

FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

March 7, 2017

COUNCIL CHAMBERS

ROLL CALL of 2016-2017 COUNCILMEMBERS

ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

Acceptance or changes to the February 21, 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: - none.

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

City Income Tax Monthly Collection Report – February 2017.

Service-Safety Director Paul Schmelzer - 0 Blaine St property

The owner of 0 Blaine Street has agreed to sell the property to the City for the price of its taxable appraised land value of four thousand five hundred thirty dollars (\$4,530.00) as appraised by the Hancock County Auditor. In order to do so, Council will need to authorize the Mayor to purchase said property. The purpose of purchasing said property is to further protect and/or expand its Airport operations and facilities now and into the future. Legislation to authorize the Mayor to purchase said property, and to appropriate funds is requested. Ordinance No. 2017-015 was created.

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 4,530.00
TO:	2017 Airport Land Purchase (35276800)	\$ 4,530.00

Service-Safety Director Paul Schmelzer – Dorney Plaza

The Community Foundation has committed two hundred thousand dollars (\$200,000.00) to the Dorney Plaza project. The County scaled back their initial commitment of two hundred thousand dollars (\$200,000.00) down to seventy-five thousand dollars (\$75,000.00), so the project scope needed to be changed. It is still in the design phase. This has put the project behind schedule, but we think we can make it up. The City will start demolition with help from the County, so that the work can be done by the time the bids are received. This project was part of the 2016 Capital Plan. Thirty-five thousand dollars (\$35,000.00) has already been appropriated toward the capital commitment of two hundred fifty thousand dollars (\$250,000.00). Legislation to move the remainder into the project so that when bids are received, the project can be started. This project will be a lasting improvement to our civic arena. Service-Safety Director Schmelzer will keep Council informed on the plans and schedule of this project. Ordinance No. 2017-016 was created.

FROM:	Capital Improvement-CIT	\$ 215,000.00
TO:	Dorney Plaza <i>Project #319648</i>	\$ 215,000.00

Service-Safety Director Paul Schmelzer – Computer Services

During the evaluation of pay ranges for Computer Services positions during the last hire, the Computer Services Manager pay rate was evaluated. When Brent took over the Supervisor position, the Administration agreed to an annual salary of approximately seventy-one thousand dollars (\$71,000.00). He has received a portion of this raise.

Recent changes in the payroll ordinance require the Administration to inform Council of any raise above eight percent (8%). A resolution has been requested for an additional five percent (5%). This would take his annual salary to seventy-one thousand two hundred dollars (\$71,200.00). Brent has been a good manager since taking the position. He has helped coordinate projects and has been diligent with his support staff, and has made sure the right employees are in place to support the City's operations.

No appropriation is required at this time. For your reference, salary research resources place IT Managers in Ohio in an average salary range of ninety-six thousand dollars (\$96,000.00) per year. Ordinance 2017-017 was created.

City Engineer Brian Thomas – Clearwell Retaining Wall, Project No. 35756300

By authorization of Ordinance No. 2017-006, a bid opening was held for this project on February 22, 2017. Bids were received from three (3) potential contractors with bid amounts ranging from \$151,475 to \$218,389.65. The lowest and best bid was received from Mosser Construction, Inc. of Fremont, Ohio. This project is included in the 2017 Capital Improvements Plan and the total estimate is within the budgeted amount. No money has been previously appropriated to the project. At this time, an appropriation for construction, inspection and contingency is needed to complete the project. Legislation to appropriate funds is requested. Ordinance No. 2017-018 was created.

FROM:	Water Fund	\$ 179,173.00
TO:	Clearwell Retaining Wall <i>Project No. 35756300</i>	\$ 179,173.00

COMMITTEE REPORTS: - none.

LEGISLATION:

RESOLUTIONS

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

third 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.

