

FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

February 21, 2017

COUNCIL CHAMBERS

ROLL CALL of 2016-2017 COUNCILMEMBERS

ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

Acceptance or changes to the February 7, 2017 Regular Session City Council meeting minutes.

ADD-ON/REPLACEMENT/REMOVAL FROM THE AGENDA: - none.

PROCLAMATIONS: - none.

RECOGNITION/RETIREMENT RESOLUTIONS: - none.

PETITIONS: - none.

WRITTEN COMMUNICATIONS: - none.

ORAL COMMUNICATIONS:

Brian Thomas – City of Findlay’s journey to wellness 2017

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Findlay Police Department Activities Report – January 2017.

Treasurer’s Reconciliation Report – January 31, 2017.

N.E.A.T. Departmental Activity Report – January 2017.

Mayor Lydia Mihalik – Shade Tree Commission appointment

Mayor Mihalik appointed Jerry Williamson to the City of Findlay Shade Tree Commission. His appointment will be effective through December 31, 2019. This appointment does not require Council’s confirmation.

Findlay W.O.R.C. Financial Analysis Report – January 1, 2017 through January 31, 2017.

Findlay Municipal Court Activities Report – January 2017.

City Auditor Jim Staschiak – summary financial reports

A set of summary financial reports for the prior month follows including:

- Summary of Year-To-Date Information as of January 31, 2017
- Financial Snapshot for General Fund as of January 31, 2017
- Cash & Investments as of January 31, 2017
- Open Projects Report as of January 31, 2017

Findlay Fire Department Activities Report – January 2017.

City Engineer Brian Thomas – raw waterline (analysis/transfer station), project no. 35754100

By authorization of Ordinance No. 2016-010, letters of interest were received from six (6) potential consulting firms. Based on the firm’s experience and qualifications, Arcadis U.S., Inc. was selected as the successful consultant. Over the past few months, we have been negotiating an acceptable proposal and agreement. This project is included in the 2017 Capital Improvement Plan and the appropriation is within the budgeted amount. Legislation to appropriate funds is requested. Ordinance No. 2017-010 was created.

| | |
|--|---------------|
| FROM: Water Fund | \$ 160,000.00 |
| TO: Raw Waterline (Analysis/Transfer Station) Project No. 35754100 | \$ 160,000.00 |

City Engineer Brian Thomas – Central Ave/Dayton Ave sewer separation project no. 32556200

By authorization of Ordinance No. 2016-010, a bid opening was held for this project on February 9, 2017. Bids were received from seven (7) potential contractors with bid amounts ranging from \$348,757 to \$459,565. The lowest and best bid was received from JDR Excavating, Inc. of Findlay, Ohio. The project is included in the 2017 Capital Improvements Plan and the total project estimate is within the budgeted amount. Previously, \$20,000 was appropriated to the project for design and startup. At this time, an appropriation for construction, inspection, and contingency is needed to complete the project. Legislation to appropriate funds is requested. Ordinance No. 2017-011 was created.

| | |
|--|---------------|
| FROM: OPWC | \$ 175,000.00 |
| Sewer Fund | \$ 115,000.00 |
| Sewer Fund – Stormwater Restricted Account | \$ 115,000.00 |
| TO: Central Ave/Dayton Ave Sewer Separation Project No. 32556200 | \$ 405,000.00 |

City Engineering Brian Thomas – 2017 Sewer Lining, project no. 35674400

The Sewer Maintenance Department received a complaint regarding a sink hole in the Park Street area. During the investigation, a collapsed sanitary sewer was found. Along with the Engineering Department, a plan was developed to line the sewer in order to fix the problem. In the 2017 Capital Improvements Plan, there is \$200,000 budgeted for this sewer lining project. At this time, an appropriation to cover the cost of lining this sewer is being requested. The remaining project construction funds will be requested after bids are received. Legislation to appropriate funds is requested. Ordinance No. 2017-011 was created.

FROM: Sewer Fund \$ 45,000.00
TO: 2017 Sewer Lining Project No. 35674400 \$ 45,000.00

City Engineer Brian Thomas – Rowmark Road Improvements (Ohio 629), Project No. 31955300

The City is eligible for Ohio 629 Roadwork Development grant funds from the Ohio Development Services Agency. In order to move forward with design of the roadway improvements, the grant funds need to be appropriated. Legislation to appropriate funds is requested. Ordinance No. 2017-012 was created.

FROM: Ohio 629 Roadwork Development Grant \$ 75,000.00
TO: Ohio 629-Rowmark Project #31955300 \$ 75,000.00

In addition, this needs to be referred to the Appropriations Committee for discussion of the City's share in the project, which is estimated to be \$25,000. Needs to be referred to the Appropriations Committee.

City Engineer Brian Thomas – ODOT FY17 Resurfacing (PID100181), Project No. 32860600

On February 1, 2017, bids were opened for this project. Bids were received from four (4) potential contractors ranging from \$742,300.25 to \$898,612.00. the lowest and best bid was received from M&B Asphalt, Inc. of Old Fort, Ohio. The project is included in the 2017 Capital Improvements Plan and the total project estimate is within the budgeted amount. Previously, an amount of \$1,000 was appropriated for project startup. At this time, an appropriation for construction, inspection and contingency is needed to complete the project. Legislation to appropriate funds is requested. Ordinance No. 2017-013 was created.

FROM: ODOT \$ 700,000.00
CIT Fund – Capital Improvements Restricted Account \$ 150,000.00
TO: ODOT FY17 Resurfacing (PID #100181) Project No. 32860600 \$ 850,000

Parks and Recreation Board minutes January 23, 2017.

Director, HRPC Matt Cordonnier – Findlay Revolving Loan Fund – NCC-ET

On January 6, 2017, the Findlay Revolving Loan Fund (RLF) met to consider a request from NCC-ET. The Findlay RLF is a loan program funded by the State of Ohio and administered locally. As of February 1, 2017, NCC-ET has a \$150,000 loan from the Findlay RLF with an outstanding balance of \$98,497.56. Additionally, the City of Findlay has an Economic Development grant for NCC-ET with a balance of \$113,176.19. In 2007, NCC-ET used the money, along with other loans, to purchase the Hughes/RCA building on Fostoria Avenue. The building is used as a business incubator.

NCC-ET board member Bob Beach presented to the RLF board that the facility will be facing financial difficulties when Brown Mackie College leaves. NCC-ET has been trying to work toward the most beneficial outcome for all stakeholders. To this end, NCC-ET has found a buyer for the building, who as part of the purchase offer, agrees to make improvements to the building, however, the sale of the building will not cover all of NCC-ET's debts. In order to lessen the impact on all of the lenders, the State of Ohio, who has first position, has agreed to equally split the proceeds of the sale with all the lenders. Attached to this letter is a breakdown of the payoff amounts that the State of Ohio agreed to on February 9, 2017.

The request made to the Findlay RLF was to forgive a portion of the loans to help facilitate the sale of the building. The Findlay RLF shares a 2nd position on the loans and could risk not receiving any funds if the building goes into foreclosure. The Findlay RLF Fund Committee voted unanimously to approve the following motion:

The Findlay Revolving Loan Fund Board agrees to forgive approximately fifty percent (50%) of the current debt owed by NCC-ET subject to the State of Ohio agreeing to a pro rata repayment of debt, all lenders forgive the same percentage of debt, and the purchaser must complete all the improvements outlined in the purchase agreement. (Final percentage to be calculated at time of closing.)

A request for City Council to consider and provide final approval for the forgiveness of up to \$50,000 of the NCC-ET RLF Loan, and forgive up to \$55,000 of the CDBG Economic Development Grant is requested, as well as passing this Ordinance on an emergency basis by suspending the statutory rules and giving the ordinance all three (3) readings during the February 21, 2017 City Council meeting in order to accommodate the timeline of the sale of the NCC-ET building. Ordinance No. 2017-014 was created.

City Planning Commission agenda – March 9, 2017; **minutes** – February 9, 2017.

COMMITTEE REPORTS:

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Hancock Regional Planning Director Matt Cordonnier to continue discussions on the Downtown Design Review Board regulations.

We recommend that we meet again to continue discussions on the Downtown Design Review Board regulations.

An **AD HOC COMMITTEE** met on February 14, 2017 to continue discussions on the bed tax distribution.

We recommend to meet again to continue discussions.

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss alleys.

We recommend the Law Director develop language regarding parking and traversing unimproved alleys only right-of-way and the Engineering Department develop standards for parking within the right-of-way. We recommend language be drafted prohibiting the riding of bicycles on sidewalks in the downtown area, to be defined as between Lincoln and Center on Main and extending to the first alley east and west of Main within that area.

LEGISLATION:

RESOLUTIONS

RESOLUTION NO. 007-2017 *(bicycle routes)*

second reading

A RESOLUTION OF THE COUNCIL OF THE CITY OF FINDLAY, OHIO EXPRESSING IT'S APPROVAL AND SUPPORT FOR THE DEVELOPMENT OF STATE AND US BICYCLE ROUTES, AND REQUESTS THAT THE APPROPRIATE OFFICIALS SEE TO IT THAT THE ROUTE IS OFFICIALLY DESIGNATED BY AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS AND THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY.

RESOLUTION NO. 008-2017 *(no PO)*

first reading

A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

ORDINANCES

ORDINANCE NO. 2017-007 *(TR94 waterline extension and oversizing)*

third reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-010 *(raw waterline)*

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-011 *(Central Ave/Dayton Ave sewer separation, 2017 sewer lining project)*

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-012 *(Rowmark Rd improvements (Ohio 629)*

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-013 *(ODOT FY17 Resurfacing)*

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-014 *(NCC-ET loan forgiveness)*

first reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY TO FORGIVE A PORTION OF NORTH CENTRAL CAMPUS FOR EMERGING TECHNOLOGIES LOANS IN ORDER TO HELP FACILITATE THE SALE OF THE BUILDING LOCATED AT 1700 FOSTORIA AVENUE, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS

ORAL COMMUNICATION FORM

TO THE HONORABLE COUNCIL OF THE CITY OF FINDLAY, OHIO:


I, BRIAN THOMAS, RESIDING AT

ENGINEERING DEPARTMENT
(ADDRESS)

419-424-7121
(PHONE)

WISH TO ADDRESS YOUR HONORABLE BODY IN REGARDS TO:

CITY OF FINDLAY'S JOURNEY TO WELLNESS 2017



(SIGNATURE)

Due to limited time and in order to permit all persons and groups equal time, all oral communications are limited to a time period of not more than **four (4) minutes per person**. No more than three speakers shall speak to each side of a question before Council. Council may extend or limit debate with regard to a particular question, depending upon the number of speakers, the nature of the question before Council and the urgency of the question.

City of Findlay

Lydia Mihalik, Mayor

POLICE DEPARTMENT

Sean D. Young, Acting Chief of Police
318 Dorney Plaza, Room 116 • Findlay, OH 45840
Phone: 419-424-7194 • Fax: 419-424-7296
www.findlayohio.com

February 6, 2017

Honorable Council:

Attached are the Findlay Police Department activity stats for January 2017.

Sincerely,


Sean D. Young
Acting Chief of Police



TREASURER'S OFFICE

318 Dorney Plaza, Room 313
Findlay, OH 45840-3346
Telephone: 419-424-7107 • Fax: 419-424-7866
www.findlayohio.com

SUSAN JO HITE
CITY TREASURER

Treasurer's Reconciliation for January 31, 2017

TREASURER

| | |
|---|----------------------|
| Fifth Third Initial Balance | 7,894,493.54 |
| - Withdrawals () | (7,547,298.46) |
| + Deposits | 4,334,774.48 |
| Ending Balance | 4,681,969.56 |
| <hr/> | |
| - Outstanding checks () | (495,623.65) |
| Deposit in Transit | |
| ACH deposit in Transit | 14,803.10 |
| <hr/> | |
| Treasurer's Checking Bal | 4,201,149.01 |
| Investment Principal | 50,342,638.79 |
| Accrued Bond Interest | 148.03 |
| Treasurer's Total Cash and Investments | 54,543,935.83 |

AUDITOR

| | |
|---|----------------------|
| Auditor's Checking Bal | 4,201,149.01 |
| <hr/> | |
| Auditor's Total Cash and Investments | 54,543,935.83 |

Respectfully submitted,

Treasurer

City of Findlay

Lydia Mihalik, Mayor

N.E.A.T. DEPARTMENT
Neighborhood Enhancement and Abatement Team
318 Dorney Plaza, Room 304 • Findlay, OH 45840
Phone: 419-424-7466
www.findlayohio.com

February 8, 2017

City Council
City of Findlay, Ohio

RE: Departmental Activity

This report will serve as a summary of activities for the Neighborhood Enhancement and Abatement Team (NEAT) during the month of January, 2017.

