



9/16/2024 | 7:00 PM

**Municipal Services Center, Council Chamber
3600 Tremont Road**

If you are joining through Zoom, please click the link below to join the meeting:

<https://us06web.zoom.us/j/88268224042>

Or Telephone: 1 929 205 6099

Webinar ID:882 6822 4042

1. Call to Order/Roll Call

2. Pledge of Allegiance Led by Council Member Todd Walter

3. Consent Agenda

- a. Approve City Council Meeting Minutes for September 9, 2024

4. Legislative Items for Third Reading/Public Hearing/ Council Action

- a. Ordinance No. 52-2024 - An ordinance amending Chapter 783 - Alarm Systems of the Upper Arlington Code of Ordinances (*Adams*)

5. Legislative Items for First Reading/Public Hearing/Council Action

- a. Resolution No. 8-2024 - A resolution expressing support of the Five Points Intersection Improvements Project and associated MORPC Surface Transportation Program (STP) grant application (*Close*)
- b. Ordinance No. 56-2024 - To Authorize the continuation of the City's membership in the Central Ohio Risk Management Association (CORMA) self-insurance pool, to authorize expenditures thereto, and declare an emergency (*Kulewicz*)

In order to adopt this item on its first reading and as an emergency, City Council must first approve a suspension of rules via motion/vote with the support of at least 5 members.

- 1. Motion to suspend Council Rules (Article IV, 4 – Number of Readings Required) to waive second and third readings and adopt Ordinance No. 56-2024 as an emergency
- 2. Vote on suspension of rules
- 3. Motion to adopt emergency clause
- 4. Vote to adopt emergency clause
- 5. Motion to adopt Ordinance No. 56-2024
- 6. Vote to adopt Ordinance No. 56-2024

6. Legislative Items for First Reading/Public Hearing

- a. Ordinance No. 55-2024 - An ordinance amending §221.06 - Authorized Investment Instruments of Chapter 221 - Depositories and Investments, of the Upper Arlington Code of Ordinances

7. City Manager Update

8. Council Liaison Report

9. Executive Session

- a. Motion to enter into Executive Session pursuant to O.R.C. Section 121.22 (G)(4) – preparing for negotiations with public employees (roll call, followed by vote to enter)

10. Adjournment

September 9, 2024

City Council met in regular session in the Council Chamber of the Municipal Services Center, 3600 Tremont Road, and was called to order by President Awakessien Jeter at 7:00 p.m.

Members Present: President Ukeme Awakessien Jeter, Vice President Brian Close, Kathy Adams, John J. Kulewicz, Jim Lynch, Heidi Munc, and Todd Walter

Staff Present: City Attorney Darren Shulman, City Manager Steven Schoeny, City Clerk Krystal Gonchar, Applications Engineer Nasser Arman, Finance Director Brent Lewis, Fire Chief Chris Zimmer, HR Director Abby Cochran, Police Chief Keith Hall, Parks & Recreation Director Debbie McLaughlin, Community Affairs Director Emma Speight, Community Development Director Chad Gibson, and Communications Manager Andres Antequera

Pledge of Allegiance

The Pledge of Allegiance was led by Kathy Adams.

Consent Agenda

a. Approve City Council Meeting Minutes for August 26, 2024

Mr. Kulewicz moved, seconded by Vice President Close, to approve the Consent Agenda. The motion carried with the following vote:

Voting Aye: Adams, Close, Kulewicz, Lynch, Munc, Walter, and President Awakessien Jeter

Reports/Presentations

a. Presentation on the City's website redesign and content management by Communications Manager Andrés Antequera

The City Manager stated that there has been an internal team working on a new and improved website. The current website is outdated and difficult to navigate. An RFP (request for proposals) process has been carried out for the new website. The Communications

Manager presented an overview of the project and timeline (attached hereto and incorporated herein as Exhibit A). He stated that improvements will include improved navigation, enhanced content, visual appeal, forms, mobile friendly version, etc. After evaluating all vendors' proposals, the team recommends CivicPlus. The tentative go-live date is March 2025, to coincide with the community center opening.

The City Manager stated CivicPlus does offer online payment modules, but that will not be offered initially. He explained that it will take time to evaluate our exposure and look at security issues. Mr. Kulewicz asked if this will be used for reservations for things such as tennis courts. The City Manager stated reservations are currently made in the RecTrac system, which is a different system and vendor. This could be looked at in the future.

President Awakessien Jeter shared that she liked timing the website launch with the community center opening. The City Manager stated it will be on a three-five-year re-engagement evaluation to look at the site design and audit what information is outdated. CivicPlus has done many municipalities websites so they have an extensive knowledge base, such as how to search key words, help residents find things quickly, and options for ADA compliance and multiple languages.

Legislative Items for Second Reading/Public Hearing

a. Ordinance No. 52-2024 - An ordinance amending Chapter 783 – Alarm Systems of the Upper Arlington Code of Ordinances

Mr. Kulewicz asked for verification that personal data from registered residents with alarm systems will be protected. The City Manager confirmed there are robust protocols from the alarm system management company. Mr. Kulewicz stated the tolerance of six false alarms in a 365-day period, before any penalty sanctions are incurred, seems high. The Fire Chief explained after one or two false alarms they start engaging with the resident, work place, etc., to find a resolution. There are fines after two false alarms. This will help track repeat offenders so they can evaluate the data.

President Awakessien Jeter advised the Third Reading/Public Hearing/Council Action will be on September 16, 2024.

Legislative Items for Second Reading/Public Hearing/Council Action

a. Ordinance No. 53-2024 - An ordinance amending 2024 appropriations and authorizing the advance of funds

In response to President Awakessien Jeter's invitation to speak, there were no questions or comments from the public relative to Ordinance No. 53-2024.

Mr. Lynch moved, seconded by Vice President Close, to adopt Ordinance No. 53-2024. The motion carried with the following vote:

Voting Aye: Adams, Close, Kulewicz, Lynch, Munc, Walter, and President Awakessien Jeter

- b. Ordinance No. 54-2024 - An ordinance amending the 2023-2024 Municipal Program of Services (2023-2024 Biennial Budget Supplement) as adopted via Ordinance No. 80-2023**

In response to President Awakessien Jeter's invitation to speak, there were no questions or comments from the public relative to Ordinance No. 54-2024.