ORDINANCES

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

second reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-015 (*City purchase 0 Blaine St*)

first reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO PURCHASE REAL PROPERTY LOCATED AT 0 BLAINE STREET, FINDLAY, OHIO, HANCOCK COUNTY PARCEL #600001008704, FOR THE SUM OF FOUR THOUSAND FIVE HUNDRED THIRTY AND 00/100 DOLLARS (\$4,530.00), AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-016 (*Dorney Plaza project*)

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-017 (*Computer Services Mgr pay rate*)

first reading

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO GRANT AN ADDITIONAL FIVE PERCENT (5%) SALARY INCREASE FOR THE CURRENT COMPUTER SERVICES MANAGER POSITION, WHICH WOULD EXCEED THE ALLOTTED EIGHT PERCENT (8%) OF CURRENT CODIFIED ORDINANCE NO. 2016-108 OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE SALARY ORDINANCE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-018 (*Clearwell Retaining Wall project*)

first reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS

City of Findlay

Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862
 318 Dorney Plaza, Municipal Building Room 115
 Telephone: 419-424-7133 • Fax: 419-424-7410
 findlaytaxforms.com

Lydia L. Mihalik
 Mayor

Andrew Thomas
 Tax Administrator

Monthly Collection Report to Findlay Council

February 2017

Total collections for February 2017: \$1,561,475.92

	<u>2017</u> <u>Year-to-date</u>	<u>2016</u> <u>Year-to-date</u>	<u>Variance</u>
Withholders	3,022,350.51	3,206,472.33	-184,121.82
Individuals	233,554.55	273,625.76	-40,071.21
Businesses	<u>376,780.32</u>	<u>755,862.43</u>	<u>-379,082.11</u>
Totals	3,632,685.38	4,235,960.52	-603,275.14 -14.24%

Actual & Estimated Past-due Taxes

Withholders	628,330.75
Individuals	1,625,668.80
Businesses	<u>148,816.76</u>
Total	2,402,816.31

Actual and Projected Revenue

	<u>2017</u> <u>Actual</u> <u>Year-to-date</u>	<u>Percentage</u> <u>of Projection</u> <u>Collected</u>	<u>Amount</u> <u>to Meet</u> <u>Projection</u>	<u>Percentage</u> <u>to Meet</u> <u>Projection</u>	<u>2017</u> <u>Projected</u> <u>Year End</u>
Withholders	3,022,350.51	16.19%	15,642,949.49	83.81%	18,665,300.00
Individuals	233,554.55	9.54%	2,213,445.45	90.46%	2,447,000.00
Businesses	<u>376,780.32</u>	12.60%	<u>2,612,419.68</u>	87.40%	<u>2,989,200.00</u>
Totals	3,632,685.38	15.07%	20,468,814.62	84.93%	24,101,500.00

Refunds Paid

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	1	2	170.00	199.41
Individuals	166	187	41,809.67	49,449.44
Businesses	<u>13</u>	<u>17</u>	<u>3,055.00</u>	<u>5,778.02</u>
Totals	180	206	45,034.67	55,426.87

Transfers of Overpayments

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	0	0	0.00	0.00
Individuals	32	60	2,750.82	3,551.54
Businesses	<u>67</u>	<u>72</u>	<u>24,229.45</u>	<u>25,041.45</u>
Totals	99	132	26,980.27	28,592.99



