

FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

JUNE 7, 2022

COUNCIL CHAMBERS

ROLL CALL of 2022-2023 Councilmembers

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

ACCEPTANCE/CHANGES TO PREVIOUS PUBLIC HEARING MINUTES/CITY COUNCIL MINUTES:

Acceptance or changes to the May 17, 2022 Regular Session City Council meeting minutes.

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

PROCLAMATIONS: none

RECOGNITION/RETIREMENT RESOLUTIONS: none

PETITIONS: none

ORAL COMMUNICATIONS: none

WRITTEN COMMUNICATIONS: none

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

City Planning Commission agenda – June 16, 2022, minutes – May 11, 2022.

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Ten Start Enterprises Inc. dba Scramblers, 516 South Main Street, Findlay, Ohio for a D5I liquor permit. This requires a vote of Council.

Unable to provide background check(s) for the criminal record(s) for those that applied for this liquor permit due to no applicant(s) name(s) or social security number(s) provided by the Division of Liquor Control stating that this is a master file, therefore, Division of Liquor Control will not provide applicant(s) name(s) and/or social security number(s).

Mayor Muryn – Hometown Hero banner Program

The City of Findlay ordered banners for the Hometown Hero Program to be hung from May 2022 through July 2022. Participants in the program paid a fee to the City to cover the cost of the banners which has been deposited in the General Fund. Legislation to appropriate funds is requested. Ordinance No. 2022-051 was created.

FROM:	General Fund	\$ 1,268.71
TO:	Mayor’s Office #21002000-other	\$ 1,268.71

Service-Safety Director Martin – first floor Municipal Building replacement windows

The window replacement for the first floor lobby area for the Municipal Building was budgeted in the Public Buildings budget for 2022 at a cost of forty-three thousand nine hundred dollars (\$43,900.00), but since that time, costs have risen to fifty-three thousand dollars (\$53,000.00) which is above the fifty thousand dollar (\$50,000.00) threshold for advertising and bidding requirements. Capitol Aluminum & Glass Corp replaced the windows on the second floor of the Municipal Building, so it is desirable to have them perform the window replacement work on the first floor of the Municipal Building as well as they have the knowledge of what needs done for this building, and to ensure the window replacement is completed in a timely and cost-efficient manner. Emergency legislation waiving the advertising and bidding requirement authorizing the Mayor, Service-Safety Director, and/or City Engineer to waive all formal advertising and bidding requirements and enter into an agreement with Capitol Aluminum Glass Corp for window replacement on the first floor of the Municipal Building is requested. Ordinance No. 2022-052 was created.

Traffic Commission minutes –May 16, 2022.

City Engineer Kalb – NICE Recorder

Money was appropriated as part of Ordinance No. 2022-017 for the new NICE Recorder that is currently utilized by the City of Findlay Police Dispatch. At the time the money was appropriated into the account, it was transferred to the Police Department account instead of the Dispatch account. Twenty-seven thousand dollars (\$27,000.00) was appropriated into the Police account, but needs to be transferred to the Dispatch account to ensure everything is tracked properly. Legislation to transfer twenty-seven thousand dollars (\$27,000.00) from the Police Account to the Dispatch account is requested. Resolution No. 016-2022 was created.

FROM:	Police #21012000-other	\$ 27,000.00
TO:	Dispatch #21015000-other	\$ 27,000.00

City Income Tax Monthly Collection Report – May 2022.

City Auditor Staschiak – ARPA funds

The City of Findlay has received a total of two million one hundred sixty-seven thousand eight hundred one dollars and thirteen cents (\$2,167,801.13) in American Rescue Plan Act (ARPA) funds from the Federal Government. As of today, only eighty thousand dollars (\$80,000.00) of those funds had been appropriated to the Riverside Dam Modification Project via Ordinance No. 2021-114 in November 2021. Since that time, the Federal Government released their final rule and many supplemental guidance documents. The City of Findlay is considered a non-entitlement unit (NEU) of government since it received less than ten million dollars (\$10,000,000.00) in total. The final rule allows for a designation of much more flexibility in how the City chooses to utilize ARPA funding and has the ability to tremendously minimize reporting. After careful review and analysis of the final rule and supplemental guidance, it has been determined that the original appropriation made for the Riverside Dam Modification project should be modified so that the project falls into a different category in the City's financial system and have not yet been presented with a draw request on that funding from the Blanchard River Watershed Partnership in relation to that project. Legislation to transfer funds so that all transactions fall into the appropriate categories on the financial system, and adopted prior to the expenditure being presented is requested. Resolution No. 017-2022 was created.