Dilapidated Structures

0 cases year to date
14 cases pending

Weeds

1 case year to date
17 cases pending

Junk on Premises

10 cases year to date
251 cases pending

Junk/Abandoned Vehicles

17 cases year to date
254 cases pending

Minor Maintenance

1 case year to date
6 cases pending

Miscellaneous

1 case year to date
16 cases pending

Overgrowth

0 cases year to date
9 cases pending

Right of Way Issues

0 cases year to date
1 case pending

Sidewalks

0 cases year to date
0 cases pending

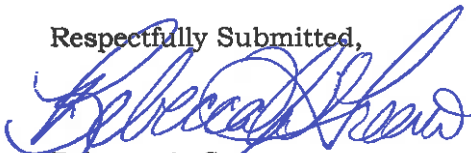
Trash

13 cases year to date
10 cases pending

The Neighborhood Enhancement and Abatement Team received 43 new complaints during the month, of which 6 were invalid. Of the 37 valid issues reported, 25 properties were involved with 9 of the owners being non-residents. NEAT personnel closed 44 cases during the month of December and continue to work diligently on the 578 cases that remained active at the end of the month.

The staff of NEAT works conscientiously with property owners and tenants to achieve compliance. The team appreciates the cooperative spirit of the administration and City Council which aids in the betterment of our community. Please contact NEAT personnel if there are any concerns.

Respectfully Submitted,



Rebecca A. Greeno
N.E.A.T.

Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

www.findlayohio.com

February 6, 2017

Honorable City Council
City of Findlay, Ohio

Dear Honorable Council Members:

It is my pleasure to appoint Jerry Williamson to the City of Findlay Shade Tree Commission. Mr. Williamson's appointment will be effective through December 31, 2019.

This appointment does not require the confirmation of City Council, however, I trust that you will concur with this selection.

Sincerely,



Lydia L. Mihalik
Mayor

cc: Jerry Williamson
Shade Tree Commission

FINDLAY WORC FINANCIAL ANALYSIS

JANUARY 01, 2017 THRU JANUARY 31, 2017

PLEASE NOTE: THE WORC WILL CLOSE FOR 7 DAYS - FOR 6 DIFFERENT WEEKS = 42 DAYS THROUGHOUT THE YEAR.

| | | |
|------------|---|-----|
| FIMC cases | Findlay City Ordinance cases, days served= | 70 |
| FIMC cases | State Code cases, days served = | 85 |
| FIMC cases | Total days served (combined City and State) = | 155 |

| <u>Other Courts using WORC</u> | <u>Days Served</u> | <u>Additional Income to date</u> |
|-----------------------------------|--------------------|--------------------------------------|
| Hancock County Common Pleas Court | 47 | \$1,175.00 |
| Upper Sandusky Municipal Court | 10 | \$250.00 |

| | | | |
|-----------------------------------|----|--------------------------------|------------|
| Other Courts Usage Total Days: | 57 | Total Additional Income: | \$1,425.00 |
|-----------------------------------|----|--------------------------------|------------|

Hancock Co. Justice Center Cost: 70 City Ordinance case days served x \$86.50 / day saved
by not serving time at the Justice Center \$6,055.00

Total fees collected at \$25 / day from all residents = \$5,300.00

Outstanding fees = \$2,693.00 (17 accounts)

Expenses = \$15,806.90

Charge Statistics = \$9,680.00 (charged upon entry for full stay) (JUNE MAY SHOW 0.00 CHARGE DUE TO CHARGE RECEIVED A CREDIT DUE TO FURLOUGH OR REFUNDS DUE TO EARLY RELEASE REFUNDS - THESE CREDITS ARE SUBTRACTED FROM THE BILLED AMOUNT).

Payment Statistics = \$6,210.00 (this amount may be larger than the Charge Statistics at times, due to the fact that residents are charged upon entry for their full stay - i.e.: charged in May but made payments in following months). (This also includes Reimbursables).

Net Expense = \$9,596.90
(Expenses - Payments)

Program Savings: Net vs. Justice Center cost = (\$3,541.90) *
(Justice Center Cost - Net Expense)

Commissions Received from Securus Pay Phones = \$14.40

*** All information in this document has been tallied due to errors occurring in the WORC computer program.

* Programs savings does not account for factors associated with continued employment of participants.

*****CURRENT YEAR*****
 MTD YTD

*****LAST YEAR*****
 MTD YTD

RECEIPTS DEPOSITED:

| | | | | |
|----------------------------|-------------------|---------------------|-------------------|---------------------|
| ALCOHOL MONITORING | \$3,502.00 | \$3,502.00 | \$3,274.00 | \$3,274.00 |
| BOND FEES | \$475.00 | \$475.00 | \$525.00 | \$525.00 |
| CIVIL DEPOSIT TENDERS | \$835.00 | \$835.00 | \$1,218.30 | \$1,218.30 |
| COURT COST | \$61,750.36 | \$61,750.36 | \$51,499.07 | \$51,499.07 |
| DUI ENFORCEMENT | \$4,104.33 | \$4,104.33 | \$3,124.44 | \$3,124.44 |
| ELECTRONIC IMAGING | \$4,846.50 | \$4,846.50 | \$3,879.90 | \$3,879.90 |
| FINES & FORFEITURES | 185,302.68 | \$185,302.68 | 131,530.20 | \$131,530.20 |
| FUND REIMBURSEMENT | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| INDIGENT DRIVER ALCOHOL | \$648.00 | \$648.00 | \$560.80 | \$560.80 |
| INMATE MEDICAL EXPENSE | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| INTEREST | \$11.51 | \$11.51 | \$14.18 | \$14.18 |
| JAIL HOUSING | \$9,674.90 | \$9,674.90 | \$4,087.40 | \$4,087.40 |
| JAIL REIMBURSEMENT | \$320.00 | \$320.00 | \$99.00 | \$99.00 |
| LEGAL RESEARCH | \$2.10 | \$2.10 | \$6.00 | \$6.00 |
| MEDIATION | \$1,535.00 | \$1,535.00 | \$1,219.50 | \$1,219.50 |
| MISCELLANEOUS | \$35,085.04 | \$35,085.04 | \$25,905.76 | \$25,905.76 |
| MUNI COURT COMPUTERIZATION | \$4,812.19 | \$4,812.19 | \$3,887.76 | \$3,887.76 |
| MUNI COURT IMPROVEMENT | \$15,174.35 | \$15,174.35 | \$8,483.00 | \$8,483.00 |
| RESTITUTION | \$460.33 | \$460.33 | \$610.54 | \$610.54 |
| SPECIAL PROJECTS | \$24,913.90 | \$24,913.90 | \$17,918.01 | \$17,918.01 |
| STATE PATROL | \$27,677.70 | \$27,677.70 | \$22,594.49 | \$22,594.49 |
| TRAFFIC/CRIMINAL BONDS | \$19,015.17 | \$19,015.17 | (\$4,291.53) | (\$4,291.53) |
| | <u>400,146.06</u> | <u>\$400,146.06</u> | <u>276,145.82</u> | <u>\$276,145.82</u> |

DISTRIBUTIONS:

| | | | | |
|----------------------------|-------------------|---------------------|-------------------|---------------------|
| ALCOHOL MONITORING | \$3,502.00 | \$3,502.00 | \$3,274.00 | \$3,274.00 |
| BOND FEES | \$475.00 | \$475.00 | \$525.00 | \$525.00 |
| CIVIL DEPOSIT TENDERS | | | \$1,413.07 | \$1,413.07 |
| COURT COST | \$61,708.36 | \$61,708.36 | \$51,499.07 | \$51,499.07 |
| DUI ENFORCEMENT | \$4,100.94 | \$4,100.94 | \$3,124.44 | \$3,124.44 |
| ELECTRONIC IMAGING | \$4,843.50 | \$4,843.50 | \$3,879.90 | \$3,879.90 |
| FINES & FORFEITURES | 185,948.11 | \$185,948.11 | 131,092.78 | \$131,092.78 |
| FUND REIMBURSEMENT | | | | |
| INDIGENT DRIVER ALCOHOL | \$648.00 | \$648.00 | \$560.80 | \$560.80 |
| INMATE MEDICAL EXPENSE | | | | |
| INTEREST | \$11.51 | \$11.51 | \$14.18 | \$14.18 |
| JAIL HOUSING | \$9,674.90 | \$9,674.90 | \$4,087.40 | \$4,087.40 |
| JAIL REIMBURSEMENT | \$320.00 | \$320.00 | \$99.00 | \$99.00 |
| LEGAL RESEARCH | \$2.10 | \$2.10 | \$6.00 | \$6.00 |
| MEDIATION | \$1,534.00 | \$1,534.00 | \$1,219.50 | \$1,219.50 |
| MISCELLANEOUS | \$38,357.24 | \$38,357.24 | \$32,894.23 | \$32,894.23 |
| MUNI COURT COMPUTERIZATION | \$4,809.19 | \$4,809.19 | \$3,887.76 | \$3,887.76 |
| MUNI COURT IMPROVEMENT | \$15,164.35 | \$15,164.35 | \$8,483.00 | \$8,483.00 |
| RESTITUTION | \$321.73 | \$321.73 | \$610.51 | \$610.51 |
| SPECIAL PROJECTS | \$24,897.90 | \$24,897.90 | \$17,918.01 | \$17,918.01 |
| STATE PATROL | \$27,677.70 | \$27,677.70 | \$22,594.49 | \$22,594.49 |
| | <u>383,996.53</u> | <u>\$383,996.53</u> | <u>287,183.14</u> | <u>\$287,183.14</u> |

DISTRIBUTED TO:

*****CURRENT YEAR*****
MTD YTD

*****LAST YEAR*****
MTD YTD

| | MTD | YTD | MTD | YTD |
|-----------------|-------------------|---------------------|-------------------|---------------------|
| CITY OF FINDLAY | 168,903.34 | \$168,903.34 | 127,452.45 | \$127,452.45 |
| HANCOCK COUNTY | \$25,246.96 | \$25,246.96 | \$19,231.94 | \$19,231.94 |
| OTHERS | 126,892.70 | \$126,892.70 | \$87,804.03 | \$87,804.03 |
| STATE OF OHIO | \$72,777.11 | \$72,777.11 | \$58,173.95 | \$58,173.95 |
| | <u>393,820.11</u> | <u>\$393,820.11</u> | <u>292,662.37</u> | <u>\$292,662.37</u> |

Mark C. Miller
MARK C. MILLER, JUDGE

[Signature]
JONATHAN P. STARN, JUDGE

DISCLAIMER: RECEIPTS COLLECTED ARE NOT TO BE CONFUSED WITH RECEIPTS DEPOSIT

THE SUPREME COURT OF OHIO
Administrative Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **JONATHAN P STARN**

Report for the month of : **January 2017**

| | A | B | C | D | E | F | G | H | I | T |
|--|----------|--------------|-----------|---------------|----------------------------|------------|-----------|-------------|--------------|-------------|
| | Felonies | Misdemeanors | O.M.V.I. | Other Traffic | Personal Injury & Property | Contracts | F.E.D. | Other Civil | Small Claims | TOTAL |
| Pending beginning of period 1 | 0 | 90 | 8 | 321 | 12 | 375 | 57 | 1 | 178 | 1042 |
| New cases filed 2 | 8 | 190 | 52 | 1102 | 1 | 102 | 22 | 1 | 84 | 1562 |
| Cases transferred in, reactivated or redesignated 3 | 0 | 27 | 1 | 36 | 1 | 0 | 0 | 0 | 0 | 65 |
| TOTAL (Add lines 1-3) 4 | 8 | 307 | 61 | 1459 | 14 | 477 | 79 | 2 | 262 | 2669 |
| Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults 5 | 0 | 29 | 8 | 45 | 4 | 111 | 9 | 0 | 0 | 206 |
| Hearing by Magistrate (Include guilty or no contest pleas and defaults 6 | 0 | 0 | 0 | 31 | 0 | 0 | 0 | 0 | 48 | 79 |
| Transfer (Include waivers of preliminary hearing and individual judge assignments 7 | 0 | 91 | 38 | 84 | 0 | 6 | 2 | 0 | 1 | 222 |
| Dismissal for lack of speedy trial (criminal) or want of prosecution (civil) 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other dismissals (Include dismissals at preliminary hearing) 9 | 5 | 3 | 0 | 1 | 0 | 13 | 8 | 0 | 31 | 61 |
| Violations Bureau 10 | 0 | 0 | 0 | 703 | 0 | 0 | 0 | 0 | 0 | 703 |
| Unavailability of party for trial or sentencing 11 | 0 | 14 | 1 | 40 | 0 | 0 | 0 | 0 | 0 | 55 |
| Bankruptcy stay or interlocutory appeal 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other terminations 13 | 0 | 17 | 0 | 106 | 0 | 0 | 0 | 1 | 0 | 124 |
| TOTAL (Add lines 5-13) 14 | 5 | 154 | 47 | 1010 | 4 | 130 | 19 | 1 | 80 | 1450 |
| Pending end of period (Subtract line 14 from line 4) 15 | 3 | 153 | 14 | 449 | 10 | 347 | 60 | 1 | 182 | 1219 |
| Cases pending beyond time guideline 16 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of months oldest case is beyond time guideline 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

FTP
2/7/2017

Fax to:
(614) 387-9419
 -or-
Mail to:
Court Statistical Reporting Section
Supreme Court of Ohio
65 South Front Street, 6th Floor
Columbus, Ohio 43215-3431

JONATHAN P STARN Date _____

 Preparer's name and telephone number if other than judge (print or type) Date _____

THE SUPREME COURT OF OHIO
Individual Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **JONATHAN P STARN**

