

FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

May 2, 2017

COUNCIL CHAMBERS

ROLL CALL of 2016-2017 COUNCILMEMBERS

ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

Acceptance or changes to the April 18, 2017 Regular Session City Council meeting minutes.

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

PROCLAMATIONS: - none.

RECOGNITION/RETIREMENT RESOLUTIONS: - none.

PETITIONS:

Alley vacation request – Graceland Avenue (800 6TH St)

Megan Smith is requesting to vacate the alley east of Graceland Avenue between lot 580001008260 and 580000247000, and the south side of lot 580001008260. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

Zoning amendment request – 221 W. Hardin St)

William Johns would like to change the zoning for 221 West Hardin Street to R4 Duplex/Triplex High Density. It currently is zoned as C2 General Commercial. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

WRITTEN COMMUNICATIONS: - none

ORAL COMMUNICATIONS: - none.

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Board of Zoning Appeals Minutes – March 9, 2017.

City Engineer Brian Thomas – Davis St waterline project (University of Findlay) Project No. 35765200

During 2016, the University of Findlay replaced the existing waterline on Davis Street between Morey Avenue and Cory Street. The City of Findlay was planning on replacing the waterline in 2017, but the University wanted the waterline installed sooner so that it would benefit the Center for Student Life and College of Business building. The City agreed to pay for reimbursement of the waterline if the University built it to City standards. The University submitted documentation for the reimbursement in November 2016 and received the reimbursement check in early December 2016. The University recently submitted an additional invoice that was inadvertently not included with the previous request. Since the purchase order and project have both been closed, legislation to transfer funds from the Water Fund to Utility Billing so that the reimbursement can be made without creating a new project. Ordinance No. 2017-041 was created.

FROM: Water Fund	\$ 5,920	
TO: Utility Billing #25072000-other		\$ 5,920

City Planning Commission agenda – May 11, 2017; minutes – April 20, 2017.

Service-Safety Director Paul Schmelzer – Dark Fiber project no. 319601

Bids were opened for this project. Two (2) potential contractors submitted bids ranging from \$605,008 to \$683,683. The lowest and best bid was received from Vaughn Industries. An appropriation for the construction contract along with contingency and inspection is needed. This is a shared project with the County. It was combined into one (1) bid package and administered by the City in order to save on duplicate bid costs, review, contract and administration and inspection efforts. The cost split between the projects is approximately fifty percent (50%) for each entity. An additional appropriation of \$420,000 is required to complete the project with contingency for the City. This is in addition to the \$150,000 that was originally appropriated with the 2016 Capital Plan when the project was first reviewed and approved for design. The project was originally estimated at five hundred thousand dollars (\$500,000). The total appropriation of eight hundred eight thousand dollars (\$808,000) is to cover the City and County portions. A memorandum of understanding (MOU) is prepared for the County portion of three hundred eighty-eight thousand dollars (\$388,000). This project will greatly increase the City's ability to communicate between facilities and avoid massive increases in phone system fees. Legislation to appropriate funds is requested. Ordinance No. 2017-042 was created.

FROM: CIT – Capital Improvement Restricted Account	\$ 420,000	
FROM: Hancock County per MOU	\$ 388,000	
TO: City Fiber Loop project #31960100		\$ 808,000

City Auditor Jim Staschiak – RLF Administration

The Hancock Regional Planning Commission has submitted an invoice for their expenses/staff time for RLF administration for December 2016 through February 2017. This is now a routine request where Council has approved requesting the appropriation without going to committee each time. Legislation to authorize a draw from the Revolving Loan Fund account and appropriate \$1,991.32 from the RLF to General Expense #21010000-449400 to pay the invoice is requested. Ordinance No. 2017-043 was created.

Law Director Donald Rasmussen – Appointment of Marshall Finelli

As you may or may not know, Alan Hackenberg resigned as an Assistant Director of Law on April 28, 2017 to accept the position of Municipal Court Judge for the City of Findlay, thus creating an opening in my department. He has appointed Marshall Finelli to fill this vacancy effective April 28, 2017. This does not require Council's confirmation.

Service-Safety Director Paul Schmelzer – FY18 Ohio Airport grant

The City has the opportunity to apply grant funding through the Aviation Division of the Ohio Department of Transportation (ODOT). If approved, the grant funds would be used as follows:

FY18 – eighty-four percent (84%) of the eligible construction costs for rehabilitation of a portion of the parallel taxiway to Runway 18/36 (Taxiway A). Estimated project cost is \$502,962.50 and will be included in the 2018 Capital Improvement Plan.

Legislation to authorize signing the grant applications and agreements is requested. Ordinance No. 2017-045 was created.

Traffic Commission minutes – April 17, 2017.

City Engineer Brian Thomas – 2017 TAP application

For this year's TAP application, the Engineering Department would like to submit an application to extend the Blanchard River Greenway Train from the dead end behind 1000 East Main Cross Street to Riverbend Park. Construction on the project would be during ODOT's 2020 fiscal year. Legislation allowing the Service-Safety Director to prepare and execute an application for Transportation Enhancement Funds is requested. Resolution No. 013-2017 was created.

City Auditor Jim Staschiak – salary ordinance No. 2017-038

Historically, changes as proposed here have been thoroughly vetted through a City Council committee process, however, the City Auditor's Office have reviewed the ordinance as proposed and have several comments/suggestions. In the past, the departments of Human Resources and Safety Director have been used alternatively. There has not been a time when the positions of Service, Safety, and Human Resources have all been staffed individually; it has either been Service-Safety and Human Resources or Safety-Human Resources and Service. So, a department needs set up to fund the new position and Council will need to de-appropriate funds from the current position and appropriate funds to the new department. This should be done as part of passing the ordinance.

Additional comments to the email sent to Council from Don Essex on April, 17, 2017 are as follows:

“Ordinance No. 2017-038 Section 1 is a request that the job classifications of Director of Public Service and Director of Public Safety be added to amend Ordinance 2016-108, known as the Salary Ordinance. The current City Engineer will be appointed to the position of Director of Public Service and the current Service-Safety Director will be appointed to the position of Director of Public Safety. The Director of Public Service and the Director of Public Safety are job classifications listed in the Ohio Revised Code.”

- Positions need to be properly funded by appropriation process
- Current title of Service-Safety Director needs to be removed
- Needs an effective date

“Ordinance No. 2017-038 Section 2 is a request by the Public Works Superintendent that the current job Classification of Public Works Foreman be broken down into three (3) pay ranges (Public Works Foreman I, II and III). This allows management to have flexibility in starting pay for potential internal and external candidates.”

- Current title of Public Works Foreman needs to be removed. Current employee using that title should be moved to new title of Public Works Foreman III based on current pay status
- Needs an effective date

“Ordinance No. 2017-038 Section 3 is a request to give the Mayor discretion to authorize the transfer of accrued and unused vacation from the State or any political subdivisions of the State. As it stands now the employee decides if he/she wants to transfer the vacation to the City of Findlay. This has the potential to create a hardship to the City both financially and in staffing. The Mayor will have the ability to use this as a recruitment tool when given the authority to authorize the transfer of accrued and unused vacation.”

- Needs to refer to the “State of Ohio” unless Council intends otherwise
- Needs to remove Mayor as approver and replace with “hiring authority (Elected Official) or their designee”
- Needs an effective date in the future

Human Resources Director Donald Essex – Safety Intervention Grant (Project No. 31977000)

By authorization of Ordinance No. 2017-044, the Bureau of Worker's Compensation (BWC) Safety Intervention Grant in the amount of \$19,354.50 will be used for a Hydraulic Extrication Tool that will greatly enhance the Fire Department's capability on vehicle accident scenes and result in better patient care and increased safety for the firefighters. The purpose of the BWC Safety Intervention Grant Program is to gather information about the effectiveness of safety interventions so that the BWC may share the results with Ohio employers. With the Safety Intervention Grant, private and public employers are eligible for a 3-to-1 matching grant up to a maximum of \$40,000 for each cycle. The employer benefit through a substantial reduction or elimination of workplace injuries and illnesses and their related costs. Legislation to appropriate funds is requested. Ordinance No. 2017-044 as created.

FROM:	BWC Safety Grant Application #614319747	\$ 149,354.50
FROM:	Fire Department #21014000-other	\$ 6,451.50
TO:	2017 BWC Safety Intervention Grant Project No. 3197700	\$ 25,806.00

Councilwoman Holly Frische – Ordinance No. 2017-038

On April 17th, City Council was presented the 5th salary ordinance change in a year and it received its first reading (Ordinance No. 2017-038). Changes are expected within the salary ordinance, but they still require City Council to vet the process and agree to the changes. She has gathered some background information for City Council to review before voting on this legislation.

She attached the following documents:

- Ohio Municipal League reports on communities salaries for Safety Director, Service Director and combined position
- City of Findlay policy and procedure as a guide
- Current Safety Service Director job description
- Proposed Safety Director job description
- Proposed Service Director job description
- Current Human Resource Director job description

Currently proposed:

- Safety will be paid approximately \$75,000
- Service Director/Engineer will be paid approximately \$99,260 (currently, the Engineer position is paid approximately \$94,000 full-time)
- The current combined SSD salary is approximately \$145,000 and average 40-45 hours a week (attached is a copy of a timecard as a reference)
- Human Resource Director salary is approximately \$79,000
- Mayor Mihalik shared during the last City Council meeting the Engineering position will not be replaced, but will be adding staffing to the Engineering Office next year. Jeremy Kalb is working toward becoming a Professional Engineer.

Additional history:

Previously, when Safety and Service were separate in 2011/2012, the positions were paid \$80,288 each, but the responsibilities then were different than what is being proposed today. The Safety Director oversaw additional departments other than Police and Fire. The Service Director handled departments such as public works, water, and sewer. Both of these positions worked together managing HR, but the main responsibility sat with the Safety Director position. These job descriptions for some reason are no longer available for review. When the Mihalik Administration came on board, Mayor Mihalik implemented a combined position of SSD + Engineering and HR to save money. Since then, a full-time Engineer and a full-time Human Resources Director were hired. In 2016, the salary range for the SSD was increased by a 2% pay increase.

With this ordinance, she feels City Council also needs to figure out the following:

- Defund the SSD budget and a portion of Engineering budget in order to fund the Safety and the Service budgets separately.
- Whether or not the Safety or Service position can work outside their appointed position if they are full-time. This is a hot topic in the community that she has been asked about a lot over the last 2 weeks.
- SECTION 3: vacation – should a controlling board be formed that votes on this policy instead of it being decided by one body.

When City Council is requested to infuse new salary ranges into the City Ordinances, City Council needs to be prudent in the process.

COMMITTEE REPORTS:

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, April 17, 2017 to discuss Tax House Bill 49.

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, April 17, 2017 to discuss the transfer of \$1,500,000 to the Capital Plan. Ordinance No. 2017-034 AS AMENDED was adopted during the April 18, 2017 City Council meeting.

An **AD HOC COMMITTEE** met on April 18, 2017 to continue discussions on the bed tax distribution.

We recommend to continue meet to discuss this issue.

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 to adopt the Design Review District Map #4, and to continue discussions on Design Review Regulations.

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Russel Drerup to rezone 527 West Sandusky Street from R3 Single Family, High Density to M2 Multi-Family High Density.

We recommend to rezone to R4 duplex/triplex in agreement with the decision made by the City Planning Commission. Ordinance No. 2017-040 was created.

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from the Hancock Park District to discuss a sidewalk be installed the corner of High Street and Main Street so that a continuous route for pedestrians and bicyclists may be accessible.

We recommend the request be denied.

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from Saint Andrew's Church to discuss replacing the grass area located between the curb and sidewalk along Crawford Street with concrete.

We recommend replacing the grass area along the south side of West Crawford Street, east of Cory Street for a distance of about 115 feet to make the sidewalk area more accessible to handicapped..

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from the Service-Safety Director to discuss the Wireless Communications facility (Ordinance No. 2017-037).
We recommend Ordinance No. 2017-037 be approved. Ordinance No. 2017-037 was created. It received its first reading during the April 4, 2017 City Council meeting.

LEGISLATION:

RESOLUTIONS

RESOLUTION NO. 010-2017 (*ADAMHS Board renewal*) **tabled after second reading on 4/4/17**
A RESOLUTION OF THE FINDLAY CITY COUNCIL SUPPORTING THE POSITION STATEMENT PREPARED BY THE OPIATE TASK FORCE THROUGH THE ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES (ADAMHS).

RESOLUTION NO. 012-2017 (*opposition of State Governor's proposed 2017-2018 budget*) **tabled after first reading on 4/18/17**
A RESOLUTION STRONGLY OPPOSING THE STATE OF OHIO GOVERNOR'S PROPOSED 2017-2018 BUDGET, WHICH PROPOSES CENTRALIZED COLLECTION OF NET PROFIT TAX RETURNS AND OTHER PROVISIONS RELATED TO THE MUNICIPAL INCOME TAX WHICH WILL CAUSE A SUBSTANTIAL LOSS OF REVENUE NEEDED TO SUPPORT THE HEALTH, SAFETY, WELFARE AND ECONOMIC DEVELOPMENT EFFORTS OF OHIO MUNICIPALITIES, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 013-2017 (*2017 TAP application*) - **requires three (3) readings** **first reading**
THE FOLLOWING IS RESOLUTION 013-2017 ENACTED BY THE CITY OF FINDLAY, HANCOCK COUNTY, OHIO, HEREINAFTER REFERRED TO AS THE LOCAL PUBLIC AGENCY (LPA), IN THE MATTER OF THE STATED DESCRIBED PROJECT.

ORDINANCES

ORDINANCE NO. 2017-021 AS AMENDED (*bicycle riding in downtown business district*) **tabled after third reading on 4/18/17**
AN ORDINANCE AMENDING SECTION 373.11(a)(2) AND REPEALING SECTION 373.13 OF CHAPTER 373 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2017-037 (*wireless communications facilities*) **second reading**
AN ORDINANCE ESTABLISHING CHAPTER 939 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, ENTITLED "WIRELESS COMMUNICATIONS FACILITIES IN THE RIGHT OF WAY," TO PROVIDE WIRELESS COMMUNICATIONS COMPANIES AND THEIR CUSTOMERS WITH ACCESS TO THE RIGHT OF WAY, IN ORDER TO COMPLY WITH FEDERAL LAW AND FEDERAL COMMUNICATIONS COMMISSION REGULATIONS REGARDING WIRELESS FACILITIES, TO ESTABLISH CLEAR RULES FOR THE SITING OF WIRELESS COMMUNICATIONS FACILITIES IN THE RIGHT OF WAY, AND TO PROTECT THE CITY'S INTERESTS IN PRESERVING THE RIGHT OF WAY AESTHETICALLY AND AS A PEDESTRIAN-FRIENDLY THOROUGHFARE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-038 (*salary ordinance*) **second reading**
AN ORDINANCE AMENDING SECTIONS 5, 8 AND 20 OF CODIFIED ORDINANCE NO. 2016-108, KNOWN AS THE SALARY ORDINANCE, OF THE CITY OF FINDLAY, OHIO AND REPEALING ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, OF THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-039 (*zoning code*) **second reading**
AN ORDINANCE REPEALING THE CURRENT ZONING CODE, CHAPTER 1101 ET SEQ. OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, AND IN ITS PLACE, ENACTING A NEW CHAPTER 1101 ET SEQ. OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO; TO BE KNOWN AS "CITY OF FINDLAY ZONING ORDINANCE"; ADOPTING, APPROVING, AND INCORPORATING THE CURRENT ZONING MAP, ALONG WITH THE ENTIRE TEXT OF NEW CHAPTER 1101 ET SEQ. OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO AS IF FULLY REWRITTEN HEREIN.

ORDINANCE NO. 2017-040 (*527 W Sandusky St rezone*) - **requires three (3) readings** **first reading**
AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ. OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 527 WEST SANDUSKY STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R3 SINGLE FAMILY HIGH DENSITY" TO "M2" MULTI-FAMILY HIGH DENSITY.

ORDINANCE NO. 2017-041 (*Davis St waterline project*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-042 (*Dark Fiber project*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-043 (*RLF administration*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-044 (*BWC Safety Intervention Grant*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-045 (FY18 Ohio Airport grant) **requires three (3) readings** **first reading**
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO SIGN THE NECESSARY
GRANT APPLICATIONS AND AGREEMENTS FOR THE FY18 OHIO AIRPORT GRANT FUNDS, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS
NEW BUSINESS

ALLEY/STREET VACATION PETITION

FEE PAID 75.00

DATE 4/18/17

ADVERTISING AND FILING FEES PAID _____ DATE _____

HONORABLE MAYOR AND COUNCIL, CITY OF FINDLAY, OHIO:

We, the undersigned, being owners of property abutting the requested 16.5' Alley vacation shown on the attached plat, respectfully petition (street/alley)

your Honorable Body to vacate the 16.5' Alley described as: street/alley

Alley is East of Graceland Ave, between lot 580001008260 and 580000247000 South side of lot 580001008260 This alley is about 200' long and stretches from Graceland Ave to parcel 580000247010 & 580000247030

Being further described as abutting the following described LOTS in the SUBDIVISION of: Graceland Ave

A \$75.00 fee is submitted to pay for the cost of vacating the above-described 16.5' Alley (street or alley)

We agree to pay all cost and/or assessments that are now or have been constructed serving this property. Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner. A plat of the area showing the portion to be vacated & a list of all property owners on that portion of the alley running from street to street, but not in the request for vacation are attached.

OWNER	ADDRESS	LOT NUMBER
<u>Joshua Smith</u>	<u>1415 Graceland Ave Findlay OH 45840</u>	<u>580001008260</u>
<u>Charles Rogers</u>	<u>804 6th Street Findlay OH 45840</u>	<u>580000247000</u>
<u>Gina Gaberdiel</u>	<u>800 6th Street Findlay OH 45840</u>	<u>580000246990</u>

TO: Applicants for Street or alley Vacation
FROM: Council Clerk

City law requires persons requesting the vacation of a street or alley to file a petition with City Council. Council then refers the request to the City Planning Commission and the Planning & Zoning Committee for their findings. These Committees file their report with Council, who in turn makes the final ruling on the request.

APPLICATION REQUIREMENTS

Petition forms are available in the Council Clerk's Office. It requires the signature of a majority of the property owners that abut the requested vacation. A plat of the area shall accompany the application indicating the street or alley to be vacated. This plat can be obtained from the City Engineer's Office.

In addition to the petition for an alley vacation being signed by the abutting property owners, which is notice, if said proposed alley vacation is less than the full alley running from street to street, either north and south or east and west as the case may be, then the Clerk will also send notices to the abutting property owners on that portion of the alley extended but not in the request for vacation. For example, if an alley runs from north to south from street A to street B, intersected by a east-west alley, and the request is to vacate the alley running from street A to the intersecting east-west alley, then the abutting property owners on the remaining portion of that north-south alley between street A and street B shall also receive notice of the petition to vacate from the Council Clerk. (Rules of Procedure, as amended, of Findlay City Council).

Ideally, the petition must be signed by all abutting property owners. If not, a Public Notice of Consideration to Vacate has to be advertised in the Courier for six consecutive weeks. The cost of the advertising shall be paid by the petitioner. Anyone wishing to address Council concerning the petition may do so as a result of the publication. This can occur at any of the three readings which Council must give an Ordinance that vacates right-of-way.

FEE

At the time of submitting the request to the Council Clerk, a **\$75.00 non-refundable fee** shall accompany the petition. This is to off-set some of the City's expenses. **Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner.**

ASSESSMENTS

By law, if there were assessments to the abutting properties for improvements to the street or utilities, the petitioners are to pay the assessment fee for the property being vacated. These assessments, if any, are recorded in the City Engineer's Office. They are requested to be researched for the property upon legislation request. The petitioners will be invoiced for the total expense, and it must be paid before Council will vacate the street or alley.

PLANNING COMMISSION ACTION

Planning Commission action on vacation petitions will be in the form of a recommendation to City Council. Council may then either concur with the Commission's recommendation or override it. Concurring action may be accomplished with a simple majority vote, while overriding action requires a two-thirds (2/3) vote of Council. Notice of the Planning Commission Meeting will be sent from the Engineer's Office to the filer of the petition advising him/her when the request shall be heard.

COMMITTEE ACTION

This Committee's action will be in the form of a recommendation to City Council. Council may then either concur with the Committee's recommendation or override it. Action is a simple majority vote to concur or override the Committee report. Notice of the Planning & Zoning Committee Meeting will be sent by the Council Clerk to the petitioners advising them when the request shall be heard.

CITY COUNCIL ACTION

Once the petition is placed on Council's agenda, it will be referred to the City Planning Commission and the Committee with all documentation submitted. Both the City Planning

Commission and the Planning & Zoning Committee shall review the request. Upon their findings, Council will request legislation and give it three (3) ~~separate~~ readings if the vacation is to proceed.

In order to vacate a public right-of-way, City Council must adopt an ordinance doing so. Normally, legislation is prepared when the Planning & Zoning Committee recommends that an action be taken. However, appropriate legislation can be drawn at the request of any Council member, whether or not the vacation is supported by the Committee. Ordinances require three readings prior to adoption, and this normally occurs over the course of three consecutive meetings of Council.

A majority affirmative vote of at least five (5) members is necessary to enact a vacation ordinance. If Council disagrees with the Planning Commission's recommendation, it will take six (6) affirmative votes of members of Council to enact a vacation ordinance. The ordinance is not effective until at least 30 days after signing by the Mayor.

Revised 12-05

Name of Contact Person Megan Smith

Mailing Address 1415 Graceland Ave Findlay OH 45840

Phone No. (Home) _____ (Business) (Cell) 352-231-5834

4/18/17 _____ Megan Smith
(date) (Signature of Contact Person)

OFFICE USE ONLY

[Print](#) | [Back](#)

Hancock County GIS



Notes

16.5' Alley South of parcel 580001008260
and North of 58000246990 & 58000247000
From Graceland East to Parcels 58000247010 &
58000247030

PETITION FOR ZONING AMENDMENT

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

We, the undersigned owner(s) of the following legally described property, hereby request consideration of a change in zoning district classification as specified below:

ADDRESS 221 W HARDIN ST SUBDIVISION VANCE + CORNS ADD

LOT No.(s) 245 + PT A&Y

If a rezoning request involves more than one parcel, City Code requires that the petition be signed by the owners of at least fifty per cent (50%) of the frontage of the lots under consideration. If applicable, owners must fill in the following section:

SIGNATURE	SUBDIVISION	LOT NO.	STREET FRONTAGE

IF NOT LOCATED IN A RECORDED SUBDIVISION, ATTACH LEGAL DESCRIPTION

EXISTING USE _____

PRESENT ZONING DISTRICT C2

PROPOSED ZONING DISTRICT R4

ATTACH:

- a. Vicinity map showing property lines, streets, and existing and proposed zoning.
- b. List of all property owners within, contiguous to, and directly across the street from the proposed rezoning.

