



**OPERATIONS COMMITTEE  
VILLAGE GREEN MUNICIPAL BUILDING  
TUESDAY  
October 20, 2020  
6:30 PM**

**ATTENDANCE:**

The meeting began at 6:35 p.m. Those present included: Melissa Riggins, Heather Karr, Daniel Swartwout (Chairman), Jon C. Bennehoof, Frank Bertone, Councilmembers; Heather Gonzalez, Citizen Representative; Jim Hrivnak, Powell CIC; Pam Miller, Chamber of Commerce; Andrew White, City Manager; Stephen Hrytzik, Chief of Police; Megan Canavan, Communications Director; Chris Huber, City Engineer; Karen J. Mitchell, City Clerk; and other interested parties. Ryan Herchenroether, Citizen Representative was absent.

**APPROVAL OF MINUTES:** The minutes of September 15, 2020 were approved as written.

**NEW ITEMS:**

- Winter Market: Pam Miller, Powell Chamber of Commerce, was seeking preliminary approval of the Committee to explore the idea of having a winter market, to be held in Council Chambers and the East Room, with 20-25 vendors. She envisions it to be an extension of the current Farmers Market, but with mainly crafts instead of produce. The dates she is looking at is 11/21/2020, 12/5/2020, 12/19/2020, as well as February, March and April 2021. Staff has no objection and feels it would be a great way to support local businesses. Staff seeks direction from the Committee, in light of the pandemic, if it should move forward with the Chamber on their permit application and fee process.

**ACTION ITEM: The Committee supports the idea of the event and Staff will work with the Chamber on filling out the permit application. Fees will be determined.**

- Cares Act Funding – Potential Uses: Mr. White passed out a revised list of potential items that could be eligible for reimbursement by the Cares Act. The recommendation for the lion's share of the funding is to set up a small business loan program through the CIC. Ms. Canavan explained how that might work and looked to Delaware and Westerville's programs as a model. They are presenting the concept to Committee for feedback. There is a tight timeline, but if approved, they would finalize and present to the CIC at their next meeting with an ordinance to Council on November 3 or 5 to allocate the funds to the CIC. There would also be a virtual meeting with businesses, an application period through the end of November, with awards by the end of the year. Mr. Hrivnak expresses his excitement about this opportunity and is anxious to get started.

**ACTION ITEM: The Committee supports moving forward with a small business reimbursement program, partnering with the Powell CIC.**

- Seldom Seen Park Update: Ms. Canavan informed everyone that the park will open tomorrow. Work was finished on Friday and fine-tuned by the Public Service Department. Candy by the Carload will be there this weekend. Ms. Canavan inquired about the wishes of doing a ribbon-cutting event in November. Mr. White also mentioned rebranding the park name. Councilmember Karr offered that perhaps the City could partner with the school on the rebranding.

**ACTION ITEM: The Committee did not wish to do a ribbon cutting ceremony to open the park now, but is interested in collaborating with the school in a rebranding effort moving forward.**

- Proposed Community Diversity Advisory Committee & Associated Resolution Update: Councilmember Karr has circulated draft 3 as the most recent draft. The Chair would like to have it in front of Council at the first meeting in November. Councilmember Karr went over the changes in the latest draft and offered to make any potential last minute changes if anyone had any. She also read email from Dee Miller, a community member, who asked that the resolution include the reference to all races, not just people of color. Councilmember Bennehoof had some edits and will get with Councilmember Karr to discuss them.

**ACTION ITEM: The Committee will finalize the resolution, have a legal review, and put on the next Council agenda.**

**PENDING ITEMS:**

- Review of Personnel Policies/Manual: Mr. White said that the changes to the Personnel Policies/Manual ties in nicely with the work currently being done on the budgeting and he hopes to get back to focusing on this piece of it closer to the end of the year.

- Proposed Additions to Council Rules: Tom Counts, Heather Karr and Dan Swartwout will start working on this in earnest next month.

**ADJOURNMENT:** Having no further business to come before the Committee, the meeting was adjourned at 7:26 p.m.