FROM: Riverside Dam Modification – ARPA #32913000 \$ 80,000.00
TO: Riverside Dam Modification #31924300 \$ 80,000.00

City Engineer Kalb – Madison & Monroe Sanitary Phase II, Project No. 35621200

Ordinance No. 2022-017 authorized a bid opening for this project on May 17, 2022. Bids were received from three (3) potential contractors with bid amounts ranging from one hundred thirty-eight thousand one hundred fifty-eight dollars and ninety-eight cents (\$138,158.98) to one hundred sixty-one thousand two hundred fifteen dollars and no cents (\$161,215.00). The lowest and best bid was received from Jim Palmer Excavating Inc. of Portage, Ohio. Twenty thousand dollars (\$20,000.00) was previously appropriated from the Sewer Fund to the project for design and start up fees. Legislation to appropriate and transfer additional funds for construction, inspection, and contingency to complete the project is requested. Ordinance No. 2022-053 was created.

FROM: Sewer Fund \$ 135,000.00
TO: Madison & Monroe Sanitary Phase II, Project No. 35621200 \$ 135,000.00

Findlay Fire Department Activities Report – May 2022.

Findlay Police Department Activities Report – May 2022.

COMMITTEE REPORTS:

The **STRATEGIC PLANNING COMMITTEE** met on May 17, 2022 to discuss the documents included in the strategic plan study. We recommend that the public be allowed to submit plans to PlanningNext to be included in the document list. One week will be given for submission from the date of announcement. These documents will be for reference use by PlanningNext.

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss American Rescue Plan Act (ARPA) funds. *We recommend that the Mayor bring forward with planning for ARPA funds and bring them to this committee when ready for discussion.*

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss the property acquisition of three (3) Taylor Street properties. *We recommend to move forward with the purchase of the properties, however, want a conversation with the County Commissioners about them purchasing with flood mitigation funds. Ordinance No. 2022-047 was created for this. It received its first reading on May 17, 2022.*

LEGISLATION:

RESOLUTIONS:

RESOLUTION NO. 014-2022 (CR 99 annexation) **requires three (3) readings** **second reading**
A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHWEST QUARTER OF SECTION 36, T2N, R10E, A TRACT OF LAND CONSISTING OF 3.978 ACRES OF LAND, MORE OR LESS.

RESOLUTION NO. 015-2022 (no PO) **requires one (1) reading** **first reading**
A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

RESOLUTION NO. 016-2022 (NICE recorder) **requires three (3) readings** **first reading**
A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 017-2022 (ARPA funds) **requires three (3) readings** **first reading**
A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCES:

ORDINANCE NO. 2022-035 (*continue Workers Compensation programs*) **requires three (3) readings** **third reading**
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENROLL THE CITY OF FINDLAY IN THE BUREAU OF WORKER'S COMPENSATION (BWC) GROUP RETROSPECTIVE RATING PLAN, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-038 (*National Purchasing Cooperative dba National BuyBoard*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO SIGN ALL NECESSARY DOCUMENTS FOR MEMBERSHIP OF THE NATIONAL PURCHASING COOPERATIVE DBA NATIONAL BUYBOARD®, A NATIONAL PURCHASING COOPERATIVE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-040 **requires three (3) readings** **second reading**
(*Federal Highway Administration Grant Application Old Mill Stream Byway Multiuse Path (32823500)*)
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE FEDERAL HIGHWAY ADMINISTRATION, PROJECT NO. 32823500, FOR FUNDING OF A MULTI-USE PATH FROM THE NATIONAL SCENIC BYWAYS PROGRAM, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-042 (*3rd Capital Improvement appropriation of 2022*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BIDS, WHERE REQUIRED, AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-043 (*Han-Bright Rd Phase III FY2023, PID108776*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT(S) WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE HAN-BRIGHT ROAD PHASE III FY2023, PID108776, PROJECT NO. 32821800, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-045 (*CDBG funding – Cooper/Rawson Park Green Infrastructure*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THE COOPER/RAWSON PARK GREEN INFRASTRUCTURE, PROJECT NO. 35523600, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-046 (*CDBG funding –small waterline upgrade*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THE SMALL WATERLINE UPGRADE, PROJECT NO. 35723800, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-047 (*Taylor St property acquisition*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A PURCHASE AGREEMENT(S) FOR THE ACQUISITION OF THREE (3) PROPERTIES LOCATED ON TAYLOR STREET, FINDLAY, OHIO, APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-048 (*Technology Dr & Midwest Ct rezone*) **requires three (3) readings** **second 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 TECHNOLOGY DRIVE AND MIDWEST COURT REZONE) WHICH PREVIOUSLY WAS ZONED “C-2 GENERAL COMMERCIAL” TO “M-2 MULTI-FAMILY, HIGH DENSITY”.