NOTE: COMPLIANCE WITH ABOVE REQUIREMENT IS EXTREMELY IMPORTANT. FAILURE TO NOTIFY ANY PROPERTY OWNER FALLING WITHIN THIS CRITERIA WILL POSSIBLY INVALIDATE THE REZONING ORDINANCE PASSED AS A RESULT OF THIS PETITION.

c. A statement of how the proposed rezoning relates to the Findlay Comprehensive Land Use Plan.

d. Application for Planned Unit Development, City Planning Commission, City of Findlay, Ohio, if applying for a PUD.

Name of Contact Person WILLIAM JOHNS

Mailing Address 517 THIRD ST.

Phone No. (Home) _____ (Business) 419-348-1700

4-18-17
Date

William M Johns
Signature of contact Person

OFFICE USE ONLY

\$250.00 Fee Paid _____ \$100.00 Fee Paid PUD approval _____
Applicable Advertising and Filing Fees Paid _____

Date Petition Submitted to City Council _____

Referral to Planning Commission _____ Referral to Planning & Zoning _____

Planning Commission _____ Disposition _____

Planning & Zoning _____ Disposition _____

Public Hearing Date Set By Council _____

Date of Newspaper Notice _____
(Must be mailed at least 30 days prior to Hearing)

Date of Notice to Abutting Owners _____
(Must be mailed at least 20 days prior to Hearing)

Referred for Legislation: _____

Date of Readings by Council:

First _____ Second _____ Third _____

Action by Council: _____ Ordinance No. _____

221 W Hardin

REDWOMAN PROP LLC 417 BALDWIN AVE.
X 224 W HARDIN

COLDREN FUNERAL HOME INC 205 W SANDUSKY ST
X 214 W HARDIN

HAUSWALTER RE LLC 13670 HIGHWAY 68 SOUTH
X 220 W HARDIN ST KENTON OH. 43324

HUSTON ANGELA L. HUSTON THOMAS
X 223 W HARDIN 6576 Co Rd. 313
RAWSON OH. 45881

CLINGER DAVID A.
X 213-15 W. HARDIN 211 W. HARDIN
FINLAY OH

Hancock County, Ohio - Property Record Card, Page 1

Parcel: 600000318940

Map Number: 101024107009000

GENERAL PARCEL INFORMATION

Owner CLINGER DAVID A, CLINGER CAMERON P
Property Address 221 W HARDIN ST FINDLAY OH 45840
Mailing Address CLINGER DAVID A & CAMERON P
 221 W HARDIN ST
 FINDLAY OH 45840
Land Use 520 TWO FAMILY DWELLING PLATTED LAND
Legal Description VANCE & CORYS ADD
 LOT 245 & PT ALY

School District FINDLAY CSD
Tax District 21

VALUATION

	Appraised	Assessed
Land Value	\$17,050.00	\$5,970.00
Improvements Value	\$78,160.00	\$27,360.00
Total Value	\$95,210.00	\$33,330.00
Taxable Value	\$33,330.00	
Net Annual Tax:	\$1,436.66	
Tot Amt Collected:	(\$727.33)	

MAP



AGRICULTURAL

Code	Soil	Acres	Rate	Appraised	Assessed	CAUV Rate	CAUV Value	Taxable
Totals:								

LAND

Code	Frontage	Depth	Rate	Total	Value	Acres
F - FRONT	58	200/0	260	\$17,050.00	\$17,050.00	0.2663

SALES

Sale Date	Sale Amount	Buyer	Conv.	Notes
1/3/2017	\$115,617.00	CLINGER DAVID A &	7	
12/2/2014	\$113,500.00	CLINGER DAVID L	1505	
3/3/2010	\$85,000.00	CANARIS DEAN M &	216	
3/12/2008	\$0.00	BISHOP JENNIFER	267	
3/8/2002	\$129,700.00	BISHOP JENNIFER	319	
4/30/1998	\$106,000.00	ROBERTSON JAMES G &	596	
8/26/1997	\$0.00	MAAS MARK A TRUSTEE	952	
2/23/1993	\$0.00	MAAS MARK A REV TRUST	210	
2/23/1993	\$0.00	MAAS MARK A	209	
12/23/1992	\$68,000.00	MAAS ROBERT D & MARK	1811	
	\$0.00	PALMER CAREY M	0	

COMMENTS

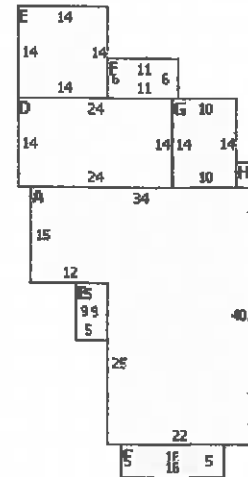
Type	Description
Front of Card	MULTI-FAMILY DWELLING, 3/12/08 CHG FR FROM 50 TO 58FT PER ORE 2008-015 V2335/PG2385
Back of Card	10 ADD C/A & RMV FP PER DESKTOP REVIEW, 16 REVAL CHNG COND FROM F/A, CHNG 2SFR TO 2SBRK
Transfer	JT WS
Transfer	ORD # 2008-015 PT ALY
Transfer	CORRECT SPELLING OF CYNTHIS TO CYNTHIA WRONG ON CONV FORM PER DEED 2373/P1940

Hancock County, Ohio - Property Record Card, Page 3
 Parcel: 600000318940
 Map Number: 101024107009000

GENERAL PARCEL INFORMATION

Owner CLINGER DAVID A, CLINGER CAMERON P
 Property Address 221 W HARDIN ST FINDLAY OH 45840
 Mailing Address CLINGER DAVID A & CAMERON P
 221 W HARDIN ST
 FINDLAY OH 45840
 Land Use 520 TWO FAMILY DWELLING PLATTED LAND
 Legal Description VANCE & CORYS ADD
 LOT 245 & PT ALY
 School District FINDLAY CSD
 Tax District 21

SKETCH



- Scale: 5ft
- A 2s FR/C 1.0
1060 sqft
 - B OFF
45 sqft
 - C OFF
80 sqft
 - D 2s BRK/C 1.0
336 sqft
 - E 2s FR/C 1.0
196 sqft
 - F CAN/STP
66 sqft
 - G SHED
140 sqft
 - H OFF
16 sqft

VALUATION

	Appraised	Assessed
Land Value	\$17,050.00	\$5,970.00
Improvements Value	\$78,160.00	\$27,360.00
Total Value	\$95,210.00	\$33,330.00
Taxable Value	\$33,330.00	
Net Annual Tax:	\$1,436.66	
Tot Armt Collected:	(\$727.33)	

RESIDENTIAL

Number Of Stories	2
Year Built	1870
Year Remodelled	
Grade	C
Condition	A
Occupancy	SINGLE FAMILY W/CONVERSION
Construction	WOOD
RoofType	GABLE
RoofMaterial	SHINGLES
Total Area	
Living Area	3184
Finished Basement Area	0
Air Conditioned Area	672
Unheated Area	0
Total Rooms	12
Total Bedrooms	5
Total Full Baths (Including Base Plumbing)	1
Total Half Baths	0
Extra Plumbing Fixtures	1
Value	\$78,160.00

RESIDENTIAL DETAIL

Floor	Area	Construction	Rooms	Bedrooms	Full Baths	Half Baths	Fireplaces
2ND	1256	FR	0	0	0	0	0
2ND	336	BRK	5	5	1	0	0
1	336	BRK	7	0	0	0	0
1	1256	FR	0	0	0	0	0

IMPROVEMENTS

Description	Stories	Area	Grade	Year Built	Value
-------------	---------	------	-------	------------	-------

Board of Zoning Appeals

March 9, 2017

Members present: Chairman Phil Rooney, Sharon Rooney, and Doug Warren. Present on behalf of the City of Findlay is Todd Richard, Zoning Department Administrator, Erik Adkins, Zoning Department Code Enforcement Officer, Don Rasmussen, City Law Director, and Deidre Ramthun, Recording Secretary.

The meeting was called to order at 6:00 p.m. by Chairman Rooney. Mr. Rooney introduced the members to the audience and the general rules were reviewed.

Case #55513-BA-17 (2210 Beecher Street) was introduced. Mr. Richard read his comments as follows: Filed by George and Thelma Martens, the applicants have filed an appeal to an order by the Zoning/Floodplain Administrator that the referenced property is a nuisance and must be cleared of the open storage of building materials, window frames, and other unsightly debris and rubbish, as applied in section 1163.01A of the City of Findlay Zoning Ordinance.

The materials on this property have been stored in the open since at least August 2016. On August 29, 2016, Mr. Martens was going to be denied a zoning permit for another property because he wasn't considered to be in "good standing" with the City because three particular properties were considered in violation of regulations enforced by Becky Greeno of the Neighborhood Enhancement and Abatement Team. Mr. Martens protested and asked Mr. Richard to visit the sites. Three of the properties were visited and photographs were taken. All three were considered to be in violation.

There was a concern on Mr. Richard's part as to whether the violations were being processed properly as far as the notification declaring a violation that would put Mr. Martens in "bad standing" with the City. After a lengthy discussion, Mr. Martens stated that he would get the properties cleaned up. In an effort to expedite the situation, the zoning permit he desired was issued on the promise he would get the properties cleaned up.

By mid-November, there had been no action and the Mayor asked Mr. Richard to intervene. On November 17 and December 1, inspections were made, photographs were taken and notices were sent. After the final deadline passed, the property was still in violation as prescribed in section 1163.01A (nuisance) of our Zoning Code. Criminal charges were filed against both Mr. and Mrs. Martens in Municipal Court (two counts each). Mr. and Mrs. Martens are appealing my order to the Board.

The question is very simple: Do you agree the violation is valid? If so, we proceed with legal action unless the applicants choose to appeal your decision to the Hancock County Common Pleas Court. It is not your duty to decide if the ordinance has validity, but rather does the order have validity. Mr. Martens has submitted court documents and legal opinions from other jurisdictions that you have received by email and he's probably going to present other evidence regarding other properties unrelated to this appeal. We feel that the other evidence needs to be presented in the Common Pleas Court, not here. Mr. Martens was given ample time to clean the property. He did not live up to his verbal agreement and took advantage to get his zoning permit.

Mr. Rooney swore in George Martens, 747 East Sandusky Street, Findlay, Ohio.

Mr. Martens disagreed that the issue can be appealed by a Common Pleas Court and stated that it cannot be appealed. Tonight's hearing is the whole hearing. The Common Pleas Court gets nothing but a transcript on issues of law and fact. He has no ability outside of this meeting to say that ordinance 1163.01 is not an ordinance about litter control. It's not an ordinance about debris or trash. We have an ordinance for that – 52104, 52103 and have a department for that – NEAT. They are the ones that handle it. This is a zoning code; it is not a trash code or a debris code. Mr. Martens stated that he can show that that ordinance is wrongfully used by Todd Richard. It is not about litter.

Mr. Rooney stated that we are not a court so we cannot determine whether the City has the authority to create two different statutes, one under the police provisions of the 500 section of the code and one under the zoning code. Our sole ability here is to take Mr. Richard's determination that this is a nuisance property and either say yes, it's a nuisance, or no, it's not a nuisance. Mr. Rooney informed Mr. Martens that he understands that Mr. Martens thinks he needs to put all his arguments out, but whether he says them here has no bearing on his appeal to the Hancock County Common Pleas Court. You can go to that court and say this ordinance is invalid because the City does not have the power under the Ohio Revised Code to enact it, but that has nothing to do with the Board of Zoning Appeals. We can't make that determination. We can't tell the City that their codes are wrong. All we can do is say whether they have been properly enforced.

Mr. Martens replied that he is here to show that code is not properly enforced.

Mr. Rooney stated all that would have to do would be to look at the property.

Mr. Martens insisted repeatedly that the wrong ordinance was applied and gave several examples about noxious and offensive odor – 521.05; a minor misdemeanor, but they choose to use a wrong code – 1163.01. Mr. Martens stated that he has no opportunity, if not granted that opportunity here to show that that code is unlawfully used, wrongfully used, maliciously used against him. Mr. Martens also said that they checked his properties, gave him a permit, and that permit met good standing otherwise he couldn't have gotten the permit.

Mr. Rooney commented that has nothing to do with what we are looking at today.

Mr. Martens stated that he is allowed to cross examine him.

Mr. Rooney stated that we are looking at the condition of the property at 2210 Beecher Street. That's all we're allowed to look at.

Mr. Martens replied that he is appealing his order. It's not about the property condition. His appeal specifically states, "I am appealing the order" and am allowed to appeal the order. He is not here to argue the pictures. He is not here to argue; his appeal is on the order, and provided letters dated November 17, 2016 and December 1, 2016. The order is invalid.

Mr. Rooney stated that he understands what Mr. Martens is saying, but we don't have any authority over that order.

Mr. Martens disagreed with Mr. Rooney.

Mr. Rooney reiterated that Mr. Martens is contesting the validity of the City's zoning code. If Mr. Martens is saying that we can't put nuisance under zoning, that's a question for a court, not for BZA.

Mr. Martens disagreed and stated that he is not questioning whether you can put nuisance under zoning in this case and is not arguing the issue of what the City Hall can do. He is saying that City Hall never intended to put nuisance under this order because it's called a public nuisance per se. That means it affects the general public. Per se means it is strict liability. This is not a public nuisance and that is what that ordinance reads. 1163.01B says the aforementioned shall be called a public nuisance. This is not a public nuisance.

Mr. Warren asked Mr. Martens if he considers the property at 2210 Beecher Street to be a nuisance in the condition it's in right now.

Mr. Martens replied, "No".

Mr. Warren asked if Mr. Martens is arguing that too then.

Mr. Martens replied, "Well, that's in here; because first of all, it's a rented property".

Mr. Warren commented that doesn't matter. People don't care if it's rented or owned. The question is, do you think it's a nuisance and you're telling me no.

Mr. Martens replied, you said a nuisance now. No, absolutely not.

Mr. Martens argued again that the wrong ordinance was applied.

Mr. Rooney read 1162.01B at Mr. Martens' request which states that such uses of lands, buildings, or structures in any manner are hereby declared to be a public nuisance per se and may be abated by order of a court or of competent jurisdiction.

Mr. Martens – Correct, that's what the City said it was. He's now speaking about a nuisance per se. It is not a public nuisance, that's been defined.

Mr. Rooney asked why Mr. Martens says it's not a public nuisance.

Mr. Martens answered because of Ohio laws and articles he sent to the BZA. The article that stands in front of all articles is Brown vs. Scioto.

Mr. Rooney stated that Mr. Martens is reciting cases that were private nuisance claims between different private parties.

Mr. Martens disagreed that it was a claim between Brown vs. the City of Scioto.

Mr. Rooney asked Mr. Martens what he thinks he's appealing.

Mr. Martens says that 1115.03 says that he's allowed to appeal any order to the Board of Zoning Appeals and he is appealing the order which is a fabrication. You can't prosecute a trash in the back yard problem with a public nuisance claim.

Mr. Rooney stated that Mr. Martens is arguing legal theory which the BZA has no ability to address. We are not a court and can only address Todd Richard's recommendation and he thinks your property at 2210 Beecher Street is a nuisance. BZA cannot make a legal determination about the validity of the City of Findlay Zoning Code. 1715.44 of the Ohio Revised Code gives the Municipal Corporation the right to abate nuisances. It does not determine how or why they do it. If the City has decided to put it in their Zoning Code and in the 500

section of their code, that's their decision. We have no authority over that. We are conducting a hearing on the validity of the condition of the property at 2210 Beecher Street. If you want to put on evidence about the condition of the property, they will hear it. We are not going to argue about the validity of the City of Findlay Zoning Code.

Mr. Martens said that the State of Ohio requires him to take all action he can with the Board of Zoning Appeals and under 1115, he can appeal any order, not the condition. Mr. Martens wanted to cross examine Mr. Richard. Mr. Rooney responded that Mr. Martens could ask Mr. Richard about the condition of the property. Mr. Martens replied that there is nothing wrong with the condition of his property and he is not residing in the property. That Zoning Code doesn't identify the owner as being responsible.

Mr. Rasmussen stated to Mr. Martens that he has made his position clear. He is appealing the order. The order is that the property is a nuisance and he is to clean it up. If you would like to discuss facts about the condition of your property, and ask Mr. Richard about the condition of the property, show pictures of the condition of the property, let's proceed. This matter has to come to a conclusion. The fact is that the only issue here is that Mr. Richard had authority to issue that order because your property is a nuisance. This Board does not have any authority to challenge a legislative act by the City, the Common Pleas Court does not as well. They can only review administrative orders from the City.

Mr. Martens said that this Board is a Board of Zoning Appeals and are required to know the Zoning rules and apply them fairly. You are refusing to apply it.

Mr. Rooney disagreed and stated that we are applying it. The question is, is your property a nuisance in its present condition. Mr. Richard says it is. We can give you a variance that says, no, we don't think it's a nuisance in its present condition, but all we can talk about is the condition of the property.

Mrs. Rooney addressed Mr. Martens that he has repeated himself numerous times about the same thing and understands that it's very frustrating, but we need to move on. If he has something to say about the condition of the property, we are here to address exactly what Mr. Rooney said, the condition of the property.

Mr. Martens asked if he had a boat in his driveway, would that violate any ordinance. Mr. Richard asked where the boat was parked. It was determined that the boat was parked in the driveway in the front yard. Mr. Richard stated that it depends on how long it's been there and what time of year it's parked there.

Mr. Martens asked Mr. Richard if he gave him a permit after he inspected all the properties. Mr. Richard replied, "Yes". Mr. Martens stated that permit must be because you said we weren't going to give it to you because we're not in good standing, you inspected all the properties, and then you said we'll give you the permit. I was in good standing, he inspected them, and there was no issue then. All of a sudden he states that there is an issue. Mrs. Rooney asked Mr. Martens if he has a question for Mr. Richard.

Mr. Rooney stated to Mr. Martens that unless he has some direct questions for Todd, they are going to deliberate and make a decision because they understand his concern and have told Mr. Martens why they cannot address his concern. You do not want to agree with that, that's fine; it's been duly noted in the recording so you can appeal that to the court.

Mr. Martens asked Mr. Richard if you're able to keep building supplies on your property. Mr. Richard replied, in the case of an active construction site, there could be building supplies.

Mr. Martins asked, do you know that there was an active construction site? Mr. Richard replied, we had no active permit for the property. Mr. Martens asked, if I put a window in, do I need a permit? Mr. Richard replied, no. Mr. Martens asked, to install a new screen on the house, do I need a permit? Mr. Richard replied, no. Mr. Martens commented, so could there be building supplies on the property and not be in violation? Mr. Richards replied, it depends upon how long it's there. Mr. Martens asked, and how long can it be there according to code? 521.04D, how long can it be there? Mr. Richard said, I don't know what that section says. Mr. Martens replied, four months, correct? Mr. Richard replied, I don't know; I don't enforce that... Mr. Martens interrupted, yes, it can be there four months, at an active building site. So any building supplies you saw on August 28, September, October, November, December 28. After that it may have been in violation. You filed it December 20. There was no debris there or building materials outside of the allowed ordinance 521.04D. Everything there was allowed. If you say that nobody ever can have building supplies on a structure or against a structure, or a new window being put in, then everybody's in violation in this City because I'm allowed to under ordinances the City has approved. By law you cannot declare something a public nuisance that's sanctioned under law. Mr. Martens says that he's sanctioned to have building supplies if I'm doing a project. Just because you saw building supplies, and they weren't removed, doesn't mean they were unlawful. The building supplies there were lawful.

Mr. Rooney stated that is really doesn't matter because the enforcement provision is 1163.01 and it is what the BZA is addressing.

There were no written communications.

Mr. Martens wanted it on the record that he was not allowed to ask any more questions. Mr. Rooney responded that it is on the record that he is terminating Mr. Martens' time to speak. He has been given 35 minutes to speak and the Board clearly understands his position and they are going to determine whether they feel this property is a nuisance based on the condition of the property.

Mr. Warren commented that so far we've talked about building materials, but the pictures show debris as well as some building materials. It's not just a building material issue. Mr. Warren couldn't see the back of the property and asked if Mr. Richard has been to the property since November. Is the back in the same condition and hasn't been cleaned up? Mr. Richard replied that it's been several weeks since he's been to the property. Mr. Rooney and Mrs. Rooney both stated that there are building materials in the front. Mrs. Rooney commented that the building materials do not look like they've moved. They look like they've been there an extra few months and does not look like they've been touched or anything moved, they look weathered. The nuisance report is because of things like that being out there, and that being the case, it needs to be gone. It's been there too long.

Mr. Rooney stated this is different than a variance. We need to either grant the appeal or deny the appeal of Todd's order that this is a nuisance. Mr. Warren stated that based on the order, what Todd's intent is, based on the pictures, and what he could see at the front without change, a motion was made by Mr. Warren to deny the appeal. Mrs. Rooney seconded the motion. The appeal was denied by a vote of 3-0.

Case #55533-BA-17 (SW Corner of Interstate Drive and Northridge Road – Parcel 220001029413) was introduced. Mr. Richard read his comments as follows: Filed by Whitson Properties, the applicant is seeking a variance from section 1161.11.6 of the City of Findlay Zoning Ordinance. A new 112 room hotel has been proposed that will have 129 parking spaces when 178 parking spaces are required.

This project will be reviewed by the City Planning Commission on the morning of March 9 and was approved on the condition the variance be granted. The referenced parcel is being split and separated by a cul-de-sac and this project will be on the west side of the new street.

There is no specified parking requirement for a hotel, the number of required spaces defaults to a general formula and requires 178 spaces. We are in the process of formulating parking requirements specifically for a hotel. This requirement is usually less than what is desired for most projects. The difference is this project has multiple floors and the total number of required spaces is far more than what is practical.

The CPC will be asking to help formulate a parking standard for this use type as we are undergoing some minor code modifications. We have considered the standard of 1.1 or 1.2 spaces per room with some spaces available for the employees. We've suggested that perhaps a future parking agreement could be made with other properties as they develop since everything is in rather close proximity.

Perhaps a future parking agreement could be arranged with the new lot on the east side of the cul-de-sac.

Mr. Warren asked if you take 1.1 or 1.2 on 112 then the 129 is actually within that range or what you envision as the appropriate number of parking spaces in the future. Mr. Richard replied that Regional Planning has looked at other codes in other communities and that's somewhat the requirement that's been followed, so that's probably what we are going to adopt.