Ms. Munc moved, seconded by Ms. Adams, to adopt Ordinance No. 54-2024. The motion carried with the following vote:

Voting Aye: Adams, Close, Kulewicz, Lynch, Munc, Walter, and President Awakessien Jeter

Motions

- a. To adopt the 2024 Financial Policies Committee recommendations, respective to the Credit Card Policy, Debt Policy, and Financial Policies**

Mr. Walter moved, seconded by Ms. Munc to adopt the 2024 Financial Policies Committee recommendations, respective to the Credit Card Policy, Debt Policy, and Financial Policies.

The Finance Director summarized the work of the committee. They meet every two years and three council members serve on the committee. He does bring in investment and financial experts to educate them on current policy.

The motion carried with the following vote:

Voting Aye: Adams, Close, Kulewicz, Lynch, Munc, Walter, and President Awakessien Jeter

City Manager Update

The City Manager shared Lt. Staiger will be attending the FBI National Academy. Chief Hall provided a summary of the program.

* * *

There being no further business to come before City Council, President Awakessien Jeter called for a motion to adjourn the meeting. Mr. Walter moved, seconded by Mr. Kulewicz, to adjourn. The motion carried unanimously and the meeting adjourned at 7:52 p.m.

Website Redesign

Andrés Antequera | Communications Manager

Monday, September 9, 2024



The Why

- Negative Resident Experience
 - Difficult to Locate Information
 - Outdated Design & Functionality
- Website Last Updated in 2019
 - Designed & Built In-House
 - Past the Typical 3-5 Year Lifespan
- Current Site is Hosted Internally
 - Most Cities Use External Vendors



The Process

- Project Team Requested Feedback from Every Department
 - What Information is Essential to Residents and/or Your Department?
 - What Outdated Information Can be Eliminated?
 - How Can We Improve the Resident Experience?
- How to Improve on the 35,000+ Monthly Visits
 - Focus on Current & Future Resident Needs
 - Better Showcase City Services, Events, and Facilities



The Results

- ✓ **Improved Navigation**
 - Reorganize the website and departments to make it easier to navigate.
- ✓ **Enhanced Content Management**
 - Develop a new content management system to better manage webpage content.
- ✓ **Transition to Web-Based Forms**
 - Move to fillable web-based forms that can be integrated with other web-enabled technologies.
- ✓ **Desktop and Mobile-Friendly Design**
 - Must be optimized for both desktop and mobile devices.
- ✓ **Visual Appeal**
 - Focus on more photos and less text, making information more engaging and easier to digest.
- ✓ **Custom-Designed Microsites**
 - Custom-designed sites for targeted content and engagement.



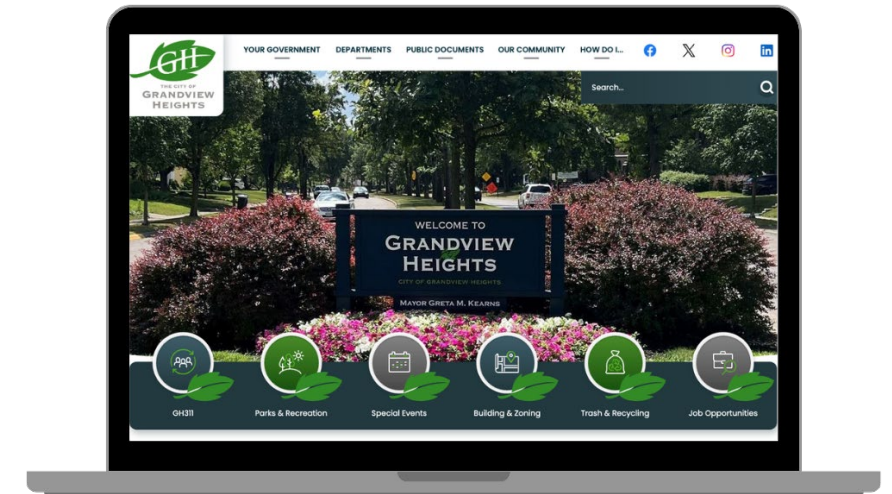
Vendor Selection

- Seven Vendors Responded to Request for Proposal
 - Included Local, Regional & National Companies
 - Proposals: Up to \$450k
- Website Project Team Recommended CivicPlus
 - Cost: \$111K Over 3 Years
 - Evaluated Each Vendor in Six Different Areas

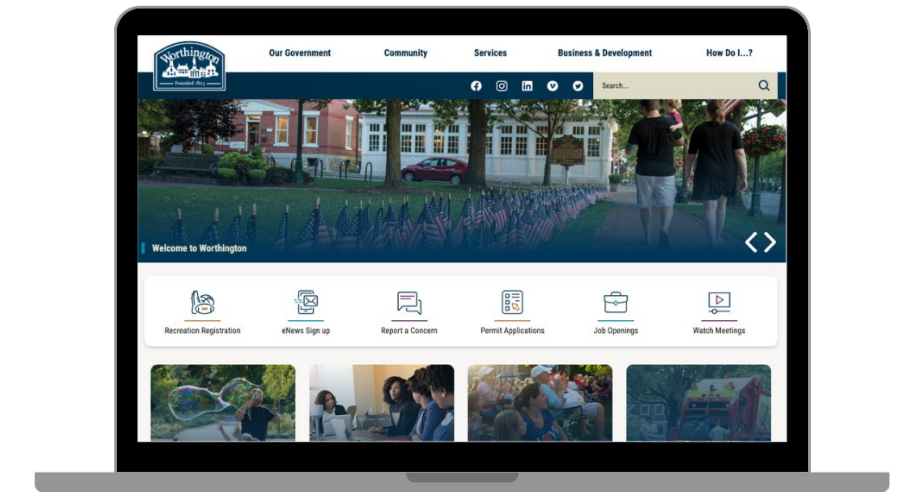


CivicPlus

- Host 300+ Websites of Ohio Municipalities and Organizations
- Recent Website Projects
 - Canton
 - Twinsburg
 - Grove City
 - Colerain Township



Grandview Heights



Worthington

Implementation & Community Outreach

- Tentative “Go Live” Date March 2025
 - Launch New Website One Month Before Community Center Opening
 - Agree to Contract with CivicPlus in Mid-September
- Heavy Focus on Community Outreach
 - City eNews
 - City Insight
 - Activity Link
 - Social Media
 - Building Kiosks
 - CoGo Bike Stations
 - Employee Intranet



Website Redesign

Andrés Antequera | Communications Manager

Monday, September 9, 2024



Authors: Jacolyn Thiel, Assistant City Manager

Council Meeting Date: September 16, 2024

Subject/Legislative Item: Ordinance No. 52-2024 - An ordinance amending Chapter 783 - Alarm Systems of the Upper Arlington Code of Ordinances (*Adams*)

Purpose: Update the Alarm Systems City Code Chapter 783

Executive Summary: To provide updates to the city alarm systems code to allow for an alarm management service to strengthen the accountability of the responsible party using an alarm system and help prevent unnecessary use of police and fire resources.