ORDINANCE NO. 2022-049 (*Municipal Court CASC Facility*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO WAIVE FORMAL ADVERTISING AND BIDDING REQUIRMENTS AND ENTER INTO A CONTRACT WITH RQAW ARCHITECTURE FOR THE DESIGN OF THE MUNICIPAL COURT CASC FACILITY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-050 (*gas aggregation*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO SUPPORT THE CONTINUATION OF A GOVERNMENTAL NATURAL GAS AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4929.26, OHIO REVISED CODE, DIRECTING THE MAYOR TO EXECUTE A SUPPLY AGREEMENT WITH INDEPENDENT ENERGY CONSULTANTS TO CONTINUE A NATURAL GAS AGGREGATION PROGRAM, EFFECTIVE IMMEDIATELY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-051 (*Hometown Hero banner program*) **requires three (3) readings** **first reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-052 (*first floor Municipal Building replacement windows*) **requires three (3) readings**

first reading

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO WAIVE FORMAL ADVERTISING AND BIDDING REQUIREMENTS AND ENTER INTO A CONTRACT WITH CAPITOL ALUMINUM & GLASS CORPORATION FOR THE REPLACEMENT OF MUNICIPAL BUILDING FIRST FLOOR LOBBY WINDOWS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-053 (*Madison & Monroe Sanitary Phase II*) **requires three (3) readings**

first reading

AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday, June 16, 2022 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

NEW ITEMS

1. ALLEY/STREET VACATION PETITION #AV-04-2022 filed by Cassandra Stewart, 332 Cherry Street, to vacate a portion of the north/south alley between 332 and 336 Cherry Street.
2. APPLICATION FOR SITE PLAN REVIEW #SP-12-2022 filed by the Family Resource Center, 1941 Carlin Street, to add a new drop-off drive in front and additional parking to the east of the building.
3. APPLICATION FOR SITE PLAN REVIEW #SP-13-2022 filed by Provision Living, 9450 Manchester Road, Suite 207, St. Louis Missouri, for the construction of a 2-story, 75 unit Assisted Living and Memory Care building, and 27 Independent Living Villas, at the southwest corner of S. Main Street and TR 145.
4. APPLICATION FOR SITE PLAN REVIEW #SP-14-2022 filed by Fernco Dev. Ltd. & Norco Dev. Ltd., 101-403 6th Street, New Westminster, BC, Canada, for the construction of a self-storage facility on Lot 1 of Lakota Park.
5. APPLICATION FOR SITE PLAN REVIEW #SP-15-2022 filed by Reingard Enterprises, 409 S. Main Street, for the construction of a new 100,000 square foot warehouse on Lot 3 of the Tall Timbers 3rd Addition.

ADMINISTRATIVE APPROVALS

ADJOURNMENT

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Wednesday May 11, 2022 – 9:00 a.m.

Minutes

MEMBERS PRESENT:

Mayor Muryn
Rob Martin
Dan DeArment
Jackie Schroeder
Dan Clinger

STAFF ATTENDING:

Matt Cordonnier, HRPC Director
Jacob Mercer, HRPC Staff
Jeremy Kalb, PE, City Engineer
Kevin Shenise, Fire Prevention
Erik Atkins, Zoning Administrator & Flood Administrator

GUESTS:

Dan Stone, Eric Trout, Kim Schwartzmiller, Dustin Priebe,
Matt Yonda, Colby Turrock, John Aubrey

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Muryn
Rob Martin
Dan DeArment
Jackie Schroeder
Dan Clinger

SWEARING IN

All those planning to give testimony were sworn in by Jacob Mercer.

APPROVAL OF MINUTES

Dan Clinger motioned to approve the minutes for the April 14, 2022 meeting. Rob Martin seconded. Motion approved 5-0-0.

NEW ITEMS

- 1. APPLICATION FOR CONDITIONAL USE #CU-04-2022 filed by the Protech Rental Properties, 330 W. Main Cross Street, Findlay, Ohio, to convert 119 Madison Avenue into a duplex.**

Staff Comments

General Information

This site is located on the south side of Madison Avenue to the west of N. Main Street. It is zoned R-3 Small Lot Residential. To the north and west, it is also zoned R-3 Small Lot Residential. To the east it is zoned C-1 Local Commercial. It is not located within the 100-year flood plain.

Staff Analysis

The applicant recently purchased the property and is requesting to operate as a duplex. This area is just north of the University District, and has a mix of mobile home, single family, and duplexes in the area. There was no permit in the file for the site, but has previously operated as a duplex. During the zoning code update of 2020, duplex/triplex was added as a conditional use for the R-3 Small Lot Residential zoning district.

