



**POWELL DEVELOPMENT CORPORATION
MEETING MINUTES
June 27, 2023**

CALL TO ORDER/ROLL CALL

Chairman Jim Hrivnak called the June 27, 2023 Powell Development Corporation Meeting to order at 7:00 p.m. Members in attendance included Jim Hrivnak, Daniel Swartwout, Andrew White, Nicole Scott, and Ryan Herchenroether. Also, in attendance were Jeffrey Tyler, Assistant City Manager/Economic Development Director and Christina Drummond, City Council Member.

APPROVAL OF MINUTES

Approval of Powell Development Corporation Meeting Minutes of May 23, 2023

[PDC Minutes 05232023.pdf](#)

MOTION: Ryan Herchenroether moved to approve the Powell Development Corporation Meeting Minutes of May 23, 2023. Jim Hrivnak seconded the motion.

VOTE: Y 4 N 0 (None) AB 1

Powell Development Corporation Meeting Minutes of May 23, 2023 approved with a vote of 4-0-1.

REPORT OF THE PRESIDENT

Jim Hrivnak welcomed Mayor Daniel Swartwout as the newest member of the Powell Development Corporation.

Mayor Swartwout indicated he was up to date on the current happenings of the committee through communication from Andrew White and Jeffrey Tyler.

Jim Hrivnak also welcomed Council Member Christina Drummond to the meeting.

REPORT OF THE TREASURER

Financial Reports/Invoices - May 2023

[05.31.2023 Monthly Financial Packet.pdf](#)

Nicole Scott indicated that activity was minimal.

Jim Hrivnak questioned what the "Other" category under the Beginning Balance of the Financial Report was about? Jim questioned if it was related to a grant and then asked for Rosa Ocheltree, Finance Director, to provide an explanation.

Nicole Scott mentioned the Oles and Associates invoice was for the tax filing for the City and the budgeted amount was for \$1,250.00

MOTION: Jim Hrivnak moved to approve Invoice #25568 for Oles and Associates in the amount of \$1,219.00. Nicole Scott seconded the motion.

VOTE: Y 5 N 0 (None) AB 0 (None)

Invoice #25568 for Camoin Associates in the amount of \$1,219.00 approved with a vote of 5-0-0.

CITY COUNCIL / COMMISSION / COMMITTEE REPORTS

- a. City Council Report**
- b. Planning & Zoning Commission**
- c. Update on Open and Pending City Development Projects**

Mayor Swartwout indicated the next City Council meeting was on Wednesday, July 5th because of the 4th of July holiday on Tuesday and will be held in the East Room. The second reading of the Encore development will be discussed and will involve the extension of Depot Street which was part of the Keep Powell Moving initiative and the CIP.

Jim Hrivnak asked about the appointment to City Council. Mayor Swartwout indicated the appointment needed to be made within 60 days from the vacancy per the City Charter which is before July 9, 2023. Mayor Swartwout indicated Council needs to have a majority agreement on the appointment. Council Member Drummond indicated if a selection is not made, then the Mayor will make the appointment.

Mayor Swartwout mentioned he was excited for the Council Chamber updates.

Jeffrey Tyler gave an update on the Starbucks proposal to be sent to City Council for consideration near Home Road and Sawmill Parkway.

City Manager Andrew White gave an update on Code Enforcement initiatives made by staff to update codes for the City.

OLD BUSINESS

- a. EV Charging Station**
- b. City of Powell Land Inventory Project Status – Report in August**
- c. Other Old Business**

Jeffrey Tyler gave an update on the electric charging station rates for City Hall and Murphy Park. The City has received concerns over the set rates for the charging stations being too high. Jeffrey Tyler had asked City staff to put a matrix together of rates from local communities to set our initial rates. The rates were consistent with Worthington, Westerville, and Upper Arlington. City Staff conducted a more recent search of the Charge Point system and the rates are all over and Powell is on the high end of the rates. Jeffrey Tyler also indicated the electric rate charge was increased for the chargers. A policy needs should be established for the electric chargers and re-evaluate the rates for the customers. Staff is currently working on the rates the City pays.

Ryan Herchenroether asked if Jeffrey Tyler had an idea on the quantity of chargers other Cities have compared to Powell. This information is being reviewed. City Manager White discussed the consideration of parking demand in downtown Powell and looking at the turnover of spaces with the charging stations. The rates and cost will continue to be discussed at the next meeting and looking at options with the charging stations. Nicole Scott discussed the philosophy of the economic development tool the chargers are for the businesses downtown and how the chargers come at a cost to drivers or a cost to the City. Nicole Scott asked what the cost of the chargers would be at a location outside of a city. Jeff Tyler indicated the cost varies depending on the location and area. Nicole would like to know where the City stands from a market rate.

Mayor Swartwout asked what was the timeline for acting on the rates. Jeffrey Tyler indicated he would like to have a couple months of the usage data and the utility data to compare where the City is at with the cost data. Jim Hrivnak asked to look at how long vehicles are hooked up to the charging stations.