Purpose and Impact

The Center for Public Safety Management's (CPSM) 2023 Police and Fire Operations Study identified recommended improvements to help increase efficiency and prevent unnecessary use of police and fire resources. In both divisions, false alarm calls were identified as a source of inefficiency, and a change to the City's current false alarm ordinance was needed to increase accountability and reduce the number of false alarm responses.

Staff concurs with CPSM's conclusion that the community can benefit from updates to the city alarm ordinance and alarm management services to strengthen the accountability of the responsible party for use of an alarm system. Alarm management services funding was included in the 2024 Police budget (\$30,000) and the City issued a bid to have a third-party vendor administer alarm system registration and manage false alarm calls. PM AM was selected for this service at a cost of \$18,000 annually, but before entering into contract, updates are proposed to the false alarm management city code, which has not been updated since 2015.

Listed below is a summary of the recommended code updates with an effective date of January 1, 2025 (the full code update is attached for review). This timeline will allow the city to enter into contract for the third-party alarm management system after code passage, with time for software implementation and community engagement before the effective date.

- **Change to Alarm Permit Process (783.02):** Registration and a permit with the City is currently required for any alarm system within the City of UA. This update moves the permitting process to the City's website rather than through the Community



Development Department or the Chief of Police. Through the public education campaign, we will have all parties responsible for an alarm system(s) register through the new portal that will be on the city website to provide an update to registration and contact information. If the alarm system was previously registered with the city by the current party, the \$50 registration fee will be waived. All new parties will pay the \$50 alarm system registration fee.

- **Removal of Automatic Dialing Devices (783.03):** Automatic dialing device permits have been removed from the city code, as the alarm systems run on internet systems instead of through telephone lines.
- **Change to Equipment Maintenance and Inspection of Alarm Systems (783.04):** In preparation for upcoming revisions to the Ohio Fire Code, all quotations and code number references have been removed from this section. Furthermore, updates have been made regarding the fire alarm permit revocation process.
- **Change to False Alarm Validity Determination (783.08):** A city assigned designee (alarm management services) will now be notified if an inspecting police officer or firefighter determines a signal to be a false alarm. The city designee shall then provide the permit holder with notification of the false alarm determination. The determination may then be appealed to the city manager for final determination. Previously, this could be appealed to a UA Safety Committee that has since been dissolved.
- **Updates to Commercial Fire Alarm requirements to meet Ohio Fire Code**
- **Change to False Alarm Service Charges (783.09):** Service fees for false alarms will now be charged after the 2nd false alarm, rather than the 3rd, with each false alarm service fee rising after every occurrence. A fee schedule has been created and will be included in the annual city Master Fee Schedule that is updated annually during the budget process this fall. The service fees are as follows:

- (1) Third false alarm within a 365-day period: \$50 or completion of city's alarm system education program
- (2) Fourth false alarm within a 365-day period: \$75
- (3) Fifth false alarm within a 365-day period: \$100
- (4) Any additional false alarm within a 365-day period: \$150

History

False alarm calls are alarm signals that elicit an urgent response by the Police or Fire Division, when a situation requiring such response does not exist. Between 2021 to 2022, the Upper Arlington Police and Fire Division responded to a combined 1,216 false alarm calls. These responses incur an expense to the City:

- Fire: 410 false alarms * \$427/run= \$175,070
- Police: 806 false alarms * \$120/run = \$96,720

False alarm calls waste valuable safety service resources, cause unnecessary panic, and can lead to the development of alarm fatigue. 98 percent of false alarm calls are caused by user error, and this can be addressed by alarm management programs and education.



PM AM Alarm Management Software Solution

PM AM is a software solution providing services for alarm billing and tracking with excellent customer service administering alarm ordinances resulting in false alarm reduction. The solution includes billing for fees and all mailings generated from alarm management processing, coordination with alarm companies, appeals support, and reporting. With PM AM, citizens, businesses, and City officials can access services from any device, whether it is a smartphone, laptop, or tablet. Citizens can apply for a permit, make payments, update contact information etc. through the City's website maintained by PM AM.

Alternatives

City Council can take no action at this time and direct staff to continue to process alarm permits and false alarms without a software solution. The current administrative burden does not allow for full reporting, but a public education campaign could allow for improvements to compliance.

Attachments

1.	Ordinance No. 52-2024
2.	Exhibit A - CHAPTER 783. ALARM SYSTEMS - CODE UPDATE 9.12.24 v



RECORD OF ORDINANCES

CITY OF UPPER ARLINGTON
STATE OF OHIO

ORDINANCE NO. 52-2024

TO AMEND CHAPTER 783 – ALARM SYSTEMS OF THE UPPER ARLINGTON CODE OF ORDINANCES

WHEREAS, between 2021 and 2022, the Upper Arlington Police and Fire Divisions responded to a combined total of 1,216 false alarm calls, which incurred expenses to the City; and

WHEREAS, false alarm calls waste valuable safety service resources, cause unnecessary panic, and can lead to the development of alarm fatigue; and

WHEREAS, 98 percent of false alarm calls are caused by user error, which can be addressed through alarm management programs and education; and

WHEREAS, the Center for Public Safety Management's (CPSM) 2023 Police and Fire Operations Study identified recommended improvements in this area to help increase efficiency and prevent unnecessary use of police and fire resources; and

WHEREAS, staff recommend changes to the City's current false alarm ordinance to increase accountability and reduce the number of false alarm responses.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. Chapter 783 – Alarm Systems of the Upper Arlington Code of Ordinances is hereby amended as described in EXHIBIT A, attached hereto and made a part herein.

SECTION 2. This ordinance shall take effect 30 days after passage.

