

CITY OF KETTERING
CITY COUNCIL
SPECIAL MEETING MINUTES
COUNCIL RETREAT
June 10 & 11, 2009

The Council of the City of Kettering, Ohio met in a special City Council retreat session on Wednesday, June 10 and Thursday, June 11, 2009 at the Cincinnati Marriott North hotel located at 6189 Mulhauser Road, West Chester, Ohio.

Council Members Present included Mayor Patterson, Vice Mayor Duke, Mr. Wanamaker, Mr. Klepacz, Mrs. Schrimpf, Mr. Spolrich and Mr. Thompson.

Staff Members Present: City Manager Mark Schwieterman, Assistant City Manager Al Fullenkamp and Economic Development Manager Gregg Gorsuch. Other City staff members that attended the meeting throughout the retreat included Nancy Gregory Finance Director, Kelly O'Connell Budget Manager, Police Chief James O'Dell, Fire Chief Bob Miles, PRCA Director Mary Beth Thaman, Public Service Director Tom Glardon, Planning & Development Director Tom Robillard, Law Director Dave Eubank and Human Resource Director Rick Strader.

Mayor Patterson called the meeting to order at 2:00 p.m. on Wednesday, June 10, 2009 and turned the meeting over to Mr. Schwieterman. Mr. Schwieterman asked Council members to review some of the committees and boards they served on over the past year.

Mayor Patterson reviewed the Committees and Boards he serves on as a City representative. Some of the committees he discussed included the Homeless Solutions Policy Board, MVRPC (Chair), U.S. Conference of Mayors – Economic Development Committee, Montgomery County General Fund Financial Planning Committee – Community & Economic Development Subcommittee and the Kettering Development Corporation.

Vice Mayor Duke reviewed the Committees and Boards he serves on including the NLC/TIS Steering committee, First Tier Suburbs Executive Committee, City Sites/Public Art Committee, State Fire Commission and Kettering Leadership Academy Executive Board.

Councilman Keith Thompson noted he serves on the Miami Valley Communications Council.

Councilman Tony Klepacz discussed his Committees and Boards, which included the Board of Community Relations, Oak Creek Area Apartment Managers Forum, MVRPC Alternate, Honorary Commander – WPAFB and the Kettering Development Corporation.

Councilman Spolrich discussed his participation in the following, Kettering Parks Foundation, Partners for Healthy Youth Holiday at Home and Intergovernmental/Interagency Relations.

Councilman Wanamaker noted his service on the MVCC Board and the Greene County Water/Wastewater Committee.

Councilwoman Schrimpf participates as a First Tier Suburbs Alternate.

Mr. Schwieterman stated what the goals and objectives are for the 2009 Council Retreat meeting.

Break 3:00 – 3:15

Mr. Schwieterman then turned the meeting over to Nancy Gregory, Finance Director and Kelly O'Connell, Budget Manager. Ms. O'Connell and Ms. Gregory reviewed the 2008 financial results. They reviewed the general fund available balance, including the 2009 budget forecast. Ms. Gregory reviewed the general fund revenues vs. the expenditures from 2000 through 2008. Next Ms. Gregory reviewed the Income Tax Revenue, Property Tax Revenue, Court Fines Revenue, Investment Income Revenue and the Local Government Fund Revenue from 2000 through 2008 and the 2009 forecast for each account. Ms. O'Connell discussed the general fund operating expenditures for the years 2000 through 2008. She also reviewed the subsidy situation for the Police Pension Fund, Street Department, PRCA Operations, Rosewood, Frazee Pavilion

Operations, and the Courts. At this point Ms. Gregory and Ms. O'Connell discussed the Long Range Forecast with the Council members and described the assumptions that were made to create the forecast.

Mr. Schwieterman reviewed the General Fund revenue and expenditures as well as the General Fund Balance. He also discussed the 2009 General Fund budget issues with the Council members. At this point in the meeting Mr. Schwieterman reviewed some budget adjustment options with Council.

Break 5:00 – 5:15

When the meeting reconvened at 5:15 p.m. Mr. Schwieterman introduced Chief Miles to discuss the Matrix Report and the Fire Departments progress over the past year. Chief Miles said the Matrix Fire Department report was completed in May of 2007. The report examined organization, management, staffing and operations. There were 96 performance targets identified in the report and it was anticipated to take 3 to 5 years to complete the recommendations. To date 23 performance targets have been completed, 38 performance targets are underway and 35 performance targets have not been started, some of which the Fire Department will not be doing. Chief Miles displayed the Fire Department's new mission statement which is: "Our mission is to meet community needs by delivering an effective system of services; thereby minimizing the impact of fire, hazardous conditions, illness, and injury with a caring and efficient response". In addition Chief Miles reviewed the Fire Department's new Vision Statement which is: "The vision of the Kettering Fire Department is to serve the public with the following core values: Integrity, Professionalism, Compassion, Unity, Honor". Chief Miles also discussed the Fire Department's organization chart. The chart defines the chain of command. The Fire Department now has a written personnel manual and conducts annual evaluations of all employees. The Chief discussed the Record Management System (RMS). This will be a point of emphasis in the near future. Chief Miles concluded his presentation by highlighting priorities for the next 12 months, which include: Planning and analysis and data management (RMS), Long range planning, Annual improvement plan, Fire station location and rehabilitation/replacement plan and developing a plan to meet emergency response goals.