Mr. Rooney swore in Blake Helms, High Five Development Services, 202 West Main Street, Mason, Ohio. Also present were John Whitson and Paul Whitson, the project owners, and Todd Jenkins, the Civil Engineer on the project. Mr. Helms wanted to come before the Board to talk about how the parking ordinances formula has resulted in a parking count that is far in excess of what this project requires. For reference, a 112 room hotel, The Holiday Inn, a nationwide brand, requires a parking count that matches the precise guest room count. In the industry, there's also a recognition that 1.1 times the room count is a multiplier that provides for excess above the room count, provides for staff and management which is a realistic multiplier. Mr. Helms stated that in preparation for this meeting a survey was created, he did a count and compared all hotels in the C-2 District. The average parking ratio end up being 1.1 parking spaces to guest rooms. They are adding above that to be safe and allay any concerns about parking flooding onto the side streets around the hotel. Higher parking ratios are seen in hotels that have associated conference spaces and restaurants, like the Hilton Garden Inn, which is not the case here. Mr. Helms stated that they probably only need five (5) to a dozen (12) spaces above the room count. It's undesirable for the owner to build forty-nine (49) additional parking spaces, and for the City of Findlay as well, to build pavement that was unnecessary and far out of proportion to what has been done historically especially with the issues of watershed and ecological concerns that this City faces.

There were no written communications.

Mr. Warren stated that a unique condition is that the City already recognizes that the code needs to be adjusted and the adjustment would be in line with what they are proposing as an alternative.

A motion was made by Mr. Warren to approve the variance as requested as long as they pick their permit up within 60 days. Said motion was seconded by Mrs. Rooney. The motion passed by a vote of 3-0 and the variance was granted.

Case #55552-BA-17 (15028 U.S. 224) was introduced. Mr. Richard read his comments as follows: Filed by Thad Properties LTD, the applicant is seeking a variance from section 1135.04A of the City of Findlay Zoning Ordinance. A new facility has been proposed that will encroach into a required front yard setback by approximately 20 feet. The minimum setback requirement is 30 feet.

Mr. Richard thought the project was going to be reviewed by the City Planning Commission the morning of March 9, but it was not on the agenda.

The lot is on a corner and has two front yards. The encroachment involves the main part of the building and a canopy. This appears to be a simple case of too large of a building on too small of a lot. A hardship is not apparent to grant a variance.

Mr. Rooney swore in Shawn Garmong, Civil Engineer with Van Horn, Hoover and Associates. He asks that you consider the variance. The architect for N.W.O. has looked at the layout of the building and it's what it needs to be for a surgery center. The building is against the east side set back. It can't be pushed back because of the grading issues and the utility bank. The canopy does stick into the setback about 20 feet, the building is about 10.5 feet. The canopy doesn't have any columns and is off the ground pretty high so it won't obstruct site lines off of U.S. 224 or C.R. 236. N.W.O. is trying to put together a nice campus. They already have the main office building and urgent care center and would like to keep the surgery center with the rest of their buildings.

Mr. Rooney swore in Matt Bame, Thad Properties Ltd., 7595 C.R. 236, Findlay, Ohio. Mr. Bame said that the other issue they would like to consider with this parcel is as the City expanded the C. R. 236 corridor 10 to 12 years ago, there was approximately 15 feet of frontage that was shaved off of that property on the C.R. 236 side which limits their ability to be within the right of way requirement because it was removed from that side of the property.

Mr. Rooney asked the width of the right away at the corner. Mr. Garmong replied that the east side is 60 foot half way.

Mr. Warren asked about alternatives. It was already explained why the building can't be moved to the east and wanted to know if the building could be rotated a little bit more to the north and does the canopy have to be there. We have been diligent about following the code, line of site and setbacks.

Building layout, traffic flow, drop off and discharge areas, and utilities were discussed. Mr. Warren commented that 4 to 8 feet of the building past the setback, plus the canopy, in square footage isn't very much. This seems like a fairly significant variance for what we gain in order to make the square footage of the building work.

Mr. Bame stated that significant time was spent on trying to make the facility the most efficient operation possible within the smallest footprint possible and this is what they need functionally to be able to operate it.

Additional discussion was held regarding the building location on the property.

Mr. Rooney swore in Darren Nye, Northwest Ohio Orthopedics, 7595 C.R. 236, Findlay, Ohio. Mr. Nye commented that the concern with the setback is to try to maintain the site line around the corner of U.S. 224 and C.R. 236 and the only thing that would be obstructed would be a right hand turn from U.S. 224 westbound to northbound on C.R. 236. There is not really a concern about oncoming traffic, and is trying to ablate some of the concerns about site line obstruction.

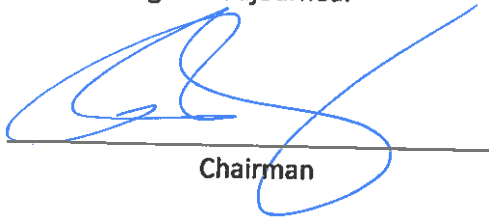
Mr. Warren disagreed with Mr. Nye about visibility at the intersection. He stated that there are no commercial and industrial buildings in the right of way in that area and this is a significant variance to grant.

Mr. Rooney swore in Joan Conine, Registered Nurse, Surgical Administrator at N.W.O. Orthopedics. She has been working with the architect for four or five months. With health care, there is certain criteria size requirements. They have tried making the building footprint smaller and have been challenged because of the regulations they have to meet. The building is designed to be efficient.

A motion was made by Mrs. Rooney that the variance be granted and permits are obtained within 60 days from the City Planning Commission Meeting. Said motion was seconded by Mr. Rooney. The motion passed by a vote of 3-0 and the variance was granted.

A motion was made by Mr. Rooney to approve the January 12, 2017 minutes as written. The motion was seconded by Mrs. Rooney. The motion to approve the minutes passed unanimously.

The meeting was adjourned.



Chairman



Secretary

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

April 24, 2017

Honorable City Council
Findlay, OH 45840

RE: Davis St Waterline Project (University of Findlay), Project No. 35765200

Dear Council Members:

During 2016, the University of Findlay replaced the existing waterline on Davis Street between Morey Avenue and Cory Street. The City of Findlay was planning on replacing the waterline in 2017 but the University wanted the waterline installed sooner so that it would benefit the Center for Student Life and College of Business building. The City agreed to pay for reimbursement of the waterline if the University built it to City standards.

The University submitted documentation for the reimbursement in November of 2016 and received the reimbursement check in early December of 2016. The University recently submitted an additional invoice the was inadvertently not included with the previous request.

Since the purchase order and project have both been closed, I am requesting that the requested funds be transferred from the Water Fund to Utility Billing so that the reimbursement can be made without creating a new project.

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

FROM:	Water Fund	\$5,920	
TO:	Utility Billing (25072000-Other)		\$5,920

Thank you for your consideration in this matter.

Sincerely,



Brian Thomas
City Engineer

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

City of Findlay City Planning Commission

Thursday, May 11, 2017 - 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

NEW ITEMS

1. **PETITION FOR ZONING AMENDMENT #ZA-02-2017** filed to rezone parcel #580000082780 (Lot 103 Longview Continuation) on Brookside Drive from R-1 Single Family Low Density to R-2 Single Family Medium Density.
2. **APPLICATION FOR ZONING AMENDMENT #ZA-03-2017** filed to rezone parcel #570000202220 (Lot 3092 Dunn Add.) on Central Avenue from C-2 General Commercial to R-3 Single Family High Density.
3. **APPLICATION FOR ZONING AMENDMENT #ZA-04-2017** filed to rezone 221 W. Hardin Street from C-2 General Commercial to R-4 Duplex/Triplex.
4. **ALLEY/STREET VACATION PETITION #AV-03-2017** filed to vacate the first east/west alley north of 6th Street running east from Graceland Avenue.
5. **SITE PLAN APPLICATION #SP-08-2017** filed by Rusk OP Findlay, 2930 Centennial Rd, Toledo, OH for a proposed 2,640 square foot office/3,600 square foot warehouse for Everydry Waterproofing to be located at 1760 Romick Parkway.

ADJOURNMENT

City of Findlay City Planning Commission

Thursday, April 20, 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: Lydia Mihalik
Paul Schmelzer
Jackie Schroeder

STAFF ATTENDING: Judy Scrimshaw, HRPC Staff
Matt Cordonnier, HRPC Director
Brian Thomas, PE, PS, City Engineer
Don Rasmussen, City Law Director
Todd Richard, Zoning Inspector
Erik Adkins, Zoning Inspector
Matt Pickett, Fire Inspector

GUESTS: Lou Wilin, Todd Jenkins, Shawn Garmon, Chas Ricciardi,
Ryan Stevens

CALL TO ORDER

ROLL CALL

The following members were present:

Lydia Mihalik
Paul Schmelzer
Jackie Schroeder

SWEARING IN

All those planning to give testimony were sworn in by Judy Scrimshaw.

APPROVAL OF MINUTES

Paul Schmelzer made a motion to approve the minutes of the March 9, 2017 meeting. Jackie Schroeder seconded. Motion to accept carried 3-0-0.

NEW ITEMS

1. PETITION FOR ZONING AMENDMENT #ZA-01-2017 filed to rezone 527 W. Sandusky Street from R-3 Single Family High Density to M-2 Multiple Family High Density.

HRPC

General Information

This request is located on the south side of W. Sandusky Street in the block between Western Avenue and Hurd Avenue. It is zoned R-3 Single Family High Density. All surrounding lots are also zoned R-3. It is not located within the 100-year flood plain. The City Land Use Plan designates the site as Single Family Small Lot.

Parcel History

According to Zoning Department records, this was a duplex prior to the adoption of zoning in 1955. The applicant stated that it was a triplex when he purchased it in 1995 and he added the fourth unit after acquiring it.

Staff Analysis

The applicant has the property up for sale and is requesting to zone this parcel M-2 Multiple Family High Density in order to have a zoning district that makes the multiple family use legal.

It appears that all the homes abutting this property are single-family residences.

Off street parking is one of the main concerns with these residential conversions. The M-2 Multiple Family District requires 2.5 spaces per unit. Four units require 10 parking spaces. There is a parking area at the rear of the property that had four vehicles parked in it when I drove by the property. They were parked haphazardly and there is definitely room for five if parked correctly. There was a pick-up truck parked parallel with the alley along the side of the house also. Not sure if this may be in alley right-of-way or not. Therefore, the useable parking space definitely falls short of requirements.

Multiple family structures over three units also fall under State Building Code requirements.

Staff would be favorable to an R-4 Duplex/Triplex zoning based on parking and the general immediate neighborhood composition.

Staff Recommendation

HRPC Staff recommends that FCPC recommend to Findlay City Council that PETITION FOR ZONING AMENDMENT #ZA-01-2017 filed to rezone 527 W. Sandusky Street from R-3 Single Family High Density to M-2 Multiple Family High Density be modified to a recommendation for R-4 Duplex/Triplex.

ENGINEERING

No Comments

FIRE PREVENTION

No Comments

STAFF RECOMMENDATION.

Staff recommends **that FCPC recommend to Findlay City Council that PETITION FOR ZONING AMENDMENT #ZA-01-2017 filed to rezone 527 W. Sandusky Street from R-3 Single Family High Density to M-2 Multiple Family High Density be modified to a recommendation for R-4 Duplex/Triplex.**

DISCUSSION

Russ Drerup, property owner, stated that there is a building in the back of the lot with garage doors on it that belonged to the bottom tenant. He stated that if parking is the only issue, he said he had measured the distance of the parking in the back and it was 54' which at 9' per space could accommodate 6 vehicles. He also said that there are two (2) on the side of the building. So with two in the building, 6 out back and 2 on the side there would be 10 spaces.

Paul Schmelzer commented that parking is an issue but the land use is a bigger issue for him. He sees that the surrounding properties are not zoned multi-family and are not being used in a similar fashion to the request.

Lydia Mihalik asked we had any feedback from any neighbors. Ms. Scrimshaw replied that she had not heard from anyone.

Mr. Drerup said that his concern is that he has four units that are already rented. He said his first question is that if this is zoned for three and not four units when would he have to bring it into compliance. Does he need to evict someone or can he wait for a lease to expire and then not renew it? Mr. Schmelzer asked what history there was on the permit for conversion. Todd Richard replied that there is not any. Mr. Schmelzer said that the structure then was modified without any permits. Mr. Schmelzer asked if he was selling the property. Mr. Drerup replied that it is for sale now. Mr. Drerup stated that he thinks that whomever buys it will convert it back to single family. He said he has nothing to back that up but he would do that if he were buying it now.

Ms. Mihalik asked if it would be feasible to come into compliance with State building requirements on the property. Matt Pickett replied that it would be a substantial issue and difficult probably. Mr. Drerup stated that his main concern is a timeline for getting a tenant out if he needs to. Todd Richard said that they don't want to displace someone. It would depend on how much of the lease is left. He said he thinks that can be worked out. Mr. Drerup said they only do a one year lease, so he's sure it would be less than a year. Mr. Drerup said he doesn't know exactly what the terms of those leases are right now. Mr. Schmelzer said that right now it is zoned single family and there would be three tenants that would have to go. Todd Richard stated that prior to zoning this was a duplex. So two units are definitely legal. Mr. Drerup asked if we were recommending that three would be allowed and not four. Mr. Schmelzer said that the request would need to be changed. Ms. Scrimshaw noted that we recommended R-4 Duplex/Triplex. She said that she thought Planning & Zoning could change it to that if they want to. She recalled that they had done so on other requests. Ms. Mihalik asked what this had been zoned prior to the change in the zoning map. Ms. Scrimshaw replied that she thought it was C-Residential. Ms. Mihalik stated that the use was okay prior to the map changes. Mr. Schmelzer asked how many units that would allow. Ms. Scrimshaw replied that it was any multi-family. Therefore, Mr. Schmelzer summarized that it was modified without permits, but the number of units would have been compliant with the zoning at the time.

MOTION

Paul Schmelzer made a motion **that FCPC recommend to Planning & Zoning Committee of**

Findlay City Council that they consider the R-4 Duplex/Triplex zoning.

2nd: Jackie Schroeder

Mr. Schmelzer asked the applicant if he was clear with why he was doing this. Mr. Drerup replied yes.

VOTE: Yay (3) Nay (0) Abstain (0)

2. APPLICATION FOR CONDITIONAL USE #CU-02-2017 filed by DCW Advantage Enterprises/Ryan Stevens, 2551 Tiffin Avenue, Findlay to sell RV's at a used car lot at the rear of 2551 Tiffin Avenue.

HRPC

General Information

This request is located in the rear of 2551 Tiffin Avenue. It is zoned C-2 General Commercial. Properties to the north, east and west are also zoned C-2. The property to the south is zoned R-1 Single Family Residential in Marion Township. It is not within the 100-year flood plain. The City Land Use Plan designates the area as Regional Commercial.

Parcel History

This site is currently a part of a parking lot for the buffet restaurant located at 2551 Tiffin Avenue.

Staff Analysis

The applicant has recently obtained a zoning permit to sell used cars on this piece of parking lot. He will be leasing the parking area south of the drive off CR 236. This is an unused excess parking area. The car sales are permitted in C-2.

The applicant would like to sell a few RV's at the site as well as cars/trucks. RV sales are a conditional use in the C-2 District requiring approval of CPC. The code does not have any specific conditions listed for this use.

A small building will be located on the site to serve as an office.

Staff suggests that the RV's be located in the southwest corner of the lot. Preference would be to keep these larger vehicles away from the road frontage. There is an existing tree row along the south and west portion of the lot to help screen.

Staff Recommendation

HRPC Staff recommends **that FCPC approve APPLICATION FOR CONDITIONAL USE #CU-02-2017 to sell RV's at a used car lot at the rear of 2551 Tiffin Avenue subject to the following condition:**

- **RV's be parked toward the southwest corner of the lot**

ENGINEERING

No Comment

FIRE PREVENTION

No Comments

STAFF RECOMMENDATION

Staff recommends **that FCPC approve APPLICATION FOR CONDITIONAL USE #CU-02-2017 to sell RV's at a used car lot at the rear of 2551 Tiffin Avenue subject to the following condition:**

- **RV's be parked toward the southwest corner of the lot**

DISCUSSION

Paul Schmelzer asked how many RV's he could park in there. Mr. Stevens replied that he would have two or three smaller ones. Jackie Schroeder noted that there is an office space shown on one drawing. She asked if that is the area that the RV's would be in. Mr. Schmelzer said he thought it was more along the south side.

MOTION

Paul Schmelzer made a motion **that the Conditional Use be granted with the restriction that the RV sales only be in the area of the parking lot south of the access drive.**

2nd: Jackie Schroeder

VOTE: Yay (3) Nay (0) Abstain (0)

3. APPLICATION FOR SPECIAL REVIEW #SR-02-2017 filed by Mark Bassitt, 327 E Edgar Avenue, Findlay for relief from the requirement of full site plan drawings in order to construct an addition to his business for storage at 2311 Bank Street, Findlay.

HRPC

General Information

This request is located on the east side of Bank Street south of E. Yates Avenue. It is zoned I-1 Light Industrial. All surrounding parcels are also zoned I-1. The parcel is not within the 100-year flood plain. The City Land Use Plan designates the area as Industrial.

Parcel History

None

Staff Analysis

The applicant is seeking permission from the Planning Commission today to get relief from the requirement to submit a full site plan for review. He would like to file an application for a zoning permit for an addition to the existing building on his site.

His property sits on a remote part of Bank Street south of E. Edgar Avenue. On the west side of Bank Street is the Blue Rock Nature Preserve. There are two homes directly north of his lot, which are also in the Industrial zoning. There are railroad tracks on his east boundary and Hancor owns the lot directly south of him.

The proposed building will be 45' x 60' (2700 square feet) according to the owner. This is significantly larger than the existing shop, which is listed as 36' x 46' (1656 square feet) per the Auditor.

While we can sympathize with Mr. Bassitt's status as a small businessperson, we must also look at the larger picture. What else could possibly go on the property in the future that may be more impactful on the site? In addition, such a large expansion must have to comply with some form of drainage requirements, etc. to not affect the homes close by.

For these reasons, we do not see how the site plan requirements can be waived at this time.

ENGINEERING

Access – The existing building has access from Bank Street. The drawing does not have dimensions on the existing drive. The letter from the property owner does not state if it is his intent to leave the existing drive as is, expand it or ask for a second drive. The sketch does not show any doors on the addition so it is not clear if any items being stored will be delivered to the existing structure and carried through it to the addition or if deliveries will be brought directly into the addition through an exterior door. If the latter is the case, the existing parking will need to be expanded to provide access for the delivery vehicles.

Sanitary Sewer – The letter from the property owner states that the proposed addition will be used for storage so it is assumed that no sanitary service is being requested.

Waterline – It is also assumed that no water service is being requested.

Stormwater Management – No grading plan or stormwater calculations were submitted. It is not possible to make sure that the additional will not cause a problem for the two (2) homes located to the north without a grading plan. The size of the building addition is not label on the sketch but it is shown larger than the existing building (1,656 sf per the Auditor's Website). With the size of the addition, stormwater detention will need to be provided.

MS4 Requirements – Since there is not a grading plan, the amount of disturbed area is not labeled or shown on the sketch. Due to the size of the existing building and estimating the size of the addition, the disturbed area should be less than one (1) acre so the site will not need to comply with the City of Findlay's MS4 requirements. If the actual disturbed area will be larger than one (1) acre, the site will need to comply with the City of Findlay's MS4 requirements.

Sidewalks – There are no existing sidewalks on Bank Street.

Recommendations: A full site plan needs to be submitted so that it can be verified if all requirements are being met or not.

FIRE PREVENTION

No Comment

DISCUSSION

Paul Schmelzer stated that he finds immense value in a proper site plan and that is why we have the standards there. He said that he doesn't blame the applicant for asking the question. Mr.

Bassitt stated that he works by himself. This is just a building for storage of cars. He works on race cars for a living. He responded that he doesn't have a store front, he doesn't deal with the general public per se. Mr. Bassitt stated that he has a fairly large piece of ground and that water has never been an issue. He was completely dry in the flood of 2007. He stated that if he spends \$5,000 to do all the site plan work, it would have paid for the foundation. He said he is trying not to get upside down on what he invests and what it is worth. Mr. Schmelzer stated that he personally could still not waive the requirement. He commented that there is no standard for saying that other than some very minor administrative approvals that we can give. The rules are in place for a reason, and there is no "well as long as your building is smaller than this and your property is this big, your drainage is this big, or your drainage is functional" that we can waive those standards. Mr. Bassitt said he understands that they would not want to set a precedent. Mr. Schmelzer replied, "Correct". However, Mr. Bassitt said he had to try.

Ms. Mihalik said that the other thing to keep in mind is that it is not just us that will be reviewing the plan, Wood County would also be doing so. Mr. Bassitt said he is aware of that. He said he has plans for that.

Mr. Bassitt said that for where he is at, the property is not worth a lot of money, so he does not want to invest a lot in it either.

Mayor Mihalik wanted to clarify that the storm water issues are not really relative to a flood. What we are looking at is a regular rain event, how the water falls on his property and how can impact the neighbors and where it goes from there.

The Planning Commission sees no reason to forgo the site plan requirements.

4. APPLICATION FOR PRELIMINARY PLAT #PP-01-2017 for Tall Timbers West 1st Addition.

HRPC

General Information

This subdivision is located west of the cul-de-sac end of McLane Drive directly south of the McLane Distribution facility. It is zoned I-1 Light Industrial. Properties to the north and east are also zoned I-1. Properties to the south across E. Bigelow Avenue are zoned M-1 Restricted Industrial and B-3 General Business in Marion Township. To the west is zoned M-2 Industrial in Marion Township. It is not within the 100-year flood plain. The City Land Use Plan designates the area as Industrial

Parcel History

There is a house on a small lot along Bigelow Avenue and the majority of the remainder of the land in this proposed plat had been a part of the Jaqua Gun Club Trap Shooting Range.

Staff Analysis

This phase of the subdivision will have two (2) lots on 84.556 acres. Lot 2 is 73.962 acres and Lot 3 will be 8.980 Acres.

A new portion of public right-of-way will be extended from the west side of the McLane Drive cul-de-sac. This street will also culminate in a cul-de-sac. The new roadway will provide access for Lot 2. Lot 3 is located along W Bigelow Avenue and will have its access from that street.

Staff Recommendation

HRPC Staff recommends **approval of APPLICATION FOR PRELIMINARY PLAT #PP-01-2017 for Tall Timbers West 1st Addition.**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

STAFF RECOMMENDATION

Staff recommends **that FCPC approve APPLICATION FOR PRELIMINARY PLAT #PP-01-2017 for Tall Timbers West 1st Addition.**

DISCUSSION

None

MOTION

Mayor Mihalik made a motion to approve **APPLICATION FOR PRELIMINARY PLAT #PP-01-2017 for Tall Timbers West 1st Addition.**

2nd: Paul Schmelzer

VOTE: Yay (3) Nay (0) Abstain (0)

5. APPLICATION FOR FINAL PLAT #FP-02-2017 for Tall Timbers West 1st Addition.

HRPC

General Information

This subdivision is located west of the cul-de-sac end of McLane Drive directly south of the McLane Distribution facility. It is zoned I-1 Light Industrial. Properties to the north and east are also zoned I-1. Properties to the south across E. Bigelow Avenue are zoned M-1 Restricted Industrial and B-3 General Business in Marion Township. To the west is zoned M-2 Industrial in Marion Township. It is not within the 100-year flood plain. The City Land Use Plan designates the area as Industrial

Parcel History

The Preliminary Plat of this subdivision was reviewed in the previous item.

