

EXECUTIVE SUMMARY & MINUTES VILLAGE COUNCIL WORK SESSION

September 3, 2026 7:01 p.m.

I. ATTENDANCE: Councilpersons Martin, Paessun, Pinter, Camara, Koss, Grant; Mayor Southard, Planner Fischer, Attorney Shamp

II. EXECUTIVE OVERVIEW

The September 3, 2026 Council Work Session focused primarily on **capital projects, 2027 pool operations, traffic and safety matters, zoning policy, seasonal service contracts, and police recruitment.**

Council received project-status updates, identified several matters requiring additional information before formal action, and provided direction on items that will return for legislation, contracting, or further administrative review.

The most significant matters requiring follow-up were the **pool house project, 2027 concession operations, Cleveland Avenue zoning, Ponderosa traffic controls, and police recruitment.**

III. CAPITAL PROJECTS & FACILITIES

A. Maintenance Building

Staff reported that the maintenance building was approximately **90% complete**, with concrete framing and remaining construction work underway.

A plumbing issue was identified involving a pipe installed by a subcontractor that did not meet current specifications. The pipe was removed and replaced. Council requested continued monitoring of the remaining plumbing and inspection process.

Follow-Up:

Administration/staff to confirm final plumbing, inspection, and remaining construction status.

B. Pool Storage

Council discussed the storage containers associated with the pool facilities. Concrete pads had been framed, and the containers were expected to be painted and relocated.

One container was to remain at the pool, while another was discussed for possible relocation to the maintenance-building area, subject to inspection and logistical considerations. Electricity and other site requirements were also discussed.

IV. POOL HOUSE PROJECT

Council discussed the status of the proposed pool house project.

The project was **not yet ready to proceed to bidding**, primarily because updated engineering and pricing information remained outstanding. Council emphasized the importance of obtaining a reliable project estimate and schedule before moving forward.

The discussion also addressed the potential impact of continued delays on the overall project timeline and grant-related funding considerations.

Council requested that staff/project representatives obtain more definitive information regarding:

- Updated engineering costs;
- Current project pricing;
- Anticipated bidding schedule;
- Permit requirements and timing;
- Construction schedule; and
- Potential budget implications.

Council also discussed how potential bid overruns might be addressed, although no final contingency threshold was established during the work session.

Follow-Up:

Obtain updated project pricing and a firm schedule and return the information to Council before authorization to bid.

V. 2027 POOL & CONCESSION OPERATIONS

Council conducted a detailed review of the 2026 pool and concession operations in preparation for the 2027 season.

The pool operation was reported to be approximately **break-even as of July 31**, while the concession operation was approximately **\$4,000 negative**.

Discussion focused on the factors contributing to concession losses, including:

- Labor and staffing levels;
- Slow periods during operating hours;
- Inventory management;
- Pricing;
- Menu selection;
- Sales reconciliation;
- Employee responsibilities; and
- The amount of administrative time required to reconcile operations.

Council discussed using **Square sales information** to evaluate sales patterns, popular items, busy periods, and inventory.

Potential operational changes discussed included having a front-desk employee assist with concessions, reducing dedicated concession staffing during slower periods, sending employees home when appropriate, establishing weekly labor budgets, reviewing actual performance against budget, increasing selected prices, simplifying the menu, and considering vending or self-service alternatives.

A broader objective expressed during the discussion was to identify operational and financial problems **during the season**, rather than waiting until the end of the year to determine whether the operation was successful.

Follow-Up:

Develop a 2027 pool/concession operating and financial plan incorporating staffing, labor targets, pricing, inventory, menu structure, and regular financial monitoring.

VI. E-BIKES AND E-SCOOTERS

Council discussed potential regulation of e-bikes and e-scooters within the Village.

A Westerville example was referenced as a potential model. Possible provisions discussed included:

- Helmet requirements;
- Minimum-age requirements;
- Parent/guardian responsibility;
- Speed restrictions;
- Identification or licensing;
- Restrictions on where devices may be operated; and
- Potential prohibition in particular locations.

A significant concern was the **practical enforceability** of any ordinance. Council did not adopt a final regulatory framework during the work session.

Follow-Up:

Continue reviewing potential legislation, including enforceability and appropriate regulatory limits.

VII. PONDEROSA INTERSECTION / TRAFFIC SAFETY

Council discussed traffic and safety conditions at the Ponderosa intersection, including whether the appropriate traffic control should be a **stop sign or yield sign**.

The discussion considered intersection configuration, prior traffic-study information, resident concerns, pavement markings, warning signage, and other traffic-calming measures.

Council also discussed targeted traffic enforcement, particularly in connection with the start of the school year. Legal considerations regarding targeted enforcement and unlawful ticket quotas were addressed.

Potential measures included:

- Stop/yield control;
- Pavement striping;
- Warning signage;
- "Slow" markings/signs;
- Additional traffic studies or engineering recommendations; and
- Targeted police enforcement.

No final stop-versus-yield determination was made during the work session.

Follow-Up:

Obtain/consider engineering recommendations and determine the appropriate traffic-control and safety measures.

VIII. CLEVELAND AVENUE ZONING / DEVELOPMENT POLICY

Village Planner **Eric Fischer** presented the Planning & Zoning discussion concerning potential changes to the Village's zoning framework.

The discussion referenced Columbus' "**Zone In**" approach and the concept of an **Urban General** district allowing a broader mix of uses and increased development intensity, including buildings of up to approximately four stories.

