



MINUTES

**OPERATIONS COMMITTEE
VILLAGE GREEN MUNICIPAL BUILDING
TUESDAY
April 21, 2020
6:30 PM**

The meeting began at 6:32 p.m. Those present included: Councilmembers Heather Karr, Melissa Riggins, Daniel Swartwout (Chairman), Frank Bertone, Jon Bennehoof; Citizen Representatives Heather Gonzalez and Ryan Herchenroether; City Manager Steve Lutz; City Manager Andrew White; Chief of Police Stephen Hrytzik; Assistant Development Director Rocky Kambo; Communications Director Megan Canavan; City Clerk Karen J. Mitchell; and other interested parties.

APPROVAL OF MINUTES: The minutes February 18, 2020 were approved as written.

PENDING ITEMS:

2018-19 items review:

- Fiber to Municipal Building
- Proposed massage establishment regulations
- Community room rental policy review
- Brand implementation update
- City good neighbor initiative
- 2020 summer outdoor concert series
- Moving 25 mph signs on Olentangy Street

ACTION ITEM: Chairman Swartwout proposed taking all pending items off the agenda and move forward with the new items. These pending items may be revisited in the future once the pandemic is over and the City goes back to its normal operations. In the meanwhile, Andy and Rocky will continue to look at the fiber initiative and the Committee will prioritize discussion of the remaining pending items when bringing them back for discussion. The Committee agreed.

NEW ITEMS:

- Discussion of goals for operations and review of City organizational needs: Suggestions included:

- * How the City operates in its current environment (pandemic) and what the City might look like and need to deal with after the pandemic from an economic perspective.
- * Replacement of the retiring Development Director in June and reviewing the City's strategy for that position moving forward to ensure that it is in line with the current vision statement of the City, as well as how it relates to economic development.
- * Replacement of multiple, unfilled staffing positions.
- * How to enhance the City's capital revenue needs.
- * Finding ways of bringing the community together with business owners.

- Review of personnel manual: Andy stated the manual has not been updated in several years and this may be a good time to review and update it to meet current needs. In addition to reviewing the manual, some additional input could be added regarding how the current human resources function operates within the City and considering making changes.

- Vehicle parade: Megan mentioned that the City was approached by the Township recently to work with their Special Events and PR Committee to put together a First Responder Vehicle Parade for the community on May 1st, 2nd and 3rd made up of police cruisers and fire trucks that will drive around the community. Residents would be encouraged to wave flags from their homes/lawns and make signs.

ADJOURNMENT: Having no further business to come before the Committee, the meeting was adjourned at 7:21 p.m.