CHAPTER 783. ALARM SYSTEMS

§ 783.01 DEFINITIONS.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alarm permit: means a permit issued by the chief of police or fire chief to any owner or other person in control of a building, property or part thereof, located in the city, to install and maintain an alarm system.

Alarm permit holder: means a person, organization, company or any other entity in control of a building, structure or facility, or any portion thereof, which is intended to be protected by an alarm system and has a permit issued to him by the chief of police or fire chief.

Alarm system: means any assembly of equipment, mechanical or electrical, arranged to signal audibly, visibly or electronically, to a location outside the structures protected by the system or to a monitoring station which in turn notifies the appropriate agency, the presence of fire, smoke, robbery, burglary, vandalism, intrusion or other activity requiring urgent attention to which the police division or the fire division is expected to respond, including interconnected alarm systems, as defined below, but shall not include alarms installed in motor vehicles.

Alarm system (interconnected): means an alarm system which directly or indirectly, automatically or manually, uses a telephone line, cable line, **cellular, internet** and/or radio and microwave transmission, to transmit an alarm or message upon activation of the alarm system.

Alarm system (local): means an alarm system that when activated only sounds a horn, bell, buzzer, or other type of audible or visible alarm that is designed to be audible or visible **onbeyond** the premises being served, but which does not result in the transmission of a signal to any other location.

Appropriate chief: means the Upper Arlington Chief of Police or the Upper Arlington Fire Chief.

Automatic dialing device: means a device which is interconnected to a telephone line, **cellular or internet connection** and is programmed to select a ~~predetermined telephone number~~ and transmit by voice, message, or code signal an emergency message indicating a need for emergency response.

False alarm: means an alarm signal or message eliciting an urgent response by the police division or fire division when a situation requiring such response by the police or fire does not, in fact, exist.

The following conditions shall not be considered a false alarm:

- (A) An alarm which has been activated as a result of testing or repair shall not be considered a false alarm, if prior notification has been given the day of such repairs or test to the agency which the alarm would signal.
- (B) Adverse weather, **internet, cellular** or telephone or power outages or other catastrophic acts of God not reasonably subject to control by the alarm manufacturer, installer or alarm permit holder which cause an alarm signal are not considered false alarms.
- (C) An alarm which has been activated shall not be considered as a false alarm, if the responding public safety division receives a request to cancel. Such request must be made to the same location as the request for service and must be received prior to the arrival of any units or equipment.

§ 783.02 ALARM PERMITS.

- (A) Any residence or building or part thereof located within the City of Upper Arlington ~~may be~~ equipped with an alarm system for the purpose of detecting and signaling the presence of a fire or unauthorized intrusion **shall**

be registered with and permitted by the City. A permit for the installation of an alarm system may be required by the local Building and Fire Codes, for buildings other than single family residences. It shall be the responsibility of the owner and installer to register and secure said permits from the city. 's community development department. New alarm systems shall obtain permits prior to installation.

- (B) Owners of alarm systems are responsible for maintaining accurate information on the alarm system registration.
- (B) Applications for alarm user permits shall be made through the city's website. on forms provided by the chief of police. The application shall include the name, address and telephone number of the applicant and the name, address and telephone number of the property (including business phone number) and central station phone number of the applicant's alarm company, if any.

The application shall also include notice that a permit holder who has been charged with a false alarm may appeal that finding pursuant to the appeals procedure set forth in C.O. § 783.08.

Each application-registration for an alarm user permit for an alarm system which pertains to a residence shall provide at least two (2) other names and telephone numbers of persons to contact in case of an emergency when the user is unavailable. Each application for an alarm user permit for an alarm system which pertains to a building, structure or facility other than a residence shall provide at least three (3) such names along with emergency contact information for each, unless such facility employs less than three (3) persons. An alarm monitoring company name may be substituted for one (1) of the required names, if a contractual arrangement exists between the user and the monitoring company. Contact information shall be provided for each tenant space within a building.

If an alarm user has more than one (1) alarm system protecting two (2) or more separate structures having different addresses, a separate permit shall be required for each system at each address.

- (C) A one-time alarm permit-administration fee of fifty dollars (\$50.00) will be charged for a permit issued under the provisions of this ordinance.

Permits are issued to a Resident or business for a specific location. Should the Resident or business move from the address indicated on the original permit, the alarm permit shall be void.

- (D) No person shall install, operate or allow on the premises under his control the operation of an alarm system unless such person first obtains a valid alarm permit. This requirement shall be the responsibility of the owner unless the occupant of the property is different from the owner, in which case it shall be the responsibility of both.
- (E) Each holder of an alarm user permit shall, within ten (10) days of any change of the information on the alarm user permit application, notify the city chief of police in writing via the City's designated process of any and all changes in the information on the application.
- (F) Each application for an alarm permit shall contain an agreement to submit to the assessment of a service charge for false alarms. Failure to agree to this provision shall be cause to deny issuance of an alarm user permit, or if one (1) has been issued, shall be cause to revoke any such alarm user permit.
- (G) The information contained in an alarm user permit application shall be securely maintained and restricted to inspection only by the chief of police, fire chief and their designated representatives.
- (H) Any system installed shall be installed in accordance with local building and fire codes, as well as applicable standards.

(Ord. No. 87-2015, § 5, 12-14-2015)

§ 783.03 AUTOMATIC DIALING DEVICES.

- (A) The city may subscribe to one (1) or more telephone lines for burglar alarms, or for fire alarm purposes, or for similar purposes; and when any line is designated as provided for above, persons may, upon proper application and compliance with applicable laws, be granted a permit to install a device or devices which automatically select the designated telephone line for the purpose of playing a recorded message or to otherwise report an intrusion or other emergency. The permit fee shall be established by the city manager, in such amount as to reimburse the city for the cost of any telephone lines dedicated to automatic dialing devices. Such fee shall be revised at the beginning of every fiscal year to reflect the most recent cost experience.
- (B) No person shall use or cause to be used, any telephone device or telephone attachment that automatically selects any telephone line allocated by the telephone company to the city or any of its departments or divisions, except a telephone line which shall be specifically designated by the city manager for such purpose. Such designated telephone line or lines shall terminate at the Municipal Services Center Communications Center located at 3600 Tremont Road.
- (C) All automatic dialing devices shall be reprogrammed to use the designated telephone line within ten (10) days of notification of designation by the city manager; additionally, the message format must be approved by the appropriate chief prior to interconnection.