Report for the month of: **January 2017**

Date of completion of most recent physical inventory

02/11/2016

| | | B | C | D | E | F | G | H | T | V |
|---|-----------|---------------|-----------|---------------|-----------------------------------|-----------|----------|-------------|------------|----------------|
| | | Misdeameanors | O.V.I. | Other Traffic | Personal Injury & Property Damage | Contracts | F.E.D. | Other Civil | TOTAL | Visiting Judge |
| Pending beginning of period | 1 | 238 | 71 | 145 | 4 | 15 | 3 | 0 | 476 | 0 |
| New cases filed | 2 | 48 | 17 | 48 | 0 | 4 | 1 | 0 | 118 | 0 |
| Cases transferred in, reactivated or redesignated | 3 | 3 | 0 | 3 | 0 | 0 | 0 | 0 | 6 | 0 |
| TOTAL (Add lines 1-3) | 4 | 289 | 88 | 196 | 4 | 19 | 4 | 0 | 600 | 0 |
| Jury trial | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Court trial | 6 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 |
| Default | 7 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 |
| Guilty or no contest plea to original charge | 8 | 27 | 20 | 33 | 0 | 0 | 0 | 0 | 80 | 3 |
| Guilty or no contest plea to reduced charge | 9 | 5 | 1 | 2 | 0 | 0 | 0 | 0 | 8 | 1 |
| Dismissal for lack of speedy trial(criminal) or want of prosecution (civil) | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Dismissals | 11 | 19 | 0 | 9 | 0 | 2 | 0 | 0 | 30 | 1 |
| Transfer to another judge or court | 12 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 |
| Referral to private judge | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Unavailability of party for trial or sentencing | 14 | 10 | 0 | 1 | 0 | 0 | 0 | 0 | 11 | 0 |
| Bankruptcy stay or interlocutory appeal | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other terminations | 16 | 0 | 0 | 3 | 0 | 1 | 0 | 0 | 4 | 0 |
| TOTAL (Add lines 5-16) | 17 | 61 | 21 | 48 | 1 | 4 | 1 | 0 | 136 | 0 |
| Pending end of period (Subtract line 17 from line 4) | 18 | 228 | 67 | 148 | 3 | 15 | 3 | 0 | 464 | 0 |
| Cases pending beyond time guideline | 19 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of months oldest case is beyond time guideline | 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cases submitted awaiting sentencing or judgment beyond time guideline | 21 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

FTP 2/1/2017

Fax to:
 (614) 387-9419
 -or-
Mail to:
 Court Statistical Reporting Section
 Supreme Court of Ohio
 65 South Front Street, 6th Floor
 Columbus, Ohio 43215-3431

| | |
|--|------|
| JONATHAN P STARN | Date |
| Preparer's name and telephone number if other than judge (print or type) | Date |
| JONATHAN P STARN | Date |

THE SUPREME COURT OF OHIO
Individual Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **MARK C MILLER**

Report for the month of: **January 2017**

Date of completion of most recent physical inventory
12/16/2016

| | B | C | D | E | F | G | H | T | V | |
|---|--------------|--------|---------------|-----------------------------------|-----------|--------|-------------|-------|----------------|---|
| | Misdemeanors | O.V.L. | Other Traffic | Personal Injury & Property Damage | Contracts | F.E.D. | Other Civil | TOTAL | Visiting Judge | |
| Pending beginning of period | 1 | 222 | 74 | 128 | 1 | 26 | 3 | 0 | 454 | 0 |
| New cases filed | 2 | 43 | 21 | 36 | 0 | 2 | 1 | 0 | 103 | 0 |
| Cases transferred in, reactivated or redesignated | 3 | 14 | 3 | 7 | 0 | 0 | 0 | 0 | 24 | 0 |
| TOTAL (Add lines 1-3) | 4 | 279 | 98 | 171 | 1 | 28 | 4 | 0 | 581 | 0 |
| Jury trial | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | |
| Court trial | 6 | 0 | 0 | 1 | 0 | 1 | 0 | 2 | 1 | |
| Default | 7 | 0 | 0 | 0 | 1 | 1 | 0 | 2 | 1 | |
| Guilty or no contest plea to original charge | 8 | 30 | 11 | 28 | 0 | 0 | 0 | 69 | 2 | |
| Guilty or no contest plea to reduced charge | 9 | 2 | 1 | 0 | 0 | 0 | 0 | 3 | 0 | |
| Dismissal for lack of speedy trial(criminal) or want of prosecution (civil) | 10 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Other Dismissals | 11 | 19 | 1 | 6 | 0 | 5 | 0 | 31 | 2 | |
| Transfer to another judge or court | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Referral to private judge | 13 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Unavailability of party for trial or sentencing | 14 | 6 | 0 | 2 | 0 | 0 | 0 | 8 | 0 | |
| Bankruptcy stay or interlocutory appeal | 15 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Other terminations | 16 | 0 | 0 | 3 | 0 | 1 | 0 | 4 | 0 | |
| TOTAL (Add lines 5-16) | 17 | 58 | 13 | 40 | 0 | 7 | 2 | 120 | 0 | |
| Pending end of period (Subtract line 17 from line 4) | 18 | 221 | 85 | 131 | 1 | 21 | 2 | 0 | 461 | 0 |
| Cases pending beyond time guideline | 19 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Number of months oldest case is beyond time guideline | 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Cases submitted awaiting sentencing or judgment beyond time guideline | 21 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |

FTP 2/7/2017

Fax to:
(614) 387-9419
-or-
Mail to:
Court Statistical Reporting Section
Supreme Court of Ohio
65 South Front Street, 6th Floor
Columbus, Ohio 43215-3431

MARK C MILLER
Date _____

Preparer's name and telephone number if other than judge (print or type)
Date _____

JONATHAN P STARN
Date _____



AUDITOR'S OFFICE

318 Dorney Plaza, Room 313
Findlay, OH 45840-3346
Telephone: 419-424-7101 • Fax: 419-424-7866
www.findlayohio.com

JIM STASCHIAK II
CITY AUDITOR

Wednesday, February 08, 2017

The Honorable Council
Findlay, Ohio

Council Members,

A set of summary financial reports for the prior month include:

Summary of Year-To-Date Information as of January 31st, 2017
Financial Snapshot for General Fund as of January 31st, 2017
Cash & Investments as of January 31st, 2017
Open Projects Report as of January 31st, 2017

Respectfully Submitted,

Jim Staschiak II
City Auditor

CITY OF FINDLAY
SUMMARY OF YEAR-TO-DATE INFORMATION AS OF JANUARY 31, 2017

| | EXPENDITURE BUDGET | Y-T-D EXPENSED | Y-T-D % | ANNUAL REVENUE BUDGET | Y-T-D RECEIVED | Y-T-D % |
|---------------------------|-----------------------|-------------------|-------------|-----------------------------|-------------------|-------------|
| COUNCIL | 156,437 | 14,547 | | 3,100 | - | |
| MAYOR'S OFFICE | 328,026 | 18,327 | | 4,600 | 835 | |
| AUDITOR'S OFFICE | 667,043 | 36,545 | | 397,510 | 63 | |
| TREASURER'S OFFICE | 16,282 | 597 | | - | - | |
| LAW DIRECTOR | 614,556 | 39,197 | | 100,800 | - | |
| MUNICIPAL COURT | 2,016,802 | 105,434 | | 1,334,600 | 91,124 | |
| CIVIL SERVICE OFFICE | 127,145 | 5,328 | | 49,500 | - | |
| PLANNING & ZONING | 153,627 | 68,250 | | - | - | |
| COMPUTER SERVICES | 341,643 | 20,637 | | 321,499 | - | |
| GENERAL EXPENSE | 3,227,616 | 367,031 | | - | - | |
| GENERAL REVENUE | - | - | | 22,562,513 | 189,022 | |
| POLICE DEPARTMENT | 7,354,545 | 382,752 | | 375,325 | 11,623 | |
| DISASTER SERVICES | 51,343 | 18,541 | | - | - | |
| FIRE DEPARTMENT | 7,560,674 | 429,299 | | 256,800 | 25,000 | |
| DISPATCH CENTER | 1,181,649 | 63,792 | | - | - | |
| N.E.A.T. | 104,840 | 4,855 | | 1,500 | 2,930 | |
| HUMAN RESOURCES | 165,874 | 19,798 | | - | - | |
| W.O.R.C. | 363,429 | 15,807 | | 65,100 | 5,514 | |
| SERVICE SAFETY DIRECTOR | 255,007 | 10,850 | | - | - | |
| ENGINEERING OFFICE | 748,809 | 30,071 | | 120,600 | 2,450 | |
| PUBLIC BUILDING | 428,145 | 10,957 | | 7,500 | 485 | |
| ZONING | 195,694 | 8,505 | | 59,700 | 1,875 | |
| PARK MAINTENANCE | 594,017 | 27,110 | | 35,300 | 876 | |
| RESERVOIR RECREATION | 5,066 | - | | - | - | |
| RECREATION MAINTENANCE | 165,980 | 3,567 | | - | - | |
| RECREATION FUNCTIONS | 829,221 | 24,057 | | 659,350 | 113,652 | |
| CEMETERY DEPARTMENT | 326,856 | 14,914 | | 105,700 | 5,198 | |
| TOTAL GENERAL FUND | 27,980,326 | 1,740,770 | 6.2% | 26,460,997 | 450,648 | 1.7% |

CONTINUED ON REVERSE

| | EXPENDITURE BUDGET | Y-T-D EXPENSED | Y-T-D % | ANNUAL REVENUE BUDGET | Y-T-D RECEIVED | Y-T-D % |
|------------------------------------|-----------------------|-------------------|--------------|-----------------------------|-------------------|-------------|
| SCM&R STREETS | 2,654,139 | 134,923 | | 2,499,035 | 133,531 | |
| TRAFFIC-SIGNALS | 281,896 | 8,307 | | - | 596 | |
| TOTAL SCM&R FUND | 2,936,035 | 143,230 | 4.9% | 2,499,035 | 134,127 | 5.4% |
| SCM&R HIWAYS | 167,481 | - | | 138,162 | 10,589 | |
| TOTAL SCM&R HIWAYS FUND | 167,481 | - | 0.0% | 138,162 | 10,589 | 7.7% |
| AIRPORT OPERATIONS | 1,174,042 | 68,363 | | 1,012,430 | 63,615 | |
| TOTAL AIRPORT FUND | 1,174,042 | 68,363 | 5.8% | 1,012,430 | 63,615 | 6.3% |
| WATER TREATMENT | 2,223,287 | 117,060 | | 33,000 | 1,217 | |
| WATER DISTRIBUTION | 1,592,429 | 77,974 | | 96,000 | 11,819 | |
| UTILITY BILLING | 1,071,707 | 69,316 | | 8,145,272 | 631,155 | |
| SUPPLY RESERVOIR | 441,953 | 7,855 | | 23,083 | 650 | |
| TOTAL WATER FUND | 5,329,376 | 272,205 | 5.1% | 8,297,355 | 644,841 | 7.8% |
| SANITARY SEWER MAINT | 1,032,741 | 51,675 | | 3,050 | - | |
| STORMWATER MAINT | 265,019 | 14,912 | | 770,500 | 66,495 | |
| WATER POLLUTION CONTROL | 2,967,258 | 106,466 | | 8,762,175 | 783,006 | |
| TOTAL SEWER FUND | 4,265,018 | 173,053 | 4.1% | 9,535,725 | 849,501 | 8.9% |
| PARKING | 104,479 | 14,434 | | 80,900 | 4,953 | |
| TOTAL PARKING FUND | 104,479 | 14,434 | 13.8% | 80,900 | 4,953 | 6.1% |
| SWIMMING POOL | 86,326 | 18 | | 78,000 | - | |
| TOTAL SWIMMING POOL FUND | 86,326 | 18 | 0.0% | 78,000 | - | 0.0% |
| CIT ADMINISTRATION | 19,786,163 | 21,925 | | 24,112,500 | 2,070,349 | |
| TOTAL CIT FUND | 19,786,163 | 21,925 | 0.1% | 24,112,500 | 2,070,349 | 8.6% |

SNAPSHOT \$ FINANCIAL: GENERAL FUND

Revenues/Expenditures & Key Balances Snapshot as of :

2017
Projected **1/31/2017**

| |
|---|
| GENERAL FUND REVENUES & EXPENSES |
|---|

| | | |
|--|----|-----------------------------|
| Prior Year Ending Cash Balance – Unappropriated | \$ | 13,384,043 |
| Revenue and Receipts Projection General Fund | \$ | 26,460,997 |
| Expenses Appropriated General Fund <i>(assumes \$0.00 returned by departments)</i> | \$ | <u>(27,711,520)</u> |
| OPERATIONAL SURPLUS/(DEFICIT) | | <u>(\$1,250,523)</u> |