Staff Analysis

This phase of the subdivision will have two (2) lots on 84.556 acres. Lot 2 is 73.962 acres and Lot 3 will be 8.980 Acres.

A new portion of public right-of-way, Campbell Drive, will be extended from the west side of the McLane Drive cul-de-sac. This street will also culminate in a cul-de-sac. The new roadway will provide access for Lot 2. Lot 3 is located along W Bigelow Avenue and will have its access from that street.

The old property lines around the house lot on W. Bigelow and around the 19.8-acre parcel should be removed. These create confusion on the plat and technically no longer exist on these lots. Would also like to see the half section line as a dashed or phantom line type so that it does not appear as a lot line if it needs to remain on the plat.

Staff Recommendation

HRPC Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-02-2017 for Tall Timbers West 1st Addition subject to the following:**

- **Cleaning up unnecessary lot lines**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

STAFF RECOMMENDATION

Staff recommends **that FCPC approve APPLICATION FOR FINAL PLAT #FP-02-2017 for Tall Timbers West 1st Addition subject to the following:**

- **Cleaning up unnecessary lot lines (HRPC)**

DISCUSSION

Ms. Scrimshaw commented that Mr. Jenkins had stated that the lot lines needed to remain on the plat. Mr. Jenkins said yes by State law they have to be shown.

MOTION

Mayor Mihalik made a motion to approve **APPLICATION FOR FINAL PLAT #FP-02-2017 for Tall Timbers West 1st Addition.**

2nd: Jackie Schroeder

VOTE: Yay (3) Nay (0) Abstain (0)

6. 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.

HRPC

General Information

This request is located on Lot 2 of the Tall Timbers West Subdivision. It is zoned I-1 Light Industrial. Properties to the north, south and east are also zoned I-1. To the west is zoned M-2 Industrial in Marion Township. It is not within the 100-year flood plain. The City Land Use Plan designates the area as Industrial

Parcel History

The Final Plat of this subdivision was reviewed and approved in the previous item.

Staff Analysis

This proposal is for a 741,000 square foot warehousing building with offices and truck parking for the Campbell's Soup Supply Company.

Access to the site will be from Campbell Drive. There are two (2) drives indicated off the end of the cul-de-sac. The northernmost drive is more than 40' wide and is set up for the truck traffic. A guardhouse with gates is located approximately 350' off the right-of-way of the cul-de-sac. The drive then continues around the building to the south side. There are trailer parking lots and docks on the north and south sides of the building. If the trucks travel to the south side of the warehouse, they can turn around in a 75' radius circle at the southeast corner of the building.

A second drive toward the south end of the Campbell Drive cul-de-sac will be for employees and visitors. This goes south to a parking lot. The drive does continue to the rear of the building as well where it comes to a gate at the east end of the truck turn around. We assume that access is limited here according to policy of the business.

The warehouse building will be 600' x 1235' in dimension for 741,000 square feet. A 600' x 625' (375,000) square foot future expansion is indicated on the west side of the plan. Today's reviews will only be for the current proposed building.

The minimum setbacks in the I-1 Light Industrial district are 30' on sides and rear and 50' on front side. The building sits well within those requirements. Maximum building height is 60' and the plans show the tallest point of the structure at 46'.

Parking for Industrial uses is calculated at 1.1 space per employee on the largest shift. The plans state that there will be 160 employees, which will require 176 parking spaces. The parking lot on the east side of the building shows 196 spaces.

The landscaping plans for the project show the parking lot on the east side of the building with perimeter landscaping and trees in the islands as required. There is landscaping on the east side of the drive and a partial existing tree line beyond that that will remain. The plans show 6' chain link

fencing around the property, which is in line with regulations for the I-1 district. Even though the land south of this lot is also zoned Industrial at this time, the size of that strip will probably lead to a request to change that zoning one day to perhaps accommodate some type of smaller business uses. It currently will leave a very open view to the truck docks and truck parking from Bigelow Avenue. For that reason, Staff is requiring landscaping be placed the full width of the south lot line. It appears there is a 15' space between the property line and the fence at this time that could be adequate for this. There is room to pull that fence a little further north if more room is needed. 1161.07.3 Level 2 Screening Option 2 is the level we would recommend.

The photometric plan submitted shows zero foot-candles at the property lines.

Staff Recommendation

HRPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-04-2017 for an approximately 741,000 square foot warehouse facility for Campbell's Soup Supply Company to be located on Lot 2 of Tall Timbers West 1st Addition.**

ENGINEERING

Access – Access to the site will be from a proposed Campbell Drive (public road) that will be installed from McLane Drive to the site.

Sanitary Sewer – A public sanitary sewer is being proposed that will connect into the existing 24" sanitary sewer located along Howard Run and will run along the North Property line to service the proposed building. The City of Findlay does not allow manholes to be dog housed to connect into existing sanitary sewers. The proposed manhole at the existing sanitary sewer will need to be cut into the sewer. There are also two (2) concerns about the ability to access the proposed sewer once the fence is installed. First, the plans show 20 feet to the property line but it is unclear where the bank for the existing ditch (located along the north property line) begins. It is recommended that the consultant add the top of the bank to the drawings and work with engineering to get a location that will provide enough room to access the sewer. Second, it will be difficult to access the sewer when the ground is soft. It is recommended that a gravel drive be installed (similar to the one that McLane had to install), so that sewer maintenance can have access to the sewer.

Waterline – A public waterline will be extended from the existing 12" waterline on McLane Drive to the end of Campbell Drive. The proposed domestic, fire and irrigation lines will all be connected to the public waterline.

Stormwater Management – Detention for the site will be provided by the proposed detention area located at the west side of the property. The detention design does meet the City of Findlay requirements. The proposed outlet will connect into Howard Run.

MS4 Requirements – The amount of erodible material that will be disturbed will be more than one acre so the site is required to comply with the City of Findlay's Erosion and Sediment Control Ordinance.

Recommendations: Conditional approval of the site plan subject to the following conditions:

- Consultant work with Engineering to make sure that there will be adequate access to the proposed sanitary sewer.
- A gravel drive be installed to allow access to the proposed sanitary sewer. Engineering will work out drive design with the consultant.

The following permits may be required prior to construction:

- Sanitary Tap Permit
- Waterline Tap Permit
- Storm Tap Permit
- Bonding and Inspection Fees for Public Utilities

FIRE PREVENTION

Extend the 12" City water main and provide a hydrant within 100' of the Fire Department Connection (FDC).

Final location of the FDC shall be determined by FFD.

This structure will require a Knox box.

The address on the building shall be legible from the street.

Apply for all necessary permits with Wood County Building Department.

STAFF RECOMMENDATION

Staff recommends that FCPC approve APPLICATION FOR SITE PLAN REVIEW #SP-04-2017 for an approximately 741,000 square foot warehouse facility for Campbell's Soup Supply Company to be located on Lot 2 of Tall Timbers West 1st Addition subject to the following conditions:

- **Consultant work with Engineering to make sure that there will be adequate access to the proposed sanitary sewer. (ENG)**
- **A gravel drive be installed to allow access to the proposed sanitary sewer. Engineering will work out drive design with the consultant. (ENG)**
- **Place landscaping the full width of the south lot line. 1161.07.3 Level 2 Screening Option 2 is the level we would recommend. (HRPC)**
- **Extend the 12" City water main and provide a hydrant within 100' of the Fire Department Connection (FDC). (FIRE)**
- **Final location of the FDC shall be determined by FFD. (FIRE)**
- **This structure will require a Knox box. (FIRE)**
- **The address on the building shall be legible from the street. (FIRE)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**

DISCUSSION

Ms. Scrimshaw noted that Mr. Jenkins had submitted a revised plan showing the landscaping along the south property line as requested.

Brian Thomas commented that Mr. Jenkins had also taken care of the two (2) concerns of the Engineer.

Mr. Pickett stated that the extension of the water main and the new hydrant were taken care of as well. There will also be a pump house and hydrant provided for that. He added that any gas or electric meters shall have crash protection. All sprinkler plans need to be submitted to the Fire Department.

Todd Richard noted that there is a very small flood plain in the northwest corner of the lot that will

probably be dealt with by a cut/fill calculation. Mr. Jenkins replied that they will actually be increasing the volume in the flood hazard area. Their revised grading plan shows that location.

Paul Schmelzer commented that there is obviously a lot of work that goes in to getting to this point. He knows that Campbell's and their consultant have done a lot of work to look at how they develop their property and still maximize the ability to further develop this industrial park. He said he knows that that is a lot of work, a lot of effort and probably some extra dollars to accomplish. Campbell's is an example of the type of company that we want in our community and he wished to thank them for taking the extra steps to get this done.

MOTION

Mayor Mihalik made a motion to approve **APPLICATION FOR SITE PLAN REVIEW #SP-04-2017 for an approximately 741,000 square foot warehouse facility for the Campbell Soup Company to be located on Lot 2 of Tall Timbers West 1st Addition subject to the following conditions:**

- **Final location of the FDC shall be determined by FFD. (FIRE)**
- **This structure will require a Knox box. (FIRE)**
- **The address on the building shall be legible from the street. (FIRE)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**
- **All gas and electric meters will have crash protection (FIRE)**

2nd: Paul Schmelzer

VOTE: Yay (3) Nay (0) Abstain (0)

7. APPLICATION FOR SITE PLAN REVIEW #SP-06-2017 filed by Valfilm North America, Inc., 3441 N. Main Street, Findlay for a 48,300 square foot manufacturing addition.

HRPC

General Information

This request is located on the northeast corner of N. Main Street and Rutherford Avenue. It is zoned I-1 Light Industrial. Properties to the north and east are also zoned I-1. Properties to the south are zoned R-1 Single Family Low Density and to the west is Single Family Low Density, O-1 Institutions and Offices and C-2 General Commercial. It is not within the 100-year flood plain. The City Land Use Plan designates the area as Industrial

Parcel History

None

Staff Analysis

The applicant is proposing a 48,300 square foot addition for more manufacturing on the south side of the existing facility. It will be attached to the existing building at two (2) points. The western "walk through" is about 9' wide and the eastern is 22' wide. A floor plan shows seven (7) new work modules in the building.

Front yard setback is 50', side yard is 30' or 75' if abutting residential and rear yard requirement

is 30' or 75' if abutting residential. All setbacks are exceeded as shown on the plans. Building height maximum is 60' in the code. The tallest point of the building is 70'. The applicant is on the BZA agenda this evening for a variance on the height restriction.

The parking standard for an industrial operation is based on 1.1 spaces per number of employees on the largest shift. The plans state that 77 employees make up the largest shift. This calculates to 85 parking spaces. The parking lot at the front (N. Main Street) side has been reconfigured from the main entry south. The spaces still shown on the south side of the new addition appear to only be indicated as what was left over from the existing layout that was not covered up by the new building. (There are some parking spaces still shown as dashed lines.) The plan states that there are 100 more spaces here. This area needs to be laid out formally with landscaping and any islands as required.

New light poles are shown at 20' in height on the west side of the building (N. Main Street). The plan shows .5 foot candles at the west edge.

There is no new freestanding signage shown on the plan.

Staff Recommendation

HRPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-06-2017 filed by Valfilm North America, Inc. for a 48,300 square foot manufacturing addition at 3441 N. Main Street subject to the following conditions:**

- **Height variance approved by BZA**
- **Show proper configuration for parking lot south of new building**

ENGINEERING

Access – Access to the site will be from the existing drives on North Main Street and Rutherford Avenue.

Sanitary Sewer – The existing sanitary sewer is being rerouted to avoid the proposed addition. We had been told that the proposed addition would not have a sanitary service but there is a note on the drawing that states that the existing sewer has adequate capacity for the additional flow. We are confirming with the consultant if there will be sewer service for the building or not. If there is, we will need an estimate of the water usage so that we can calculate the impact and capacity fees that will be required due to the additional flow.

Waterline – The existing fire line is being rerouted to avoid the proposed addition. We had been told that the proposed addition would not have a water service but there is a note on the drawing that states that water will be extended from the existing building. We are confirming with the consultant if there will be a water service for the building or not. If there is, we will need an estimate of the water usage so that we can calculate the impact and capacity fees that will be required due to the additional flow.

Stormwater Management – Since the proposed addition is being built in the existing parking lot, there will not be an increase in impervious area on the site so detention will not be required.

MS4 Requirements – The amount of erodible material that will be disturbed will be less than one acre so the site is will not be required to comply with the City of Findlay's Erosion and Sediment Control Ordinance.

Recommendations: Conditional approval of the site plan subject to the following conditions:

- Supply Engineering with an estimate of water usage in the proposed addition (if water and sewer will be used in the addition) so that impact and capacity fees can be calculated due to the additional flow.

FIRE PREVENTION

Submit all fire alarm and sprinkler system drawings to FFD for review.

This structure will require a Knox box.

Any gas or electrical meters within the driving surface shall have crash protection.

Apply for all necessary permits with Wood County Building Department.

STAFF RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-06-2017 filed by Valfilm North America, Inc. for a 48,300 square foot manufacturing addition at 3441 N. Main Street subject to the following conditions:**

- **Height variance approved by BZA (HRPC)**
- **Show proper configuration for parking lot south of new building (HRPC)**
- **Supply Engineering with an estimate of water usage in the proposed addition (if water and sewer will be used in the addition) so that impact and capacity fees can be calculated due to the additional flow. (ENG)**
- **Submit all fire alarm and sprinkler system drawings to FFD for review. (FIRE)**
- **This structure will require a Knox box. (FIRE)**
- **Any gas or electrical meters within the driving surface shall have crash protection (FIRE)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**

DISCUSSION

Judy Scrimshaw noted that the BZA hearing had been last week and the height variance was granted.

Paul Schmelzer asked if there will be any issue with the number of parking spaces once they applicant becomes compliant with the landscape standards for the parking lot. Mike Arnold replied no. He stated that there is more parking to the north that does not show on this plan. He commented that the area to the south of the addition is not intended to be used as a parking lot in the future. A new employee entrance will be on the west side of the building. Mr. Arnold said that the south side will be used as a layout area during construction and they have not really committed it to any use when that is done. There was never any intention of it being a parking lot.

Mike Arnold said that there is no water usage to the new building other than for a drinking fountain. That will maybe to a 5/8" line supplied from the old building. Nothing will be coming in as a new line.

MOTION

Paul Schmelzer made a motion to approve **APPLICATION FOR SITE PLAN REVIEW #SP-06-2017 filed by Valfilm North America for a 48,300 square foot manufacturing addition at 3441 N. Main Street subject to the following conditions:**

- **Submit all fire alarm and sprinkler system drawings to FFD for review. (FIRE)**
- **This structure will require a Knox box. (FIRE)**

- **Any gas or electrical meters within the driving surface shall have crash protection (FIRE)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**

2nd: Jackie Schroeder

VOTE: Yay (3) Nay (0) Abstain (0)

8. APPLICATION FOR SITE PLAN REVIEW #SP-07-2017 filed by THAD Properties, Ltd., 7595 CR 236, Findlay for a 13,332 square foot surgery center for NWO (Northwest Ohio Orthopedics & Sports Medicine) to be located at 15028 US 224, Findlay.

HRPC

General Information

This request is located on the northeast corner of CR 236 and US 224. It is zoned C-2 General Commercial. All surrounding properties are also zoned C-2. It is not within the 100-year flood plain. The City Land Use Plan designates the area as Regional Commercial.

Parcel History

The existing building had been used for veterinarian offices, grooming salon, chiropractor office and some small retail.

Staff Analysis

This proposal is for a new surgery center affiliated with the NWO Orthopedic and Sports Medicine facility to the north. The new structure will be single story and 13,332 square feet in size. The plans show two (2) operating rooms and all associated facilities for pre-op, consultation, recovery, nursing, reception, etc.

Setbacks in C-2 are 50’ front yard, 15’ side, and 30’ rear. The applicant went before the BZA on March 9 to get a variance on the front yard (CR 236 side). The plans show the building at 19.5’ from the right of way and canopy at only 10.5’. The variance was granted at that meeting. All other setbacks are met.

The maximum building height permitted is 60’ in C-2. The elevation drawing shows the building at approximately 28’ at the highest point.

Parking is based on one space per 375 square feet in the C-2 district. The 13,332 square foot building would require 36 parking spaces. This site has 20 spaces of its own and will share parking with the lot to the east that has 87 parking spaces. Traffic can circulate through both parcels for access as well. THAD Properties currently owns all of these parcels. Staff would like a shared parking/access agreement to be recorded as some day one or the other could be transferred to a different entity.

The plans state that there will not be any new freestanding signage for the site. It does say that the existing sign will be refaced. This will require review of the zoning department. There is a one-way sign shown at the northwest corner of the building. This should also be reviewed by zoning.

The architecture of the building will match the existing doctor's office and rehab center's building to the north. Perimeter landscaping is shown on the street sides of the building. Appropriate landscaping is also shown along the parking areas.

A lighting plan shows the height of the fixtures to be 24', which is under the 25' maximum. A photometric plan indicates that the foot candle readings on the CR 236 side to exceed one near the southwest corner of the site. It exceeds two in some spots. The code limits the measurement to one at a property line in Commercial zoning.

Staff Recommendation

HRPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2017 for a 13,332 square foot surgery center for NWO (Northwest Ohio Orthopedics & Sports Medicine) to be located at 15028 US 224, Findlay subject to the following conditions:**

- **Submittal of a shared parking/access agreement with the lot to the east.**
- **Reduction of foot-candle readings to get to 1 or less at property lines.**

ENGINEERING

Access – Access to the site will be from the existing drive off of County Road 236 and from the existing parking lot located to the east of the site.

Sanitary Sewer – The plan shows reusing the existing sanitary lateral and extending it to the new building. Engineering has no issues with reusing the existing lateral but the City of Findlay will not be responsible for the condition of it. The Owner or his Contractor will need to verify that the existing lateral is functioning properly prior to connecting to it. Engineering will need an estimate of water usage so that we can calculate the impact and capacity fees that will be required due to the increase in water usage.

Waterline – A new fire line and domestic line will be installed from the existing 10-inch waterline on US Route 224 (Tiffin Avenue) to the new building.

Stormwater Management – Detention for the site will be provided by the existing detention area located at the south side of the property. Since the amount of impervious area is not being changed, the existing detention design will still meet the City of Findlay requirements.

MS4 Requirements – The amount of erodible material that will be disturbed will be less than one acre so the site is not required to comply with the City of Findlay's Erosion and Sediment Control Ordinance.

Sidewalks – There are existing sidewalks along County Road 236 and US 224 (Tiffin Avenue).

Recommendations: Conditional approval of the site plan subject to the following conditions:

- Provide an estimate of water usage so that impact and capacity fees can be calculated.

The following permits may be required prior to construction:

- Sanitary Tap Permit
- Waterline Tap Permit X2

FIRE PREVENTION

Submit all fire alarm and sprinkler system drawings to FFD for review.

This structure will require a Knox box.

Any gas or electrical meters within the driving surface shall have crash protection.

The address on the building shall be legible from the street.

Apply for all necessary permits with Wood County Building Department.

STAFF RECOMMENDATION

Staff recommends that FCPC approve APPLICATION FOR SITE PLAN REVIEW #SP-07-2017 filed by THAD Properties, Ltd., 7595 CR 236, Findlay for a 13,332 square foot surgery center for NWO (Northwest Ohio Orthopedics & Sports Medicine) to be located at 15028 US 224, Findlay subject to the following conditions:

- **Submittal of a shared parking/access agreement with the lot to the east. (HRPC)**
- **Reduction of foot-candle readings to get to 1 or less at property lines. (HRPC)**
- **Provide an estimate of water usage so that impact and capacity fees can be calculated. (ENG)**
- **Submit all fire alarm and sprinkler system drawings to FFD for review. (FIRE)**
- **This structure will require a Knox box. (FIRE)**
- **Any gas or electrical meters within the driving surface shall have crash protection. (FIRE)**
- **The address on the building shall be legible from the street. (FIRE)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**

DISCUSSION

Judy Scrimshaw reported that she had spoken with Shawn Garmong prior to today's meeting in regard to the lighting. He stated that it does go down as it gets toward the street. Technically the property line is at right-of-way but it goes below 1 just past the sidewalk. She said that being that this is all commercial and there are all kinds of other conflicting lights, she did not have a problem with this.

Paul Schmelzer stated that he had a question about parking. He wanted to know if when the shared parking is worked out are we still in compliance on both properties. Mr. Garmong replied that the parking requirements with the urgent care center to the east would be over the number required. He stated that their attorneys are working on the document now for shared access and parking between the two sites.

MOTION

Paul Schmelzer made a motion to approve APPLICATION FOR SITE PLAN REVIEW #SP-07-2017 for a 13,332 square foot surgery center for NWO (Northwest Ohio Orthopedics & Sports Medicine) to be located at 15028 US 224, Findlay subject to the following conditions:

- **Submittal of a shared parking/access agreement with the lot to the east. (HRPC)**
- **Provide an estimate of water usage so that impact and capacity fees can be calculated. (ENG)**
- **Submit all fire alarm and sprinkler system drawings to FFD for review. (FIRE)**
- **This structure will require a Knox box. (FIRE)**
- **Any gas or electrical meters within the driving surface shall have crash protection. (FIRE)**

- **The address on the building shall be legible from the street. (FIRE)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**

2nd: Lydia Mihalik

VOTE: Yay (3) Nay (0) Abstain (0)

Lydia L. Mihalik
Mayor

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



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

April 11, 2017

RE: Dark Fiber. Project No. 319601

Dear Council Members:

Bids were opened for the above-referenced project. Two potential contractors submitted bids ranging from \$605,008 to \$683,683. The lowest and best bid was received from Vaughn Industries. An appropriation for the construction contract along with contingency and inspection is needed.

Recall that this is a shared project with Hancock County. The project was combined into one bid package and administered by the City in order to save on duplicate bid costs, review, contract administration and inspection efforts. The cost split between the projects is approximately 50% for each entity.

An additional appropriation of \$420,000 is required to complete the project, with contingency, for the City. This is in addition to the \$150,000 that was originally appropriated with our 2016 capital plan when the project was first reviewed and approved for design. The project was originally estimated at \$500,000.

The total appropriation of \$808,000 is to cover the City and County portions. A memorandum of understanding is prepared for the County portion of \$388,000.

This project will greatly increase our ability to communicate between facilities and avoid massive increases in our phone system fees.

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

FROM:	CIT – Capital Improvement Restricted Account	\$420,000
FROM:	Hancock County per MOU	\$388,000
TO:	City Fiber Loop. Project #319601	\$808,000

Thank you for your consideration in this matter.