The next portion of the Council Retreat was a presentation from Chief of Police, Jim O'Dell. Chief O'Dell spoke about several different functions of the Police department. The Kettering City Jail accepts prisoners from several cities within our region and has current agreements with Miami Township, Moraine, West Carrollton, Centerville and Oakwood. In addition the jail also houses prisoners on a temporary basis for the Ohio State Patrol and Federal Agencies on an as needed basis. The Police Department is a member of the Tactical Crime Suppression Unit (TCSU). The membership allows the department to perform multi-jurisdictional investigations in the 8 TCSU cities with full police powers. Chief O'Dell stated the Kettering Police Department is the founding agency of the Kettering Regional SWAT team. There are members on the team from several agencies in Montgomery County. The team will respond to SWAT callouts to all member agencies as well as others approved by the Chief of Police. The department is also a member of the Ohio Organized Crime Investigation Commission (OOCIC). In addition the department has three officers assigned as Terrorism Liaison Officers to the State of Ohio Department of Homeland Security Terrorism Liaison Officer (TLO) Program. Chief O'Dell said the department is currently working with their MIS vendor to develop an interface to incorporate all of KPD's jail booking information into the Montgomery County Criminal Justice Information System. This is being done at no cost to the city and will benefit the region by sharing valuable information. Finally the Chief spoke about the department's Canine unit. The department has two single use canines. One is a narcotics detection dog while the other is a patrol dog. The canines and handlers respond throughout the region to assist other agencies on an as needed basis.

Break 7:00 – 7:15

The final session of the day was PRCA Director Mary Beth Thaman and Assistant City Manager Al Fullenkamp talking about the concept of Complete Streets. Mr. Fullenkamp stated the definition of a Complete Street is "Roadways designed and operated to enable safe, attractive, and comfortable access and travel for all users". Users are considered to be pedestrians, bicyclist, motorist and public transportation. Features of a Complete Street include sidewalks, bicycle lanes, crosswalks, bus pullouts and raised crosswalks, audible pedestrian signals,

sidewalk bulbouts, traffic calming devices, well-landscaped center medians and a reduction in the number of driveways. Some benefits of a Complete Street include improved safety, encourage more walking and biking, ease transportation issues and traffic, helpful to children, elderly and disabled, good for the environment, makes good fiscal sense and fosters identity as a strong community. Ms. Thaman said the next steps for Kettering would be to identify (inventory) activity centers in Kettering that currently provide walking, biking and transit connections. In the future the city will strive to complete gaps in the bikeway system, utilize roadway signage to increase identification of biking and walking routes and continue to promote Kettering as a community that supports healthy lifestyles.

At approximately 8:00 p.m. the meeting was recessed and will be reconvened on Thursday, June 11, 2009 at 8:15 a.m.

At 8:15 a.m. the session for the second day began. Day two of the retreat was dedicated to a Vision/Strategic Planning discussion.

Mark reviewed the proposed budget for renovation of the South government building. He reviewed several options on where to temporarily move city staff during the South building renovation.

Jane Dockery from Wright State University was the facilitator for the session.

Ms. Dockery stated she would like to articulate a mission statement that is actionable and articulates priorities. The purpose of today's session is for Council to provide direction that guides staff priorities and implementation.

Jane created the following draft mission statement for the city, meant to be a discussion starter:

“The mission of Kettering is to create a family oriented community where citizens, Schools and businesses thrive by pursuing growth in a fiscally sound manner”.

The mission statement, vision statement and vision elements are based upon the work that Council completed with Jim Kunde as well as Ms. Dockery's discussion with Mr. Fullenkamp and Mr. Schwieterman.

VISION STATEMENT (As drafted by Jane Dockery for discussion purposes)

The City of Kettering's legacy of innovation and invention resurges; it's the most desirable place to live in Southwest Ohio. Four pillars support the City's vitality: (1) a strong commercial and residential city center that stimulates growth outward; (2) economic ventures that attract new and expanded business investment; (3) regional prominence; and (4) City fiscal responsibility coupled with strategic investment. The perfect balance of commerce, recreation, education, and housing makes the City a great home for the new generation of leaders to live, work, play and invest.