The house is on a north/south alley. Parking for the site is located at the rear of the property, off the alley. It has been unpaved in the past, but staff is requiring they have a parking pad that can accommodate four (4) off-street parking spots.

Staff Recommendation

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-04-2022 filed by the Protech Rental Properties, 330 W. Main Cross Street, Findlay, Ohio, to convert 119 Madison Avenue into a duplex with the following condition:

- The required four (4) off-street parking spots must be paved per Findlay Code 1161.11.1A

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

CPC Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-04-2022 filed by the Protech Rental Properties, 330 W. Main Cross Street, Findlay, Ohio, to convert 119 Madison Avenue into a duplex with the following condition:

- The required four (4) off-street parking spots must be paved per Findlay Code 1161.11.1A

DISCUSSION

Kim Schwartzmiller was present on behalf of the applicant. Mayor Muryn asked if they would be willing to comply with the condition on the parking lot, which Ms. Schwartzmiller confirmed they would.

Dan Clinger asked what the zoning was to the south of the site. Erik Atkins confirmed it was also R-3 Small Lot Residential.

MOTION

Mayor Muryn motioned to **approval of APPLICATION FOR CONDITIONAL USE #CU-04-2022 filed by the Protech Rental Properties, 330 W. Main Cross Street, Findlay, Ohio, to convert 119 Madison Avenue into a duplex with the following condition:**

- **The required four (4) off-street parking spots must be paved per Findlay Code 1161.11.1A**

2nd: Dan Clinger

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

- 2. APPLICATION FOR SITE PLAN REVIEW #SP-07-2022 filed by Midwest Appraisal, for a new 1728 square foot storage building/office to be constructed at their site at 1600 S. Blanchard Street**

CPC STAFF

General Information

This request is to the west side of Blanchard Street, just south of the intersection with 6th Street. It is zoned C-1 Local Commercial. To the west, it is zoned R-3 Small Lot Residential. To the east, it is zoned Parks and Open Space for Emory Adams Park. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Single Family Small Lot.

Parcel History

The site of the proposed building is currently vacant. It was combined with the restaurant and parking lot in 2012. The Parkside Grill had operated as a restaurant on the site, but recently closed.

Staff Analysis

The proposed site plan would see a new 1,728 square foot contractor's office building built on the site. The building features two large garage door bays facing the south. On the east side of the building, there would be an 18' x 36' office space for the business. The rest of the building would operate as a cold storage building, storing equipment for Midwest Appraisal. The exterior appears to be aluminum siding. Staff would like to see a two-toned color scheme implemented for the building. Aluminum siding is listed as an appropriate accent material for small offices, so it would be beneficial if the applicant considers some additional architectural details to improve the aesthetic. Lighting was not shown on the plan or building, but staff would reiterate that lighting only shine on the building.

This site was originally its own parcel before being combined with the restaurant and parking to

the south. Staff would recommend that the lots be split again so that each building be located on its own parcel. The owner then would need to file a shared access agreement to ensure access to the parking lot.

There appears to be no new additional landscaping shown on the site plan. For lots 15,000 to 30,000 square feet in size, 1 canopy tree is required. Two foundation plants should be planted per twelve (12) lineal feet of building; so, this new building would require fourteen (14) foundation plants. The tree must be 1½ inch caliper at time of planting and the foundation plants must be a minimum two (2) gallon container. The location of the foundation plants can be grouped if desired. A landscape plan can be approved administratively by HRPC.

There is an existing dumpster parking pad shown on the site plan. The code requires dumpsters to be located in an enclosure. All sides of the dumpster enclosure must have a six-foot high fence. There is an existing six-foot tall perimeter wooden fence around the site. It is not in the best shape, and staff would like to see it updated to a vinyl fence.

Staff Recommendation

CPC Staff recommends **APPLICATION FOR SITE PLAN REVIEW #SP-07-2022** filed by **Midwest Appraisal, for a new 1728 square foot storage building/office to be constructed at their site at 1600 S. Blanchard Street with the following conditions:**

- **Replace the fencing with a new vinyl fence**
- **Add 1 canopy tree, and 14 foundation plants measuring 18 inches in height or two gallons.**
- **The architecture of the building be two-toned**
- **Split the lot so that one building is on each lot and file a shared access agreement**

ENGINEERING

Access –

Will be from the existing parking lot that comes off of Blanchard Street.

Water Service –

A service line is to proposed come off of the 10-inch waterline that is located on the west side of Blanchard Street.

Sanitary Service –

The proposed sanitary lateral will be coming off of the 10-inch sanitary sewer that is located on the west side of the site.