Sincerely,

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

pc: Don Rasmussen
Jim Staschiak

		Paid By City	Paid By County	Totals
Bid amount		\$255,163.22	\$349,846.71	\$605,009.93
Bid amount overage =	5.00%	\$12,758.16	\$17,492.34	\$30,250.50
School Fiber use		\$105,210.00	\$0.00	\$105,210.00
Network Equipment		\$52,000.00	\$0.00	\$52,000.00
Construction Review		\$20,000.00	\$20,000.00	\$40,000.00
Remaining AEP Charges		\$24,150.00	\$0.00	\$24,150.00
Additional Make ready (Estimate)		\$20,000.00	\$0.00	\$20,000.00
				\$0.00
Funds appropriated, not spent		-\$77,533.90		-\$77,533.90
Reimbursement due from County		-\$9,575.00		
<u>TOTALS</u>		<u>\$402,172.48</u>	<u>\$387,339.05</u>	<u>\$799,086.53</u>



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

April 26, 2017

The Honorable Council
Findlay, Ohio 45840

RE: Revolving Loan Fund Administration

Dear Council Members:

The Hancock Regional Planning Commission has submitted an invoice for their expenses/staff time for RLF administration for December 2016 through February 2017. I have attached a copy for your reference.

This is now a routine request, and you have approved requesting the appropriation without going to committee each time. I have therefore asked the Director of Law to place legislation on your agenda to authorize a draw from the Revolving Loan Fund account and appropriate \$1,991.32 from the RLF to General Expense #21010000-449400 to pay the invoice.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jim Staschiak II", is written over a horizontal line.

Jim Staschiak II
City Auditor

Cc: Don Rasmussen
File



Hancock Regional Planning Commission
 318 Dorney Plaza
 Suite 304
 Findlay, OH 45840 US
 (419)424-7094
 sleary@findlayohio.com

RECEIVED
 APR 26 2017
 AUDITOR

INVOICE

BILL TO
 City of Findlay
 Revolving Loan Fund

INVOICE # 956
DATE 04/25/2017

DESCRIPTION	QTY	PRICE EACH	AMOUNT
Charges			
December 2016 through February 2017			
Cordonnier Professional Services - Hourly Rate	10	38.98	389.80
Leary Professional Services - Hourly Rate	41	30.31	1,242.71
Mercer Professional Services - Hourly Rate	3	27.52	82.56
Billable Expenses			
Accountant's Review		276.25	276.25
BALANCE DUE			\$1,991.32



Coward Pinski & Associates, LLC

Gregory E. Coward, CPA
gcoward@cowardpinski.com

John W. Pinski, Jr., CPA
jpinski@cowardpinski.com

FINDLAY REVOLVING LOAN FUND
MUNICIPAL BUILDING
HRPC OFFICE
FINDLAY, OH 45840

Invoice: 19373
Date: 01/29/2017
Due Date: Upon Receipt

DATE	SERVICE	STAFF	HOURS	RATE	AMOUNT
09/07/2016	Tax Preparation review of project and contact jacob mercer on issues	Pinski	2.50	85.00	212.50
01/06/2017	Review RLF meeting on NCC-ET builing debt reduction	Pinski	0.75	85.00	63.75
				Subtotal	\$276.25
				Current Amount Due	\$276.25

101 W. Sandusky St., Ste 200, Findlay, OH 45840-3276

Phone: 419-425-0163

www.cowardpinski.com

Fax: 419-425-0526

Date	Employee	Project	Billable	Hours	Comment
4-Jan-17	Cordonnier, Matthew	FINDLAY RLF	Y	3.00	Attended a meeting with Tim Mayle and Bob Beach. Phone call with the State of Ohio, Ben Kepple. Prepare for meetings with City and County RLF regarding NCCET request.
6-Jan-17	Cordonnier, Matthew	FINDLAY RLF	Y	0.75	City and County RLF meeting regarding NCCET request.
11-Jan-17	Cordonnier, Matthew	FINDLAY RLF	Y	1.25	Prepared meeting minutes and distributed to all parties.
20-Jan-17	Cordonnier, Matthew	FINDLAY RLF	Y	1.00	Meeting with potential RLF client.
17-Feb-17	Cordonnier, Matthew	FINDLAY RLF	Y	0.25	Prepared and sent NCCET email update to all parties.
21-Feb-17	Cordonnier, Matthew	FINDLAY RLF	Y	1.50	Attended City Council meeting to present RLF Board recommendation regarding NCCET request.
23-Feb-17	Cordonnier, Matthew	FINDLAY RLF	Y	2.25	Prepared and sent NCCET packet to State for review and approval.
19-Dec-16	Leary, Sherri	FINDLAY RLF	Y	4.25	Entered loan payments in Quicken program. Printed reports. Prepared statements. Updated monthly spreadsheets.
5-Dec-16	Leary, Sherri	FINDLAY RLF	Y	0.50	Phone call from potential RLF client, provided information on RLF process.
4-Jan-17	Leary, Sherri	FINDLAY RLF	Y	0.25	Phone call from Mike Pepple, left message for Matt to return his call regarding upcoming meeting.
5-Jan-17	Leary, Sherri	FINDLAY RLF	Y	1.75	Followup with Matt regarding phone call from Mike Pepple. Reviewed what NCCET balance would be as if payments were made beyond statements. Assisted Matt with preparation for RLF meeting to discuss NCCET request.
11-Jan-17	Leary, Sherri	FINDLAY RLF	Y	0.75	Year-end record keeping, filing and preparation of files for new year.
12-Jan-17	Leary, Sherri	FINDLAY RLF	Y	4.25	Entered loan payments in Quicken program. Printed reports. Prepared statements. Updated monthly spreadsheets.
25-Jan-17	Leary, Sherri	FINDLAY RLF	Y	3.25	Working on job benefit verifications for RLF program.
31-Jan-17	Leary, Sherri	FINDLAY RLF	Y	3.50	RLF project job certifications.
3-Feb-17	Leary, Sherri	FINDLAY RLF	Y	4.25	RLF project job certifications.
8-Feb-17	Leary, Sherri	FINDLAY RLF	Y	4.75	Job benefit verifications
14-Feb-17	Leary, Sherri	FINDLAY RLF	Y	0.75	Discussion and File setup for new project, Findlay Brewing Company.
15-Feb-17	Leary, Sherri	FINDLAY RLF	Y	3.25	Semi-Annual RLF Report for the State of Ohio.
16-Feb-17	Leary, Sherri	FINDLAY RLF	Y	4.75	Year-end RLF statements

23-Feb-17	Leary, Sherri	FINDLAY RLF	Y	0.50	Phone call with Cedar Valley to discuss job benefit verifications. Reviewed information provided.
28-Feb-17	Leary, Sherri	FINDLAY RLF	Y	4.25	Entered loan payments in Quicken program. Printed reports and filed. Prepared statements. Updated monthly spreadsheets.
20-Jan-17	Mercer, Jacob	FINDLAY RLF	Y	1.00	Meeting with potential RLF client.
3-Feb-17	Mercer, Jacob	FINDLAY RLF	Y	1.50	Answered some emails from Steve Treece and Aaron Osborne (regarding tax info). Reviewed the binder Steve dropped off and chatted with him on the phone regarding next steps.
10-Feb-17	Mercer, Jacob	FINDLAY RLF	Y	0.50	Followup with Steve Treece and Aaron Osborne.

54.00

Office of the Director of Law
Donald J. Rasmussen

318 Dorney Plaza, Rm 310
Findlay, Ohio 45840
Telephone: 419-429-7338 • Fax: 419-424-7245
drasmussen@findlayohio.com

April 27, 2017

Honorable City Council
Findlay, OH 45840

RE: Appointment of Marshall Finelli

As you may or may not know, Alan Hackenberg resigned as an Assistant Director of Law on April 28, 2017 to accept the position of Municipal Court Judge for the City of Findlay, thus creating an opening in my department.

This letter is to notify you that I have appointed Marshall Finelli to fill this vacancy effective April 28, 2017.

Very truly yours,



Donald J. Rasmussen
Director of Law

April 26, 2017

Donald J. Rasmussen
Director of Law, City of Findlay
318 Dorney Plaza, Room 310
Findlay, OH 45840

RE: Resignation Letter

Don:

It is with mixed feelings that I write this letter to you. Thanks to your support and the support of many other people, I have had the pleasure to work as an Assistant Director of Law for the City for over 22 years. I have thoroughly enjoyed my time and have made great friendships with the dedicated employees of the City.

However, as you know, I have just recently been appointed to Judge of the Findlay Municipal Court by Governor Kasich. This appointment requires my resignation from my position as Assistant Director of Law. I would ask that you accept my letter of resignation, effective midnight Thursday, April 27, 2017 as I will be sworn in on Friday, April 28 2017 at 9:00 a.m..

I look forward to serving the City of Findlay in my new capacity and to continuing to work with you and everyone else in the City.

Respectfully,


Alan D. Hackenberg



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

April 27, 2017

Honorable City Council
Findlay, OH 45840

RE: FY18 Ohio Airport Grant

Dear Council Members:

The City has the opportunity to apply grant funding through the Aviation Division of the Ohio Department of Transportation (ODOT).

If approved, the grant funds would be used as follows:

- FY18 – 84% of the eligible construction costs for rehabilitation of a portion of the parallel taxiway to Runway 18/36 (Taxiway A). Estimated project cost is \$502,962.50 and will be included in the 2018 Capital Improvements Plan.

By copy of this letter, the Law Director is requested to prepare the necessary legislation for authorization to sign the grant applications and agreements.

Thank you for your consideration in this matter.

Sincerely,

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

pc: Don Rasmussen
Matt McVicker

TRAFFIC COMMISSION

City of Findlay
April 17, 2017

MINUTES

ATTENDANCE:

MEMBERS PRESENT: Fire Chief Josh Eberle, Police Lt. John Dunbar, City Engineer Brian Thomas, Councilman Ron Monday.

STAFF PRESENT: Matt Stoffel, Public Works Superintendent; Tom DeMuth, Traffic Signals Supervisor, Kathy Launder, City Clerk.

GUESTS PRESENT: George Rustemeyer, Aaron Baxter

OLD BUSINESS

1. Request for additional signals at Sandusky Street and Main Street.

5/16/2016

Schmelzer stated that a traffic camera was placed facing one direction at this intersection for peak traffic. It will then be placed facing the other direction at the intersection. Once the data collected from the video is reviewed, it will be brought back to Traffic Commission for consideration. Item remains tabled.

08/15/2016

DeMuth stated that he needs to convert the video files for review. Item remains tabled.

02/21/2017

Item remains tabled.

3/20/2017

Motion to lift from table, by Director Schmelzer, second by Councilman Monday. Motion passed 5-0.

We have been talking about this for awhile. Taken a look at video and stacking that occurs. Thomas put together a concept drawing of what it would look like to add a dedicated turn lane and what the impact would be to parking. It is not fully developed. Idea is to take away some of the sidewalk width that is there to add the turn lane and keep the parking. Can maintain 8 feet of sidewalk on both sides of street by keeping parking. There will be more functional area for pedestrians to move once the tree wells are removed during the Main Street project than there is now.

Motion to table for further discussion, by Director Schmelzer, second by Thomas. Motion passed 5-0.

04/17/2017

Motion to lift item from table, by Thomas, second by Councilman Monday. Motion passed 4-0.

Thomas stated that there is sufficient sidewalk to be able to scale it back to an 8 foot sidewalk on both sides and remain ADA compliant. This will allow us to add the turn lane and only lose maybe one parking space. This block will be reconstructed this summer as part of the Main Street/Cory Street Project.

Motion to move forward with implementing the plan to add a left turn lane on West Sandusky Street at Main Street with larger parking spaces and adding a designated left turn signal to East Sandusky Street and West Sandusky Street at Main Street traffic signals, by Chief Eberle, second by Lt. Dunbar. Motion passed 4-0.

2. Request of Grant Russel to review possibility of eliminating one traffic lane and adding parking on Beech Street between East Main Cross Street and East Sandusky Street.

02/21/2017

Director Schmelzer stated that almost every time he turns onto Beech Street there is a delivery truck parked in one of the lanes. Councilman Monday asked how many parking spaces we would gain by eliminating a lane of traffic on Beech Street. Director Schmelzer stated approximately 15 parking spaces could potentially be created. Chief Eberle suggested a loading zone in each block if we move forward with the request to accommodate the delivery trucks.

Motion to table request until Engineering Department can develop a parking plan for Beech Street from East Main Cross Street to East Sandusky Street including one loading zone on the north side of the intersection of Beech Street and East Crawford Street, by Director Schmelzer, second by Chief Eberle. Motion passed 4-0.

03/20/2017

Motion to lift from table, by Director Schmelzer, second by Thomas. Motion passed 5-0.

Talked about putting parking on Beech. Thomas put together exhibit for additional parking on Beech. Can add a total of 15 parking spaces from Main Cross to Sandusky Street on Beech Street. Discussion ensued regarding flow of traffic on Beech Street. Schmelzer asked Thomas to take map and take same parking configuration but move it over to east and west and

show the alleys up to Main Street and create pdf and put arrows on it as to which way motorists have to travel as posted now, then email out to commission members for review at next meeting.

Motion to table so that Thomas has a chance to put exhibit together so that if we are going to add parking to beech that we do so after looking at the full traffic pattern in the area, by Director Schmelzer, second by Councilman Monday. Motion passed 5-0.

Give copy of revised exhibit to larger property owners that abut Beech Street and have them attend the next Traffic Commission meeting.

04/17/2017

Motion to lift item from table, by Thomas, second by Councilman Monday. Motion passed 4-0.

Need to wait to make a decision until large property owners have been notified and invited to the meeting.

Motion to table request, by Councilman Monday, second by Lt. Dunbar. Motion passed 4-0.

3. Request of Tom DeMuth to review crosswalk placement at the intersection of Tiffin Avenue and Croy Avenue due to visibility issue on the northwest corner.

03/20/2017

Discussion ensued regarding options to alleviate issue. Demuth suggested to delay the green light to allow pedestrian traffic to start across prior to vehicle traffic. Maybe place a No Right Turn on Red sign to help alleviate. Mitigate risk and worth looking at. Last resort is to redo curb and ramp on the other side of the box.

Motion to review the timing of the traffic signal to see if a delay in the green signal for southbound thru traffic can be facilitated in order to create additional visibility for a pedestrian in the crosswalk, by Director Schmelzer, second by Thomas. Motion passed 5-0.

Review results and bring back to Traffic Commission next month.

04/17/2017

Demuth stated that he changed the timing of the traffic signal, but has not been able to monitor. Will be doing maintenance next month in the area and will be able to monitor to determine if it is helping. Demuth stated they did test the light, and they were able to walk to the second lane of traffic before the green light signaled for motorists.

NEW BUSINESS

1. Request of Jen Fulton for "Wrong Way" signs to be placed on Crawford Street.

Stoffel stated that Crawford Street is overly posted with signs in regards to the one way designation. The one way designation signage is placed at all intersections and alleys. The feasibility of placement of additional signage is difficult.

Motion to deny request for "Wrong Way" signs on Crawford Street due to sufficient existing signage and feasibility of placement of additional signage, by Chief Eberle, second by Councilman Monday. Motion passed 4-0.

2. Request of George Rustemeyer to make Maple Avenue between Fairlawn Place and Pearl Street "No Parking During School Hours".

Mr. Rustemeyer stated that Maple Avenue is a narrow street. People picking children up from the school are parking along Maple Avenue in residents' front yards. There are safety issues with students walking in the street to get to the vehicle. All property owners have signed a petition in favor of making Maple Avenue "No Parking During School Hours".

Motion to make both sides of Maple Avenue between Fairlawn Place and Pearl Street "No Parking Any Time," by Councilman Monday, second by Chief Eberle. Motion passed 4-0.

3. Request of Aaron Baxter to make Sherry Street from Pearl Street to Sixth Street one way northbound.

Mr. Baxter stated that Sherry Street is narrow, two cars cannot pass at the same time without going off the road into the yards. It is causing erosion on both sides of the street. Mr. Baxter inquired if the postal route needs to be considered when determining the direction of a one way. Councilman Monday stated that we need to be assured that the residents on the street are in favor of changing

Sherry Street to one way. Mr. Baxter is responsible to obtain signatures of residents in favor of the one way.

Motion to table request until Mr. Baxter obtains signatures of residents in favor of changing Sherry Street to one way, and invite a representative of the US Post Office to address issue of postal route to the next meeting, by Councilman Monday, second by Chief Eberle. Motion passed 4-0.

4. Request of Brian Thomas, City Engineer, to review crosswalks at Trenton Avenue and Bolton Street and West Main Cross Street and Liberty Street.

Thomas stated that we are getting ready to do a curb project on West Main Cross and on Trenton Avenue. There are a couple crosswalks that he is requesting be reviewed to determine if they should remain after the curb project is done. Thomas stated that the crosswalk at W. Main Cross St. and Liberty St. crosses four lanes of traffic. May have increased use due to the new Kan Du Art Studio. Lt. Dunbar stated that the Police Department encourages people to cross at crosswalks. Chief Eberle stated that we should have flashing beacons added to this crosswalk. Demuth stated that he can lay the foundation for the flashing beacons, and then we can decide later if we want to install the flashing beacons.

Thomas stated that we have the same issue at Trenton Avenue and Bolton Street. This crosswalk crosses five lanes of traffic. There is a significant distance to the next signalized intersection. Lt. Dunbar stated that he has less objections about removing this crosswalk than the Main Cross/Liberty crosswalk. Thomas stated that he can plan on putting the ramps in and then we can decide if we want to replace the crosswalks at the next meeting.

Motion to prepare curb ramps at the intersections of West Main Cross Street and Liberty Street and Trenton Avenue and Bolton Street, and table the request to review crosswalks and decide if crosswalks should remain and if any signalization is needed, by Chief Eberle, second by Thomas. Motion passed 4-0.

5. Request of Brian Thomas to review the existing crosswalk at West Main Cross Street and South Cory Street.

Thomas stated that the existing curb ramps do not meet code on the northwest side of West Main Cross Street and South Cory Street. Suggestion to eliminate the crosswalk on the west side and stripe the east side for a crosswalk.

Motion to eliminate the crosswalk on the west side of the intersection of West Main Cross Street and South Cory Street and remove signals, and stripe the east side of the intersection for a crosswalk, by Chief Eberle, second by Lt. Dunbar. Motion passed 4-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on May 15, 2017, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,



Kathy K. Launder
City Clerk

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

April 27, 2017

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

Honorable City Council
Findlay, OH 45840

RE: 2017 TAP Application

Dear Council Members:

For this year's TAP application, the Engineering Department would like to submit an application to extend the Blanchard River Greenway Trail from the dead end behind 1000 East Main Cross Street to Riverbend Park. Construction on the project would be during ODOT's 2020 fiscal year.

By copy of this letter, the Law Director is requested to prepare a resolution to allow the Service-Safety Director to prepare and execute an application for Transportation Enhancement funds.

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

Sincerely,



Brian A. Thomas, PE, PS
City Engineer

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



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

It is respectfully requested the highlighted portions of this letter are read into the Council meeting record

Thursday, April 27, 2017

Honorable Members of City Council,

Historically, changes as proposed here have been thoroughly vetted through a City Council committee process. However, my staff and I have reviewed the ordinance as proposed and have several comments/suggestions.

In the past the departments of HR & Safety Director have been used alternatively. There has not been a time when the positions of Service, Safety and HR have all been staffed individually; it has either been Service-Safety & HR or Safety-HR & Service. So, a department needs set up to fund the new position and Council will need to de-appropriate funds from the current position and appropriate funds to the new department. This should be done as part of passing the ordinance.

Additional comments to the email sent to Council from Don Essex on 4/17/17 follow here:

"Ordinance NO. 2017-038 Section 1 is a request that the job classifications of Director of Public Service and Director of Public Safety be added to amend Ordinance 2016-108, known as the Salary Ordinance. The current City Engineer will be appointed to the position of Director of Public Service and the current Service-Safety Director will be appointed to the position of Director of Public Safety. The Director of Public Service and the Director of Public Safety are job classifications listed in the Ohio Revised Code."

- Positions need to be properly funded by appropriation process
- Current title of Service-Safety Director needs to be removed
- Needs an effective date

"Ordinance NO. 2017-038 Section 2 is a request by the Public Works Superintendent that the current job Classification of Public Works Foreman be broken down into three (3) pay ranges (Public Works Foreman I, II and III). This allows management to have flexibility in starting pay for potential internal and external candidates."

- Current title of Public Works Foreman needs to be removed. Current employee using that title should be moved to new title of Public Works Foreman III based on current pay status
- Needs an effective date

"Ordinance NO. 2017-038 Section 3 is a request to give the Mayor discretion to authorize the transfer of accrued and unused vacation from the State or any political subdivisions of the State. As it stands now the employee decides if he/she wants to transfer the vacation to the City of Findlay. This has the potential to create a hardship to the City both financially and in staffing. The Mayor will have the ability to use this as a recruitment tool when given the authority to authorize the transfer of accrued and unused vacation."

- Needs to refer to the "State of Ohio" unless Council intends otherwise
- Needs to remove Mayor as approver and replace with "hiring authority (Elected Official) or their designee"
- Needs an effective date in the future

Respectfully,

Jim Staschiak II - City Auditor



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

April 27, 2017

RE: Safety Intervention Grant (Project No. 31977000)

Dear Council Members:

By authorization of Ordinance 2017-044, the Bureau of Worker's Compensation (BWC) Safety Intervention Grant in the amount of \$19,354.50 will be used for a Hydraulic Extrication Tool. The Hydraulic Extrication Tool will greatly enhance the Fire Department's capability on vehicle accident scenes and result in better patient care and increased safety for the firefighters.

The purpose of the BWC Safety Intervention Grant Program is to gather information about the effectiveness of safety interventions so that BWC may share the results with Ohio employers. With the Safety Intervention Grant, private and public employers are eligible for a 3-to-1 matching grant, up to a maximum of \$40,000, for each cycle. The employer will benefit through a substantial reduction or elimination of workplace injuries and illnesses, and their related costs.

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

FROM:	BWC Safety Grant Application #614319747	\$19,354.50
	Fire Department (21014000-Other)	\$6,451.50
TO:	2017 BWC Safety Intervention Grant Project No. 31977000	\$25,806.00

Thank you for your consideration in this matter.

Sincerely,

Donald Essex, MBA, SPHR, SHRM-SCP
Human Resources Director

pc: Paul Schmelzer
Don Rasmussen
Jim Staschiak

Councilwoman Holly Frische
1325 Shady Lane
Findlay, Ohio 45840
419-348-7041

April 27, 2017

RE: Ordinance 2017-038

Dear Fellow Council Members,

On April 17th council was presented the 5th salary ordinance change in a year and it received its first reading (ordinance 2017-038). Changes are expected within the salary ordinance but they still require council to vet the process and agree to the changes. I have gathered some background information for council to review before voting on this legislation.

