at one time. Ms. Bohman also asked if there is a light so users can ride at night. Mr.

Plouck said he believes there is a light on the bike. He also commented that the geofencing also allows the City to dictate when the bikes are used and what hours they could be available.

Mr. Bohman said she does like the idea of working with a local business. She would feel more comfortable to see how well they operate in the City of Columbus before moving forward. Mr. Plouck said the City would start small with approximately 20 bikes in a specific area, such as Bridge Park, and see how well we do with them. Ms. Bohman also suggested working with the hotels to have some available for guests coming in from out of town. She asked if these would be available in some of our parks. On days when it is nice out, it would be great to drive to a park and then get on one of these bikes and ride the bike path system, then return the bike to the park and drive back home. Mr. Plouck said conversations could take place with the vendor once we get started with the program to see what type of data we can get from usage.

Ms. Kanonchoff asked if there is insurance cost to the City and is there liability to the City. Mr. Plouck said staff has worked with the City's Risk Manager regarding this topic. The City would have an agreement with the vendor, which would outline all of our expectations, which would cover liability. Dublin would not hold liability, the vendor would.

Ms. Baker asked if there is any cost to the City for ROAM Bikes. Mr. Plouck said ROAM is similar to Lime; they are a for-profit company that would have access to the community. Mr. Plouck is not sure what their revenue is, but there is no cost to the City.

Ms. Baker asked if the City has already committed to CoGo. Mr. Plouck said the City has not. We let them know last year that we were submitting a request for funds but have not committed. Staff prefers to move forward with ROAM bikes first and then continue to work on the joint effort with the other communities for the CoGo bikes. We do not want to launch simultaneously as each business functions differently. The City will need to educate the community on the new technology.

Ms. Baker said the City of Columbus has created an education program on use of new parking meters in Columbus, so there is always a learning curve with new technology, but it will be easier for persons with smart phones. Mr. Plouck said staff has asked ROAM how people can use the technology if they do not have a smart phone and ROAM is aware of these concerns and will provide different user options.

Mr. Dritz asked what the next steps are and if there is anything the Commission needs to do to assist in this process. Mr. Plouck commented that staff just wanted to provide an update for the commission. Staff is putting together a memo to brief the City Manager with this approach and to see what his opinion is on moving forward. Mr. Plouck said staff would continue to keep this commission updated.

## **VI. Future CSAC Topics**

Ms. Baker started by thanking Mr. Dritz for the list of some great topics he put together for future consideration by the commission. She asked Mr. Plouck if the topics would be discussed at the next meeting.

Mr. Plouck said there were four topics the commission requested to discuss or receive updates on which include Riverside Crossing Park, a future park on the west side of the river, access to parks for disabled populations, and a future park that would focus on mindfulness and mental health. Mr. Plouck sat down with the City Manager to discuss these topics, along with the list Mr. Dritz submitted to the commission. Mr. Plouck wants to provide a brief update on some of these topics at future meetings. The Council also raised some potential topics during their recent retreat but Mr. Plouck and the City Manager have not had time yet to discuss all of these topics.

Ms. Dritz asked if the commission would prioritize the list of topics they would like to work on and then submit the list back to Council for their approval. Mr. Plouck said he needs to confirm what the process is for this commission. Some of the items may just be updates from staff on policies or the status of some of these projects that are underway.

Mr. Plouck briefly discussed a few of the topic ideas brought forth from Mr. Dritz:

**Disaster Recovery Preparation** – The City Manager thought it was great that someone else thinks about this topic, because it is one he thinks about all the time. The City has a disaster and recovery plan in place. Staff does exercises to work through different disaster scenarios in our EOC (Emergency Operations Center). If this commission is interested in learning about what the City has in place, we could have Tom Hirschy present to this commission. Mr. Hirschy oversees the emergency management operations for the City.

**Riverside Crossing Park** – Mr. Plouck commented that he would be attending a Parks & Recreation Staff meeting this week to discuss any topics related to Parks & Recreation to find out if some of these topics could be brought to CSAC for review or presentation. City Council has spent a lot of time on Riverside Crossing Park at this point and construction is underway, so staff may be able to present an update to this commission. In addition, once the construction is near completion, Dublin's Events staff may want to discuss the programming of the park and they may be interested in bringing that topic back to this Commission as it gets closer to when the park is ready for event planning.

**Disabled Population** – Mr. Plouck will bring up this topic at the staff meeting he attends and get staff's feedback on this topic

**Parks & Recreation Master Plan** – Mr. Plouck commented that one of the things staff will be working on is a Parks & Recreation Master Plan. The master plan may be an area where staff would engage this commission at some level. Some of the topics this commission is interested in discussing possibly could be a part of the master plan.

Mr. Dritz commented that according to the charter, by definition, the commission has to be involved if the City is creating a master plan because the commission should be evaluating and advising based on the charter.

Ms. Keplar stated the City already has a master plan in place that is ten years and it is outdated. Mr. Plouck concurred there is a master plan in place, and it would probably just need to be refreshed. Mr. Plouck will follow-up with staff regarding the role of this commission.

Mr. Dritz commented that he did not see Tuller Square Park on Mr. Plouck's list distributed to the commission. Mr. Plouck said that could be a part of the master plan topic, so he was going to have that discussion with staff.