Andrew Thomas, Administrator

3-1-17

Date

Findlay Income Tax Department

Monthly Collections Report

Wednesday, March 1, 2017

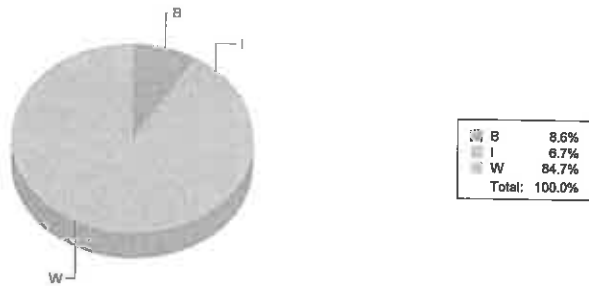
8:32:54AM

For Period February 1, 2017 through February 28, 2017

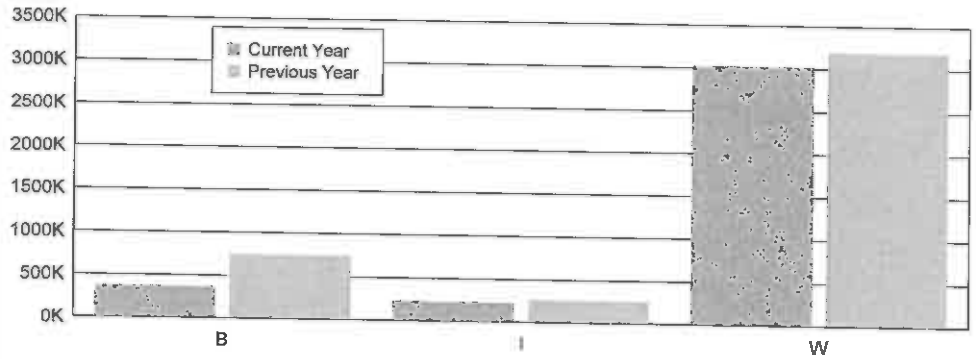
City of Findlay

Account Type	Monthly Total	2017 Year to Date	2016 Year to Date	Increase (Decrease)	% Change	2017 Month to Date	Previous Year(s) Month to Date
W	1,322,498.31	3,022,350.51	3,206,472.33	-184,121.82	-5.74	1,173,585.55	148,912.76
I	105,233.18	233,554.55	273,625.76	-40,071.21	-14.64	10,748.14	94,485.04
B	133,744.43	376,780.32	755,862.43	-379,082.11	-50.15	27,817.00	105,927.43
Totals:	1,561,475.92	3,632,685.38	4,235,960.52	-603,275.14	-14.24	1,212,150.69	349,325.23

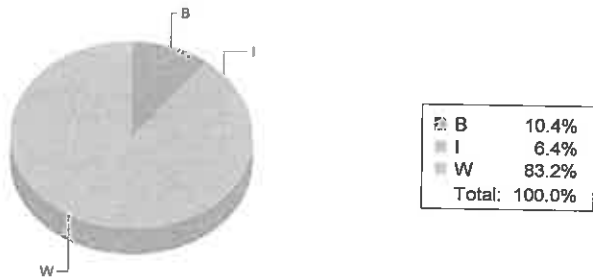
Monthly Collections by Account Type



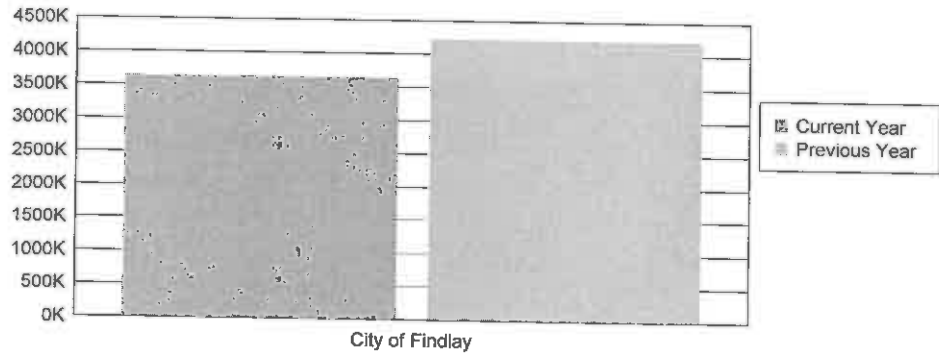
Collections Year to Date



YTD Collections by Account Type



Year to Date Total Collections



City of Findlay Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862
Telephone: 419-424-7133 • Fax: 419-424-7410
findlaytaxforms.com