Attached are several documents

- The Ohio Municipal League reports on communities salaries for Safety Director, Service Director and combined position
- City of Findlay Policy and Procedure to help guide us
- The current Safety Service Director job description
- Proposed Safety Director job description
- Proposed Service Director job description
- Current Human Resource Director job description

Currently proposed

- Safety will be paid approx. \$75,000
- Service Director/Engineer will be paid approx. \$99,260 (currently the Engineer position is paid approx. \$94,000 full time)
- The current combined SSD salary is approx. \$145,000 and averages 40-45 hours a week (attached is a copy of a time card for reference).
- Human Resource Director salary is approx. \$79,000.
- The mayor shared during the last council meeting that we will not be replacing the Engineer position but she will be adding staffing to the Engineers Office next year. She also mentioned that Jeremy is working toward becoming a professional engineer as well.

Additional history

Previously when Safety and Service were separate in 2011/2012 the positions were paid \$80,288.00 each but the responsibilities then are different than what is being proposed today. The Safety Director oversaw additional departments other than Police and Fire. The Service

Director handled departments such as public works, water, and sewer. Both of these positions worked together managing HR but the main responsibility sat with the Safety Director position. These job descriptions for some reason are no longer available for review.

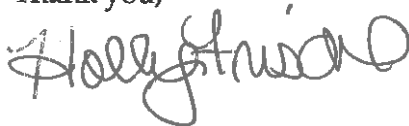
When the Mihalik Administration came on board, she implemented a combined position of SSD + Engineering and HR to save money. Since then we have hired a full-time engineer and full-time human resource director, and in 2016 we increased the salary range for the SSD which resulted in a 22% pay increase.

With this ordinance I feel we also need to figure out the following:

- Do we need to defund the SSD budget and a portion of Engineering budget in order to fund separate Safety and Service budgets?
- Can the Safety or Service position work outside their appointed position if they are full time? (this question is a hot topic in the community that I have been asked about quite a bit over the last 2 weeks)
- Section 3 Vacation – Should we form a controlling board that votes on this policy instead of it being decided by one body?

When council is requested to infuse new salary ranges into our city ordinances we need to be prudent in the process.

Thank you,

A handwritten signature in cursive script, appearing to read "Holly Frische".

Councilwoman Frische
First Ward

MUNICIP	Planning/Zoning Dir		Police Chief		Public Works Dir		Safety Dir		Service Dir	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Amherst			\$ 95,783.00		\$ 79,789.00					
Ashland			\$ 78,722.19							
Ashtabula			\$ 76,362.65						\$ 75,027.41	
Athens			\$ 93,329.60						\$ 67,860.77	
Aurora			\$ 93,000.00		\$ 111,595.65					
Avon	\$ 88,895.00		\$ 118,435.00							
Bay Village			\$ 100,864.00						\$ 91,295.00	
Beavercreek	\$ 94,500.00		\$ 106,432.00							
Bedford			\$ 99,310.00		\$ 67,930.00				\$ 102,607.00	
Bellbrook	\$ 64,376.00		\$ 96,782.00		\$ 90,438.00				\$ 91,292.00	
Bellevue			\$ 70,720.00							
Berea			\$ 93,000.00							
Bexley			\$ 120,016.00					\$ 45,000.00		
Brecksville			\$ 95,410.00						\$ 86,403.20	
Broadview Hts			\$ 102,758.00						\$ 91,800.00	
Brookville			\$ 77,384.44						\$ 97,032.00	
Brunswick	\$ 34,850.00		\$ 96,756.00						\$ 67,724.80	
Bryan	\$ 43,867.20		\$ 61,200.00		\$ 90,000.00				\$ 74,329.00	
Bucyrus	\$ 48,672.00		\$ 76,960.00		\$ 66,206.40					
Cambridge			\$ 70,179.20							
Campbell			\$ 62,000.00				\$ 65,000.00		\$ 65,000.00	
Canal Fulton		\$ 18,189.60		\$ 66,300.00						
Canfield	\$ 63,353.00		\$ 77,155.00		\$ 63,669.00		\$ 54,496.00			
Chardon	\$ 79,602.00		\$ 87,526.00							
Chillicothe			\$ 90,584.00						\$ 85,259.00	
Circleville			\$ 64,879.00		\$ 68,640.00	\$ 69,376.96				
Clayton			\$ 87,985.04		\$ 83,271.00		\$ 25,023.00		\$ 60,621.00	
Cleveland Hts	\$ 99,507.00		\$ 117,666.00		\$ 103,000.00					
Columbus	\$ 133,578.00		\$ 167,565.00		\$ 159,723.00		\$ 153,982.00		\$ 154,461.00	
Coshocton					\$ 49,419.00					
Cuyahoga Falls	\$ 92,462.00		\$ 99,224.00							
Deer Park			\$ 83,900.00						\$ 103,463.30	
Defiance					\$ 66,745.82					
Delaware	\$ 102,492.00		\$ 110,725.00		\$ 108,662.00				\$ 74,393.58	
									\$ 105,524.00	

MUNICIP	Planning/Zoning Dir		Police Chief		Public Works Dir		Safety Dir		Service Dir	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Dover			\$ 71,011.20				\$ 66,289.60		\$ 70,720.00	
Dublin	\$116,834.00		\$116,765.00		\$129,500.00					
East Liverpool			\$ 57,532.00		\$ 58,468.00					
Englewood			\$111,176.00							
Euclid	\$ 63,835.00		\$107,994.00						\$ 93,704.00	
Fairfield			\$115,003.00		\$111,758.00					
Fairlawn			\$101,183.00							
Fairview Park			\$105,685.00							
Findlay			\$ 88,650.00		\$ 76,835.00					
Forest Park			\$126,639.29		\$122,733.43					
Fremont			\$ 95,651.00							
Garfield Hts			\$115,103.00						\$ 77,948.00	
Geneva			\$ 62,436.00							
Germantown			\$ 72,569.34		\$ 61,314.11					
Girard			\$ 62,462.40							
Grandview Hts			\$ 97,968.00						\$ 85,010.00	
Greenville	\$ 54,912.00		\$ 73,339.00							
Grove City	\$ 61,818.00		\$112,320.00						\$ 94,474.00	
Harrison			\$ 92,137.00		\$ 84,928.00					
Heath	\$ 76,353.25		\$ 75,836.19							
Hillsboro			\$ 65,000.00							
Hubbard								\$12,000.00		\$16,800.00
Huber Heights			\$106,121.00		\$ 76,938.00					
Huron			\$ 73,444.80							
Jackson			\$ 48,548.00							
Kenton			\$ 56,726.00		\$ 50,172.00					
Lakewood			\$103,096.00		\$ 92,494.00					
Lancaster	\$101,795.20		\$107,036.80							
Lima			\$ 97,261.00		\$106,540.00					
Logan			\$ 56,101.00						\$ 52,770.00	
Lorain	\$ 59,275.00		\$ 83,475.00		\$ 80,438.00					
Louisville			\$ 85,568.00						\$ 75,130.00	
Loveland			\$ 91,798.22		\$ 91,798.22					
Lyndhurst			\$ 99,041.00							\$85,380.00

MUNICIP	Planning/Zoning Dir		Police Chief		Public Works Dir		Safety Dir		Service Dir	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Mansfield			\$ 86,608.00							
Martins Ferry					\$ 55,407.00					
Marysville	\$ 66,590.00		\$ 94,423.00		\$ 93,237.00				\$ 37,952.00	
Maumee			\$ 91,666.00							
Mayfield Hts			\$114,206.00						\$ 100,545.00	
Mentor-On-Lake			\$ 78,182.00						\$ 105,500.00	
Middletown	\$ 88,126.00		\$ 94,149.00		\$ 96,533.00		\$ 98,576.00		\$ 61,568.00	
Milford			\$ 90,272.00							
Montgomery			\$109,366.00		\$109,366.00				\$ 56,617.00	
Moraine			\$ 95,867.00							
Mt Healthy		\$52,000.00	\$ 84,988.00		\$ 56,992.00					
Mt Vernon			\$ 71,126.00							
Munroe Falls			\$ 67,000.00							
N Canton			\$ 78,836.00		\$ 65,850.00				\$ 67,145.00	
N Olmsted	\$ 87,549.80		\$ 97,896.50							
N Ridgeville			\$ 99,091.20							
Napoleon			\$ 87,926.00		\$108,934.00					
New Carlisle	\$ 38,334.00						\$ 50,967.00			
Norwood			\$108,313.40		\$ 55,086.72					
Oakwood 45419			\$107,146.00		\$105,411.00					
Oberlin	\$ 96,013.00		\$ 93,933.00		\$ 99,050.00					
Ontario		\$22,000.00	\$ 70,444.00							
Oregon			\$ 93,912.00							
Orrville			\$ 93,329.00						\$ 111,244.00	
Oxford			\$ 99,653.00							
Painesville	\$ 62,645.23		\$ 89,249.89		\$ 80,851.68				\$ 100,069.00	
Parma			\$110,866.00				\$ 93,279.00		\$ 93,279.00	
Pataskala	\$ 74,483.00		\$ 84,093.00		\$ 81,390.00					
Perrysburg	\$ 76,231.38		\$ 97,293.23							
Piqua			\$104,151.00		\$ 84,877.00				\$ 80,742.48	
Port Clinton		\$19,000.00	\$ 66,444.00							
Portsmouth			\$ 53,544.00		\$ 51,553.00					
Powell			\$105,560.00							
Richmond Hts			\$ 89,090.00				\$16,390.00	\$ 70,000.00		

MUNICIP	Planning/Zoning Dir		Police Chief		Public Works Dir		Safety Dir		Service Dir	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Rittman			\$ 60,272.00		\$ 59,405.00				\$ 49,805.00	
Rocky River			\$ 88,678.00							
S Euclid			\$106,457.00						\$ 85,537.00	
Sandusky			\$ 89,242.00						\$ 78,000.00	
Shaker Hts	\$ 93,940.98		\$141,858.54		\$ 107,361.12					
Sharonville			\$106,038.40		\$ 69,659.20					
Sheffield Lake			\$ 77,288.82						\$ 56,596.80	
Shelby			\$ 71,378.00		\$ 69,166.00					
Solon			\$115,335.00						\$ 95,342.00	
Springboro			\$100,984.00		\$ 89,989.00					
Springdale			\$116,687.38		\$ 93,190.24					
Springfield	\$ 59,280.00		\$ 96,658.00						\$ 96,658.00	
St Marys			\$ 65,541.00		\$ 74,615.00					
Streetsboro	\$ 65,000.00		\$ 80,057.00						\$ 74,655.00	
Tallmadge			\$ 91,208.00						\$ 77,667.00	
Tipp City	\$ 69,565.00		\$ 96,327.00		\$ 96,327.00					
Toronto		\$ 3,600.00		\$67,619.52						\$ 7,200.00
Trenton	\$ 67,309.00		\$ 88,088.00						\$ 83,907.00	
Trotwood	\$ 71,784.34									
Troy	\$ 65,331.44		\$112,569.93							
Twinsburg			\$ 99,558.00		\$ 62,500.00					
Union							\$ 78,894.00		\$ 75,130.00	
University Hts			\$ 98,010.00						\$ 76,503.00	
Upper Sandusky	\$ 46,217.98		\$ 71,819.08							\$ 2,100.00
Urbana			\$ 81,859.00							
Van Wert			\$ 75,196.00							
Vandalia			\$104,000.00						\$ 94,536.00	
W Carrollton	\$ 94,285.00		\$ 94,285.00						\$ 94,285.00	
Wadsworth	\$ 76,112.40		\$ 86,385.93				\$ 91,000.00		\$ 101,043.90	
Wapakoneta			\$ 65,956.80		\$ 62,774.40					
Warren			\$ 86,919.87		\$ 70,553.60					
Washington CH			\$ 75,212.00						\$ 84,240.00	
Waterville		\$13,832.00	\$ 70,341.00		\$ 59,112.00					
Westlake	\$ 96,000.00		\$102,000.00						\$ 120,100.00	

MUNICIP	Planning/Zoning Dir		Police Chief		Public Works Dir		Safety Dir		Service Dir	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Whitehall			\$122,824.00							
Willard			\$ 64,700.00		\$ 49,600.00			\$22,500.00	\$ 80,144.00	
Willowick			\$100,653.70						\$ 62,200.00	
Wilmington			\$ 90,729.60					\$15,999.88	\$ 21,542.04	
Worthington	\$ 96,473.00		\$112,890.00					\$ 7,500.00	\$ 82,971.20	
Wyoming			\$ 97,111.00		\$101,993.00				\$ 106,852.00	
Xenia	\$ 74,505.00		\$ 97,905.00							
Youngstown			\$ 90,126.00		\$ 86,060.00					
Zanesville	\$ 42,536.00		\$ 84,718.00				\$ 55,495.00		\$ 82,000.00	



CITY OF FINDLAY, OHIO

5253

POLICY AND PROCEDURES

Page 1 of 6

Approved by: *[Signature]*
Mayor Anthony P. Iriti

Subject: Ethics Policy

Special instructions: This is PUBLIC RECORD. See also Ohio Revised Code: §1.03; Chapter 102; §124.57; Disciplinary Policy; Applicable Collective Bargaining Agreements; Civil Service Rules

Department: ALL

Division: ALL

Supersedes SOP issued: None

Date of issue: 5 / 13 / 05

Effective date: 6 / 1 / 05

I. POLICY STATEMENT

It is the policy of the City of Findlay to adopt the *City of Findlay Statement of Values* as the basis of this City Employee Ethics policy. The *Statement of Values* declares that, individually and as a group:

- *We maintain unquestioned ethics in all of our governmental relationships and in working with one another.*
- *We are dedicated to understanding, meeting, and even exceeding internal and external customer needs and expectations.*
- *We encourage open communication, implicit trust, participative management styles, and productive teamwork in all that we do.*
- *We celebrate and value diversity, while recognizing and respecting that, within each person lies the strength of the community.*
- *We are diligently committed to environmental stewardship and to workplace safety.*
- *We strive to be the best at whatever we do; and continually to improve City government by measuring and benchmarking our performance.*

It is further the policy of the City of Findlay to align its policy and ethical practices with those mandated by Ohio statute, found principally in Chapter 102 of the Revised Code.

The City of Findlay recognizes that holding public office or employment is a public trust, for which ethics has particular significance. The guiding principle of this Ethics Policy is simply to know right from wrong; to act in accord with what is right; and to avoid even the appearance of what is wrong. Our duty as public servants is to always act in the public interest.

When facing an ethical dilemma, or when in doubt about what to do, consider these three ethical tests:

- *Is it lawful?*
- *How would it look in the newspaper?*
- *What would your Mom say?*

II. DEFINITIONS: The following definitions comport with Chapter 102 of the Ohio Revised Code.

- A. **Compensation** means money, thing of value, or financial benefit. "Compensation" does not include reimbursement for actual necessary expenses incurred in the performance of official duties.
- B. **Public official or employee** means any person who is elected to an office or is an employee of any public agency. "Public official or employee" does not include a person elected or appointed to the office of precinct, ward, or district committee member under §3517.03 of the Revised Code, any presidential elector, or any delegate to a national convention. "Public official or employee" does not include a person who is a teacher, instructor, professor, or any other kind of educator whose position does not involve the performance of, or authority to perform, administrative or supervisory functions. For purposes of the policy statement, "employee" includes any employee of the City of Findlay, regardless of status.
- C. **Public agency** means the general assembly, all courts, any department, institution, board, commission, authority, bureau or other instrumentality of the state, a county, municipal corporation, township, or other governmental entity that functions exclusively for cultural, educational, historical, humanitarian, advisory, or research purposes; does not expend more than

CITY OF FINDLAY, OHIO

Subject:

Ethics Policy

No:

Effective date:

6 / 1 / 05

Page 2 of 6

\$10,000 per calendar year, excluding salaries and wages of employees; and whose members are uncompensated.

- D. **Immediate family** means a spouse residing in the person's household and any dependent child.
- E. **Income** includes gross income, from whatever source derived, as defined and used in the *Internal Revenue Code of 1986, 100Stat. 2085, 26 U.S.C. 1*, as amended, interest and dividends on obligations or securities of any state or of any political subdivision or authority of any state or political subdivision, and interest or dividends on obligations of any authority, commission, or instrumentality of the United States.
- F. **Anything of value** means the following:
 - 1. Money, bank bills or notes, United States Treasury notes, and other bills, bonds, or notes issued by lawful authority and intended to pass and circulate as money.
 - 2. Goods and chattels.
 - 3. Promissory notes, bills of exchange, orders, drafts, warrants, checks, or bonds given for the payment of money.
 - 4. Receipts given for the payment of money or other property.
 - 5. Rights in action.
 - 6. Real estate or an interest in it or promise of interest in real estate.
 - 7. Any promise of future employment.
 - 8. Every other thing that has value to the giver, to the taker, or to the public in general, regardless of the form; and regardless of the nature of the thing as a gift.
- G. **Confidential information** means any information, regardless of its form, which is not a matter of public record or knowledge.

III. ETHICAL CONDUCT EXPECTED OF EVERY CITY EMPLOYEE: Each employee has a responsibility to the City, to coworkers, and to the public, always to adhere to highest standards of personal honesty and integrity. It takes each of us, one person at a time and one action at a time, to protect our good name and reputation. We must inspire public confidence and trust in our City government. The following basic ethical guidelines are to be followed by every City employee:

- A. **Be honest and truthful at all times;** make no false or misleading statements; never intentionally misrepresent the facts or falsify records.
- B. **Never use or disclose confidential information,** obtained as a result of employment with the City, for personal gain for oneself or another, or to place oneself or the recipient in a position of advantage, or merely to spread rumors.
- C. **Report concerns, problems, or suspected violations** of this and other City Policies to your immediate supervisor, Department Head, the Internal affairs Section of the Police Department, or the Mayor's Office staff.
- D. **Always show respect** toward one another, toward the public, and toward City property and that of others.
- E. **Give no special consideration,** treatment or advantage to any applicant or employee, nor to any other person, vendor or business entity beyond that which is available to, and would confer similar benefits to, every other person or business similarly situated.
- F. **Be accountable** for all of our daily decisions and their consequences.
- G. **Comply with the law.**
- H. **Abide by the letter and spirit** of this Ethics Policy, the City Employee Handbook, and all Policies, Procedures and operational guidelines of the City and its Departments.
- I. **Never cover up,** or attempt to cover up, any problem or violation of the law, of this Policy Statement, or any other City Policies, Procedures, or operational guidelines.

CITY OF FINDLAY, OHIO

Subject:

Ethics Policy

No:

Effective date:

6 / 1 / 05

Page 3 of 6

- J. **Use and manage public assets and other resources prudently, and only for approved purposes.** All Policies, Ordinances, statutes, and regulations regarding the use of public funds and property must be adhered to.
- K. **No City employee should request, use, or permit the use of City-owned vehicles, clothing, equipment, materials or any other property for personal convenience, profit, private use or as part of other employment.** Use of City property is restricted to the conduct of official City business, unless otherwise approved by the Department Head, or as outlined in City or Departmental operational procedures.

IV. CONFLICTS OF INTEREST

- A. No City employee may use his/her employment status for direct or indirect private gain.
- B. City employees' personal considerations or relationships must never compromise, or give the appearance of compromising, objectivity in the performance of duty.
- C. No City employee may have or acquire any direct or indirect interest in the sale to the City of goods or services, or in any contract, transaction, zoning decision, legislation or other matter before the City, except as otherwise provided for in §V, below.
 - 1. No employee may participate in or exercise any discretion on behalf of the City in the issuing of any contract in which the employee may have any direct or indirect interest.
 - 2. No employee may accept outside employment or compensation for services when such employment or service is incompatible with performance of official duties or could tend to impair, or give the appearance of impairing, objectivity in the performance of official duties.
 - a. This section is not intended to prevent any City employee from accepting lawful private employment.
 - b. The Department Head must approve any outside employment in advance, however.
 - 3. No employee may directly or indirectly receive, or agree to receive any compensation, gift, reward, gratuity, or commission from any source except the City for any matter related to the performance of official duties.
 - 4. No employee may solicit, accept, grant, or seek any gift, favor, gratuity, or thing of value from any person or business entity involved in any contract, transaction, zoning decision, legislation or other matter which is or may be before the City, except as provided for in this policy.

V. PERMISSIBLE ACTS WHICH DO NOT CONSTITUTE VIOLATIONS OF THIS ETHICS POLICY

- A. The Ohio Ethics statute permits public agencies to enter into contracts with employees or public officials if all four of the following conditions are satisfied:
 - 1. The contract is for necessary supplies or services.
 - 2. The goods or services are unobtainable elsewhere for the same or lower cost; or continuing course of dealing established before public service; or the vendor is the sole source of the product or service.
 - 3. The contract is awarded through a public process of competitive bidding.
 - 4. The contract is with a Department over which the employee has no discretionary authority.
- B. **Acceptable Gifts** are reasonable exceptions to the City's general "no gifts" policy.

CITY OF FINDLAY, OHIO

Subject:

Ethics Policy

No:

Effective date:

6 / 1 / 05

Page 4 of 6

1. Any gift must be unrelated to the employee's ability to influence any matter before the City or any service that the City provides.
 2. An occasional meal, souvenir, sample or promotional item with *value less than \$75.00*.
 3. Items with value greater than \$75.00 must be forwarded to the Safety/Administrative Services Director, accompanied by a completed **Gift Reporting** form.
 4. Small gifts or floral offerings for events such as illness, death, birthdays, holidays.
 5. Gifts from family members.
 6. Loans from banks or other financial institutions received on customary terms available to the general public.
- C. If you suspect that a possible conflict of interest may exist regarding any contract, outside employment, offer of a gift, gratuity, or other consideration, or any other matter that is or may be before the City, talk to your immediate supervisor, Department Head, Safety or Service Directors for guidance which comports with the terms of the Policy Statement.