§ 783.04 EQUIPMENT MAINTENANCE AND INSPECTION OF ALARM SYSTEMS.

- (A) All equipment used in installations for which a permit is required shall meet the applicable standards of the Underwriters Laboratories of the United States and of Canada, Factory Mutual, or the National Fire Protection Association, or other recognized industry standard. Applicant may be required to submit evidence of the reliability and suitability of the equipment to be installed.
- (B) All required commercial fire alarms must be maintained in accordance with the Ohio Fire Code, Section 107.1 "Maintenance of safeguards. Where any device, equipment, system, condition, arrangement, level of protection, or any other feature is required for compliance with the provisions of this code, or otherwise installed, such device, equipment, system, condition, arrangement, level of protection, or other feature shall thereafter be continuously maintained in accordance with this code and applicable referenced standards."
- In the event of a Commercial failure of a required fire alarm, failure a fire watch shall be posted in accordance with the Ohio Fire Code, 901.7 "Systems out of service. Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall be either evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service. Where utilized, fire watches shall be provided with not less than one approved means for notification of the fire department and their only duty shall be to perform constant patrols of the protected premises and keep watch for fires."
- (CB) After three (3) false alarms, an alarm permit may be revoked unless an alarm system inspection is scheduled by the owner within thirty (30) days. The chief of police and the fire chief or their designated representative shall have the authority, at reasonable times, and upon oral notice, to enter upon any premises within the city, to inspect only the installation and operation of an alarm system, the purpose of which is to report an emergency to the police or fire division. In the event the premises to be inspected is a private dwelling, such inspection shall only be done between the hours of 8:00 a.m. and 8:00 p.m., and only if the notice is in written form addressed to the permit holder and presented to a responsible adult. Under this ordinance, such residences are only subject to the above inspection after three (3) false alarms have originated from

them. The written notice shall cite the specific false alarm history of that permit. Failure to allow reasonable inspection of such alarm system may be grounds for revocation of the alarm permit.

- (C) The chief of police or fire chief may require that repairs or adjustments be made whenever he has determined that such are necessary to assure proper operation. Failure to make such repairs or adjustments may be grounds for revocation of the alarm permit.

§ 783.05 SUSPENSION, REVOCATION AND APPEALS PROCEDURE FOR PERMITS.

- (A) Before a permit issued pursuant to this chapter may be suspended or revoked for any reason except as prescribed in C.O. § 783.99(D), a hearing must be held before the appropriate chief. A notice setting forth the time, place and nature of the hearing shall be sent to the alarm permit holder no less than seven (7) days prior to said hearing.
- (B) After said hearing, the appropriate chief shall either dismiss the case or shall forward a recommendation of revocation and/or suspension to the city manager. Within ten (10) days after receiving the recommendation, the city manager shall approve or disapprove the recommendation and notify the permit holder accordingly.
- (C) Any decision made by the city manager pursuant to this section may be appealed by filing a written notice of appeal with the city clerk within five (5) days of receipt of the city manager's decision. Such appeal shall be heard by the city council within thirty (30) days after the filing of the appeal and that body may affirm, amend, or reverse the decision or take other action deemed appropriate.
- (D) At the end of the revocation and/or suspension period, the alarm permit holder will be required, if the holder intends to continue using his or her alarm system, to first re-file an application and have it approved by the appropriate chief.

§ 783.06 LIABILITY OF CITY.

- (A) The issuance of any permits in conjunction with this chapter shall not constitute acceptance by the city of any liability to maintain any equipment, to answer alarms, or for anything in connection therewith.

§ 783.07 EXEMPTIONS.

- (A) The provisions of this chapter are not applicable to home smoke detectors not intended to be heard outside the dwelling unit, or to local alarm systems or audible alarms affixed to automobiles, boats, boat trailers, house trailers and recreation vehicles or other motor vehicles.

§ 783.08 ALARM VALIDITY DETERMINATION.

- (A) Whenever an alarm is activated requiring an urgent response to the location by the police division or the fire division, a police officer or firefighter who responded to the alarm address shall inspect the areas protected by the system and shall determine whether the emergency response was in fact required as indicated by the alarm system.
- (B) If the inspecting police officer or firefighter determines the signal to be a false alarm, the police officer or firefighter shall make a report of the false alarm to the respective chief **and city assigned designee**. The **city designee** ~~respective division~~ shall then provide the permit holder ~~written~~ notification of the false alarm determination.
- (C) Any permit holder who has been charged with a false alarm may appeal the finding of the police division or the fire division to the city manager **and/or assigned designee** for each such determination of a false alarm. Such appeal shall be made in writing within ten (10) days of the date of issuance of the false alarm

notification. The city manager ~~and/or assigned designee~~ shall then provide the permit holder written notification of the false alarm determination.

~~The permit holder may further appeal the decision of the city manager to the Upper Arlington Safety Committee. Such appeal shall be made in writing within ten (10) days of the date of issuance of the decision of the city manager. The safety committee's decision shall be final.~~

§ 783.09 FALSE ALARM SERVICE CHARGES.

- (A) Each false alarm response shall constitute a separate violation, whether police or fire response is elicited. ~~a~~Any response to a false alarm to a city address by another agency, in lieu of response by Upper Arlington agencies, as a result of mutual aid or automatic response agreements, shall constitute a false alarm.
- (B) No service fee shall be assessed for the first ~~two (2)~~ **three (3)** false alarms per ~~365-day period~~ **calendar year** for each alarm permit.
- (C) Any permit holder whose alarm system allows or causes to be transmitted more than ~~two~~ **three (3)** false alarms within a ~~365-day period~~ **calendar year** for a given system shall be assessed a service charge for each such additional false alarm response ~~according to the Master List of Fees. Such fee shall be uniform and based as much as is practical on average cost to the city per false alarm response and shall be set by the chief of police or fire chief subject to the approval of the city manager.~~
- (D) Should the alarm permit holder find the false alarm was caused by faulty equipment, the service charge can be waived, if the permit holder has the equipment repaired. The permit holder must submit a request along with documentation of service to the ~~city chief of police for approval~~ **review**.
- (E) ~~False alarm charges are assessed against the property the alarm system monitors and shall become a lien against the property, collectible the same as other liens and taxes following the standards and procedures set forth in C.O. § 227.04.~~

§ 783.99 PENALTIES.