Lydia L. Mihalik
Mayor

Monthly Collection Report to City Council

For the Month of February 2017

Resolution 36-2009 and Chapter 194 Section 7(F)(1) Addendum

	<u>Individuals</u>	<u>Businesses</u>
A. Month-to-date quantity:	<u>ϕ</u>	<u>ϕ</u>
B. Cumulative quantity:	<u>2</u>	<u>81</u>
C. Cumulative quantity with no filing obligations:	<u> </u>	<u>10</u>
D. Cumulative quantity with no tax liabilities:	<u> </u>	<u>14</u>
E. Cumulative quantity remaining (B – C – D):	<u>2</u>	<u>57</u>

For the remaining 2 individual and 57 business taxpayers (E), the aggregate reported estimate declarations, primarily for tax year 2016, amount to \$ 1,082,537

Pursuant to Resolution Number 36-2009 and/or Section 7(F)(1) of Chapter 194 of the Codified Ordinances, the Tax Department has informed the cumulative quantities of individual and business taxpayers that the Tax Department would not be enforcing the estimate payment provisions delineated in Section 7 of Ordinance Number 1976-106, as amended or in Section 7 of Chapter 194 of the Codified Ordinances. The Tax Department has informed these individual and business taxpayers that the annual income taxes on net profits attributable to the City should be paid when the annual income tax returns are filed by the original or by the legitimately-extended due date, when each amount of annual tax liability can be certified as due by each taxpayer, or be paid by prearranged installment due dates of February 15, May 15, July 15, and October 15 after the tax year.


Andrew Thomas, Tax Administrator

3-1-17
Date

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

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

Honorable City Council
Findlay, Ohio 45840

RE: 0 Blaine Street purchase

Dear Council Members:

The owner of 0 Blaine Street has agreed to sell the property to the City for the price of its taxable appraised land value of four thousand five hundred thirty dollars (\$4,530.00) as appraised by the Hancock County Auditor. In order to do so, Council will need to authorize the Mayor to purchase said property. The purpose of purchasing said property is to further protect and/or expand its Airport operations and facilities now and into the future.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to authorize the Mayor to purchase said property, and to appropriate funds as follows:

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 4,530.00
TO:	2017 Airport Land Purchase (35276800)	\$ 4,530.00

Thank you for your consideration of this matter.

Sincerely,



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

pc: Don Rasmussen
Matt McVicker
Jim Staschiak



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

Honorable City Council
Findlay, OH 45840

RE: Dorney Plaza

Dear Council Members:

As you are aware, much discussion has been had regarding the Dorney Plaza project. The Community Foundation has committed \$200,000. The County scaled back their initial commitment of \$200,000 down to \$75,000, so project scope needed to be changed. As such we are still in design. This has put us behind schedule, but we think we can make it up. The City will start demolition with help from the County so that we can have that work done by the time the bids are received.

This project was part of our 2016 Capital Plan. We have already appropriated \$35,000 toward our capital commitment of \$250,000. I am requesting legislation to move the remainder into the project so that when bids are received we are ready to get started.

From: Capital Improvement -CIT	\$215,000.00
To: Dorney Plaza (Project #319648)	\$215,000.00

This project will be a lasting improvement to our civic arena. I will keep you informed as to the plans and schedule. Please contact me if you have any questions.

Sincerely,



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

pc: Don Rasmussen
Jim Staschiak



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

Honorable City Council
Findlay, OH 45840

RE: Computer Services

Dear Council Members:

During our evaluation of pay ranges for computer services positions during our last hire, we also evaluated our Computer Service Manager pay rate. When Brent took over the Supervisor position, the administration agreed to an annual salary of approximately \$71,000. He has received a portion of this raise.

Recent changes in the payroll ordinance require us to inform you of any raise above 8%. A resolution has been requested for an additional 5%. This would take his annual salary to \$71,200.

Brent has been a good manager since taking the position. He has helped coordinate projects and been diligent with his support staff, making sure we have the right people in place to support our operation.

No appropriation is required at this time. For your reference, salary research resources place IT managers in Ohio at an average of \$96,000/yr.

