

CITY OF KETTERING
CITY COUNCIL
WORKSHOP MINUTES
April 20, 2020

The Council of the City of Kettering, Ohio, met in a workshop session on Monday, April 20 2020, via video conference due to the COVID-19 pandemic. The meeting came to order at 11:09 a.m.

Council Members Present included Mayor Patterson, Vice Mayor Klepacz, Mr. Lautar, Mrs. Fisher, Mr. Duke, Mr. Scott and Mr. Wanamaker.

Staff Members Present: City Manager Mark Schwieterman, Assistant City Manager Steve Bergstresser, Law Director Ted Hamer, Economic Development Manager Gregg Gorsuch and Community Information Manager Mary Azbill

Agenda Review – Mr. Schwieterman explained that this workshop would be dedicated to COVID-19 pandemic and its impact on City operations.

Stay at Home Order – A task force was formed to oversee this quick transition. A Continuity of Operations Plan was created outlining essential functions and employees, prioritized functions and communications to Directors and City employees. Facilities were closed to the public. Employees began working from home as early as March 17 using alternate work schedules to focus on core services.

Recovery Plan – A smaller recovery task force convened in anticipation of the Governor lifting the stay-at-home order. A phased recovery plan is being developed to bring people back to the office slowly and safely beginning May 4. Other focuses are on shielding, cleaning and personal protective equipment. Public safety is important, as well.

Current Impacts – Facilities closed include playgrounds, tennis courts, basketball courts, BMX track, skate park, Yard Debris Center. No programs or classes being offered. Revenue loss due to programming cancellations, grants and local government fund, and local businesses laying off employees. Alternative work schedules for employees, part-time employees being paid for hours scheduled during closures through April 26, as well as working from home. Pending decisions include what to close, what to keep closed, what to cancel, what and when to open and financial impacts. Preserving PPE for KPD and KFD is paramount which means we allocated from other departments toward public safety.

We received funding from Health and Human Services in the amount of \$39,500 to assist in medical transport fees related to patients with COVID-19. CDBG – Additional allocation of \$335,000. New Business Loan Program developed by our Planning and Development Department. The loan review committee received ten applications already. There will be no summer edition of Contact With Kettering as we have no firm cancellations to announce, as well as financial savings by not publishing. There will be no PRCA brochures or activity guide.

Mayor Patterson stated he would like Contact With Kettering to be published with positive community pieces regarding COVID-19. Promote things local businesses have done, the City and residents.

Mr. Duke agrees with Mayor Patterson and wants Council to have input to neighborhoods.

Mr. Lautar agreed.

The fountains at Lincoln Park Civic Commons will be turned on in May rather than April.

Mr. Duke expressed his concern as the fountains directly correlate with the satisfaction and happiness of the residents.

Ice will be removed from the arena. City survey will be delayed. The Community Block Party is canceled. The Families First Coronavirus Response Act is in place for employees who need time off due to the effects of COVID-19 (daycare, sick family member, etc.). Public safety, public works, directors team and court personnel are exempt from FFCRA. We have no direct funding for the CARES Act. Our senior services coordinator and volunteers are doing wellness checks for senior citizens in Kettering. The tax deadline was extended to July 15, 2020. Spring leaf collection begins April 20. FEMA donations to clean masks. Determine when to open parks. Backpack Program delivered 10,000 meals to local children. Kettering Recreation Complex canceled in May. Neighborhood Pride will be delayed to July and August. Economic development surveys are being conducted to ensure local businesses are getting what they need from the City. Safety Village is canceled. Senior transportation is operational but limited demand. Go Fourth celebration is canceled. The crowd is too large and no revenue is associated with this event.

Mr. Klepacz asked if we have contracts with vendors for events we have to canceled.

Mr. Schwieterman replied that all considerations will be taken into account.

Determining whether to open or close water park and splash pads. The indoor pool can be open to utilize during the summer if the Governor allows.