- (A) No person shall operate an alarm system without first obtaining a permit as required by this chapter, or after having a permit revoked or suspended, and after exhausting the right of appeal, fail to disconnect the alarm system. Violation of this section shall be a minor misdemeanor. Each day of such unpermitted use shall constitute a separate violation.
- (B) After ~~six (6)~~ **three (3)** false alarms in a ~~365-day period~~ **calendar year**, the chief of police or fire chief will review the alarm holder's permit and recommend to the city manager, continuance of the permit or revoking of the permit for up to a maximum of six (6) months. The alarm permit holder may appeal the city manager's decision to city council as provided for in C.O. § 783.05(C). City council's decision shall be final. The chief of police or fire chief may order the disconnection of any alarm system upon forwarding a recommendation of suspension or revocation of an alarm permit to the city manager pending his review and any appeals.
- (C) No alarm permit holder shall knowingly allow his alarm system to be used by any person to create a false alarm as defined in C.O. § 517.13. Violation of this section shall be a misdemeanor of the fourth degree. In addition to any other penalty prescribed by C.O. § 501.09, the alarm permit held by such permit holder may be suspended or revoked for up to one (1) year.
- (D) No person, organization or business that installs an alarm system shall fail to remit the permit fee as required by C.O. § 783.02(C). No person, organization or business shall fail to attempt in good faith to collect the permit fee as required by C.O. § 783.02(C). No person, organization or business shall fail to notify the chief of police or fire chief of the installation or removal or termination of an alarm system as required by C.O. § 783.02(D). Whoever violates C.O. § 783.99(D) shall be guilty of an unclassified misdemeanor and may be fined up to five hundred dollars (\$500.00).

Authors:	Gary Wilfong, P.E., Public Service Director Aaron Scott, City Engineer
Council Meeting Date:	September 16, 2024
Subject/Legislative Item:	Resolution No. 8-2024 - A resolution expressing support of the Five Points Intersection Improvements Project and associated MORPC Surface Transportation Program (STP) grant application (<i>Close</i>)
Purpose:	To confirm the City of Upper Arlington's support of the 2028 Five Points Intersection Improvements.
Executive Summary:	This resolution confirms the City's support for the Five Points Intersection Improvements. Support of this legislative body is required by MORPC for funding.

Purpose and Impact

Per the Mid-Ohio Regional Planning Commission (MORPC) policy 'Policies for Managing MORPC-Attributable Funds' MORPC requires the support of the governing body to accompany any application for Attributable Funding. This legislation, if passed, will accompany the application materials for the Five Points Intersection Improvements.

History

The federal transportation program in the United States was authorized in 2015 by the Fixing America's Surface Transportation Act, or FAST Act. Three of the many funding programs that this law reauthorized are the Surface Transportation Program (STP), the Congestion Mitigation & Air Quality Improvement Program (CMAQ), and the Transportation Alternatives Program (TAP). The Ohio Department of Transportation (ODOT) sub-allocates a portion of these funds to the state's metropolitan planning organizations (MPOs), including the Mid-Ohio Regional Planning Commission (MORPC). MORPC's program depends on the continuation of federal funding programs and ODOT's policy. Each MPO is charged with attributing the funds to projects and activities sponsored by local public transportation agencies located within the MPO. MORPC's allocations are about \$32 million annually.

The Five Points intersection evolved in the 1940s when Northwest Boulevard was extended north from Ridgeview Road. Over the years, increased development and traffic have slowly reduced the efficiency of this intersection. In recent years, multiple studies have been performed at this intersection, each one recognizing the existing congestion issue.

- A 2015 senior capstone class at The Ohio State University evaluated potential solutions
- In 2016 Carpenter Marty Transportation evaluated the feasibility of a roundabout as a potential solution
- In 2021 Carpenter Marty Transportation performed a Traffic Impact Study (TIS) for The Kingsdale Redevelopment which included an analysis of the Five Points.

Carpenter Marty's two studies were performed for different reasons at different points in time. However, they provide solid insight into the traffic issues at the Five Points. Using standard growth rates and a horizon year of 2032, the Kingsdale TIS analyzed the Five Points intersection and established an overall Level of Service (LOS) of "D", which was considered to be the minimum acceptable LOS.

During the 2024 Capital Program update, the Engineering Division will work with the City Manager's Office to incorporate improvements to the Five Points intersection and in 2025 the Engineering Division will begin the traffic analysis and preliminary design of these improvements. This project appears to be a solid candidate for outside funding. Therefore, staff would like to pursue MORPC Attributable funding with the estimated construction cost being derived from the higher cost improvement of a roundabout.

Alternatives

The alternative is to not pass this resolution, thereby denying City support of the Five Points Intersection Improvements grant application. This alternative would delay and/or prevent the City from receiving MORPC Attributable funding for this project.

Attachments

1.	Resolution No. 8-2024
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RECORD OF RESOLUTIONS

CITY OF UPPER ARLINGTON
STATE OF OHIO

RESOLUTION NO. 8-2024

TO EXPRESS SUPPORT OF THE FIVE POINTS INTERSECTION IMPROVEMENTS PROJECT AND ASSOCIATED MORPC SURFACE TRANSPORTATION PROGRAM (STP) GRANT APPLICATION

WHEREAS, the Five Points intersection evolved in the 1940s when Northwest Boulevard was extended north from Ridgeview Road and over the years increased development and traffic have slowly reduced the efficiency of the intersection; and

WHEREAS, in recent years, multiple studies have been performed at the intersection, each one recognizing the existing congestion issue; and

WHEREAS, during the 2024 Capital Program update, the Engineering Division will work with the City Manager's Office to incorporate improvements to the Five Points intersection and begin traffic analysis and preliminary design of these improvements; and

WHEREAS, per the Mid-Ohio Regional Planning Commission (MORPC) Policies for Managing MORPC-Attributable Funds, MORPC requires the support of the governing body to accompany any application for Attributable Funding; and

WHEREAS, it is the recommendation of staff to pursue MORPC attributable funding for the Five Points Intersection Improvements Project.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. City Council hereby expresses support for the Five Points Intersection Improvements Project and associated MORPC Surface Transportation Program (STP) grant application.