Stormwater Management –

The stormwater calculations that were submitted as part of the application, complies with the City of Findlay Standards. The stormwater will be directed to a new detention pond located on the northeast corner of the property.

MS4 Requirements –

The site will disturb less than one (1) acre so the applicant will not need to comply with the City

of Findlay's Erosion & Sediment Control Ordinance.

Recommendations:

Approval of the Site Plan

The following permits may be required prior to construction:

- Water Tap Permit x1
- Sanitary Sewer Tap Permit x1
- Storm Sewer Tap Permit x1

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2022 filed by Midwest Appraisal, for a new 1728 square foot storage building/office to be constructed at their site at 1600 S. Blanchard Street with the following conditions:**

- Replace the fencing with a new vinyl fence
- Add 1 canopy tree, and 14 foundation plants measuring 18 inches in height or two gallons.
- The architecture of the building be two-toned
- Split the lot so that one building is on each lot and file a shared access agreement

DISCUSSION

Eric Trout from Peterman Associates and Midwest Appraisal owner Larry McCormack were present on behalf of the request. Mayor Muryn asked if there were any concerns with conditions recommended by staff. Mr. Trout asked if they could be repair the fence rather than replace it. Nobody objected to the request.

Mayor Muryn asked staff why they wanted the lot split. Matt Cordonnier said that in the future, the sale of one building, would be easier. It would allow for the site to be designed as a standalone building if ownership changes. If they do not wish to split, staff would understand. Staff made the recommendation because this could solve issues in the future. The size of the building makes it act as a primary structure, hence why staff wanted one building on each lot.

Dan Clinger asked if Midwest Appraisal is moving from their current location. Mr. McCormack confirmed they would be leaving their downtown location for this site. Mr. Clinger asked what would be the storage in the building. Mr. McCormack said it would be personal storage, not business related. Mr. Cordonnier said that because they had an office, it falls under the definition for contractor's office. Mr. Clinger wanted to clarify that contractor's office is not a permitted use in C-1 and it is conditional use. Mr. Cordonnier said that was correct, and that often a site plan and conditional use are reviewed together. Mr. Clinger said he still had concerns the size of the lot and location was not a good fit for the type of building proposed. Erik Atkins offered that they recently saw a similar building come to CPC, called Fort Blasting. Dan Clinger said he remembered the case, but it was in a large parking lot rather than a residential area. Mr. Clinger

asked if clients would be coming to the building. Mr. McCormack said they had little foot traffic into the office.

Mr. Martin asked what the proposed height of the building. The site plan showed it would be 15 feet to the eave, but it is shorter than the existing building on the site.

Mr. Clinger asked where it made sense to subdivide the lot. Mr. Trout said they intended to split down the vacated alley on the site and doing the access agreement for both. Nothing would change with parking layout.

Mr. DeArment said that when he would agree with Dan Clinger he had concerns about the building given the neighborhood. Before, the building was a restaurant that serviced people visiting the park and this business does not appear to fit in with the neighborhood. Mr. Trout offered that they would apply the conditions to help make the building fit in with the neighborhood.

Mr. Clinger asked if Mr. McCormack owned the building. Mr. McCormack said that he has for about two months now. Mr. Clinger said that if the application were denied, would he still move the office to the building. Mr. McCormack was not sure.

Mr. Martin offered that even though the park is there, the restaurants have failed to thrive in that spot. He thought this would allow the site to be improved, which could help with the aesthetic of the area. Jackie Schroeder agreed.

Mr. Clinger said he was still concerned that the conditional use of the building was not addressed. Matt Cordonnier confirmed that when site plans have conditional uses attached to them, we review them in tandem. We do not have a separate vote for the conditional use. If there are issues with the building, the City does have the ability to pull their conditional use permit.

MOTION

Mayor Murnyn motioned to **approve APPLICATION FOR SITE PLAN REVIEW #SP-07-2022 filed by Midwest Appraisal, for a new 1728 square foot storage building/office to be constructed at their site at 1600 S. Blanchard Street with the following conditions:**

- **Repair or replace the perimeter fencing**
- **Add 1 canopy tree, and 14 foundation plants measuring 18 inches in height or two gallons.**
- **The architecture of the building be two-toned**
- **Split the lot so that one building is on each lot and file a shared access agreement**
- **Dumpster enclosure added if a dumpster is added**

2nd: Jackie Schroeder

VOTE: Yay (4) Nay (1) Abstain (0)

3. APPLICATION FOR FINAL PLAT #FP-01-2022 filed by InSite Development

Services, LLC., 1400 16th Street, Oak Brook, Illinois; for replatting lots 6144-6149, 6177-6181, and part of lots 6143 and 6182; of the Howard Addition located at 508 W. Trenton Avenue.