PROJECTED UNENCUMBERED YEAR END GF CASH BALANCE **\$ 12,133,520**

| |
|---------------------------------|
| FINANCIAL POLICY AMOUNTS |
|---------------------------------|

| | | Minimum | Proj. Balance | Over/(Short) |
|--|----|-----------|---------------|--------------------|
| Minimum Reserve Balance GF (Resolution 002-2014 16.7% of Budget Expenses) | \$ | 4,618,373 | \$ 12,133,520 | \$7,515,147 |
| GF Rainy Day Reserve Account #10000000-818002 (up to 5% prior year revenues) | \$ | 1,000,000 | \$ 1,000,000 | \$0 |
| Self Insurance Fund #6060 | \$ | 1,000,000 | \$ 886,176 | (\$113,824) |

| | | | |
|--|--|---------------|-----------------|
| MONITORING INTANGIBLE / ANTICIPATED ITEMS | | LIKELY | POSSIBLE |
|--|--|---------------|-----------------|

GENERAL FUND

Revenue Differential + / (-)

Expense Differential + / (-)

Fund Subsidies + / (-)

Unbudgeted Projects

PROJECTED LIKELY YEAR END GF CASH BALANCE (excludes rainy day reserve)

2017 **\$ 12,133,520**

CITY OF FINDLAY
CASH & INVESTMENTS AS OF JANUARY 31, 2017

| <u>AMOUNT</u> | <u>DESCRIPTION AND RATE</u> | <u>BANK/FIRM</u> |
|------------------------|-------------------------------------|------------------------|
| \$ 870,000.00 | STAR OHIO @ 0.79% | |
| 121,347.00 | STAR OHIO @ 0.79% | |
| 15,003,500.00 | STAR OHIO @ 0.79% | |
| 1,376,476.75 | STAR OHIO @ 0.79% | |
| 1,000,000.00 | STAR PLUS @ 0.35% | |
| 9,005,000.00 | SAVINGS ACCOUNT | FIFTH THIRD BANK |
| 999,407.22 | FHLB @ 0.730% | PNC BANK |
| 998,476.56 | US TREASURY @ 0.625% | HUNTINGTON BANK |
| 1,004,140.63 | US TREASURY @ 0.875% | HUNTINGTON BANK |
| 1,000,078.13 | US TREASURY @ 0.625% | HUNTINGTON BANK |
| 2,000,000.00 | US TREASURY @ 0.750% | HUNTINGTON BANK |
| 998,800.00 | US TREASURY @ 0.625% | KEY BANK |
| 1,004,900.00 | US TREASURY @ 1.000% | HUNTINGTON BANK |
| 998,280.00 | US TREASURY @ 0.500% | HUNTINGTON BANK |
| 993,750.00 | US TREASURY @ 0.625% | PNC BANK |
| 245,000.00 | CERTIFICATE OF DEPOSIT @ 0.620% | FIRST NATIONAL BANK |
| 999,750.00 | FHLB @ 1.125% | PNC BANK |
| 999,160.00 | FHLB @ 1.000% | HUNTINGTON BANK |
| 1,000,000.00 | US TREASURY @ 1.000% | HUNTINGTON BANK |
| 245,000.00 | CERTIFICATE OF DEPOSIT @ 0.250% | FIRST FEDERAL BANK |
| 245,000.00 | CERTIFICATE OF DEPOSIT @ 0.500% | CITIZENS NATIONAL BANK |
| 245,000.00 | CERTIFICATE OF DEPOSIT @ 0.700% | WATERFORD BANK |
| 1,994,121.55 | FHLMC @ 0.750% | HUNTINGTON BANK |
| 998,710.00 | FFCB @ 0.800% | FIFTH THIRD BANK |
| 999,485.95 | FHLMC @ 0.850% | D A DAVIDSON |
| 998,600.00 | FHLMC @ 0.850% | HUNTINGTON BANK |
| 1,002,320.00 | FNMA @ 1.02% | KEY BANK |
| 996,130.00 | FFCB @ 0.890% | FIFTH THIRD BANK |
| 999,580.00 | | |
| 1,000,625.00 | | |
| <hr/> | | |
| \$50,342,638.79 | INVESTMENT TOTAL | |
| 4,201,149.01 | 5/3 BANK ACCOUNT BALANCE | |
| 148.03 | ACCRUED INVESTMENT INTEREST | |
| <hr/> | | |
| <u>\$54,543,935.83</u> | TOTAL CASH & INVESTMENTS | |

CITY OF FINDLAY
BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF JANUARY 31, 2017

| | |
|------------------------|---|
| \$14,443,927.09 | General Fund |
| 1,000,000.00 | General Fund Restricted Rainy Day |
| 1,037,150.45 | General Fund Projects |
| 891,188.41 | SCM&R Fund |
| 614,820.68 | SCM&R Fund Projects |
| - | County Permissive License Fund |
| 253,970.68 | State Highway Fund |
| 589.57 | Law Enforcement Trust Fund |
| 37.00 | Drug Law Enforcement Trust Fund |
| 238,368.95 | ID Alcohol Treatment Fund |
| 55,669.00 | Enforcement & Education Fund |
| 256,883.16 | Court Special Projects Fund |
| 123,183.19 | Court Computerization Fund |
| 3,609.56 | METRICH Drug Law Enforcement Trust Fund |
| 111,637.44 | Alcohol Monitoring Fund |
| 84,335.51 | Mediation Fund |
| 132,684.58 | Electronic Imaging Fund |
| 20,374.39 | Legal Research Fund |
| 562,906.49 | Severance Payout Fund |
| 599,626.65 | Debt Service Fund |
| - | CR 236 TIF Fund |
| 239,851.06 | Municipal Court Improvement Fund |
| 346,881.27 | Airport Fund |
| 122,738.29 | Airport Fund Projects |
| 10,886,795.96 | Water Fund |
| 800,746.09 | Water Fund Restricted |
| 144,566.11 | Water Fund Projects |
| 5,569,145.24 | Sewer Fund |
| 4,991,458.43 | Sewer Fund Restricted |
| 626,345.06 | Sewer Fund Projects |
| 24,227.03 | Parking Fund |
| - | Parking Fund Projects |
| 12,867.22 | Swimming Pool Fund |
| - | Swimming Pool Fund Projects |
| 29,934.43 | Internal Service Central Stores Fund |
| 787,401.02 | Internal Service Workers Comp Fund |
| 1,081,285.79 | Internal Service Self Insurance Fund |
| 2,378,232.76 | CIT Fund |
| 4,208,364.26 | CIT Fund- Restricted Capital Improvements |
| - | CIT Fund-Restricted Flood Mitigation |
| - | Police Pension Fund |
| - | Fire Pension Fund |
| 2,208.24 | Unclaimed Monies Fund |
| 23,920.70 | Tax Collection Agency Fund |
| 1,380,151.75 | Cemetery Trust Fund |
| 157,195.07 | Private Trust Fund |
| 296,530.39 | Guaranteed Deposits |
| - | Special Assessments Pavements Fund |
| - | Special Assessments Sidewalks Fund |
| 82.82 | Special Assessments Sidewalks Fund Projects |
| 2,044.04 | Special Assessments Storm Fund |
| <u>\$54,543,935.83</u> | TOTAL CASH & INVESTMENTS |

**CITY OF FINDLAY
OPEN PROJECTS AS OF JANUARY 31, 2017**

| PROJECT NUMBER | PROJECT NAME | TOTAL | TOTAL | TOTAL | CURRENTLY |
|------------------------------|--------------------------------------|-----------------------------------|-------------------------------|----------------------------|-----------------------|
| | | APPROPRIATED INCEPTION TO DATE | EXPENSED INCEPTION TO DATE | PENDING PURCHASE ORDERS | AVAILABLE TO SPEND |
| 31926300 | HP 3000 MIGRATION | 1,020,650 | 1,018,507 | 1,363 | 781 |
| 31942400 | DOWNTOWN REVITALIZATION | 940,000 | 782,229 | 136,361 | 21,409 |
| 31948000 | OHIO 629 - MCLANE | 637,345 | 516,637 | - | 120,708 |
| 31948200 | OHIO 629 - MARATHON | 250,000 | - | - | 250,000 |
| 31949800 | MUNI COURT EXPANSION | 550,000 | 480,300 | 16,923 | 52,777 |
| 31950800 | MUNI BLDG NETWORK REWIRING | 140,000 | 24,943 | 77,400 | 37,657 |
| 31951800 | SWALE BALL FIELD IMPROVEMENTS | 20,000 | 18,255 | - | 1,745 |
| 31952600 | SPRUCE DRIVE LANDSCAPE REHAB | 62,000 | 44,480 | - | 17,520 |
| 31953200 | MANLEY BLDG IMPROVEMENTS | 68,000 | 67,559 | 441 | - |
| 31954800 | BLANCHARD RIVER SEDIMENT REMOVAL | 14,750 | 9,976 | - | 4,774 |
| 31960100 | CITY FIBER LOOP INSTALLATION | 150,000 | 57,770 | 77,784 | 14,446 |
| 31960400 | 2016 FFD #1 IMPROVEMENTS | 61,000 | 57,741 | 3,259 | - |
| 31961700 | WOOD SHOP ROOF REPLACEMENT | 20,000 | - | - | 20,000 |
| 31961900 | 2016 EMORY ADAMS IMPROVEMENTS | 20,000 | 15,132 | - | 4,868 |
| 31962100 | RIVERSIDE PARKING & TENNIS COURTS | 25,000 | 14,364 | 9,800 | 836 |
| 31962700 | 2016 RAWSON PARK IMPROVEMENTS | 10,000 | 8,423 | - | 1,577 |
| 31962900 | CUBE ICE EXPANSION FEASIBILITY STUDY | 25,000 | - | - | 25,000 |
| 31963500 | 2016 CEMETERY ROAD RECONSTRUCTION | 20,000 | - | - | 20,000 |
| 31964100 | 2016 CEMETERY FOUNDATIONS | 15,000 | 3,247 | 1,753 | 10,000 |
| 31964300 | 2016 CEMETERY LIGHTING | 5,000 | - | - | 5,000 |
| 31964700 | 2016 STREET DEPT LIGHTING | 20,000 | 5,676 | 2,101 | 12,223 |
| 31964800 | DORNEY PLAZA REVITALIZATION | 35,000 | 3,200 | 25,000 | 6,800 |
| 31965000 | VOIP PHONE SYSTEM | 65,000 | - | - | 65,000 |
| 31965800 | SILT COLLECTOR @ RESERVOIR | 355,000 | 340,790 | 14,210 | - |
| 31966400 | RIVERSIDE SHELTER ROOFS 2017 | 5,000 | - | - | 5,000 |
| 31966700 | TYLER CASHIERING IMPLEMENTATION | 38,500 | - | 38,385 | 115 |
| 31966800 | 2017 ORC PD REQUIRED TRAINING | 14,740 | - | - | 14,740 |
| 31980800 | ORC PD REQUIRED TRAINING | 29,320 | 24,133 | 1,601 | 3,585 |
| GENERAL FUND PROJECTS | | 4,616,305 | 3,493,362 | 406,382 | 716,561 |
| 32542200 | DALZELL DITCH CLEANING | 20,000 | - | - | 20,000 |
| 32542300 | OIL DITCH CLEANING | 20,000 | - | - | 20,000 |
| 32542700 | W HARDIN SEWER SEPARATION | 220,000 | 6,696 | 143,972 | 69,332 |
| 32549500 | HOWARD RUN DITCH CLEANING | 2,000 | - | 750 | 1,250 |
| 32556000 | B4 & B6 SEWER SEPARATION PH 1 | 20,000 | 11,410 | 7,540 | 1,050 |
| 32556100 | B4 & B6 SEWER SEPARATION PH 2 | 129,000 | - | 25,800 | 103,200 |
| 32556200 | CENTRAL & DAYTON SEWER SEPARATION | 20,000 | 13,631 | 2,500 | 3,869 |
| 32563600 | MCMANNESS/MCCONNELL SWR SEP | 20,000 | 2,500 | 1,700 | 15,800 |
| 32593600 | FOSTORIA AVE DRAINAGE PH 2 | 535,000 | 436,301 | 3,796 | 94,903 |
| 32840800 | LIMA/S WEST INTERSECTION | 110,000 | 92,654 | - | 17,346 |
| 32842500 | BLANCHARD/6TH TRAN ALT PLAN | 25,000 | 9,500 | - | 15,500 |