Mayor Patterson asked what other cities are doing. Concerned Kettering is the only city who is not opening the water park.

Mr. Schwieterman stated that cities from Sidney to Springboro are closing with the exception of West Carrollton.

Mrs. Fisher asked about hiring for summer jobs.

Mr. Schwieterman state the City is six weeks behind in the process due to the pandemic.

Mayor Patterson asked why we are not taking applications by email rather than not at all.

Mr. Schwieterman verified that the City has returning employees and a pool of applications. Finalizing the applications requiring personal visits is hindering the process.

Mr. Klepacz asked if we will be able to look at the cost to open and close water park regardless of when it may happen.

Mr. Schwieterman described the summer curve. June and July are the best months and August starts to decline. We will have that conversation as soon as we know.

Residents want the Yard Debris Center and mulch pickup open. We are concerned about social distancing. We are working on staffing, logistics and hours.

Mr. Lautar stated people do not have any place to put their yard debris and need it.

Mayor Patterson stated that this is a win for the residents and is in favor.

Fraze season is still under consideration with the hope that acts will reschedule shows later in summer. Waste Management canceled bulk item pickup which is a concern for residents. We are currently not hiring at the City.

Mayor Patterson is concerned about the amount of employees necessary for Spass Nacht.

Mr. Schwieterman will look into this. A similar decision will have to be made with a block party to welcome everyone back to normal.

PRCA Specific Actions – Summer camps canceled causing \$50,000 loss in net income. Training and travel cuts will save the City \$61,000. Capital equipment reduction will save the City \$180,107. Subsidy estimate is \$8.1 million. The 2020 budgeted subsidy is \$7.9 million.

It is assumed we will reopen the Recreation Complex July 6. Prepaid memberships get additional months and monthly members will have no payments from March to through June. Programs resume July 6. Program refunds from April 1 through July 5. No camps. No summer sports programs. Revenue from July through December will be 85% of last year. Refunds will be given for Polen Farm deposits from April 1 through July 6. Water park will be closed all summer. Go Fourth will be canceled. Regular staffing will resume June 29.

Citywide Financial Summary - General Fund Balance for 2019 is \$1.5 million. This is better than estimated. General Fund profit in 2019 was \$666,000. Income tax from January through March, 2020, is \$1.1 million over estimate. Withholdings due April 15 was stable. Travel Day Refund – “COVID-19 exemption”. CDBG will pay 100% of Senior Services salary. Ohio Bureau of Workers Compensation rebate of \$139,325 and dividend for COVID Plan of \$463,886. OPWC Principal and Interest Delay until 2021 is \$82,760. Sale of Moraine Circle is \$270,000. Canceled Events that generate no revenue. Medical transport stimulus is \$39,500. Capital equipment postponement is \$1.2 million. Training and travel elimination is \$290,000. Capital improvement project postponement is \$1.7 million.

Pending Decisions - Rosewood design and construction - \$2 million (includes \$450,000 grant). Gentile Park Design and Construction - \$1.4 million (includes \$140,000 grant). Schantz Bridge landscaping - \$141,000.

Bill Lautar does not feel comfortable spending money on landscaping while people are without jobs.

Polen Farm fence - \$61,000.

Operating Margin – Waive Policy? Revenue reduction of 10% = +/- \$6 million. Postponements for 2020 – \$3.2 million. One-Time Revenue - \$873,000. Greater Than Estimate for 2019 - \$1.5 million.

At 12:28 p.m., Mr. Klepacz made a motion to enter into executive session under Section 121.06 (k) of the Codified Ordinances for purposes of property matters, economic development and personnel matters; the motion was seconded by Mr. Lautar. The motion passed by a unanimous roll call vote.

At 1:08 p.m., Council exited the executive session and went back on the record.

The workshop meeting adjourned at 1:08 p.m.

ATTEST:

DONALD E. PATTERSON
MAYOR

LASHAUNAH D. KACZYNSKI
Clerk of Council