Six elements of the Vision:

- 1) Active involvement in regional initiatives that improve city services, save the city resources, and boost the city's regional prominence.
- 2) Economic development ventures that attract and expand investments in the city with a focus on the region's targeted industry clusters – human sciences & health care, aerospace research and development, information technology, advanced materials and manufacturing.
- 3) Housing options that meet the population's needs. The Madison's Grant development demonstrates that housing options can lead to resident retention and attraction.
- 4) *Renaissance Kettering*: A vibrant commercial center at Town & Country providing a mixture of housing, commercial activity, open space and jobs to stimulate growth and connections, and retain and attract the city's next generation.
- 5) Fiscal responsibility while making strategic capital investments. Aligning the financial plan with the strategic plan provides direction toward Kettering's vision.
- 6) Create an environment of success; the new vision energizes and builds community esteem.

After some discussion it was decided that the 6 elements could be reduced to the following four concepts:

Regional initiative
Economic development
Housing options (neighborhoods)
Strategic capital (CIP)

Discussion of Regional Initiatives:

All present discussed regional initiatives such as the Advantage Sharing Program through Montgomery County, the First Tier Suburbs, Regional Dispatch and SB 129. The need to complete an inventory of current regional initiatives was discussed. The consensus of all in attendance was the MVCC is a great way to participate in regional discussions and situations.

Discussion of Economic Development:

Ms. Dockery said she would like Council to give direction to staff regarding economic development.

Mayor Patterson would like to see the city begin to land bank. Buy commercial property in strategic places when it becomes available. Looking at the Wilmington Pike corridor, there are several properties that could be strategically looked at to see what is the highest and best use for those properties. If the city could make a little money or just break even that would be fine, we could use the KDC to handle the transactions. He would like to see money set aside in the budget to buy up commercial properties over the next several years.

Mr. Klepacz feels business retention must be a priority for the city. We must continue to build the relationships with our major businesses. Pick top 3 or 5 major companies and continue to build enhanced relationships with them. He feels 70% of growth comes from the businesses already in the city.

Ms. Schrimpf said the wave of the future is the small businesses 5 to 10 employees, what can the city do to help them?

Vice Mayor Duke asked if the city and Chamber could train people to go to each business small and large to see what type of services they need. Ms. Dockery said the Capstone program could help in some of these types of situations.

Mr. Spolrich said economic development must be a continued priority of our city. We must keep our focus on economic development.

Mr. Schwieterman should get together a proposal on land banking, where would the money come from? Staff could also draft an estimated price of a "town center" at the Town & Country location.

Discussion of Housing Options/Neighborhoods:

Mayor Patterson said he doesn't feel this is the right time to give the City Manager direction on housing issues due to the current economic situation.

Mr. Spolrich would like to focus on helping our citizens remodel their existing homes. In other words keep working on improving our existing housing stock. He would also like to see the city brand neighborhoods to create a community feel. Vice Mayor Duke agreed he would like to see consistent signage at neighborhoods entrances.

Vice Mayor Duke said the First Tier Suburbs committee has three television programs completed regarding remodeling. Can we get these on our web site? We could link the MVCC web site from the city web site so people could view the shows.

Mayor Patterson would like staff to provide Council an analysis of CDBG funds. Using CDBG funds for infrastructure vs. spending CDBG money for housing units. If we can help 300 people by repaving a street in a neighborhood vs. helping 3 people repair their homes it may be a good

thing to look at. Again try and get the most bang for the buck, if we can pave three streets vs. repairing two homes is it worth it? Council would at least like to have the discussion.

Diversify housing stock must be kept on the radar, but no action until economic times are better. Look at options now so when economic times are better we are ready to move.

Discussion on the CIP:

The council feels staff should keep the focus on maintenance CIP projects and leverage outside dollars whenever possible.

Staff needs to present Council with the cost/benefit of residential reconstruction vs. maintenance. Staff already has the data of where reconstruction and maintenance is needed. Council is willing to re-examine the way they look at the CIP projects.

Council will look at complete street process on each project and apply where applicable and affordable.

Other Discussions:

Project Bidding Process: presently the city has no preference for Kettering contractors. Mr. Schwieterman would like Council reaction to changing this policy. Does Council want to see a local preferential bid program? Council members stated they would like to see a proposal on implementing a new bidding program. Staff will research other communities etc. and report back to Council.

Green Initiatives: the city will continue to do Green Initiatives on project where and when it makes good financial "sense".

Police Pension Fund: the Council members are not in favor of going to the voters for an additional levy the fund will continue to be funded out of the general fund.

Rosewood Subsidy: Council would like a resident vs. non-resident analysis. Should the city look at changing the fee structure based on the results of that analysis? Council would like a 24 to 36 month plan for Rosewood operational and facility changes.

STRATEGIC PLANNING

Mr. Spolrich wants us to remember we need to market the things we do well.

Mayor Patterson agreed we must do a better job of communicating our successes. We need to make sure and get our successes in print.

Being no further business to come before Council the City Council Retreat was adjourned at 2:00 p.m. on Thursday, June 11, 2009.

ATTEST:

DONALD E. PATTERSON
MAYOR

CONNIE S. GAW
Clerk of Council