**WiFi** – The City has evaluated the WiFi over the years. This is an area where we could provide an update for this commission. Doug McCollough and Megan O'Callaghan have been involved in the City's Smart City initiatives and they could provide an update on some of the things the City has been doing.

**City Fee Structure** – The City has a City Fee Ordinance and policies in place. This is a topic our City Council updates often to bring up to date. If the commission is interested this may be a topic for Matt Stiffler, Interim Finance Director, to provide an update on to this commission.

Ms. Baker said this might be a good presentation and discussion to hold prior to discussing the stormwater fee options, which was requested by Council.

**RFP for Residential Trash & Recycling** – Mr. Plouck will follow-up with staff before that process is completed. Michael Darling from our Streets & Utilities staff is working on this. Since this commission was so involved in the discussion about this topic, it only makes sense that staff present to this commission again.

Ms. Baker also added when the commission's recommendations on this topic were presented to Council previously, some council members voiced concerns about reducing some of the services the City currently provides, therefore those concerns need to be incorporated into the discussions regarding a revised request for proposal (RFP). Mr. Plouck commented that Council extended its current contract for trash and recycling for one additional year. So, some of those discussions that were placed on hold are coming back around and determinations need to be made to move forward with another RFP.

Mr. Dritz asked if anything was determined from the City Council Retreat for this commission to work on. Mr. Plouck is not aware of specifics, but he will be following-up soon with the City Manager on the outcome.

**Homeowner's Associations (HOA's)** – Mr. Plouck said he mentioned this earlier and is not sure if anything will come back to this commission to discuss regarding HOA's, but there is always a possibility.

Ms. Baker said if the commission is going to discuss stormwater fees, it just makes sense that some information is provided regarding HOA's and the City's fee structure. They all intermingle together in some way.

**Mindful Health Park** – Mr. Dritz recalled someone referring to Donegal Cliff's Park as a mindful health Park. Mr. Plouck is not aware if that was the intent of that park. Mr. Plouck will discuss this topic with the Parks & Recreation staff at a future staff meeting.

Mr. Arunachalam asked if the topic of disaster recovery includes everything going on currently with the Coronavirus. Mr. Plouck commented that the City currently has an internal policy in place for the pandemic flu, which was updated in 2011. He is not sure if this policy defaults to a Citywide policy or if the City will default to Franklin County Public Health or the Governor's directives.

Ms. Baker said for the current situation, activities are starting to be canceled, and asked how the City plans to inform the public in addition to the website? Ms. Baker suggested to Council, at the recent Old Dublin town hall meeting she attended, that Dublin consider an arrangement with This Week newspaper to include a regular weekly events update regarding what's going on in Dublin with meetings, events etc. There needs to be other sources of outreach other than the internet/city website.

Ms. Kanonchoff noted some of the cancellations have been on the local news stations.

Mr. Plouck commented that there are different notifications the City puts out there for the community. He said he would also let the commission know about April's meeting as well. With everything going on, it is possible the April meeting may be cancelled.

## **VII. Other Items of Interest**

Ms. Baker asked if there were any other items of interest to discuss.

Mr. Dritz mentioned he has been on some videoconference calls on Zoom. He was interested in finding out more information about Zoom. He said there is a free version. He also said the professional version is only \$15 a month and you can have up to 100 participants.

Mr. Dritz also thanked Ms. Baker and Ms. Bohman for their years of contribution and participation on this commission. He added that both have been wonderful commissioners and the commission will sincerely miss having their input. Ms. Baker and Ms. Bohman thanked Mr. Dritz. Ms. Baker added she might stop in and be a part of the audience to listen to some of the upcoming topics.

Ms. Baker also provided a map of the Scioto Watershed. This is a follow-up regarding the environmental issues concerning residential stormwater basins. The EPA likely will be conducting new TMDLs (Total Maximum Daily Loads) for the North and South Forks. [TMDLs identify the maximum amount of pollutants a body of water can receive while still meeting water quality standards and describes a plan for restoration of those streams that do not meet standards.] Both the North and South Forks, where Dublin stormwater basins drain into, did not meet standards in 2012. The map shows the information from 2012. She will give this copy to Mr. Dritz for future reference by the commission.

Ms. Baker asked if there are any other items of interest.

Ms. Bohman handed out information about Kanga jump boots. She said these boots are supposed to be very comfortable and easy on the knees. She would like to see Forever Dublin use these for low impact exercise. Mr. Plouck asked if Ms. Bohman has used the boots. Ms. Bohman said she has not. She would like to see these available at the Dublin Community Recreation Center for the members to use.

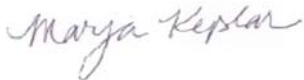
#### **VIII. Next meeting: April 14, 2020**

Ms. Baker reminded the group that the commission would have new members in April. Commission members should think about who is interested in serving as chair or vice chair. Ms. Baker also noted she let Council know how much each member appreciates being a part of this commission and being a part of what the City is doing. She also noted it would be great if other residents actively themselves in seeing some of these presentations.

#### **IX. Adjournment**

The meeting adjourned at 8:21 p.m.

Respectfully Submitted by:



Marja Keplar, Administrative Support III

Attachments: Stormwater Update  
Nick Plouck PowerPoint Presentation  
Steve Dritz – Items of Interest e-mail  
Scioto Watershed Map  
Kango Jump Boots Information  
Sign-in Sheet