SECTION 2. City Council authorizes the City Manager to apply for and receive grant funding from the MORPC Surface Transportation Program (STP).

SECTION 3. The City Manager, City Attorney, and Finance Director are hereby authorized to execute all documents, including any subsequent amendments to such documents, consistent with the purposes of this resolution.

SECTION 4.

This resolution shall take effect immediately upon passage.

Authors: Brent Lewis, Finance Department Director

Council Meeting Date: September 16, 2024

Subject/Legislative Item: Ordinance No. 56-2024 - To Authorize the continuation of the City's membership in the Central Ohio Risk Management Association (CORMA) self-insurance pool, to authorize expenditures thereto, and declare an emergency (*Kulewicz*)

In order to adopt this item on its first reading and as an emergency, City Council must first approve a suspension of rules via motion/vote with the support of at least 5 members.

1. Motion to suspend Council Rules (Article IV, 4 – Number of Readings Required) to waive second and third readings and adopt Ordinance No. 56-2024 as an emergency
2. Vote on suspension of rules
3. Motion to adopt emergency clause
4. Vote to adopt emergency clause
5. Motion to adopt Ordinance No. 56-2024
6. Vote to adopt Ordinance No. 56-2024

Purpose: To renew the City's property and casualty insurance plan and to authorize the necessary expenditure related to the program.

Executive Summary: This is the annual legislation to approve the City's participation in CORMA and to authorize the expenditure for the renewal of the property and casualty insurance plan.

Purpose and Impact

The City has been a member of the Central Ohio Risk Management Agency (CORMA) Self-Insurance Pool, Inc. since 1997. Annually, staff brings forth an ordinance to authorize requesting

Staff requests approval of the ordinance authorizing the City's membership in Central Ohio Risk Management Agency (CORMA) Self-Insurance Pool, Inc. and authorizing the necessary expenditures in an amount not to exceed \$460,000 for the annual contribution related to such (liability and property insurance premiums, admin fees, etc.).



The participation costs for 2024/2025 represent a 42.9% increase from the prior year (\$318,769). There are a couple of reasons for such a significant increase:

- Inflation
- Increased risk associated with weather concerns in the State of Ohio
- A 137% increase in the City's property values as a result of an appraisal being conducted in 2023 (the last appraisal took place eight years ago) and the addition of the Bob Crane Community Center and Kingsdale Parking Deck.

CORMA's insurance coverage is set to renew on October 1st. The CORMA Board received quotes about a month ago and has been discussing its options. In the meantime, negotiations with the insurance providers have been taking place. As a result of all of this, the CORMA board will not have the opportunity to vote on the final insurance program until September 17, 2024. This timing is a little tricky for the City, due to there being no scheduled Council meeting prior to the expiration of the insurance plan,

At this point, the plan coverages have been established and the final costs and participant allocations are being determined. There are no significant changes to the insurance plan that expected to increase the City's exposure to risk.

History

On October 1, 1997, the City established membership in the Central Ohio Risk Management Agency (CORMA) Self-Insurance Pool, Inc. CORMA was formed pursuant to ORC Section 2744.081. Members consist of the cities of Upper Arlington, Westerville, Pickerington, Dublin, Powell, Grove City, Groveport, Canal Winchester, Grandview Heights, Gahanna, and Hilliard. Each member has two representatives on the Board of Trustees. This Board establishes its own budget, determines its annual rates for its members, and hires its own legal counsel (Isaac Wiles) and third-party administrator/consultant (Wichert Insurance).

Membership in CORMA enables the City to take advantage of any economies to be realized from an insurance pool with other cities and also provides the City with more control over claims than what is normally available with traditional liability insurance coverage. Each year, CORMA's third-party administrator/consultant issues proposals for the upcoming year. The proposals are then presented to the CORMA Board for review, discussion, and a vote.

Each year, as part of the October 1st renewal of CORMA's insurance coverage, the City Council authorizes the expenditures necessary to pay for the City's share of CORMA's expenses for the coming fiscal year. Those expenses include premiums for insurance coverage, contributions to the loss fund, and administrative expenses. Each city's proportionate share is based upon several factors including population, size of safety forces, property values, titled vehicles, ratable expenditures, and four plus years of claims history.

Alternatives



Due to the timing mentioned above, to ensure coverage beginning October 1st, there are a couple of alternative options: (1) Schedule a special meeting to discuss/approve this legislation on 9/23/2024 or 9/30/2024, or (2) allow the City Manager to act under C.O. Section 138.09(I), which states,

The city manager may enter into contracts involving expenditures exceeding one hundred fifty thousand dollars (\$150,000.00) as provided in C.O. § 138.06(A)(2) without prior city council approval, in the amount necessary to address the real and present emergency prior to the next regularly scheduled council meeting.

Attachments

1.	Ordinance No. 56-2024
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RECORD OF ORDINANCES

CITY OF UPPER ARLINGTON
STATE OF OHIO

ORDINANCE NO. 56-2024

TO AUTHORIZE THE CONTINUATION OF THE CITY'S MEMBERSHIP IN THE CENTRAL OHIO RISK MANAGEMENT ASSOCIATION (CORMA) SELF-INSURANCE POOL, TO AUTHORIZE EXPENDITURES THERETO, AND DECLARE AN EMERGENCY

WHEREAS, the Central Ohio Risk Management Association Self-Insurance Pool (CORMA) was formed, pursuant to Section 2744.081 of the Ohio Revised Code for the purpose of pooling risk and insurance coverage; and

WHEREAS, the City has been a member of CORMA since its inception in 1997; and

WHEREAS, membership in CORMA enables the City to take advantage of any economies to be realized from an insurance pool with other cities and also provides the City with more control over claims than what is normally available with traditional liability insurance coverage; and

WHEREAS, participation will be effective October 1, 2024 and expire on September 30, 2026; and

WHEREAS, Staff recommend that City Council approve participation in the self-insurance pool and approve an amount not to exceed \$460,000.00 for the annual contribution; and

WHEREAS, Staff recommend this ordinance be passed by emergency measure for the preservation of public peace, property, health, safety, and welfare of the City.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. City Council hereby approves the City of Upper Arlington's continued participation in the Central Ohio Risk Management Association (CORMA) Self-Insurance Pool and hereby authorizes an expenditure for the annual contribution, for an amount not to exceed \$460,000.00.