CPC STAFF

General Information

This request is on the north side of Trenton Avenue to the east of the intersection with Bolton Street. It is zoned C-2 General Commercial. Along Trenton Avenue, it is zoned C-2 General Commercial. To the north it is zoned a mix of R-3 Small Lot Residential and Mobile Home. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Regional Commercial.

Parcel History

The site has previously been a mobile home park.

Staff Analysis

The proposed plat would subdivide this area into two parcels. Lot 1 on the west side and would measure 0.975 acres. Lot 2 on the east side would be 0.989 acres. The applicant indicated that they would remove the access onto Trenton from Lot 6149 but would leave an access onto Trenton Avenue from both lots. Staff would like to see a single access point onto Trenton Avenue from the two lots, with a shared access agreement filed to ensure access. This would mimic the same layout that is seen on the site to Fergus Subdivision just to the east. The Fergus Subdivision is Advanced Auto Parts and Dunkin Donuts. The final version of the plat will need new lot numbers, subdivision name, and legal description before the County Auditor can record the plat.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-01-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for replatting lots 6144-6149, 6177-6181, and part of lots 6143 and 6182; of the Howard Addition located at 508 W. Trenton Avenue with the following condition:**

- **Allow for a single access through the site for both lots 1 and 2.**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-01-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for replatting lots 6144-6149, 6177-6181, and part of lots 6143 and 6182; of the Howard Addition located at 508 W. Trenton Avenue with the following condition:**

- **Allow for a single access through the site for both lots 1 and 2.**

DISCUSSION

Dustin Priebe and Matt Yonda were present for InSite Real Estate. Mayor Muryn asked if they had any concerns with the conditions. Mr. Priebe said that the concern was that if the driveway were moved, then it would impact the site drainage plan. He was also concerned that only having one access could lead to issues. For example, if lot 1 has high traffic, that it could affect the development on lot 2. Each site has their own stormwater detention and traffic layout.

Mr. Martin said that Trenton Avenue is a high volume road, and the concern is for safety. The reduction in access onto Trenton would fall in line with improving safety. Mr. Priebe noted that they did reduce the number of access points from three to two.

Mr. Clinger asked if the neighbor to the northeast was contacted to be included with the site development. Mr. Priebe said that they had discussed it with the owner but that no deal was in place to include it. Mr. Clinger added with the additional lot, it could improve the detention on site. Mr. Priebe said that the site currently has the capacity to accommodate the development.

Mayor Muryn said she understood the desire to be able to sell the two lots as separate entities. She wondered if they could install a right-in, turn only would be a good solution. Mr. Priebe said that they did have access to Madison Avenue, and could redirect traffic to that entrance as well. Mr. Clinger said that he was concerned that the right-in option is not a good solution. People often ignore the right-in.

Mr. Clinger asked if they consider doing a shared stormwater plan for the site as a whole. Mr. Yonda said they looked at it, but that they could not accommodate.

Mr. Clinger and Mr. DeArment both thought they should table the item until they examined the one access point for the two lots. Mr. Yonda said that the site down the street has two users, Dunkin Donuts and Advanced Auto Parts, that have different traffic volumes. With this site, they do not have a confirmed user for the second site. The understanding is that if they have two high traffic users, the one access point cause more traffic issues for the site.

Jackie Schroeder asked for clarification on where they planned the stacking on the site. Mr. Priebe noted that the stacking is all kept internally on Lot 1. They have a double lane drive thru that could accommodate eight cars from the point of order.

Jeremy Kalb said he was unsure which solution was better. On the access management, he was hopeful to see something similar to the Dunkin Donuts site, with only one access. He does have concern that if both have high traffic volume, it could lead to a stacking issue onto the singular access. The big concern is people turning left into the site. He said that he was okay with either option.

Mr. Martin asked if Lot 2 would have access onto Madison Avenue and if CPC could choose where the access point would be located in the future. Mr. Priebe said that was the plan and Mr. Yonda said that with the configuration of Lot 1, the access would be located as far east as possible.

Mr. Cordonnier said that given the discussion, he was supportive of each lot having their own access.

MOTION

Mayor Muryn motioned to **APPLICATION FOR FINAL PLAT #FP-01-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for replatting lots 6144-6149, 6177-6181, and part of lots 6143 and 6182; of the Howard Addition located at 508 W. Trenton Avenue.**

2nd: Rob Martin

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

- 4. APPLICATION FOR SITE PLAN REVIEW #SP-08-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for a new drive-thru restaurant to be located at 508 W. Trenton Avenue.**

CPC STAFF

General Information

This request same as the previous case FP-01-2022.