| PROJECT NUMBER | PROJECT NAME | TOTAL | TOTAL | TOTAL | CURRENTLY |
|-------------------|------------------------------------|-------------------|-------------------|------------------|------------------|
| | | APPROPRIATED | EXPENSED | PENDING | AVAILABLE |
| | | INCEPTION TO DATE | INCEPTION TO DATE | PURCHASE ORDERS | TO SPEND |
| 32852700 | W SANDUSKY/WESTERN AVENUE | 190,000 | 589 | 15,950 | 173,461 |
| 32852800 | E SANDUSKY/BLANCHARD INTERSECTION | 20,000 | - | - | 20,000 |
| 32852900 | LIMA/WESTERN INTERSECCION | 185,000 | 14,413 | 36,070 | 134,517 |
| 32860200 | ODOT CR 99 BRIDGE STUDY | 50,000 | 50,000 | - | - |
| 32860600 | ODOT FY17 RESURFACING | 1,000 | 41 | 300 | 659 |
| 32862500 | 2016 STREET PREV MAINT PROGRAM | 450,000 | 424,215 | 17,971 | 7,814 |
| 32863400 | W BIGELOW/NORTHGATE INTERSECTION | 125,000 | 2,455 | - | 122,545 |
| 32863700 | TIFFIN TRAFFIC POLES PH 1 | 75,000 | 924 | - | 74,076 |
| 32864500 | MAIN ST ALLEY RECONSTRUCTION | 447,000 | 51,573 | 17,604 | 377,823 |
| 32864600 | CR212/CR236 WIDENING | 55,000 | 29,700 | 20,625 | 4,675 |
| 32865900 | ODOT US 224/SR12/37/568 RESURF | 266,742 | 266,742 | - | - |
| | SCM&R FUND PROJECTS | 2,985,742 | 1,413,344 | 294,578 | 1,277,821 |
| 35250600 | AIRPORT DRAINAGE IMPROVEMENTS | 10,000 | - | - | 10,000 |
| 35264900 | AIP-26 RUNWAY REHAB | 2,228,169 | 571 | 2,222,609 | 4,990 |
| | AIRPORT FUND PROJECTS | 2,238,169 | 571 | 2,222,609 | 14,990 |
| 35641900 | BRANDMAN SEWER & CSO | 200,000 | 8,927 | 142,450 | 48,623 |
| 35649300 | I75 SANITARY SEWER RELOCATION | 340,000 | 114,046 | 191,734 | 34,220 |
| 35654000 | SEWER MAINT COLD STORAGE BLDG | 185,000 | 130,622 | 49,230 | 5,148 |
| 35661100 | WPC OXIDATION DITCH 1 CONCRETE | 25,000 | 18,630 | - | 6,370 |
| 35662200 | WPC SCADA SYSTEM UPGRADE | 150,000 | - | - | 150,000 |
| | SEWER FUND PROJECTS | 900,000 | 272,225 | 383,414 | 244,361 |
| 35710800 | WATERLINE EXT TO LANDFILL | 80,000 | 77,407 | - | 2,593 |
| 35741400 | BLANCHARD RVR/STANFORD W/L | 25,000 | 10,861 | 1,130 | 13,009 |
| 35754100 | RAW WATERLINE/TRANSFER STATION | 50,000 | 1,326 | - | 48,674 |
| 35756300 | WTP RETAINING WALL | - | 32 | - | (32) |
| 35760300 | 2016 SMALL WATERLINES | 150,000 | 89,917 | 6,453 | 53,630 |
| 35761400 | W SANDUSKY ST WATERLINE | 30,000 | 892 | 17,075 | 12,033 |
| 35762600 | WESTMOOR RD WATERLINE REPLACE | 20,000 | 13,592 | 600 | 5,808 |
| 37563100 | BLISS/ELYRIA WL CONNECTION | 70,000 | 2,002 | 59,445 | 8,553 |
| 35766100 | TR 94 WATERLINE OVERSIZE | 8,700 | - | - | 8,700 |
| | WATER FUND PROJECTS | 433,700 | 196,030 | 84,703 | 152,967 |
| 38813300 | 2011 SIDEWALK REPAIR PROGRAM | 1,000 | 466 | - | 534 |
| | SPECIAL ASSESSMENT PROJECTS | 1,000 | 466 | - | 534 |

Findlay Fire Department
Monthly Activities Report - 2017
 Submitted By: Joshua S. Eberle, Fire Chief

| Fire Statistics | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Fires | 4 | | | | | | | | | | | |
| Assist Other Agency | 1 | | | | | | | | | | | |
| Emergency Medical Service (EMS) | 161 | | | | | | | | | | | |
| Car Accidents | 19 | | | | | | | | | | | |
| Rescues (Extrication, Water, Elevator) | 1 | | | | | | | | | | | |
| Hazmat | 17 | | | | | | | | | | | |
| Good Intent | 3 | | | | | | | | | | | |
| Burning Complaints | 0 | | | | | | | | | | | |
| False Alarms | 23 | | | | | | | | | | | |
| Totals | 229 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Runs by District | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|-----------------------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Station 1 - (South Main St) | 66 | | | | | | | | | | | |
| Station 2 - (North Main St) | 63 | | | | | | | | | | | |
| Station 3 - (Tiffin Ave) | 46 | | | | | | | | | | | |
| Station 4 - (CR 236) | 54 | | | | | | | | | | | |
| Totals | 229 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Firefighter Training (by hours) | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|---------------------------------|-------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| EMS Formal | 60 | | | | | | | | | | | |
| Fire Formal | 148 | | | | | | | | | | | |
| Fire Informal | 1682 | | | | | | | | | | | |
| Totals | 1889 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Fire Prevention Bureau

| Construction | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|-------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Code Interpretations | 3 | | | | | | | | | | | |
| Inspections | 1 | | | | | | | | | | | |
| Plan Reviews | 1 | | | | | | | | | | | |
| System Acceptance Tests | | | | | | | | | | | | |
| Totals | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Existing Structure - Additions | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
|--------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Code Interpretations | 8 | | | | | | | | | | | |
| Inspections | 12 | | | | | | | | | | | |
| Plan Reviews | 7 | | | | | | | | | | | |
| System Acceptance Tests | 1 | | | | | | | | | | | |

| Totals | 28 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|-------------------------------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Fire Investigations | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC |
| Cause and Determination | | | | | | | | | | | | |
| Accidental | 2 | | | | | | | | | | | |
| Undetermined | | | | | | | | | | | | |
| Incendiary | | | | | | | | | | | | |
| Fire Investigation Activities | | | | | | | | | | | | |
| Follow-up | 7 | | | | | | | | | | | |
| Interviews | 7 | | | | | | | | | | | |
| Assists | | | | | | | | | | | | |
| Totals | 16 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Inspections | | | | | | | | | | | | |
|-----------------------------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Assembly | 11 | | | | | | | | | | | |
| Business | 18 | | | | | | | | | | | |
| Education K-12 | | | | | | | | | | | | |
| Education Pre-School | | | | | | | | | | | | |
| Factory | 1 | | | | | | | | | | | |
| Mercantile | | | | | | | | | | | | |
| Hazardous / Fireworks | | | | | | | | | | | | |
| Institutional | 4 | | | | | | | | | | | |
| Mercantile | | | | | | | | | | | | |
| Residential | | | | | | | | | | | | |
| Adoption / Foster Care | 1 | | | | | | | | | | | |
| Storage / Mixed Use | 2 | | | | | | | | | | | |
| Utility Mobile Food Vendors | | | | | | | | | | | | |
| Utility Outbuildings | | | | | | | | | | | | |
| Vacant Structures | | | | | | | | | | | | |
| Totals | 37 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Prevention | | | | | | | | | | | | |
|--------------------------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Code Interpretations | 11 | | | | | | | | | | | |
| Complaints | 5 | | | | | | | | | | | |
| Fireworks Exhibitions / Events | 7 | | | | | | | | | | | |
| Knox Box Consults/Maint. | 7 | | | | | | | | | | | |
| Other | 3 | | | | | | | | | | | |
| Fire Plan Updates | 3 | | | | | | | | | | | |
| Pre-Fire Plan | 3 | | | | | | | | | | | |
| Property Research | 2 | | | | | | | | | | | |
| Safety Presentations | 3 | | | | | | | | | | | |
| Re-inspections | 77 | | | | | | | | | | | |
| Background Checks | | | | | | | | | | | | |
| Totals | 121 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Public Presentations | | | | | | | | | | | | |
|----------------------------|-----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Station Tours | 0 | | | | | | | | | | | |
| Truck Visits | 0 | | | | | | | | | | | |
| Meetings Attended | 8 | | | | | | | | | | | |
| School / Seminars Attended | 6 | | | | | | | | | | | |
| Totals | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

City of Findlay

Lydia Mihalik, Mayor

ENGINEERING DEPARTMENT
318 Dorney Plaza, Room 304 • Findlay, OH 45840
Phone: 419-424-7121 • Fax: 419-424-7120
www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

February 15, 2017

Honorable City Council
Findlay, OH 45840

RE: Raw Waterline (Analysis/Transfer Station), Project No. 35754100

Dear Council Members:

By authorization of Ordinance No. 2016-10, letters of interest were received from six potential consulting firms. Based on the firm's experience and qualifications, Arcadis U.S., Inc. was selected as the successful consultant. Over the past few months, we have been negotiating an acceptable proposal and agreement.

The project is included in the 2017 Capital Improvements Plan, and this appropriation request is within the budgeted amount. By copy of this letter, the Law Director is requested to prepare the necessary legislation to appropriate funds as follows:

| | | | |
|-------|---|-----------|-----------|
| FROM: | Water Fund | \$160,000 | |
| TO: | Raw Waterline (Analysis/Transfer Station) Project No. 35754100 | | \$160,000 |

Thank you for your consideration in this matter.

Sincerely,



Brian Thomas
City Engineer

pc: Don Rasmussen
Jim Staschiak

City of Findlay

Lydia Mihalik, Mayor

ENGINEERING DEPARTMENT
318 Dorney Plaza, Room 304 • Findlay, OH 45840
Phone: 419-424-7121 • Fax: 419-424-7120
www.findlayohio.com

February 15, 2017

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

Honorable City Council
Findlay, OH 45840

RE: Central Ave/Dayton Ave Sewer Separation, Project No. 32556200

Dear Council Members:

By authorization of Ordinance No. 2016-10, a bid opening was held for the above-referenced project on February 9, 2017. Bids were received from seven potential contractors with bid amounts ranging from \$348,757.00 to \$459,565.00. The lowest and best bid was received from JDR Excavating, Inc. of Findlay, Ohio.

The project is included in the 2017 Capital Improvements Plan, and the total project estimate is within the budgeted amount. Previously, an amount of \$20,000 was appropriated to the project for design and startup. At this time, an appropriation for construction, inspection and a contingency is needed to complete the project.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to appropriate funds as follows:

| | | |
|---|-----------|-----------|
| FROM: OPWC | \$175,000 | |
| Sewer Fund | \$115,000 | |
| Sewer Fund – Stormwater restricted account | \$115,000 | |
| TO: Central Ave/Dayton Ave Sewer Separation | | \$405,000 |
| Project No. 32556200 | | |

If you have any questions regarding the project, please feel free to contact me.

Sincerely,



Brian Thomas
City Engineer

pc: Don Rasmussen, Law Director
Jim Staschiak II, Auditor

City of Findlay

Lydia Mihalik, Mayor

ENGINEERING DEPARTMENT
318 Dorney Plaza, Room 304 • Findlay, OH 45840
Phone: 419-424-7121 • Fax: 419-424-7120
www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

February 15, 2017

Honorable City Council
Findlay, OH 45840

RE: 2017 Sewer Lining, Project #35674400

Dear Council Members:

The Sewer Maintenance Department received a complaint regarding a sink hole in the Park St area. During the investigation, a collapsed sanitary sewer was found. Along with the Engineering Department, a plan was developed to line the sewer in order to fix the problem.

In the 2017 Capital Improvements Plan, there is \$200,000 budgeted for the Sewer Lining project. At this time, an appropriation to cover the cost of lining this sewer is being requested. The remaining project construction funds will be requested after bids are received.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to appropriate funds as follows:

| | | |
|-------|--|----------|
| FROM: | Sewer Fund | \$45,000 |
| TO: | 2017 Sewer Lining Project #35674400 | \$45,000 |

Thank you for your consideration in this matter.

Sincerely,



Brian Thomas
City Engineer

pc: Don Rasmussen
Jim Staschiak

City of Findlay

Lydia Mihalik, Mayor

ENGINEERING DEPARTMENT

318 Dorney Plaza, Room 304 • Findlay, OH 45840

Phone: 419-424-7121 • Fax: 419-424-7120

www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

February 15, 2017

Honorable City Council
Findlay, OH 45840

RE: Rowmark Road Improvements (Ohio 629), Project No. 31955300

Dear Council Members:

The City is eligible for Ohio 629 Roadwork Development grant funds from the Ohio Development Services Agency. In order to move forward with design of the roadway improvements, the grant funds need to be appropriated.

By copy of this letter, the Law Director is requested to prepare the necessary legislation for appropriating funds as follows:

| | | |
|-------|---------------------------------------|----------|
| FROM: | Ohio 629 Roadwork Development Grant | \$75,000 |
| TO: | Ohio 629-Rowmark Project #31955300 | \$75,000 |

In addition, please refer this matter to the Appropriations Committee for discussion of the City's share in the project, which is estimated to be \$25,000.

Please feel free to contact me with any questions.

Sincerely,



Brian Thomas
City Engineer

pc: Don Rasmussen, City Law Director
Jim Staschiak, City Auditor

City of Findlay

Lydia Mihalik, Mayor

ENGINEERING DEPARTMENT
318 Dorney Plaza, Room 304 • Findlay, OH 45840
Phone: 419-424-7121 • Fax: 419-424-7120
www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

February 15, 2017

Honorable City Council
Findlay, OH 45840

RE: ODOT FY17 Resurfacing (PID100181), Project No. 32860600

Dear Council Members:

On February 1, 2017, bids were opened for the above-referenced project. Bids were received from four potential contractors ranging from \$742,300.25 to \$898,612.00. The lowest and best bid was received from M&B Asphalt, Inc. of Old Fort, Ohio.