VI. POLITICAL ACTIVITY

- A. Ohio statute prohibits employees in the classified civil service from participating in certain partisan political activities. Political activities which are prohibited to classified employees include, but are not necessarily limited to:
1. Candidacy for public office in a partisan election.
 2. Candidacy for public office in a nonpartisan election if nomination is obtained through a partisan primary or through petitions identified with a political party.
 3. Circulating official nominating petitions for any candidate in a partisan election.
 4. Holding an elected or appointed office in any partisan political organization.
 5. Campaigning by writing or publications, by distributing political material, or by writing or making speeches on behalf of a candidate for partisan elective office.
 6. Soliciting contributions for any political party or political candidate.
 7. Engaging in activities at election polls, other than for voting or supporting nonpartisan candidates or issues, and other than for working as an official at a polling place.
 8. Participating in a political action committee that supports partisan activities.
- B. In addition to the statutory prohibitions against partisan political activity, the City prohibits the following activities for all classified civil service employees.
1. Using work time or of any official authority or influence for the purpose of affecting the result of a partisan political election, including soliciting funds for political purposes.
 2. Displaying political materials, pamphlets, badges or stickers on City vehicles, City property, City uniforms, or by an employee during work time or on any City work site. *This prohibition applies both to classified civil service employees and unclassified employees.*
 3. Appointment to or filing for candidacy for election to any public office that would be incompatible or would interfere with the performance of official duties.
- C. None of the prohibited activities applies to elected City officials, or to employees who are not classified civil service, except for the prohibition against placing political materials on City vehicles or equipment [see §VIII (B)(2), above].
- D. Employees are allowed to wear political badges or buttons (except on City uniforms) when off-duty.
- E. Employees may display political stickers on their personal vehicles (even on City property), and display yard signs or other political materials at their residences.

CITY OF FINDLAY, OHIO

Subject:

Ethics Policy

No:

Effective date:

6 / 1 / 05

Page 5 of 6

- F. Employees may serve as precinct election officials [polling place workers], pursuant to §124.57 of the Ohio Revised Code.
- G. For further clarification on prohibited political activities and on disclosure guidelines, see the Ohio Ethics statute [Chapter 102, Ohio Revised Code], or contact the Ohio Ethics Commission at (614)466-7090, or on-line at www.ethics.ohio.gov.

IX. REPORTING PROCEDURES; INVESTIGATION

- A. Every employee has a responsibility to report any suspected unethical or unlawful activity in the workplace. The City Administration will enforce this Policy Statement and stand behind those who raise issues in good faith.
- B. If you have questions about this Policy Statement, or suspect a possible violation, you have several options for reporting your concerns.
 - 1. Talk to your immediate supervisor or Department Head. This is the preferred first response.
 - 2. If you are unable or uncomfortable speaking to your immediate supervisor or Department Head, contact another supervisor or Department Head.
 - 3. Contact the Internal Affairs Section of the Police Department.
 - 4. Contact the Mayor's Office staff in person or by telephone, at 419-424-7117.
- C. Even though initial oral reports of suspected ethical violations are accepted, every complaint will be reduced to writing, and signed by the complainant.
- D. *Anonymous complaints will not be honored or investigated, except in extreme or compelling circumstances, as the Mayor, the Safety Director, or the Service Director determines.*
- E. Regardless of the initial reporting source, all complaints will be forwarded to the Safety Director, who will review them and forward them to the Chief of Police, who will assign an Internal Affairs detective to investigate the complaint timely.
- F. Every complaint, allegation, and investigation will be kept as confidential as practicable during the pendency of the investigation, subject to disclosure requirements of §149.43(B) of the Ohio Revised Code, and other applicable law.

X. ENFORCEMENT

- A. Any employee found to be in violation of this Policy Statement is subject to disciplinary action as provided elsewhere in the City Employee Handbook, in applicable collective bargaining agreements, and in the *Rules and Regulations for the Civil Service Commission of the City of Findlay*.
- B. Any contract, transaction, zoning decision, or other matter subject to official action of the City in which there is proven to be a conflict of interest prohibited by, or which involved the violation of a provision of this Policy Statement, is voidable at the election of the City if provided for in the applicable contract for goods or services.
- C. Any City employee who refuses or fails to cooperate with an ethics investigation; or who retaliates against another employee for reporting a violation or cooperating with an investigation, will be subject to disciplinary action.

XII. DISTRIBUTION

CITY OF FINDLAY, OHIO

Subject:

Ethics Policy

No:

Effective date:

6 / 1 / 05

Page **6** of **6**

- A. Pursuant to Chapter 102 of the Ohio Revised Code, every newly hired employee will receive a copy of Chapter 102 within 15 days after the employee begins work with the City.
- B. Every new employee will also receive a copy of this Policy Statement at the same time.
- C. The Mayor's Office staff shall distribute to every City employee this Policy Statement and notice of any substantive revisions as they are effected.

Route:

- Ohio Revised Code
- » Title [7] VII MUNICIPAL CORPORATIONS
- » Chapter 705: PLANS OF GOVERNMENT

705.82 Director of public service - duties.

The department of public service shall be under the supervision of a director who shall be appointed by the mayor. Such director shall be responsible for the care, management, construction, and improvement of:

(A) All utilities owned or operated by the municipal corporation;

(B) All public ways, grounds, cemeteries, buildings, sewers, and structures of every kind, except buildings and structures used in connection with the work to be performed under the direction of the director of public safety as provided by section 705.83 of the Revised Code;

(C) The making and preserving of survey maps, plans, drawings, and estimates relating to the public work under the supervision of the department;

(D) All matters in any way relative to or affecting the highways, footways, waterways, harbors, wharves, and docks within the municipal corporation. Such director shall exercise the powers formerly vested in the trustee of waterworks, park commissions, platting commissions, street commissions, city engineers, or other board of officers relating to the work committed to the care and management of the director of public service by this section.

Effective Date: 10-01-1953 .

Route:

- Ohio Revised Code
- » Title [7] VII MUNICIPAL CORPORATIONS
- » Chapter 705: PLANS OF GOVERNMENT

705.83 Director of public safety - duties.

The department of public safety shall be under the supervision of a director who shall be appointed by the mayor. The director shall have charge of the police, fire, health, charities, corrections, and building inspection of the municipal corporation. All powers and authority over such police, fire, health, charities, corrections, and building inspection are vested in the director. The director shall have charge of the administration of all infirmaries, and all charitable, correctional, and penal institutions. He shall make such rules as are necessary and proper, consistent with the minimum standards for jails in Ohio promulgated by the department of rehabilitation and correction, for the employment, discipline, instructions, education, reformation, and for the conditional release and return of all prisoners confined in any penal institution under his control.

Effective Date: 07-06-1982 .



City of Findlay

Job Title:	Service-Safety Director	Job Category:	EEO-1
Department/Group:	Mayor's Office	Tested	No
Exempt:	Yes	Classified:	No
Level/Salary Range:	Executive	Position Type:	Full-Time
Appointed:	Yes	Hours:	8:00am-5:00pm (Varies)
Summary			
<p>Working under the direction of the Mayor, Incumbent serves as the Chief Administrative Officer of the City; assumes responsibility for planning, administering, directing , overseeing and evaluating the activities and operations of the City of Findlay including Public Safety, Public Works, Zoning,, Water Treatment, Water Pollution Control, Engineering and the Airport; provides administration; provides policy guidance to and coordinates the activities of management staff; facilitates the development and implementation of long and short range plans, policies, goals, objectives, and programs to provide the City with technical and administrative direction in meeting and maintaining City services; ensures public services are delivered in an efficient and effective manner; and provides highly complex administrative support to City Council including implementing policy decisions made by City Council.</p>			
Job Description			
Supervisory			
<p>Plan, direct, and coordinate, through department heads, the work plan for City ; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with management staff to identify and resolve problems.</p>			
ESSENTIAL DUTIES AND RESPONSIBILITIES			
<ul style="list-style-type: none"> • Assume full management responsibility for all City operations; assess ongoing operational needs through department heads and determine best organizational structure to meet goals and objectives; develop, recommend, and administer policies and procedures; • Coordinates the preparation of the annual operating budget; monitors implementation of the operating budget which includes approving administrative transfers and processing budget amendments; • Oversee the develop and administration of City budget; approve the forecast of funds needed for staffing, equipment, materials and supplies; approve expenditure and implement budgetary adjustments as appropriate and necessary; keep Council advised of financial conditions, program progress, and present and future needs of City; • Establish, within City policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly; • Confer with department heads and managers concerning administrative and operational problems, work plans, and strategic plans; make appropriate decisions or recommendations; oversee the preparation and implementation of long range plans for the City; • Prepare periodic reports as required by Council and requested by the Mayor; prepare annual reports for City officials and the public; • Assist Mayor in overseeing the implementation of the City's Strategic Plan, goals, and objectives to meet eh operational needs of the City; • Attend all Council meetings and Council Committee meetings as requested; • Attend all regular meetings of the Planning Commission, Shade Tree Commission and other meetings as required for technical assistance; 			



City of Findlay

- Review departmental disciplinary action, review reports submitted by department heads for completeness. Represent the City during union negotiations;

LICENSES AND CERTIFICATIONS

Valid Ohio Driver's License

EDUCATION AND/OR EXPERIENCE

- Bachelor's degree in Public Administration or a related field with a Master's Degree preferred;
- At least five to seven years of municipal management experience as a Service-Safety Director or equivalent executive position;
- Evidence of continued professional development.

OTHER KNOWLEDGE, SKILLS AND/OR ABILITIES

- Thorough knowledge of best practice leadership and business management. Thorough knowledge of the principles and practices of public administration.
- Thorough knowledge of the principles and practices of public administration;
- Considerable knowledge of sources of information related to solving issues of local government;
- Ability to write and present clear concise reports, memorandums, directives, speeches and letters;
- Ability to develop and maintain effective working relationships with officials, department heads, general public, and subordinates;
- Demonstrated ability to lead; identifying and executing appropriate action relative to the situation project, and/or program.

PHYSICAL DEMANDS


The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations must be made to enable individuals with disabilities to perform the essential functions.

Work will require light lifting up to 20 lbs. Requires walking and standing to a significant degree or requires sitting most of the time but entails pushing and/or pulling of arm or leg controls or pushing and/or pulling of materials even though the weight of those materials is not significant.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work will normally be performed indoors protected from external weather conditions. .

Reviewed By:	Mayor	Date:	April 4, 2017
Approved By:		Date:	April 4, 2017
Last Updated By:	Human Resources Director	Date/Time:	April 3, 2017

EMPLOYEE NUMBER: 1946

NAME: SCHMELZER, PAUL E

DEPT: 21020000

BU: REG

PAY PERIOD BEGINNING: 4/9/2017

PAY PERIOD ENDING: 4/22/2017

CHARGE NUMBER	CODE	TOTAL HOURS	SUN 9	MON 10	TUE 11	WED 12	THU 13	FRI 14	SAT 15	SUN 16	MON 17	TUE 18	WED 19	THU 20	FRI 21	SAT 22
	R	55.50 60.5	2	10	8	2.5	2.5	2.5	1		2	10	8	6	6	
144	V	19.5				5.5	5.5	5.5			3					
145	AL	5									1			2	2	

CODES: OT=OVERTIME CS=CALL-IN H=HOLIVAC D=HOLIDAY S=SICK V=VACATION CI=COMP IN
R=REGULAR HP=HOLIDAY PAY CO=COMP OUT L=LEAVE M=ADDITIONAL GROSS

VEHICLE USAGE -->>

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

WORKERS' COMPENSATION/SICK LEAVE INFORMATION

WORK INJURY	OR ILLNESS	WORK RELATED HOURS OFF	NATURE OF ACCIDENT OR ILLNESS	SICK LEAVE FORM NO.
<input type="checkbox"/>	DATE <input type="checkbox"/>			
<input type="checkbox"/>	DATE <input type="checkbox"/>			
<input type="checkbox"/>	DATE <input type="checkbox"/>			

CALL IN/COMP IN/LEAVE/OVERTIME INFORMATION

DATE	HOURS FROM	TO	REASON
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			

SUPERVISOR'S SIGNATURE _____

EMPLOYEE NUMBER: 1946 NAME: SCHMELZER, PAUL E

DEPT: 21020000

BU: REG

PAY PERIOD BEGINNING: 4/10/2016

PAY PERIOD ENDING: 4/23/2016

CHARGE NUMBER	CODE	TOTAL HOURS	SUN 10	MON 11	TUE 12	WED 13	THU 14	FRI 15	SAT 16	SUN 17	MON 18	TUE 19	WED 20	THU 21	FRI 22	SAT 23
	<u>2</u>	<u>93</u>		<u>9</u>	<u>8</u>	<u>10</u>	<u>10</u>	<u>7</u>	<u>2</u>		<u>11</u>	<u>8</u>	<u>9</u>	<u>9</u>	<u>8</u>	<u>2</u>

CODES: OT=OVERTIME CS=CALL-IN H=HOLIVAC D=HOLIDAY S=SICK V=VACATION CI=COMP IN
R=REGULAR HP=HOLIDAY PAY CO=COMP OUT L=LEAVE M=ADDITIONAL GROSS

VEHICLE USAGE -->

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

WORKERS' COMPENSATION/SICK LEAVE INFORMATION

WORK INJURY	OR	ILLNESS	WORK RELATED HOURS OFF	NATURE OF ACCIDENT OR ILLNESS	SICK LEAVE FORM NO.
<input type="checkbox"/>		DATE	<input type="checkbox"/>		
		/ /			
<input type="checkbox"/>		DATE	<input type="checkbox"/>		
		/ /			
<input type="checkbox"/>		DATE	<input type="checkbox"/>		
		/ /			

CALL IN/COMP IN/LEAVE/OVERTIME INFORMATION

DATE	HOURS FROM	TO	REASON
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			
/ /			

SUPERVISOR'S SIGNATURE Lynia J. Schell



City of Findlay

Job Title:	Director of Public Service	Job Category:	EEO-1
Department/Group:	Mayor's Office	Tested	No
Exempt:	Yes	Classified:	No
Level/Salary Range:	Executive	Position Type:	Full-Time
Appointed:	Yes	Hours:	8:00am-5:00pm (Varies)

Summary

Working under the direction of the Mayor, Incumbent serves as one of the Chief Administrative Officers of the City; assumes responsibility for planning, administering, directing, overseeing and evaluating the activities and operations of the City of Findlay Service Departments to include Public Works, Zoning, Water Treatment, Water Pollution Control, and the Airport. Incumbent also directs all City Engineering functions and performs Engineering work of considerable difficulty which requires full competency in all conventional aspects of the specific Engineering discipline. The incumbent answers to and serves at the pleasure of the Mayor.

Job Description

SUPERVISORY

Plan, direct, and coordinate, through department heads, the work plan for the City; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with management staff to identify and resolve problems.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assume full management responsibility for respective City operations; assess ongoing operational needs through department heads and determine best organizational structure to meet goals and objectives; develop, recommend, and administer policies and procedures;
- Alongside the Mayor, Coordinates the preparation of the annual operating budget; monitors implementation of the operating budget which includes approving administrative transfers and processing budget amendments;
- Oversee the development and administration of City budget; approve the forecast of funds needed for staffing, equipment, materials and supplies; approve expenditure and implement budgetary adjustments as appropriate and necessary;
- Keep Mayor and Council advised of financial conditions, program progress, and present and future needs of City;
- Establish, within City policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly;
- Confer with department heads and managers concerning administrative and operational problems, work plans, and strategic plans; make appropriate decisions or recommendations; oversee the preparation and implementation of long range plans for the City;
- Prepare periodic reports as required by Council and requested by the Mayor; prepare annual reports for City officials and the public;
- Assist Mayor in overseeing the implementation of the City's Strategic Plan, goals, and objectives to meet the operational needs of the City;
- Attend all Council meetings and Council Committee meetings as requested;
- Attend all regular meetings of the Planning Commission, Shade Tree Commission and other meetings as required for technical assistance;



City of Findlay

- Review departmental disciplinary action, review reports submitted by department heads for completeness;
- Plans, organizes and directs the activities of the Engineering department;
- Directs the planning, design, cost estimating, contracting and inspection of City capital improvement projects;
- Supervises professional and paraprofessional Engineering personnel in performance of assigned duties;
- Participates in selection of new employees; recommends disciplinary action; addresses employee grievances; conducts performance evaluations at least annually; schedules work hours for subordinates; authorizes vacation and sick leave; and other duties as may be necessary in the supervision of the Engineering Department employees;
- Serves as a member or in an advisory capacity to various boards and committees (to include Parks and Recreation and Traffic Commission) as required by the Mayor/City Ordinance;
- Prepares Engineering department budget and submits to the Mayor for review;
- Coordinates the purchase of Engineering Department supplies and equipment;
- Formulates and gives final approval on specifications, construction methods, and material types to be utilized in maintenance and capital improvement projects;
- Measures the performance of Engineering operations using benchmarking and customer satisfaction surveys.
- Coordinates and participates in consultant selection process;
- Reviews contracts and specifications for receiving bids and contracts for construction;
- Enforces contractor compliance with City construction standards;
- Performs Engineering work of considerable difficulty which requires full competency in all conventional aspects of the specific Engineering discipline;
- Performs assignments requiring some discretion and independent judgment in the evaluation, selection, and adaptation of accepted Engineering procedures and criteria;
- Prepares the proper notice with the information as required so that the Council Clerk may cause notice to be served on the affected property owners pursuant to Ohio R.C. 729.03;
- Supervises both survey and construction work to ensure that the sidewalks are installed properly and pursuant to the proper plans and specifications as established by the City Engineer's office;
- Ensures that sidewalks are installed in compliance with Codified Ordinance in regard to City-owned property;
- Provides guidance in respect to request for sidewalk variances;
- Oversees bonding on TBR construction projects and approves release of bonds;
- Attends various professional seminars and meetings to maintain current knowledge of Engineering principals, as well as to satisfy Ohio State Board of Registration continuing education requirements;
- Oversees City MS4 program;
- Performs other duties as required.

LICENSES AND CERTIFICATIONS

Valid Ohio Driver's License

Registered as a Professional Engineer with the State of Ohio Board of Registration for Professional Engineers and Surveyors



City of Findlay

EDUCATION AND/OR EXPERIENCE

- Bachelor's degree in Public Administration or a related field with a Master's Degree preferred;
- At least five to seven years of municipal management experience as a Director of Public Service or equivalent executive position;
- Evidence of continued professional development.

OTHER KNOWLEDGE, SKILLS AND/OR ABILITIES

- Thorough knowledge of best practice leadership and business management. Thorough knowledge of the principles and practices of public administration.
- Ability to write and present clear concise reports, memorandums, directives, speeches and letters;
- Demonstrated ability to lead; identifying and executing appropriate action relative to the situation project, and/or program.
- Ability to conduct research and analyze data regarding design and construction of City projects;
- Knowledge of City Codified Ordinances, State and Federal Laws, rules, guidelines and standards applicable to civil engineering and construction;
- Excellent interpersonal, written, and verbal communication skills to deal effectively with other City departments, the public, consultants, and other governmental agencies;
- Ability to exercise judgment and make sound decisions;
- Ability to use Microsoft Word, Excel and Project;
- Ability to review plans and make revisions to conform to City requirement;

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations must be made to enable individuals with disabilities to perform the essential functions.

Work will require light lifting up to 20 lbs. Requires walking and standing to a significant degree or requires sitting most of the time but entails pushing and/or pulling of arm or leg controls or pushing and/or pulling of materials even though the weight of those materials is not significant.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work will normally be performed indoors protected from external weather conditions. .

Reviewed By:		Date:	Click here to enter a date.
Approved By:		Date:	Click here to enter a date.
Last Updated By:	Human Resources Director	Date/Time:	



City of Findlay

Job Title:	Director of Public Safety	Job Category:	EEO-1
Department/Group:	Mayor's Office	Tested	No
Exempt:	Yes	Classified:	Np
Level/Salary Range:	Executive	Position Type:	Full-Time
Appointed:	Yes	Hours:	8:00am-5:00pm (Varies)

Summary

Working under the direction of the Mayor, Incumbent serves as one of the Chief Administrative Officers of the City; assumes responsibility for planning, administering, directing, overseeing and evaluating the activities and operations of the City of Findlay Police and Fire Departments; provides policy guidance to and coordinates the activities of management staff; facilitates the development and implementation of long and short range plans, policies, goals, objectives, and programs to provide the City with technical and administrative direction in meeting and maintaining City services; ensures public services are delivered in an efficient and effective manner; and provides highly complex administrative support to the Mayor including implementing policy decisions made by the Administration.

Job Description

Supervisory

Plan, direct, and coordinate, through public safety department heads, the work plan for the City; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with management staff to identify and resolve problems.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assume full management responsibility for all City Public Safety operations; assess ongoing operational needs through department heads and determine best organizational structure to meet goals and objectives; develop, recommend, and administer policies and procedures;
- Coordinates the preparation of the annual operating budget; monitors implementation of the operating budget which includes approving administrative transfers and processing budget amendments;
- Oversee the develop and administration of City's Public Safety budget; approve the forecast of funds needed for staffing, equipment, materials and supplies; approve expenditure and implement budgetary adjustments as appropriate and necessary; keep Council advised of financial conditions, program progress, and present and future needs of City;
- Establish, within City policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly;
- Confer with department heads and managers concerning administrative and operational problems, work plans, and strategic plans; make appropriate decisions or recommendations; oversee the preparation and implementation of long range plans for the City;
- Prepare periodic reports as required by Council and requested by the Mayor; prepare annual reports for City officials and the public;
- Assist Mayor in overseeing the implementation of the City's Strategic Plan, goals, and objectives to meet eh operational needs of the City;
- Attend all Council meetings and Council Committee meetings as requested;
- Review departmental disciplinary action, review reports submitted by department heads for completeness.
- Represent the City during Police and Fire union negotiations;



City of Findlay

LICENSES AND CERTIFICATIONS

Valid Ohio Driver's License

EDUCATION AND/OR EXPERIENCE

- Bachelor's degree in Criminal Justice, Law Enforcement or a related field;
- At least five to seven years of municipal management experience as a Director of Public Safety or equivalent executive position;

OTHER KNOWLEDGE, SKILLS AND/OR ABILITIES

- Thorough knowledge of best practices for leadership and Public Safety management. Thorough knowledge of the principles and practices of public safety and public administration.
- Thorough knowledge of the principles and practices of public administration;
- Considerable knowledge of sources of information related to solving issues of local government;
- Ability to write and present clear concise reports, memorandums, directives, speeches and letters;
- Ability to develop and maintain effective working relationships with officials, department heads, general public, and subordinates;
- Demonstrated ability to lead; identifying and executing appropriate action relative to the situation project, and/or program.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations must be made to enable individuals with disabilities to perform the essential functions.

Work will require light lifting up to 20 lbs. Requires walking and standing to a significant degree or requires sitting most of the time but entails pushing and/or pulling of arm or leg controls or pushing and/or pulling of materials even though the weight of those materials is not significant.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work will normally be performed indoors protected from external weather conditions. .

Reviewed By:	Mayor	Date:	Click here to enter a date.
Approved By:		Date:	Click here to enter a date.
Last Updated By:	Human Resources Director	Date/Time:	



City of Findlay

Job Title:	Human Resources Director	Job Category:	EEO-1
Department/Group:	Human Resources	Tested	No
Exempt:	Yes	Classified:	No
Level/Salary Range:	\$2,303.20 -\$4,000.00/bi-weekly	Position Type:	Full-Time
Appointed:	Yes	Date posted:	Click here to enter a date.

