

CITY OF KETTERING
CITY COUNCIL
WORKSHOP MINUTES
June 11, 2024

The Council of the City of Kettering, Ohio, met in a workshop session on Tuesday, June 11, 2024, in the Deeds Conference Room, Kettering Government Center, 3600 Shroyer Road. The meeting came to order at 6:00 p.m.

Council members present included Mayor Lehner, Vice Mayor Fisher, Ms. Duvall, Mrs. Hall, Mr. Scott, Mr. Suddith and Mr. Sullivan.

Staff members present included City Manager Matt Greeson, Assistant City Manager Steve Bergstresser, Law Director Ted Hamer, Planning and Development Director Tom Robillard, City Planner Ryan Homs, Volunteer Administrator Dawn Kirchner, Economic Development Manager Amy Schrimpf, Community Information Manager Mary Azbill and Clerk of Council Amy Hayslip.

Mr. Greeson briefly reviewed agenda items for tonight's meeting.

Mr. Hamer mentioned that Item #14 on the agenda is an emergency ordinance in which council would vote and approve tonight.

Comprehensive Plan Update Presentation – Mr. Robillard presented the City's Comprehensive Plan using a what, how, why, when and who approach.

What: A comprehensive plan or master plan, is a long-term guide for the physical development of a municipality. Key components of the comprehensive plan update include: Vision Statement; Land Use; Transportation; Housing; Economic Development; Environmental Management and Implementation Strategy. The main purpose of the comprehensive plan is to: Guide Growth and Development; Balance Competing Interests; Preserve Quality of Life; Economic Viability; Community Involvement and Legal Foundation.

How: Assistance - we plan on hiring an outside consultant to assist in the development, writing and public input for the plan. Assessment – collect data on current land use, demographics, housing and other relevant conditions. Public Participation; Drafting the Plan; Review and Approval; Implementation and Monitoring and Updating.

Why: Comprehensive land use plan is essential for sustainability and organized development of Kettering. The current plan was adopted in 2002. The newly adopted Strategic Plan identifies several strategies that will need further study and specific action plans. Define and redefine.

When: Hoping to have an RFP for the consultant this week.

Who: Consultant; Staff; Planning Commission; City Council; Residents and business owners; other stakeholders.

Mayor Lehner commented that she is not entirely convinced that this is not redundant to the Strategic Plan. It just may need a change in language and the consultant may not be needed. Mr. Robillard said that an up to date comprehensive plan would have assisted with making decisions on land use in the last couple of years, for example Miami Valley Research Park and the apartments being developed there.

Mayor Lehner commented that the Zoning Code is antiquated and difficult to work with. The Strategic Plan and Comprehensive Plan could be wedded together.

Mr. Robillard commented that the Comprehensive Plan can touch on balancing competing interests.

Mr. Scott asked is the Comprehensive Plan a sub-component of the Strategic Plan. Mr. Robillard answered that the Comprehensive Plan is geared toward the development of the community.

Mr. Greeson commented that the Comprehensive Plan and Strategic Plan can knit together. The Comprehensive Plan is more targeted, for example if we change the Zoning Code instead of tweaking it for Oak Creek. The Comprehensive Plan requires thought and community engagement.

Mr. Scott commented not that it is not tactical.

Mr. Robillard remarked that there are other terms that could be used like master plan or land use plan.

Mayor Lehner and Mrs. Hall would like to see the wording changed.

Mrs. Fisher asked how the plan relates to the Wilmington Pike Plan and what the intended uses of particular pockets in the city will be. Mr. Robillard remarked that the comprehensive plan will direct us to how we should change the zoning code. The previous comprehensive plan from 2002 focused on Wilmington Pike resulting in the Wilmington Pike plan.

Mr. Greeson commented that the previous plan brought focus on that area of the city. The zoning code focuses on parcel level; comprehensive plan is a strategic focus area; strategic plan is broader.

Mayor Lehner commented that the plan should say what it is. Mr. Greeson commented Long Term Land Use Plan.