The project is included in the 2017 Capital Improvements Plan, and the total project estimate is within the budgeted amount. Previously, an amount of \$1,000 was appropriated for project startup. At this time, an appropriation for construction, inspection and a contingency is needed to complete the project.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to appropriate funds as follows:

| | | |
|-------|---|-----------|
| FROM: | ODOT | \$700,000 |
| | CIT Fund – capital improvements restricted account | \$150,000 |
| TO: | ODOT FY17 Resurfacing (PID100181) Project No. 32860600 | \$850,000 |

If you have any questions, please feel free to contact me.

Sincerely,



Brian Thomas
City Engineer

pc: Don Rasmussen
Jim Staschiak

PARKS AND RECREATION BOARD

City of Findlay
January 23, 2017

MINUTES

ATTENDANCE

Members Present: Paul Schmelzer, Chair, Matt Cordonnier, Dennis McPheron, Greg Meyers, Shane Pochard, Gary Pruitt, Grant Russel, Brian Thomas, Dave Trisel, Jeff Wobser.

Staff Present: Matt Stoffel, Lisa Mansfield, and Kathy Launder.

Guests: Nate Riker, Bucks Unlimited; Emily Siefker, University of Findlay Circle K.

APPROVAL OF MINUTES

Motion to accept minutes of the December 19, 2017, meeting, by Meyers, second by McPheron. Motion passed 10-0.

OLD BUSINESS

Rules and Regulations: Pruitt asked about Facility Fees on page 11. What is the definition of "significant variance"? The Rules and Regulations does not state any information about the 50% discount to nonprofit charitable groups. It is stated in the Fee Schedule. Discussion was held regarding the 50% discount for nonprofit charitable groups. Why not stick with the 50% discount for nonprofit charitable groups and not offer an option for any other discounts or waiver of fees. Currently there are no qualifications or objective criteria for waiving fees. There has been no consistency in the past when waiving fees. It is suggested to remove the words "minor" and "approval" in the last sentence of "Facility Fees" under "Permits and Fees" on page 11 of the Rules and Regulations. It should now read: "Variances shall be reviewed by the Safety/Service Director for referral to the Board."

Motion to approve the Rules and Regulations with the modification on page 11, and further address the 50% discount to nonprofit charitable groups in discussions regarding the Fee Schedule, by Cordonnier, second by Schmelzer. Motion passed 10-0.

Fee Schedule: Meyers asked if all nonprofit charitable groups are eligible for the 50% discount, including ice events. Schmelzer stated that he is okay with taking the 50% discount for nonprofit charitable events off the Fee Schedule and have each group come before the Board to request the 50% discount. We can make the discount apply to shelter rentals only. Cordonnier stated that he struggles with allowing the variances. The fees charged are reasonable. Meyers stated that we should approve a Fee Schedule and stick to it and having very few criteria for exceptions.

Motion to amend Fee Schedule to state the 50% discount for nonprofit charitable events only applies to Shelter rentals, by Wobser, second by Schmelzer. Motion passed 9-1. Pruitt cast the dissenting vote.

NEW BUSINESS

Request to Waive Fees-Black Swamp Bucks Unlimited: Nate Ricker is requesting a waiver of fees totaling \$1,150.00 (Meeting Room \$150; Stage/Rizor \$400; Dumpster \$300; Day before set up \$300). This is the first year that the Black Swamp Bucks Unlimited is holding its fundraiser since splitting from the National Whitetails organization. They may not get as much participation this year due to not having the affiliation with the National Whitetails. They also do not the financial support that the National Whitetails had given them in the past.

Motion to waive fees in the total amount of \$1,150.00 (Meeting Room (\$150), Stage/Rizor (\$400), Dumpster (\$300), and Day before set up (\$300)) for 2017 and reevaluate for 2018, by Wobser, second by Schmelzer. Motion passed 10-0.

Schmelzer stated that Nate Riker or a representative of the Black Swamp Bucks Unlimited needs to come back to the Board after the event and give a financial report of the event.

Request to Waive Fees-The University of Findlay Circle K: Emily Siefker, member of Circle K, requested for fees to be waived for two hours ice time in the amount of \$240 per hour for a total of \$480. The event is raising money for Mercy for Kids. This is one of many events they plan throughout the year to raise money. This is the first year that they are holding an ice skating fundraiser.

Motion to waive half the ice time fee in the amount of \$240, by Schmelzer, second by Meyers. Motion passed 9-0-1. Russel abstained. Schmelzer stated that he will personally donate the other half of the ice time fee in the amount of \$240. Russel stated that he will split the \$240 with Schmelzer, each donating \$120. Wobser requested that the University of Findlay Circle K give the Board a recap after the event.

Lacrosse Proposal: Mansfield distributed a plan for a Lacrosse program in 2017. There are several programs leading up to the Spring Lacrosse League to gather interest in the sport and purchase equipment for league play.

Capital Plan: Schmelzer distributed the requests from the Parks Maintenance Department and the Recreation Department. The Capital Plan will be presented to the Committee of the Whole on Wednesday and will hopefully be adopted by City Council at their next meeting.

Ohio Department of Transportation (ODOT) State Bike Route: ODOT has designated bike routes throughout Ohio. One of the routes goes through Findlay. ODOT has had several discussions with the bicycle groups in the area. ODOT will place signage along the routes. ODOT has requested a Resolution from City Council approving the designated route through Findlay and allowing them to place the signs. They have reassured the City that this bike route should not affect the Transportation Alternative Plan (TAP) application.

DEPARTMENT REPORTS

Recreation Department Report: Mansfield reported that they have hired a new Assistant Recreation Supervisor. Her name is Mykal Imbrock. She starts January 30. Findlay Area Hockey Association annual tournament is scheduled for the first two weeks of February. The Recreation Summit is scheduled for February 21.

Parks Maintenance Department Report: Stoffel stated they are working to improve the inside of the restrooms at the parks. Hancock Park District grant monies were received and will be used to repair the shelterhouse roofs at Riverside Park. Michael Reed from the University of Findlay is interested in creating a second Frisbee golf course at Swale Park. He will come to a future Board meeting to discuss.

OTHER REPORTS


Hancock Park District Report: Pruitt reported that Hancock Park District received a grant to build a gazebo at Riverbend Park near the Brugeman Lodge. It should be complete by midyear. Seven new park entrance signs will be installed in 2017 and eight in 2018. This will update all signs in the parks.

OTHER BUSINESS

Next Meeting: The next meeting of the Parks and Recreation Board is scheduled for February 21, 2017, at 4:00pm in the third floor conference room of the Municipal Building.

Being no further business, the meeting adjourned.

Respectfully submitted,


Kathy Launder
City Clerk



February 15, 2017

Findlay City Council
318 Dorney Plaza
Findlay, Ohio 45840

Attention: James P. Slough, President

RE: Findlay Revolving Loan Fund – NCC-ET

Honorable Members of Council:

On January 6, 2017 the Findlay Revolving Loan Fund met to consider a request from the NCC-ET. The Findlay Revolving Loan Fund is a loan program funded by the State of Ohio and administered locally.

The NCC-ET currently has a \$150,000 loan from the Findlay RLF with an outstanding balance of \$98,497.56 as of February 1, 2017. Additionally the City of Findlay has an Economic Development grant for the NCC-ET which has a balance of \$113,176.19 as of February 1, 2017. The NCC-ET used the money along with other loans to purchase the Hughes/RCA Building on Fostoria Ave in 2007. The building is used as a business incubator.

Bob Beach, an NCC-ET Board member presented to the RLF Board that the facility will be facing financial difficulties when Brown Mackie College leaves. The NCC-ET has been trying to work toward the most beneficial outcome for all stakeholders. To this end the NCC-ET has found a buyer for the building who as part of the purchase offer agrees to make improvements to the building. However the sale of the building will not cover all of the NCC-ET debts. In order to lessen the impact on all of the lenders the State of Ohio, who has first position, has agreed to equally split the proceeds of the sale with all the lenders. Attached to this letter is a breakdown of the payoff amounts that the State of Ohio agreed to on February 9, 2017.

The request made to the Findlay RLF was to forgive a portion of the loans to help facilitate the sale of the building. The Findlay RLF shares a 2nd position on the loans and could risk not receiving any funds if the building goes into foreclosure. The Findlay RLF Fund Committee voted unanimously to approve the following motion:

The Findlay Revolving Loan Fund Board agrees to forgive approximately fifty percent of the current debt owed by NCC-ET subject to the State of Ohio agreeing to a pro rata repayment of debt, all lenders forgive the same percentage of debt, and the purchaser must complete all the improvements outlined in the purchase agreement. (Final percentage to be calculated at time of closing.)

I respectfully request the City Council consider and provide final approval for the forgiveness of up to \$50,000 of the NCC-ET RLF Loan and forgive up to \$55,000 of the CDBG Economic Development Grant. Additionally, I request this ordinance be passed on an emergency basis and Council's rule be suspended in order to accommodate the timeline for the sale of the NCC-ET Building.

If you need any addition information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Matt Cordonnier".

Matt Cordonnier
Director, HRPC

City of Findlay RLF Meeting MINUTES

Municipal Building
HRPC Office
Findlay, OH 45840

January 6, 2017
8:00 AM

MEMBERS PRESENT: Paul Craun, Don Bledsoe, Chris Alexander, Jim Ferguson and John Harrington

EX-OFFICIO PRESENT: Ginger Sampson

GUESTS PRESENT: Robert Beach – NCC-ET
John Pinski

STAFF: Matt Cordonnier – HRPC

CALL TO ORDER:

The meeting of the City of Findlay Revolving Loan Fund was called to order at 8:00 p.m. by HRPC Director, Matt Cordonnier.

NEW BUSINESS:

Request for NCC-ET Reduction of Loan Payoff. Bob Beach representing the NCC-ET provided an overview of the current status and request. Mr. Beach stated that the NCC-ET business incubator will be in a perilous financial position when Brown Macke College leaves the facility. The NCC-ET Board has been working with lenders and searching for the best exit strategy for the building and community. They have found a purchaser of the building who has agreed to a purchase price and to make improvements to the building including a new roof, fire suppression system and parking lot improvements. Mr. Beach stated the purchaser has an excellent history and track record of managing similar properties. It is important to the NCC-ET that the building not becomes a vacant unproductive property, for the sake of the community.

Mr. Beach stated, the issue is the sale of the property will not cover debts owed to all the lenders. The State of Ohio is the largest lender of several million dollars and has the first position on the property. In a traditional settlement of a sale the State in the first position would recover all the funds leaving the rest of the lenders with no money to recover. The NCC-ET approached the State to see if they would be willing to accept a pro rata sharing of the sale proceeds with all the lenders. The State is open to considering this solution as long as all the lenders are in agreement. Mr. Beach stated that he is requesting the City of Findlay RLF Board approve a pro rata settlement of the loans that were given to the NCC-ET from the City of Findlay Revolving Loan

Fund. There are two loans that the City of Findlay RLF Committee must consider. The first loan was a City RLF loan in the amount of \$150,000, and the second loan is an economic development grant in the amount of \$200,000. The proposal before the RLF board would have the board receive approximately \$105,000 in payment of the remaining \$210,000 balance with the remaining debt being forgiven. The exact payoff number may vary slightly but each lender will be forgiving a similar percentage of payoff.

The board asked if the sale price was fair? Mr. Beach stated that a notice of bids will occur to allow others to outbid to any interested parties that may wish to purchase the property at a higher price, with the condition that they must also commit to replacing the roof, installing a new sprinkler system and parking lot improvements.

The board asked what the plan for the building is. Mr. Beach stated that the potential owner would repair the building and may retain some of the areas used as business incubator.

The board asked when did JDP buy out Rudolph Libby. Mr. Beach stated JDP bought out Rudolph Libby in October 2016.

Motion: The City of Findlay Revolving Loan Fund Board agrees to forgive approximately fifty percent of the current debts owed by NCC-ET subject to the State of Ohio agreeing to a pro rata repayment of debt, all lenders forgive a similar percentage of debt, and the purchaser must complete all the improvements outlined in the purchase agreement. (Final percentage to be calculated at time of closing.)

Roll Call:

Paul Craun – abstained

Don Bledsoe – yes

Chris Alexander – yes

Jim Ferguson – yes

John Harrington - yes

ADJOURNMENT: Meeting adjourned at 8:30 a.m.