Council discussed the potential redevelopment of older retail centers along Cleveland Avenue and the possibility of consolidating parcels for more comprehensive redevelopment. A principal issue was the degree of control the Village would retain over future development. Council discussed the potential use of a **planned district or overlay** to provide greater control over individual development proposals and allow the Village to negotiate specific uses, site design, parking, and other development conditions.

The discussion also addressed whether residential uses should be categorically prohibited. The planned-district concept was viewed as a mechanism for allowing the Village to evaluate residential or mixed-use proposals individually rather than establishing an unrestricted right to develop under straight zoning.

Council generally supported continuing the work and preparing legislation for consideration at a future Council meeting.

Follow-Up:

Continue coordination among Council, the Planner, and Village Attorney and prepare proposed legislation addressing the Cleveland Avenue zoning framework.

IX. LEAF COLLECTION SERVICES

Council reviewed proposals for the Village's leaf-collection services.

Bids/proposals were received from **Groundmaster** and **Five Seasons**. Although Five Seasons presented a lower initial price, Council discussed concerns regarding escalation language and equipment/service considerations.

Groundmaster's proposal was discussed favorably based on:

- Recent service experience;
- Equipment performance;
- Limited resident complaints; and
- Overall confidence in the proposed service.

The Groundmaster proposal contemplated a three-year term, while Five Seasons' proposal was discussed as a one-year arrangement with extension language.

Council indicated support for proceeding with **Groundmaster**.

Leaf collection is scheduled to begin **October 13**. The Village Attorney advised that the contract amount was below the applicable bid threshold and discussed the procedural requirements for moving forward.

Follow-Up:

Finalize and execute the leaf-collection agreement before the October 13 start date.

X. POLICE RECRUITMENT & STAFFING

Staff provided an update on police recruitment.

One officer had recently been sworn in and had begun employment, with training continuing over the following weeks.

Another candidate remained conditional and was several weeks away from completing the required physical process. Delays associated with qualifying physical examinations were noted.

A separate candidate was undergoing a background investigation. If the process is completed successfully, the candidate may be presented to Council for a brief review and opportunity for questions.

Two additional applicants were scheduled for interviews.

The Village has **four available positions**, with one recently filled and the remaining positions actively being pursued. An executive session was discussed as a possibility if candidate information becomes available for Council review.

Follow-Up:

Continue recruitment, background investigations, interviews, physical requirements, and Council review of qualified candidates.

XI. GROUNDS MAINTENANCE

Council discussed the performance of the current grounds contractor, **Miller Landscaping**. Some Council members expressed the view that **Five Seasons** had provided stronger service in prior years. Rather than making an immediate change, the discussion focused on evaluating the current year's performance.

Follow-Up:

Meet with Miller in October to review service performance and address concerns from the past year.

XII. SUMMARY OF COUNCIL DIRECTION

The work session resulted primarily in **administrative direction and requests for additional information**, rather than final legislative action.

The principal matters moving forward are:

1. Obtain definitive pricing and scheduling information for the pool house project.
2. Develop a more disciplined financial and operational model for the 2027 pool concession.
3. Continue review of potential e-bike/e-scooter regulations.
4. Obtain engineering input and determine appropriate Ponderosa traffic controls.
5. Advance Cleveland Avenue zoning legislation and planned-development concepts.
6. Finalize the Groundmaster leaf-collection agreement.
7. Continue police recruitment and candidate evaluation.
8. Review grounds-maintenance contractor performance in October.

Overall, the meeting emphasized **project accountability, cost control, operational efficiency, and maintaining greater Village control over future development decisions.**

KEY DECISIONS & ACTION ITEMS

One-Page Summary

#	Matter	Decision / Direction	Action / Follow-Up
1	Maintenance Building	Construction substantially complete; approximately 90% complete.	Confirm final plumbing work and inspection status; complete remaining construction items.
2	Pool Storage Containers	Continue relocation/consolidation of storage containers as discussed.	Complete concrete pads, painting/movement, inspection, and utility arrangements.
3	Pool House Project	Project is not yet ready to bid pending updated engineering/pricing information.	Obtain updated cost estimate and firm project schedule; return to Council with information before bidding.
4	2027 Pool & Concessions	Council identified operational and financial concerns requiring additional planning before the 2027 season.	Review Square sales/inventory data, staffing, labor costs, pricing, menu, and reconciliation procedures.

5	E-Bikes / E-Scooters	No final legislation adopted; Council continued discussion of possible regulations.	Continue review of age, helmet, speed, identification, operating-area, and enforcement provisions.
6	Ponderosa Traffic/Safety	No final determination on stop versus yield signage.	Obtain/consider engineering recommendations and evaluate striping, warning signage, and targeted enforcement.
7	Cleveland Avenue Zoning	Council supported advancing a zoning framework for further consideration, including planned-development/overlay concepts.	Prepare legislation and continue legal/planning review for a future Council agenda.
8	Leaf Collection Contract	Council indicated support for Groundmaster based on service history and proposal considerations.	Finalize contract before the October 13 leaf-pickup start date.
9	Police Recruitment	Recruitment remains active; one officer has started, with additional candidates in process.	Continue backgrounds, physical requirements, interviews, and potential Council review/executive session as appropriate.
10	Grounds Maintenance	Council discussed contractor performance and the need for a year-end review.	Meet with Miller in October to review service during the past year.

Jeffrey Wilcheck, Fiscal Officer

Tiffany Southard, Mayor