SECTION 2. The City Manager, City Attorney, and Finance Director are hereby authorized to take all actions necessary for the City's continued participation in CORMA, that are not substantially inconsistent with this ordinance.

SECTION 3. **Emergency Clause:** This ordinance is necessary to preserve the public peace, property, health, safety and welfare of the City by preventing a

gap in liability insurance, and shall be in full force and effect immediately upon passage.

Authors:	Brent Lewis, Finance Department Director
Council Meeting Date:	September 16, 2024
Subject/Legislative Item:	Ordinance No. 55-2024 - An ordinance amending §221.06 - Authorized Investment Instruments of Chapter 221 - Depositories and Investments, of the Upper Arlington Code of Ordinances
Purpose:	To amend C.O. Chapter 221 Depositories and Investments in accordance with the recommendations of the Financial Policies Review Committee.
Executive Summary:	The Financial Policies Review Committee recommended changes to the City's investment policy. Since the policy is codified in Chapter 221, it requires an ordinance to adopt the changes.

Purpose and Impact

As noted in the staff report outlining the 2024 Financial Policies Review Committee's recommended changes, there are proposed changes to the City's investment policy. In summary, the changes:

- Add revenue bonds as an allowable investment (with restrictions).
- Add the ability to invest in general obligations and revenue bonds in any state within the USA, as opposed to just Ohio (with restrictions).
- Increase allowable maturities from five years to ten years, for the above investments

§ 221.06 - AUTHORIZED INVESTMENT INSTRUMENTS.

The following instruments are authorized for investment purposes:

(A) U.S. Treasury Bills, Notes, and Bonds; various federal agency securities including issues of Federal National Mortgage Association (FNMA), Federal Home Loan Mortgage Corp. (FHLMC), Federal Home Loan Bank (FHLB), Federal Farm Credit Bank (FFCB), Government National Mortgage Association (GNMA), Tennessee Valley Authority (TVA) and other agencies or instrumentalities of the United States. GNMA mortgage-backed, pass-through securities are considered as eligible investments of the city and are not derivative securities,



as defined under ORC § 135.14(C). Eligible investments include securities that may be "called", by the issuer, prior to the final maturity date. Any eligible investment may be purchased at a premium or a discount. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities.

(B) General obligations or revenue bonds of any state of the United States ~~of the State of Ohio.~~

(C) Bonds issued by local agencies of any state of the United States, including, gGeneral obligations and bonds payable solely out of the revenues of any county, township, school district, municipal corporation, or other legally constituted taxing subdivision ~~of Ohio~~, which is not at the time of such investment, in default in the payment of principal on any of its obligations, provided that all of the following apply:

~~1. The debt is payable from the general revenues and back by the full faith and credit of the political subdivision.~~

~~2.~~1. The debt is rated at the time of purchase in the three highest classifications of at least one nationally recognized rating agency and purchased through a registered securities broker or dealer.

~~3.~~2. The aggregate value of the bonds/obligations does not exceed twenty percent (20%) of the portfolio.

~~4. The City is not the sole buyer of the issue.~~

~~5.~~3. The bonds or other obligations mature within ~~five~~ ten years from the date of settlement.

History

The Financial Policies Review Committee meets every two years to review policies and recommend changes.

Alternatives

City Council could elect to adopt, reject, or amend the proposed changes.

Attachments

1.	Ordinance No. 55-2024
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RECORD OF ORDINANCES

CITY OF UPPER ARLINGTON
STATE OF OHIO

ORDINANCE NO. 55-2024

TO AMEND §221.06 – AUTHORIZED INVESTMENT INSTRUMENTS OF CHAPTER 221 – DEPOSITORIES AND INVESTMENTS, OF THE UPPER ARLINGTON CODE OF ORDINANCES

WHEREAS, the Financial Policies Review Committee meets every two years to review the City's Credit Card Policy, Debt Policy, Financial Policies, and Investment Policy; and

WHEREAS, on August 6, 2024, the Financial Policies Review Committee recommended changes to the City's Investment Policy, which requires an amendment to the Upper Arlington Code of Ordinances; and

WHEREAS, proposed changes to the Investment Policy include the addition of revenue bonds as an allowable investment (with restrictions), allow for the investment in general obligations and revenue bonds in any state within the United States, as opposed to just Ohio (with restrictions), and increase allowable maturities from five years to ten years, for the above investments.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Upper Arlington, Ohio:

SECTION 1. Section 221.06 - Authorized Investment Instruments of Chapter 221 - Depositories and Investments, of the Upper Arlington Code of Ordinances is hereby amended as follows:

§ 221.06 - AUTHORIZED INVESTMENT INSTRUMENTS.

The following instruments are authorized for investment purposes:

(A) U.S. Treasury Bills, Notes, and Bonds; various federal agency securities including issues of Federal National Mortgage Association (FNMA), Federal Home Loan Mortgage Corp. (FHLMC), Federal Home Loan Bank (FHLB), Federal Farm Credit Bank (FFCB), Government National Mortgage Association (GNMA), Tennessee Valley Authority (TVA) and other agencies or instrumentalities of the United States. GNMA mortgage-backed, pass-through securities are considered as eligible investments of the city and are not derivative securities, as defined under ORC § 135.14(C). Eligible investments include securities that may be "called", by the issuer, prior to the final maturity date. Any eligible investment may be purchased at a premium or a discount. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities.

(B) General obligations or revenue bonds of any state of the United States ~~of the State of Ohio.~~

(C) Bonds issued by local agencies of any state of the United States, including, gGeneral obligations and bonds payable solely out of the revenues of any county, township, school district, municipal corporation, or other legally constituted taxing subdivision ~~of Ohio~~, which is not at the time of such investment, in default in the payment of principal on any of its obligations, provided that all of the following apply:

~~1. The debt is payable from the general revenues and back by the full faith and credit of the political subdivision.~~

~~2.~~1. The debt is rated at the time of purchase in the three highest classifications of at least one nationally recognized rating agency and purchased through a registered securities broker or dealer.

~~3.~~2. The aggregate value of the bonds/obligations does not exceed twenty percent (20%) of the portfolio.

~~4. The City is not the sole buyer of the issue.~~

~~5.~~3. The bonds or other obligations mature within ~~five~~ ten years from the date of settlement.

SECTION 2.

This ordinance shall take effect 30 days after passage.