NCC-ET
Summary of Debt



| | Balances Due as of 12/22/2016 | Projected Due as of 2/28/2017 | Projected Due as of 3/31/2017 | Projected Due as of 4/30/2017 |
|---------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Findlay RLF CDBG | 113,176.19 | 111,530.04 | 110,704.90 | 109,878.39 |
| State of Ohio DOD | 1,980,500.04 | 1,971,500.04 | 1,967,000.04 | 1,962,500.04 |
| Findlay RLF | 98,497.56 | 97,308.35 | 96,712.26 | 96,115.18 |
| Hancock County RLF | 98,497.56 | 97,308.35 | 96,712.26 | 96,115.18 |
| JDP Ventures, LLC | 150,540.45 | 130,734.26 | 120,781.62 | 110,795.81 |
| Greater Findlay Inc | 367,200.00 | 360,400.00 | 357,000.00 | 353,600.00 |
| Mechanics Lein | 50,000.00 | 50,000.00 | 25,000.00 | 25,000.00 |
| Total | 2,953,172.24 | 2,916,838.57 | 2,873,611.53 | 2,855,344.22 |
| Jr Lienholders | 66% | | 806,911.04 | 791,504.56 |
| Total Haircut | | | 0.62 | 0.63 |
| | 70% | | 0.56 | 0.57 |
| | 75% | | 0.46 | 0.47 |

| 66% State of Ohio | | 70% State of Ohio | | 75% State of Ohio | |
|-------------------|-----------------|-------------------|-----------------|-------------------|-----------------|
| March | April | March | April | March | April |
| \$ 68,597.96 | \$ 69,411.09 | \$ 61,738.16 | \$ 62,469.98 | \$ 51,448.47 | \$ 52,058.32 |
| \$ 1,000,000.00 | \$ 1,000,000.00 | \$ 1,050,000.00 | \$ 1,050,000.00 | \$ 1,125,000.00 | \$ 1,125,000.00 |
| \$ 59,927.46 | \$ 60,716.76 | \$ 53,934.72 | \$ 54,645.08 | \$ 44,945.60 | \$ 45,537.57 |
| \$ 59,927.46 | \$ 60,716.76 | \$ 53,934.72 | \$ 54,645.08 | \$ 44,945.60 | \$ 45,537.57 |
| \$ 74,841.97 | \$ 69,990.63 | \$ 67,357.77 | \$ 62,991.57 | \$ 56,131.48 | \$ 52,492.97 |
| \$ 221,213.98 | \$ 223,372.05 | \$ 199,092.58 | \$ 201,034.85 | \$ 165,910.48 | \$ 167,529.04 |
| \$ 15,491.17 | \$ 15,792.71 | \$ 13,942.06 | \$ 14,213.44 | \$ 11,618.38 | \$ 11,844.53 |
| \$ 1,500,000.00 | \$ 1,500,000.00 | \$ 1,500,000.00 | \$ 1,500,000.00 | \$ 1,500,000.00 | \$ 1,500,000.00 |

Matt Cordonnier

From: Benjamin.Kepple@development.ohio.gov
Sent: Friday, February 17, 2017 10:37 AM
To: Matt Cordonnier
Subject: RE: RLF/discretionary Follow-up

Yes, that is correct.



Ben Kepple
Community Development Analyst
Office of Community Development

77 South High Street
Columbus, Ohio 43215
614.466.1880 F: 614.752.4575

Ben.Kepple@development.ohio.gov

Email to and from the Ohio Development Services Agency is open to public inspection under Ohio's public record law. Unless a legal exemption applies, this message and any response to it will be released if requested.

The State of Ohio is an Equal Opportunity Employer and Provider of ADA Services.

From: Matt Cordonnier [mailto:mccordonnier@ci.findlay.oh.us]
Sent: Friday, February 17, 2017 10:36 AM
To: Kepple, Benjamin <Benjamin.Kepple@development.ohio.gov>
Subject: RE: RLF/discretionary Follow-up

Ben,
As we have discussed, upon City Council and the County Commissioners approving the NCC-ET reduced pay off amounts, I will send you a letter and documentation. As you have stated the letter should include a description of the project, the original purchase price, the sources of funds used to purchase the property in a budget table, and the price for which the owner is selling. Upon the State receiving this letter and documentation your office will send the City and County an approval letter and the process will be completed. If you could please confirm this is an accurate summary. Thanks!

Matt Cordonnier
Hancock Regional Planning Commission



From: Matt Cordonnier [mailto:mccordonnier@ci.findlay.oh.us]
Sent: Monday, February 13, 2017 5:06 PM
To: 'Benjamin.Kepple@development.ohio.gov'
Subject: RE: RLF/discretionary Follow-up

Ben,

In regards to the NCC-ET Economic Grant A-D-05-120-01. \$200,000

This will be going before City Council, I anticipate that City Council will want to know that reaching a reduced pay-off is acceptable with your office. Is it possible to get a letter stating that the reduced payoff is acceptable, with any conditions that you would like to attach. I will try to give you a call tomorrow to discuss.

Thanks!

Matt Cordonnier, Director
Hancock Regional Planning Commission
318 Dorney Plaza – Room 304
Findlay, Ohio 45840
Phone: 419-424-7094
Cell: 419-420-4774
Email: mcordonnier@ci.findlay.oh.us



From: Matt Cordonnier [<mailto:mcordonnier@ci.findlay.oh.us>]
Sent: Monday, February 13, 2017 4:33 PM
To: 'Benjamin.Kepple@development.ohio.gov'
Subject: RE: RLF/discretionary Follow-up

Ben,

This is an update regarding the NCC-ET project that has a Hancock County RLF Loan, City of Findlay RLF Loan, City of Findlay ED Grant. The building is proposed to be sold and each party will take a "haircut". The local RLF Boards approved a payoff amount on January 6th. Feb 9th the State of Ohio officially agreed to a reduced payoff of approximately 50%. See the attached spreadsheet. The reduced payoff amounts are now going before the Commissioners and City Council for approval. I wanted to show you the agreed amounts and provide you with an update.

Matt Cordonnier, Director
Hancock Regional Planning Commission
318 Dorney Plaza – Room 304
Findlay, Ohio 45840
Phone: 419-424-7094
Cell: 419-420-4774
Email: mcordonnier@ci.findlay.oh.us



From: Benjamin.Kepple@development.ohio.gov [<mailto:Benjamin.Kepple@development.ohio.gov>]
Sent: Wednesday, December 14, 2016 2:52 PM
To: Matt Cordonnier (mcordonnier@ci.findlay.oh.us)
Subject: RLF/discretionary Follow-up

Matt –

I spoke to Mary about the NCC-ET loan payoff and we were in agreement that we would like to see a letter from the commissioners once you have figured out/structured the payoff. The letter should include a description of the project, the original purchase price, the sources of funds used to purchase the property in a budget table, and the price for which the owner is selling. We are fine with a restructured payoff so long as we can see what the 1st and 2nd mortgage positions are being paid, and that the remainder of the sale assets are going toward paying off the two RLF loans and the discretionary loan.

For example: if the purchase price was \$2 million, and \$600,000 of it was through RLF/discretionary, that leaves \$1.4 million in other sources. If NCC is selling for \$1.5 million, we would need to see that the 1st and 2nd positions are settled and that the remainder of the assets go toward paying off the CDBG loans. The company should not be making a profit on the sale until the loans are satisfied, even if that means they are only able to pay \$50,000 toward each loan.

We will also need to see evidence of the sale, such as a purchase order, contract, or deed transfer to verify the cost.



Ben Kepple
Community Development Analyst
Office of Community Development

77 South High Street
Columbus, Ohio 43215
614.466.1880 F: 614.752.4575

Ben.Kepple@development.ohio.gov

Email to and from the Ohio Development Services Agency is open to public inspection under Ohio's public record law. Unless a legal exemption applies, this message and any response to it will be released if requested.

The State of Ohio is an Equal Opportunity Employer and Provider of ADA Services.

Matt Cordonnier

From: Tim Mayle <tmayle@findlayhancockalliance.com>
Sent: Monday, February 13, 2017 8:39 AM
To: Matt Cordonnier
Cc: Robert Beach (robert.beach@csbanking.com); Lydia Mihalik (lmihalik@findlayohio.com); Paul Schmelzer (pschmelzer@findlayohio.com) (pschmelzer@findlayohio.com); Mark D. Gazarek
Subject: RLF
Importance: High

Matt,

I am the President of the North Central Campus for Emerging Technologies located at 1700 Fostoria Ave. A few months ago Bob Beach, Chairman of the NCC-ET presented to the City and County RLF a plan to sell the NCC-ET. The plan is based upon several conditions:

- The facility is in need of a new roof
- Brown Mackie, our largest revenue tenant, has announced they will be closing the Findlay campus
- The NCC-ET is not equipped with the money or staff to properly maintain the building in the long run

In order to sell the building I have been working with the State of Ohio on the conditions of the sale and a participation agreement for the junior lienholders. The NCC-ET board wants to insure that the NCC-ET building and property becomes a viable property long into the future. With that in mind if the building sells the purchaser will be required to install a new roof, upgrade some aging sprinkler heads and pave the Brown Mackie portion of the lot. I understand that the City and County RLF boards both approved to share a haircut with the other lienholders and I thank them for that. At the time we were estimating that each RLF would receive approx. 52% of the remaining principal when the property sells. The numbers below are based on a \$1.5 MM sale. The State of Ohio, which is in first position on the mortgage, would receive \$1.05MM and the remaining \$450,000 would be split equally based on principal balances by the rest of the debt stack. I have projected two scenarios, one closing in March and one in April. I have cc'd Bob Beach on this email as well. I am asking that I receive official approval to participate in the debt stack from the City RLF, County RLF and City RLF CDBG. Can you let me know what approvals need to take place and the process? If this needs City Council approval I am requesting it to be passed as emergency language. I am happy to discuss this further or answer any questions. Thanks for your work up to this point in the potential sale. The support from the RLF boards and the State for the CDBG have played an important role in moving this forward. I believe that the sale allows the NCC-ET building to become a viable property in the heart of Findlay.

Thanks,

Tim

| | <u>Projected Due as of 3/31/2017</u> | <u>Projected Due as of 4/30/2017</u> | 70% State of Ohio | |
|---------------------|--|--|--------------------------|------------------------|
| | | | March | April |
| Findlay RLF CDBG | 110,704.90 | 109,878.39 | \$ 61,738.16 | \$ 62,469.98 |
| State of Ohio DOD | 1,967,000.04 | 1,962,500.04 | \$ 1,050,000.00 | \$ 1,050,000.00 |
| Findlay RLF | 96,712.26 | 96,115.18 | \$ 53,934.72 | \$ 54,645.08 |
| Hancock County RLF | 96,712.26 | 96,115.18 | \$ 53,934.72 | \$ 54,645.08 |
| JDP Ventures, LLC | 120,781.62 | 110,795.81 | \$ 67,357.77 | \$ 62,991.57 |
| Greater Findlay Inc | 357,000.00 | 353,600.00 | \$ 199,092.58 | \$ 201,034.85 |
| Mechanics Loan | <u>25,000.00</u> | <u>25,000.00</u> | \$ 13,942.06 | \$ 14,213.44 |
| Total | 2,873,611.53 | 2,855,344.22 | \$ 1,500,000.00 | \$ 1,500,000.00 |

Tim R. Mayle
Director Economic Development
Findlay•Hancock County Economic Development
123 East Main Cross Street
Findlay, Ohio 45840
tmayle@findlayhancockED.com
www.findlayhancockED.com
419.788.0490 Mobile
419.422.3313 Ext. 115

City of Findlay City Planning Commission

Thursday, March 9, 2017 - 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

NEW ITEMS

1. ALLEY/STREET VACATION PETITION #AV-01-2017 filed to vacate a portion of Lippincott Avenue between Fishlock Avenue and Williams Street.
2. ALLEY/STREET VACATION PETITION #AV-02-2017 filed to vacate the first east/west alley north of Lippincott Avenue between Fishlock Avenue and Williams Street and the first north south alley east of Fishlock Avenue from 1st Street south to Lye Creek.
3. APPLICATION FOR SPECIAL REVIEW #SR-01-2017 filed by Country Club Acres, 655 Fox Run Rd, Findlay for an approximately 12,000 square foot general retail building to be located at 10505 US 224 in Liberty Township.
4. APPLICATION FOR EXPANSION OF A CONDITIONAL USE #CU-01-2017 filed by Brown Automotive Diagnostics and Repair, LLC, 1226 W. Sandusky Street, Findlay to add a paved parking lot to the east of the existing business.
5. APPLICATION FOR SITE PLAN REVIEW #SP-02-2017 filed by Brown Automotive Diagnostics and Repair, LLC, 1226 W. Sandusky Street for a proposed parking lot.
6. APPLICATION FOR PRELIMINARY PLAT #PP-01-2017 for Tall Timbers West 1st Addition.
7. APPLICATION FOR FINAL PLAT #FP-02-2017 for Tall Timbers West 1st Addition.
8. APPLICATION FOR SITE PLAN REVIEW #SP-04-2017 filed by George & Camille Ranzau/Campbell Soup Supply Company, LLC, PO Box 1261, Findlay for an approximately 741,000 square foot warehouse facility to be located on Lot 2 of Tall Timbers West 1st Addition.
9. APPLICATION FOR SITE PLAN REVIEW #SP-05-2017 filed by George M Whitson, 1706 Imperial Lane, Findlay for a proposed Holiday Inn Express Hotel to be located at 1920 King Ct., Findlay.
10. REVIEW OF AMENDMENTS TO FINDLAY ZONING ORDINANCE.

ADMINISTRATIVE REVIEW

1. APPLICATION FOR SITE PLAN REVIEW #SP-03-2017 filed by Werk-Brau Company, 2800 Fostoria Avenue, Findlay for an approximately 4,198 square foot building addition.