Council Member Drummond asked about the level of the charging stations and the draw of how the chargers bring people to downtown from an economic development standpoint. Council Member Drummond asked if staff was looking at the different levels of the charging stations and Jeffrey Tyler indicated the charging stations were a level 2 and a level 3 was going to be a higher cost. Council Member Drummond indicated the charging rate can differ depending on the level of charger. Council Member Drummond would like to know if the rates are averaged across level 2 and 3 and if the rates are for the fast charger or the slow charger and if there are subsidies or sponsorships that would help with the conversation on this matter.

City Manager White indicated the City is working with an existing set of infrastructures with the chargers. Council Member Drummond asked if there is a life span with the chargers and Jeffrey Tyler indicated the life span was 10 years. Jim Hrivnak said the City should consider what is the plan for the future with the chargers and the funding.

Mayor Swartwout stated it was important to frame the parameters of the discussion to what is the City charging for what we have now with the chargers in place and that is the focus of this exercise.

Jeffrey Tyler gave an update on the GIS system. The City is working with a consultant to update the system and also move the software to the cloud.

NEW BUSINESS

- a. Camoin Development Strategy Plan - Schedule Workshop**
- b. Review Hiring Process - Economic Development Professional – Updates from Human Resources**

c. Other New Business

Jim Hrivnak feels the Camoin plan needs to be reviewed in a workshop and discussed next steps in the plan. Jim would like to do the workshop in addition to the regular meeting. The committee decided to extend the regular meeting to include the workshop and have a focused agenda for the workshop. Jim Hrivnak will work on an agenda for the workshop to go through the Camoin report. It was decided to start the next meeting at 6:00 pm.

Jeff Tyler indicated the City had maintained communication with the Camoin representatives and they could be available for any assistance going forward.

Jim Hrivnak discussed the hiring of an Economic Development professional. City Manager White indicated a draft of the position description has been created. City Manager White also indicated he is prepared to go to City Council for a full update on the position and seek approval and authorization to present back to the PDC. It would be a joint effort with the PDC but a City employee. The funding for the position would need to be discussed and the City Manager feels late summer or early fall for the position to move forward.

Jim Hrivnak asked if the committee could view a draft of the position description. City Manager White indicated he could have a draft available to the committee at the next meeting. Jim Hrivnak indicated he hoped the Economic Development position would take direction from the PDC. Mayor Swartwout stated the position would work with both the City and the PDC with direction provided from multiple areas. Jim Hrivnak asked if there was a timeline with hiring the Economic Development position. Mayor Swartwout indicated he was more interested in finding the right candidate than filling it by a timeline. Jim Hrivnak asked if we had to wait until fiscal 2024 to hire someone. Mayor Swartwout indicated the timeline of late summer or early fall this year seemed to be reasonable. Mayor Swartwout indicated there were no further restrictions with looking to hire someone and it was an important position to the City.

Nicole Scott asked if the role required going in front of City Council for a formal approval to fill the position. Mayor Swartwout indicated no, and the hiring decisions around positions does not go through Council except the Finance Director, Clerk, and Law Director, as a contractor position. Based on the Charter, Council does not have direct involvement with the other positions at the City. Jeffrey Tyler indicated Council approves the creation of positions but does not hire for the positions. The City Manager hires the positions and the interview hiring process for the Economic Development position would involve Council and the PDC but the City Manager makes the decision on the position. Nicole Scott asked if the cost structure of the position impacts the approval of the position? City Manager Andrew White said this would-be brand-new territory and would have to be worked out with the hiring of the position. Nicole Scott indicated the need to work out of the finances for the position before the position is hired.

OTHER BUSINESS

- a. Land Inventory Project – August
- b. Website Review and Update Plan
- c. Powell Development Corporation Records Retention Plan
- d. Status, Member Access and City ID's - Staff to report
- e. Powell Development Corporation Logo – Communications Department Update

f. **Powell Development Corporation Funding**

Jim Hrivnak indicated the committee is anxious to have an update on the new website and the retention plan. Jim Hrivnak indicated he wanted to look at long range plans for the funding of the PDC.

FUTURE BUSINESS

Next scheduled Powell Development Corporation Meeting – July 25, 2023 at 6:00 p.m.

In Police Roll Call Room

City Manager Andrew White updated the committee on the beverage sales and kid's zone sales from this year's Powell Festival.

Entered Executive Session at 7:54 pm with a vote of 5-0-0

MOTION: Jim Hrivnak moved to go into Executive Session. Ryan Herchenroether seconded the motion.

VOTE: Y 5 N 0 (None) AB 0 (None)

EXECUTIVE SESSION

Ohio Revised Code Sec. 121.22 (G) (8) - To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal statements of an applicant for economic development assistance.

Ohio Revised Code Sec. 121.22 (G) (2) - To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public.

MOTION: Jim Hrivnak moved to adjourn Executive Session. Nicole Scott seconded the motion.

VOTE: Y 5 N 0 (None) AB 0 (None)

Adjourned Executive Session at 8:29 p.m. with a vote of 5-0-0.


ADJOURNMENT

MOTION: Jim Hrivnak moved to adjourn. Ryan Herchenroether seconded the motion.

VOTE: Y 5 N 0 (None) AB 0 (None)

Meeting was adjourned at 8:30 p.m. with a vote of 5-0-0.

MINUTES APPROVED: August 22, 2023



Jim Hrivnak
Chair

8/22/23
Date



Elaine McCloskey
City Clerk

8/22/23
Date