Mr. Scott asked if a consultant was used in 2002. Mr. Robillard commented yes it was Woolpert. The budget for the consultant is \$150,000.

Mr. Scott asked what the consultant can do that our staff can't. Mr. Robillard remarked that our staff focuses on the day to day and it would take staff 5 years; we need the updated plan in one year.

Mr. Greeson remarked that it is a good governing practice to have an up to date comprehensive plan. A training will be scheduled that will include planning commission, board of zoning appeals and city council.

Strategic Plan Implementation Guide - Mr. Greeson presented the Strategic Plan Implementation Guide. In the Plan to Action, the first steps are that we will be establishing cross-departmental goal teams with a senior goal area leader. Council liaisons would then be appointed on each Goal Team. The purposes of the goal teams is to develop recommendations on how to implement strategies and how we track them. The Goal Teams would engage stakeholders. The Goal Team leader would be the facilitator of the group making sure to keep things moving forward and that there is completion of the tasks.

The second step is to clarify goals and strategies and identify stakeholders.

The third step is to identify tactics.

The fourth step is Council and City Manager Review and Cross-Goal Prioritization. This may be done at a Council workshop or a Council Retreat.

Mrs. Fisher commented that Council already has standing committees asked why more were being created. Mr. Greeson said that they have a list of community committees working on tactics already.

Mr. Suddith asked who gives guidance and guardrails to these committees. Mr. Greeson remarked that some teams will prioritize against each other.

Mr. Scott asked how many groups. Mr. Greeson replied six (6).

Ms. Duvall asked what the timeline was going to be. Mr. Greeson remarked September 2024.

Mr. Bergstresser commented that the budget has tactics and that the 2025 budget may be a blend of old and new tactics. In Quarter 1 of 2025 we will be looking at the 2026 budget.

Mr. Greeson mentioned that after step 4 that the council liaison role ends. Step 5 will be minutia that staff would handle; performance measures – how do we know it was effective.

Mr. Greeson stated the list of Goal Teams and the Council Liaisons.

Food Waste Recovery and Resource Program - Mrs. Kirchner opened the presentation identifying partner agencies for this program including Montgomery County and The Foodbank. There are four different options involved: drop-off community; processing community; processing and drop-off community and support the project through education and outreach.

The Drop-off Community would have designated locations for compostable food items to be deposited. Montgomery County will collect and deliver to the closest composting facility for processing.

In-Vessel System – The city would be responsible for this system. Public Service is on board to assist. Montgomery County would deliver food waste directly to the Kettering facility.

Drop-off and In-Vessel System – Mrs. Kirchner recommends doing a drop-off and in vessel system.

Education and Outreach – Assist through social media and newsletters; work with Montgomery County on branding and education campaigns.

Mr. Scott commented that there would be no expectation of additional staff for this program.

Mr. Bergstresser remarked that Kettering would be the first in the Dayton region.

Mayor Lehner asked if the total cost of the program is covered by the grant. Mrs. Kirchner answered yes. Companies will come out and pick up buckets.

Mr. Bergstresser commented that the yard debris center could be the drop-off place and to compost there. We would also map out drop-off locations.

Ms. Duvall asked where the location of the vessel would be on the property.

Miscellaneous

Mr. Greeson mentioned that Mrs. Fisher would like to have a Fire and Police presentation explaining overtime and asked if that was of interest to members.

Mr. Scott stated it would be helpful to advise citizens. Ms. Duvall was not interested. Mayor Lehner stated the history of transition from volunteers to where we are today is important.

Mr. Suddith said that chickens are coming. Mr. Greeson remarked that he has a memo from Mr. Robillard stating concerns for implementation and that he will forward the memo to council. Reactions to the memo to be discussed at next workshop.

The City Council Workshop Meeting adjourned at 7:29 p.m.

ATTEST:

PEGGY LEHNER
MAYOR

AMY J. HAYSLIP
CLERK OF COUNCIL