ADJOURNMENT

City of Findlay City Planning Commission

Thursday, February 9, 2017 - 9:00 AM
Municipal Building, Council Chambers

Minutes

(Staff Report Comments from the meeting are incorporated into the minutes in lighter text. Actual minutes begin with the DISCUSSION Section for each item)

MEMBERS PRESENT: Mayor Lydia Mihalik
Paul Schmelzer
Dan Clinger
Jackie Schroeder
Dan DeArment

STAFF ATTENDING: Matt Cordonnier, HRPC Director
Brian Thomas, PE, PS, City Engineer
Todd Richard, Zoning Inspector
Erik Adkins, Zoning Inspector

GUESTS: Todd Jenkins, John Whitson

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Lydia Mihalik
Paul Schmelzer
Dan DeArment
Jackie Schroeder
Dan Clinger

SWEARING IN

All those planning to give testimony were sworn in by Matt Cordonnier.

APPROVAL OF MINUTES

Dan DeArment made a motion to approve the minutes of the January 12, 2017 meeting. Jackie Schroeder seconded. Motion to accept carried 5-0-0.

ITEMS TABLE AT THE JUNE 9, 2016 MEETING

ALLEY/STREET VACATION PETITION #AV-03-2016 filed to vacate an unimproved right-of-way of Connell Avenue running east from Fishlock Drive.

NEW ITEMS

1. APPLICATION FOR FINAL PLAT #FP-01-2017 for Replat of Lot 1 of Interstate West Subdivision.

HRPC

General Information

This request is located off the south side of Interstate Drive and west side of CR 300/Northridge Road. It is zoned C-2 General Commercial. Parcels to the north and east are also zoned C-2. To the south is zoned I-1 Light Industrial and LB Local business in Liberty Township. Parcels to the west are zoned R-2 One Family in Liberty Township. It is not located within the 100-year flood plain. The City Land Use Plan designates the area as Regional Commercial.

Parcel History

The Final Plat of Interstate West was approved by FCPC in November 2012. The Hilton Garden Inn currently sits on the north side of Interstate Drive on Lot 3. Lot 4 is west of the Hotel and is vacant. The Preliminary Plat for this replat was reviewed and approved by FCPC on November 10, 2016.

Staff Analysis

This is a commercial subdivision.

The applicant is dividing Lot 1 into 3 lots and adding a cul-de-sac going south from Interstate Drive between proposed Lots 6 and 7.

There are no minimum lot size requirements in the C-2 zoning district. The appropriate setbacks for the C-2 District are indicated on the plat as well as easement areas for utility locations.

The cul-de-sac is under the 600' length maximum permitted.

The Final Plat is consistent with the Preliminary submitted in November.

Staff Recommendation

HRPC Staff recommends approval of **APPLICATION FOR FINAL PLAT #FP-01-2017 for Replat of Lot 1 of Interstate West Subdivision.**

ENGINEERING

No comments on Plat.

There are a couple of items that need addressed on the construction drawings such as adding new City Notes pages, changing a couple of labels. Engineering will work with the consultant to get these minor revisions made.

Recommendations: Conditional Approval of the Final Plat subject to the following condition:

- Construction drawings be revised to the satisfaction of the Engineering Department

FIRE PREVENTION

No comments

STAFF RECOMMENDATION

Staff recommends approval of APPLICATION FOR FINAL PLAT #FP-01-2017 for Replat of Lot 1 of Interstate West Subdivision subject to the following:

- Construction drawings be revised to the satisfaction of the Engineering Department (ENG)

DISCUSSION

Todd Jenkins stated that he has talked with Engineer Brian Thomas on the comments on the construction drawings. He will get with him and make sure they have everything worked out satisfactorily.

MOTION

Dan Clinger made a motion to approve APPLICATION FOR FINAL PLAT #FP-01-2017 for Replat of Lot 1 of Interstate West Subdivision subject to the following:

- Construction drawings be revised to the satisfaction of the Engineering Department (ENG)

•
2nd: Dan DeArment

VOTE: Yay (5) Nay (0) Abstain (0)

Paul Schmelzer made a motion to remove ALLEY/STREET VACATION PETITION #AV-03-2016 filed to vacate an unimproved right-of-way of Connell Avenue running east from Fishlock Drive from the table.

Dan DeArment seconded the motion.

VOTE: Yay (5) Nay (0) Abstain (0)

DISCUSSION

Mr. Schmelzer commented that he recalled that we were supposed to see some information regarding this item within the next meeting or two at least. He stated the petitioner was supposed to provide backup to his statements that the adjoining property owner was in favor. Because he has seen none of that information for a number of months, **Mr. Schmelzer is making a motion to deny the request for vacation.**

2nd: Mayor Mihalik

VOTE: Yay (5) Nay (0) Abstain (0)

Lydia L. Mihalik
Mayor

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Hancock Regional Planning Director Matt Cordonnier to continue discussions on the Downtown Design Review Board regulations.

We recommend

that we meet again to continue discussions on the Downtown Design Review Board regulations.

PUBLIC HEARING:

Aye Nay *Grant Russel* *move*
Grant Russel, Chairman

Aye Nay *John Harrington* *second*
John Harrington

Aye Nay *Dennis Hellmann*
Dennis Hellmann

Aye Nay *ABSENT*
Tom Shindlecker

Aye Nay *Jeff Wobser*
Jeff Wobser

PLANNING & ZONING COMMITTEE

LEGISLATION: _____

DATED: February 9, 2017

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

An **AD HOC COMMITTEE** met on February 14, 2017 to continue discussions on the bed tax distribution.

We recommend:

meet again to continue discussions

Aye Nay *Grant Russel - move*
Grant Russel, Chair

LEGISLATION: _____

Aye Nay *Dennis Hellmann*
Dennis Hellmann

DATE: February 14, 2017

Aye Nay *Tom Klein*
Tom Klein

COMMITTEE: AD HOC

Aye Nay *Tim Watson*
Tim Watson

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss alleys.

We recommend ^{the law director develop language regarding parking} and traversing ^{alleys only} on improved right of way and the engineering department develop standards for parking within the right of way. ^{prohibiting} The room and language be drafted ~~regarding~~ the riding of bicycles on sidewalks in the downtown area, to be defined as between Lincoln and Center on Main and extending to the first alley east and west of Main within that area.

Aye Nay

Tom Shindledecker
Tom Shindledecker Chairman

MOVED

Aye Nay

ABSENT
Tim Watson

LEGISLATION: _____

Aye Nay

Holly Frische
Holly Frische

SECOND

DATE: February 16, 2017

COMMITTEE: **STREETS, SIDEWALKS
STREETLIGHTS & PARKING**

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
February 21, 2017**

RESOLUTION NO. 007-2017 *(bicycle routes)*

second reading

A RESOLUTION OF THE COUNCIL OF THE CITY OF FINDLAY, OHIO EXPRESSING IT'S APPROVAL AND SUPPORT FOR THE DEVELOPMENT OF STATE AND US BICYCLE ROUTES, AND REQUESTS THAT THE APPROPRIATE OFFICIALS SEE TO IT THAT THE ROUTE IS OFFICIALLY DESIGNATED BY AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS AND THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-007 *(TR94 waterline extension and oversizing)*

third reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

City of Findlay

Office of the Director of Law

318 Dorney Plaza, Room 310
Findlay, OH 45840
Telephone: 419-429-7338 • Fax: 419-424-7245

Donald J. Rasmussen
Director of Law

FEBRUARY 21, 2017

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, FEBRUARY 21, 2017 MEETING.

RESOLUTIONS

008-2017 A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

ORDINANCES

2017-010 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2017-011 AN ORDINANCE APPROPRIATION FUNDS AND DECLARING AN EMERGENCY.

2017-012 AN ORDINANCE APPROPRIATION FUNDS AND DECLARING AN EMERGENCY.

2017-013 AN ORDINANCE APPROPRIATION FUNDS AND DECLARING AN EMERGENCY.

2017-014 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY TO FORGIVE A PORTION OF NORTH CENTRAL CAMPUS FOR EMERGING TECHNOLOGIES LOANS IN ORDER TO HELP FACILITATE THE SALE OF THE BUILDING LOCATED AT 1700 FOSTORIA AVENUE, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 008-2017

A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

WHEREAS, Ohio Revised Code 5705.41(D) provides that if expenditures are incurred by a municipality without a purchase order, within thirty (30) days, the municipality must approve said expenditures.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio:

SECTION 1: That the expenditures set forth on the attached list identified as "Exhibit A" which are identified by the appropriate voucher on previously appropriated funds be and the same are hereby approved, all in accordance with Ohio Revised Code 5705.41(D)

SECTION 2: This Resolution shall take effect and be in force from and after the earliest period provided by law.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

OVER PURCHASE ORDER/NO PURCHASE ORDER- COUNCIL AUTHORIZATION

| VENDOR | VOUCHER | ACCOUNT | DEPARTMENT NAME | AMOUNT | REASON FOR EXPENSE | WHY |
|--|----------------|---------------------------|----------------------------|---------------|-------------------------------|---|
| UNITED STATES CONFERENCE OF MAYORS | 165956 | 21002000- 448100 | MAYOR | 3,489.00 | 2017 MEMBERSHIP | PO WAS NOT CREATED PRIOR TO INVOICE BEING RECEIVED |
| GEORGE H RANZAU | 166378 | 31948000- 551101-19480 | MCLANE PROJECT | 18,000.00 | RIGHT OF WAY PURCHASE | NO PURCHASE ORDER WAS CREATED |

ORDINANCE NO. 2017-010

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the following sums be and the same are hereby appropriated:

| | | |
|-------|--|---------------|
| FROM: | Water Fund | \$ 160,000.00 |
| TO: | Raw Waterline (Analysis/Transfer Station) <i>Project No. 35754100</i> | \$ 160,000.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that aforementioned project may proceed expeditiously.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2017-011

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the following sums be and the same are hereby appropriated:

| | | |
|-------|--|---------------|
| FROM: | OPWC | \$ 175,000.00 |
| | Sewer Fund | \$ 115,000.00 |
| | Sewer Fund – Stormwater Restricted Account | \$ 115,000.00 |
| TO: | Central Ave/Dayton Ave Sewer Separation <i>Project No. 32556200</i> | \$ 405,000.00 |
| FROM: | Sewer Fund | \$ 45,000.00 |
| TO: | 2017 Sewer Lining <i>Project No. 35674400</i> | \$ 45,000.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that the aforementioned projects may proceed expeditiously.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2017-012

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the following sums be and the same are hereby appropriated:

| | | |
|-------|---|--------------|
| FROM: | Ohio 629 Roadwork Development Grant | \$ 75,000.00 |
| TO: | Ohio 629-Rowmark <i>Project #31955300</i> | \$ 75,000.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that aforementioned project may proceed expeditiously.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2017-013

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the following sums be and the same are hereby appropriated:

| | | |
|-------|-----------------------------------|---------------|
| FROM: | ODOT | \$ 700,000.00 |
| | CIT Fund – Capital Improvements | \$ 150,000.00 |
| | Restricted Account | |
| TO: | ODOT FY17 Resurfacing (PID100181) | \$ 850,000.00 |
| | <i>Project No. 32860600</i> | |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that aforementioned project may proceed expeditiously.

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2017-014

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY TO FORGIVE A PORTION OF NORTH CENTRAL CAMPUS FOR EMERGING TECHNOLOGIES LOANS IN ORDER TO HELP FACILITATE THE SALE OF THE BUILDING LOCATED AT 1700 FOSTORIA AVENUE, AND DECLARING AN EMERGENCY.

WHEREAS, North Central Campus for Emerging Technologies (hereinafter referred to as "NCC-ET") currently has a loan with both the Findlay Revolving Loan Fund (hereinafter referred to as "RLF") that is funded by the State of Ohio and administered locally, as well as an Economic Development grant through the City of Findlay. The building that current houses NCC-ET is being sold and the sale of said building will not cover the balance of said loans, and;

WHEREAS, the State of Ohio, who has the first position and is owed approximately \$1.9 MM, has agreed to accept \$1.05 MM of the sale price to be applied to the State's loan in first position. The remaining \$0.495 MM of the sale price shall be split between the remaining lienholders on a pro-rata basis. If the property sells for more than \$1.5 MM the additional proceeds will also be split between all the lienholders on a pro-rata basis, and;

WHEREAS, the RLF Board has agreed to forgive approximately fifty percent (50%) of the current debt owed to them by NCC-ET, subject to the State of Ohio agreeing to a pro rata repayment of the debt by approving the following motion:

The Findlay Revolving Loan Fund Board agrees to forgive approximately fifty percent of the current debt owed by NCC-ET subject to the State of Ohio agreeing to a pro rata repayment of debt, all lenders forgive the same percentage of debt, and the purchaser must complete all the improvements outlined in the purchase agreement. (Final percentage to be calculated at time of closing.)

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the Mayor of the City of Findlay be and she is hereby authorized to approve partial forgiveness of NCC-ET's RLF loan debt, as well as partial forgiveness of NCC-ET's CDBG Economic Development grant debt all in accordance with the decision of the Findlay RLF's board.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, so that said forgiveness of aforementioned loans may be approved in order to expedite and complete the sale of said building, thus elevating the repayment of aforementioned loans.

WHEREFORE, this Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

PRESIDENT OF COUNCIL

MAYOR

PASSED: _____

ATTEST: _____
CLERK OF COUNCIL

APPROVED: _____