Sincerely,

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

pc: Don Rasmussen
Don Essex
Brent Shroeder
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

March 2, 2017

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

Honorable City Council
Findlay, OH 45840

RE: Clearwell Retaining Wall, Project No. 35756300

Dear Council Members:

By authorization of Ordinance No. 2017-06, a bid opening was held for the above-referenced project on February 22, 2017. Bids were received from three (3) potential contractors with bid amounts ranging from \$151,475 to \$218,389.65. The lowest and best bid was received from Mosser Construction, Inc. of Fremont, Ohio.

The project is included in the 2017 Capital Improvements Plan, and the total project estimate is within the budgeted amount. No money has been previously appropriated to the project. 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:	Water Fund	\$179,173	
TO:	Clearwell Retaining Wall Project No. 35756300		\$179,173

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

Sincerely,



Brian Thomas
City Engineer

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

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

MARCH 7, 2017

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MARCH 7, 2017 MEETING.

ORDINANCES

- 2017-015 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO PURCHASE REAL PROPERTY LOCATED AT 0 BLAINE STREET, FINDLAY, OHIO, HANCOCK COUNTY PARCEL #600001008704, FOR THE SUM OF FOUR THOUSAND FIVE HUNDRED THIRTY AND 00/100 DOLLARS (\$4,530.00), AND DECLARING AN EMERGENCY.
- 2017-016 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2017-017 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO GRANT AN ADDITIONAL FIVE PERCENT (5%) SALARY INCREASE FOR THE CURRENT COMPUTER SERVICES MANAGER POSITION, WHICH WOULD EXCEED THE ALLOTTED EIGHT PERCENT (8%) OF CURRENT CODIFIED ORDINANCE NO. 2016-108 OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE SALARY ORDINANCE, AND DECLARING AN EMERGENCY.
- 2017-018 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-015

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO PURCHASE REAL PROPERTY LOCATED AT 0 BLAINE STREET, FINDLAY, OHIO, HANCOCK COUNTY PARCEL #600001008704, FOR THE SUM OF FOUR THOUSAND FIVE HUNDRED THIRTY AND 00/100 DOLLARS (\$4,530.00), AND DECLARING AN EMERGENCY.

WHEREAS, the City has agreed to purchase said property and the owner has agreed to sell said property for the Taxable Appraised Land Value of the property as appraised by the Hancock County Auditor; and,

WHEREAS, it is the desire of this Council to authorize the Mayor of the City of Findlay to proceed with the purchase of said property.

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 purchase the property located at 0 Blaine Street, Findlay, Ohio, Hancock County Parcel #600001008704, for the sum of four thousand five hundred thirty and 00/100 dollars (\$4,530.00).

SECTION 2: That to pay for the cost of said purchase, there is hereby appropriated as follows:

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 4,530.00
TO:	2017 Airport Land Purchase (35276800)	\$ 4,530.00

SECTION 3: 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, and for the further reason it is immediately necessary to authorize said purchase so that the City may protect and/or expand its airport operations and facilities now and into the future.

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. 2017-016

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:	CIT Fund – Capital Improvements Restricted Account	\$ 215,000.00
TO:	Dorney Plaza <i>Project #31964800</i>	\$ 215,000.00

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. 2017-017

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO GRANT AN ADDITIONAL FIVE PERCENT (5%) SALARY INCREASE FOR THE CURRENT COMPUTER SERVICES MANAGER POSITION, WHICH WOULD EXCEED THE ALLOTTED EIGHT PERCENT (8%) OF CURRENT CODIFIED ORDINANCE NO. 2016-108 OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE SALARY ORDINANCE, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, a majority of all members elected thereto concurring:

SECTION 1: That Council is desirous to grant a five percent (5%) salary increase to the Computer Service Manager position which would increase the salary range to be more than the allotted eight percent (8%) per Section 4.1 of the Salary Ordinance No. 2016-108.

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 authorize the Mayor and/or Service-Safety Director to grant said increase which is more than the allotted eight percent (8%) per Section 4.1 of Salary Ordinance No. 2016-108, so that the agreed annual salary range may be paid.

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. 2017-018

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	\$ 179,173.00
TO:	Clearwell Retaining Wall <i>Project No. 35756300</i>	\$ 179,173.00

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 _____