Summary

Working under the direction of the Mayor, the incumbent will create and implement organizational and workforce development strategies and operational systems that support and promote the strategic direction of the City. The Director will establish, enact and oversee highly complex leadership objectives that intertwine with those of the Service-Safety Director and support the vision of the Mayor and City leadership.

Job Description

SUPERVISORY

Director will lead a staff of professional, technical and support personnel engaged in the daily operations and administration of multiple sector functions. Supervision is complex and involves adaptation of practices, procedures and methods.

ESSENTIAL DUITES AND RESPONSIBILITIES – The list of essential functions, as outlined herein, is intended to be representative of the tasks within multiple, but not all, public sectors. During the evolution of strategic management, functions could be shifted amongst the city officials. The list of duties and responsibilities is not exhaustive and may be modified by the may are any time.

- Provides assistance to the Mayor in providing additional focus on Human Resources, Personnel and Workforce Development processes, improved customer satisfaction, maintaining financial stability in multiple sectors, growing civic engagement and communication, continuing innovative partnerships, achieving excellent customer service satisfaction and identifying and deploying best practices;
- Guides, manages and evaluates department management to include directing all human resource functions to ensure the accomplishment of department timelines, goals and objectives;
- Ensures the development, evaluation and implementation of policies and procedures for human resources to promote maximum efficiency and effectiveness throughout the City;
- Conducts formal and/or informal research in addition to procedural and administrative studies in evaluating and enhancing human resource functions, with the goal of attaining or exceeding industry standards and best practices for HR processes – Director formulates and implements recommendations based on findings;
- Evaluates and improves selection procedures, hiring practices, compensation practices, employee group health and life insurance plans and training and organizational development programs – Director will make cost savings and quality improvement recommendations;
- Creates and implements systems to confirm employee certification and credentialing are verified in all sectors – Director will create internal training initiatives to guarantee investment in employee training development and organizational improvement;
- Ensures an effective employee relations program is deployed throughout the organization that is mutually beneficial to the employees and citizens;



City of Findlay

- Leads all planning, timelines and coordination of programs to include recruitment and selection, compensation, employee assistance, payroll, records management, organization development, agency surveys, citizens services and community relations;
- Ensures processes are in place to comply with federal, state and local laws and regulations related to employment and internal policies and procedures;
- Develops and maintains performance appraisal system and trains managers on goal setting, leadership and communication as they relate to the City's values;
- Works with Mayor to develop and implement external communications strategies that highlight the success of internal improvement and citizen services;
- Supports the Mayor and relevant City leadership efforts to increase civic engagement and growth of the spectrum of innovative partnerships emerging from the City's strategic initiatives;
- Provides coaching and guidance to department heads and supervisor's in the areas of HR policies, practices and procedures; labor relations and collective bargaining agreements; professional development and training and performance management;
- Leads three external and two internal focus groups on improving communication within City government throughout the community – Director will structure processes to advance interdepartmental cooperation and collaboration (internal) as well as strengthen partnerships that solidify structural support of community improvement mission;
- Partners with Mayor and Service-Safety Director to manage sensitive and controversial issues- Director calls upon subject matter experts, containing all issues with a comprehensive strategic approach which requires a successful track record of managing numerous external vendor relationships;

LICENSES AND CERTIFICATIONS

Valid Ohio Driver's License if City vehicle is used

Human Resources Certification Institute (HRCI) certified Senior Professional in Human Resources (SPHR) is highly desired.

EDUCATION AND/OR EXPERIENCE

Bachelor's Degree (Master's Degree preferred) in Human Resources, Public Administration, Business Management, or other related field from an accredited institution with six years of experience in the Human Resources field; or equivalent combination of education and experience.

LANGUAGE SKILLS

Exceptional oral and written communication skills. Ability to read, analyze, and interpret complex documents. Ability to advise and respond effectively to sensitive and complex inquiries or complaints documents. Ability to advise and respond effectively to sensitive and complex inquiries or complaints from management, union leaders, employees, citizens, regulatory agencies, or members of the business community. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to senior management, City Council, or public groups.

OTHER KNOWLEDGE, SKILLS AND/OR ABILITIES

- Broad knowledge and experience in employment laws, compensation, benefits, employee/labor relations and training and development;
- Through knowledge and understanding of City Codes and state statutes relevant to areas of public sector Human Resource administration is preferred;



City of Findlay

- Ability to communicate effectively, orally and in writing, and establish and maintain effective working relationships with City employees, union representative, management, Division and Department Heads, the Mayor, City Council and the general public;
- Ability to implement change in a positive and productive manner;
- Ability to evaluate the HR organizational structure to ensure continuous improvement in the effectiveness and efficiency of employees in delivering services;

PHYSICAL DEMANDS


The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to use hands to finger, handle, or feel. The employee is occasionally required to stand, walk, and reach with hands and arms. Specific vision abilities required by this job include close vision, color vision, and ability to focus. The employee may lift up to 20 lbs.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work will normally be performed indoors protected from external weather conditions.

Reviewed By:	Mayor	Date:	January 12, 2016
Approved By:		Date:	January 12, 2016
Last Updated By:	Human Resources Director	Date/Time:	January 15, 2016

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, April 17, 2017 to discuss Tax House Bill 49.



R. Ronald Monday, President of Council Pro-Tem

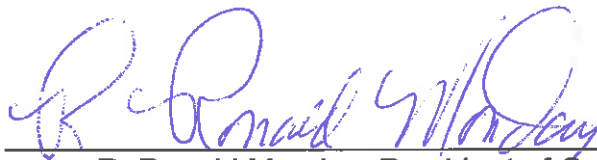
COMMITTEE OF THE WHOLE

DATED: April 17, 2017

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, April 17, 2017 to discuss the transfer of \$1,500,000 to the Capital Plan.



R. Ronald Monday, President of Council Pro-Tem

COMMITTEE OF THE WHOLE

DATED: April 17, 2017

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

An **AD HOC COMMITTEE** met on April 18, 2017 to continue discussions on the bed tax distribution.

We recommend:

continue to meet to discuss this issue

Aye Nay *Grant Russel* *not on* LEGISLATION: _____
Grant Russel, Chair

Aye Nay *Dennis Hellmann* DATE: April 18, 2017
Dennis Hellmann

Aye Nay *Tom Klein* COMMITTEE: AD HOC
Tom Klein

Aye Nay *Tim Watson* *second*
Tim Watson

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

- Adopt DESIGN REVIEW ~~D~~ DISTRICT MAP #4
AS modified
- continued discussion on DESIGN REVIEW Regulations

PUBLIC HEARING:

Aye Nay Grant Russel
Grant Russel, Chairman

Aye Nay John Harrington

MOTION

PLANNING & ZONING COMMITTEE

Aye Nay Dennis Hellmann

LEGISLATION: _____

Aye Nay Tom Shindledecker

SECOND

DATED: April 20, 2017

Aye Nay ABSENT
Jeff Wobser

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Russel Drerup to rezone 527 West Sandusky Street from R3 Single Family, High Density to M2 Multi-Family High Density.

We recommend

Rezoned to R4 DUPLEX / TRIPLEX
in agreement with decision made
by City Planning ~~Decision~~ Commission

PUBLIC HEARING:

Aye Nay

Grant C. Hull MOTION
Grant Russel, Chairman

Aye Nay

John Harrington
John Harrington

PLANNING & ZONING COMMITTEE

Aye Nay

Dennis Hellmann - SECOND
Dennis Hellmann

LEGISLATION: _____

DATED: April 20, 2017

Aye Nay

Tom Shindledecker
Tom Shindledecker

Aye Nay

ABSENT
Jeff Wobser

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from the Hancock Park District to discuss a sidewalk be installed the corner of High Street and Main Street so that a continuous route for pedestrians and bicyclists may be accessible.

We recommend *the request be denied.*

Aye Nay *Tom Shindledecker*
Tom Shindledecker Chairman

Aye Nay *Tim Watson* *Second*
Tim Watson

Aye Nay *Holly Frische* *Motion*
Holly Frische

LEGISLATION: _____

DATE: April 25, 2017

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

Denise

From: bthomas <bthomas@findlayohio.com>
Sent: Thursday, April 20, 2017 10:45 AM
To: TShindledecker@FindlayOhio.com
Cc: HFrische@FindlayOhio.com; twatson@findlayohio.com; 'Denise'
Subject: Streets, Sidewalks & Parking Committee
Attachments: Sidewalk Request St Andrews.pdf; Hancock Park District Request.pdf

Tom:

I had a couple of items come to my attention that the committee needs to look at and I'm hoping that you can talk about it at your scheduled meeting next week.

- 1) I was given a letter from St. Andrew's Church (I have attached a copy for you to review). They are asking that the remove the grass area that is located between the curb and sidewalk along Crawford Street and replace it with concrete.
- 2) I received a phone call from Gary Pruitt (Hancock Park District). There currently is no sidewalk at 115 West High Street (Corner of High Street and Main Street) on the High Street side of the property. The existing bike path comes from the west and stops at Cory street and there are sidewalk on Main Street to where the bike path picks back up. He is asking if sidewalk can be installed on this property so that there will be a continuous route for pedestrians/bicyclists. I have attached an aerial of the property.

I plan on attending the meeting so that I can answer any questions that you might have but please feel free to contact me prior to the meeting if you wish.

Thank you,

Brian A. Thomas, PE, PS, CPESC, CFM

City Engineer
City of Findlay
318 Dorney Plaza, Room 304
Findlay, Ohio 45840
Phone: 419.424.7121


*Nothing in these comments is to be construed as authorizing extra work for which additional compensation may be claimed without prior approval.

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **STREETS, SIDEWALKS, & PARKING COMMITTEE** to whom was referred a request from Saint Andrew's Church to discuss replacing the grass area located between the curb and sidewalk along Crawford Street with concrete.

We recommend replacing the grass area along the south side of W. Crawford Street, east of Cory Street for a distance of about 115 feet to make the sidewalk area more accessible to handicapped.

Aye Nay  *Secord*
Tom Shindledecker Chairman

Aye Nay  *Motion*
Tim Watson

Aye Nay 
Holly Prische

LEGISLATION: _____

DATE: April 25, 2017

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

Denise

From: bthomas <bthomas@findlayohio.com>
Sent: Thursday, April 20, 2017 10:45 AM
To: TShindledecker@FindlayOhio.com
Cc: HFrische@FindlayOhio.com; twatson@findlayohio.com; 'Denise'
Subject: Streets, Sidewalks & Parking Committee
Attachments: Sidewalk Request St Andrews.pdf; Hancock Park District Request.pdf

Tom:

I had a couple of items come to my attention that the committee needs to look at and I'm hoping that you can talk about it at your scheduled meeting next week.

- 1) I was given a letter from St. Andrew's Church (I have attached a copy for you to review). They are asking that the remove the grass area that is located between the curb and sidewalk along Crawford Street and replace it with concrete.
- 2) I received a phone call from Gary Pruitt (Hancock Park District). There currently is no sidewalk at 115 West High Street (Corner of High Street and Main Street) on the High Street side of the property. The existing bike path comes from the west and stops at Cory street and there are sidewalk on Main Street to where the bike path picks back up. He is asking if sidewalk can be installed on this property so that there will be a continuous route for pedestrians/bicyclists. I have attached an aerial of the property.

I plan on attending the meeting so that I can answer any questions that you might have but please feel free to contact me prior to the meeting if you wish.

Thank you,

Brian A. Thomas, PE, PS, CPESC, CFM
City Engineer
City of Findlay
318 Dorney Plaza, Room 304
Findlay, Ohio 45840
Phone: 419.424.7121

*Nothing in these comments is to be construed as authorizing extra work for which additional compensation may be claimed without prior approval.



120 W. Sandusky St.
Findlay, OH 45840

419.422.4845
FAX: 419.422.5296

office@saumcfindlay.org
www.saumcfindlay.org

Pastor Larry Kreps
Senior Pastor

City of Findlay
Mayor's Office
Municipal Building
318 Dorney Plaza
Findlay, Ohio 45840

March 30, 2017

Dear Mayor Lydia Mihalik,

This is a request for the city to replace with concrete, the grass area located north of the church building and south of the curb of West Crawford Street. It is in the south right-of-way of Crawford St.

It is virtually impossible for us to maintain the grass in this area especially in the winter when it is covered with a salt/ice mix from the snow plows and also subjected to very heavy pedestrian traffic. This is one of the very few grass areas in the downtown area.

Per the city's request, last year we donated a parcel of land at the northeast corner of West Sandusky and Cory Street so that a handicap ramp could be installed per ADA regulations.

We cooperated with the city on the donated parcel and hope that the city would consider removing the grass in the above mentioned right-of-way that would improve the esthetics of downtown.

If you have any questions, please call me at 419/423-1044.

Sincerely,

A handwritten signature in cursive script that reads "David Clemans".

David Clemans

Co-Chair, Board of Trustees.

Cc: Jim Niemeayer

"Love God, Love Others, Serve the World. . . Change Lives"
Following Christ's Path Together to Evite, Embrace, Enrich, Engage, Evolve

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 the Wireless Communications facility (Ordinance No. 2017-037).

We recommend *Ordinance 2017-037 be approved.*

Aye Nay *Tom Shindledecker* *Social*
Tom Shindledecker Chairman

Aye Nay *Tim Watson* *Motion*
Tim Watson

Aye Nay *Holly Frische*
Holly Frische

LEGISLATION: _____

DATE: April 25, 2017

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

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

MAY 2, 2017

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MAY 2, 2017 MEETING.

RESOLUTIONS

013-2017 THE FOLLOWING IS RESOLUTION 013-2017 ENACTED BY THE CITY OF FINDLAY, HANCOCK COUNTY, OHIO, HEREINAFTER REFERRED TO AS THE LOCAL PUBLIC AGENCY (LPA), IN THE MATTER OF THE STATED DESCRIBED PROJECT.

ORDINANCES

2017-040 AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 527 WEST SANDUSKY STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R3 SINGLE FAMILY HIGH DENSITY" TO "M2"MULTI-FAMILY HIGH DENSITY.

2017-041 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2017-042 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2017-043 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2017-044 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2017-045 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO SIGN THE NECESSARY GRANT APPLICATIONS AND AGREEMENTS FOR THE FY18 OHIO AIRPORT GRANT FUNDS, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 013-2017

THE FOLLOWING IS RESOLUTION 013-2017 ENACTED BY THE CITY OF FINDLAY, HANCOCK COUNTY, OHIO, HEREINAFTER REFERRED TO AS THE LOCAL PUBLIC AGENCY (LPA), IN THE MATTER OF THE STATED DESCRIBED PROJECT.

WHEREAS, the United States Congress has set aside monies for Transportation Enhancement projects through the State of Ohio, Department of Transportation; and,

WHEREAS, LPAs can apply for these monies and be selected for funding by the State of Ohio, Department of Transportation; and,

WHEREAS, the (Blanchard River Greenway Trail Extension) is a transportation activity eligible to receive federal funding; and,

WHEREAS, if requested funds are granted, the City shall be responsible for at least five (5%) percent of the construction costs, and for 100% of all other costs associated with the architecture/engineering plans, environmental studies and documentation, right-of-way plans, and right-of-way acquisition, if necessary.

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

SECTION ONE: The Service-Safety Director of said LPA is hereby empowered on behalf of the LPA to prepare and execute an application for Transportation Enhancement funds for the stated described project and to submit same to the State of Ohio, Department of Transportation.

SECTION TWO: The total construction cost of the project is estimated to be \$2,000,000.00 of which the LPA, if awarded the funds, commits to pay at least five (5%) percent (hereinafter known as the local portion) of the actual construction cost, estimated to be \$100,000.00. The LPA further agrees to pay One Hundred Percent (100%) of the construction cost over and above the maximum amount provided by the State of Ohio, Department of Transportation and for all costs associated with design, environmental and right-of-way activities.

SECTION THREE: Upon completion of the described Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the described Project in accordance with all applicable state and federal laws, including, but not limited to, 23 USC 116; (2) provide ample financial provisions, as necessary, for the maintenance of the described Project; (3) if necessary, maintain the right-of-way, keeping it free of obstructions; and (4) if necessary, hold said right-of-way inviolate for public highway purposes.

SECTION FOUR: If the application is approved for funding the Service-Safety Director of said LPA is hereby authorized and directed to petition council to seek final approval of the acceptance of said funds as well as authorization to enter into a contract with the Director of the Ohio Department of Transportation necessary to complete the above described project.

SECTION FIVE: This Resolution 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 enact said legislation so that this project may proceed expeditiously.

WHEREFORE, this Resolution 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. 2017-040

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 527 WEST SANDUSKY STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R3 SINGLE FAMILY HIGH DENSITY" TO "M2"MULTI-FAMILY HIGH DENSITY.

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio:

SECTION 1: That the following described property:

Situated in the City of Findlay, County of Hancock and State of Ohio:

Being Lot numbers 927 and 928 in the Western Addition to the City of Findlay, County of Hancock, State of Ohio.

SECTION 2: That said property above described herein be and the same is hereby rezoned from R3 Single Family High Density to M2 Multi-Family High Density.

SECTION 3: That from and after the effective date of this ordinance, said property above described herein shall be subject to M2 Multi-Family High Density regulations.

SECTION 4: This Ordinance shall be in full force and effect from and after the earliest period provided by law.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2017-041

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	\$ 5,920.00
TO:	Utility Billing #25072000-other	\$ 5,920.00

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 City's reimbursement of the waterline 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. 2017-042

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:	General Fund	\$ 420,000.00
FROM:	Hancock County per MOU	\$ 388,000.00
TO:	City Fiber Loop <i>project #31960100</i>	\$ 808,000.00

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 construction contract, contingency costs and inspection costs may be paid for the aforementioned project.

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. 2017-043

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:	Revolving Loan Fund	\$ 1,991.32
TO:	General Expense #21010000-449400	\$ 1,991.32

SECTION 2: That the Auditor of the City of Findlay, Ohio is hereby authorized to draw one thousand nine hundred ninety-one dollars and thirty-two cents (\$1,991.32) from the Revolving Loan Fund Account held at Fifth Third Bank.

SECTION 3: 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 Hancock Regional Planning Commission may be paid for their expenses/staff time for RLF Administration for December 2016 through February 2017,

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. 2017-044

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:	BWC Safety Intervention Grant Application #614319747	\$ 19,354.50
FROM:	Fire Department #21014000-other	\$ 6,451.50
TO:	2017 BWC Safety Intervention Grant <i>project</i> #31977000	\$ 25,806.00

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 Findlay Fire Department may utilize funds received through the Bureau of Workers' Compensation Safety Intervention Grant, as well as pay the City's portion of the matching funds,

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. 2017-045

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO SIGN THE NECESSARY GRANT APPLICATIONS AND AGREEMENTS FOR THE FY18 OHIO AIRPORT GRANT FUNDS, AND DECLARING AN EMERGENCY.

WHEREAS, the City is in the process of securing a grant from the Aviation Division of the Ohio Department of Transportation (ODOT) in the estimated amount of five hundred two thousand nine hundred sixty-two dollars and fifty cents (\$502,962.50) to be used for construction costs for the rehabilitation of a portion of the parallel taxiway to Runway 18/36 (Taxiway A).

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 Service-Safety Director be and he is hereby authorized to sign said grant applications and enter into an agreement or agreements for the rehabilitation of a portion of the parallel taxiway to Runway 18/36 (Taxiway A).

SECTION 2: That the Service-Safety Director be and he is hereby authorized to sign the necessary grant applications and agreements for the FY18 Ohio Airport Grant for funding through the Aviation Division of the Ohio Department of Transportation.

SECTION 3: That there is hereby appropriated said sum of five hundred two thousand nine hundred sixty-two dollars and fifty cents (\$502,962.50) for the aforementioned project.

SECTION 4: 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 secure said contracts as well as sign the grant application so that this project may proceed on an expedited basis.

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 _____

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
May 2, 2017**

RESOLUTION NO. 010-2017 *(ADAMHS Board renewal)*

tabled

A RESOLUTION OF THE FINDLAY CITY COUNCIL SUPPORTING THE POSITION STATEMENT PREPARED BY THE OPIATE TASK FORCE THROUGH THE ALCOHOL, DRUG ADDICTION AND MENTAL HEALTH SERVICES (ADAMHS).

RESOLUTION NO. 012-2017 *(opposition of State Governor's proposed 2017-2018 budget)*

tabled

A RESOLUTION STRONGLY OPPOSING THE STATE OF OHIO GOVERNOR'S PROPOSED 2017-2018 BUDGET, WHICH PROPOSES CENTRALIZED COLLECTION OF NET PROFIT TAX RETURNS AND OTHER PROVISIONS RELATED TO THE MUNICIPAL INCOME TAX WHICH WILL CAUSE A SUBSTANTIAL LOSS OF REVENUE NEEDED TO SUPPORT THE HEALTH, SAFETY, WELFARE AND ECONOMIC DEVELOPMENT EFFORTS OF OHIO MUNICIPALITIES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-021 AS AMENDED *(bicycle riding in downtown business district)*

tabled

AN ORDINANCE AMENDING SECTION 373.11(a)(2) AND REPEALING SECTION 373.13 OF CHAPTER 373 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2017-037 *(wireless communications facilities)*

second reading

AN ORDINANCE ESTABLISHING CHAPTER 939 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, ENTITLED "WIRELESS COMMUNICATIONS FACILITIES IN THE RIGHT OF WAY," TO PROVIDE WIRELESS COMMUNICATIONS COMPANIES AND THEIR CUSTOMERS WITH ACCESS TO THE RIGHT OF WAY, IN ORDER TO COMPLY WITH FEDERAL LAW AND FEDERAL COMMUNICATIONS COMMISSION REGULATIONS REGARDING WIRELESS FACILITIES, TO ESTABLISH CLEAR RULES FOR THE SITING OF WIRELESS COMMUNICATIONS FACILITIES IN THE RIGHT OF WAY, AND TO PROTECT THE CITY'S INTERESTS IN PRESERVING THE RIGHT OF WAY AESTHETICALLY AND AS A PEDESTRIAN-FRIENDSLY THOROUGHFARE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-038 *(salary ordinance)*

second reading

AN ORDINANCE AMENDING SECTIONS 5, 8 AND 20 OF CODIFIED ORDINANCE NO. 2016-108, KNOWN AS THE SALARY ORDINANCE, OF THE CITY OF FINDLAY, OHIO AND REPEALING ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, OF THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-039 *(zoning code)*

second reading

AN ORDINANCE REPEALING THE CURRENT ZONING CODE, CHAPTER 1101 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, AND IN ITS PLACE, ENACTING A NEW CHAPTER 1101 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO; TO BE KNOWN AS "CITY OF FINDLAY ZONING ORDINANCE"; ADOPTING, APPROVING, AND INCORPORATING THE CURRENT ZONING MAP, ALONG WITH THE ENTIRE TEXT OF NEW CHAPTER 1101 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO AS IF FULLY REWRITTEN HEREIN.