Staff Analysis

This project proposes to construct a 2,225 square foot drive thru restaurant on the western lot. They are proposing that the site have an access point onto both Trenton Avenue and Madison Avenue. As previously discussed, staff would like to see the access onto Trenton split between the two lots.

The drive-thru has enough space for eight (8) vehicles with the two menu boards. Along the west side of the site, there is an escape lane.

On the landscaping plan, the shrubs were noted to be one-gallon container sized. This needs to be increased to two-gallon sized shrubs.

A pylon sign is indicated in the southeast corner of the site. Staff would like to see this changed to a low profile sign instead. Landscaping is to be provided within the area around the low profile sign with 50% of this is to be evergreen. Sign permits will need approval from the Zoning Department.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-08-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for a new drive-thru restaurant to be located at 508 W. Trenton Avenue with the following conditions:**

- **Change the pylon sign to a Low Profile Sign with landscaping as required in the Code.**
- **Increase the size of the foundation plants from 1 gallon to 2 gallon sized**

ENGINEERING

Access –

The site currently utilizes five drives to access the site, and the proposed plans are showing a total of 3 drives. The current site plan for Starbucks shows a drive coming off of Trenton Avenue and a drive off Madison Avenue. Along with the Starbucks drive on Trenton Avenue, there is another proposed drive located to the east of the Starbucks drive to access the second parcel.

If possible, it would be beneficial to have one drive to come off of Trenton Avenue that would serve both sites.

Water Service –

A 1.5-inch service line is to proposed come off of the north side of the building and be connected to an existing water meter at Trenton Avenue. The current service line that is coming off of Trenton Avenue is only 5/8-inch in size, so if a 1.5-inch line is needed a new service line will need to come off Madison Avenue.

The plans mentioned an irrigation system for the site, if an irrigation system is installed a separate meter will need to be set. If the 1.5-inch service line is needed a new meter can be installed from the Madison Ave. waterline and the existing meter on Trenton Avenue can be utilized for irrigation.

Sanitary Service –

The proposed sanitary will be coming off of the existing sanitary sewer that is located on the south side of Madison Avenue.

Stormwater Management –

The stormwater calculations that were submitted as part of the application, complies with the City of Findlay Standards. The stormwater will be detained by the onsite detention ponds located on the east and west side of the building.

MS4 Requirements –

The disturbed area is more than 1 acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. Applicant has provided a SWPPP plan for the site.

Recommendations:

Approval of the Site Plan

The following permits may be required prior to construction:

- Water Tap Permit x2
- Sanitary Sewer Tap Permit x1
- Storm Sewer Tap Permit x2
- Curb Cut/ Drive Permit x 2
 - 45LF & 160LF
- Sidewalk Permit x2

- o 60LF & 175LF

FIRE PREVENTION

- Obtain proper construction permits from WCBD

RECOMMENDATION

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-08-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for a new drive-thru restaurant to be located at 508 W. Trenton Avenue with the following conditions:**

- Change the pylon sign to a Low Profile Sign with landscaping as required in the Code.
- Increase the size of the foundation plants from 1 gallon to 2 gallon sized

DISCUSSION

Dustin Priebe and Matt Yonda continued for InSite Real Estate. They said they had no issues with the foundation plant requirements. Mr. Priebe said that the client would like to continue with the pylon sign as requested.

Mr. Cordonnier noted that they have not approved a pylon sign in many years, and would be removing them from the code in the future. Mr. Priebe said they would work with the client to make that work.

MOTION

Dan DeArment motioned to **approve of APPLICATION FOR SITE PLAN REVIEW #SP-08-2022 filed by InSite Development Services, LLC., 1400 16th Street, Oak Brook, Illinois; for a new drive-thru restaurant to be located at 508 W. Trenton Avenue with the following conditions:**

- Change the pylon sign to a Low Profile Sign with landscaping as required in the Code.
- Increase the size of the foundation plants from 1 gallon to 2 gallon sized

2nd: Jackie Schroeder

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

- 5. APPLICATION FOR SITE PLAN REVIEW #SP-09-2022 filed by Ed's 24-Hour Service Inc, for a 3200 square foot storage building at 3800 Ventura Drive.**

CPC STAFF

General Information

This site is located on the west side of Ventura Drive, south of County Road 99. It is zoned I-1 Light Industrial. The lots to the north and west are zoned C-2 General Commercial. The lots to the south and east are zoned I-1 Light Industrial. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as Regional Commercial.

Parcel History

This is currently the site of the Ed's 24-Hour Service Inc and the existing building was constructed in 1995.

Staff Analysis

The applicant has requested to build a new 3200 square foot cold storage building on the site. It would be located to the south of the existing building. The building would be constructed on compacted stone. Outdoor storage is allowed on permeable surfaces, if they are screened and enclosed. There is an existing fence on the property which screens the east side of the lot from the road. It is not in the best condition. Staff would like to see this replaced with a vinyl fence and extended around the southern end of the property to enclose the site.

In I-1, accessory buildings may encroach on the rear and side yard setbacks. This building is twenty feet (20') off the rear yard setback. While it does encroach on the thirty-foot (30') setback, accessory buildings may encroach, as long as they are above the ten-foot (10') minimum standard.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-09-2022 filed by Ed's 24-Hour Service Inc, for a 3200 square foot storage building at 3800 Ventura Drive subject to the following conditions:**

- **Replace and extend the fence around the south boundary of the site**

ENGINEERING

No Comment

FIRE PREVENTION

- Obtain proper construction permits from WCBD

RECOMMENDATION

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-09-2022 filed by Ed's 24-Hour Service Inc, for a 3200 square foot storage building at 3800 Ventura Drive subject to the following conditions:**

- **Replace and extend the fence around the south boundary of the site**

DISCUSSION

Dan Stone of Van Horn, Hoover and Associates was present for the application.

Mr. Stone asked if they could repair the existing fence rather than replace. Mr. DeArment asked for clarification on the condition listed regarding the fence. Mr. Cordonnier said that the fence on the east side would need repaired or replaced. Then on the south side, they would need to extend the fence to enclose the site. Mr. Clinger asked if they needed any screening between the site and the neighbor to the west. Mr. Cordonnier said he did not see any issues with the screening on that side. Dan Stone said there are a few gas lines and easements along that side of the site. They are working on cleaning up the site.

Mr. Clinger asked what Ed's 24 Hour Service is. Mr. Stone said that they are the owner, but it is leased to an environmental cleanup service. They were running out of space in the existing

building, so this would help with their storage needs. Mr. Stone confirmed none of the trucking service would be located on the site.

MOTION

Mayor Muryn motioned to **approval of APPLICATION FOR SITE PLAN REVIEW #SP-09-2022 filed by Ed’s 24-Hour Service Inc, for a 3200 square foot storage building at 3800 Ventura Drive subject to the following conditions:**

- **Replace/repair fence on the east side and extend it around the south boundary of the site**

2nd: Dan Clinger

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

- 6. APPLICATION FOR ZONING AMENDMENT #ZA-02-2022 filed by Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560, for rezoning Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township, from C-2 General Commercial to M-2 Multi-Family High Density.**

CPC STAFF

General Information

This request is to the east of Technology Drive, south of Midwest Court. It is zoned C-2 General Commercial. To the west, it is zoned M-2 Multi-Family High Density. To the south, it is zoned Office and Condo. It is not located within a 100-year flood plain. The City of Findlay Land Use Plan designates the area as Regional Commercial.

Staff Analysis

This request was paired with the preliminary plat from last month, PP-01-2022. This would see the site changed from C-2 General Commercial to M-2 Multi-Family High Density. Given the multi-family, condo, and residential in the area, staff views the rezoning request as appropriate.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR ZONING AMENDMENT #ZA-02-2022 filed by Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560, for rezoning Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township, from C-2 General Commercial to M-2 Multi-Family High Density.**

ENGINEERING

No comment

FIRE PREVENTION

No comment

RECOMMENDATION

Staff recommends **APPLICATION FOR ZONING AMENDMENT #ZA-02-2022** filed by **Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560**, for rezoning **Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township, from C-2 General Commercial to M-2 Multi-Family High Density.**

DISCUSSION

Dan Stone was present for the applicant. He said was follow up on the preliminary plat from last month.

MOTION

Dan Clinger motioned to **APPLICATION FOR ZONING AMENDMENT #ZA-02-2022** filed by **Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560**, for rezoning **Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township, from C-2 General Commercial to M-2 Multi-Family High Density.**

2nd: Dan DeArment

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

- 7. APPLICATION FOR SITE PLAN REVIEW #SP-10-2022** filed by **Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560**, for **Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township.**

CPC STAFF

General Information

This request same as the previous case ZA-02-2022.

Staff Analysis

This project is a large multi-family housing development which will include 80 apartments, 60 townhomes, and 76 single family townhouses. Each type of housing will be in its own area of the site. The single-family townhomes are found on the southwest lot, Lot 2. As you enter the site from Midwest Court, the townhome area is first, leading to the clubhouse in the middle of the development. As you head east, you reach the apartment complex. All buildings meet setback, height, and separation requirements for M-2. It has 26.3% lot coverage, which is under the max of 40%.

During the last CPC meeting, there was discussion about connectivity on site. While there are sections of sidewalk in the site, they are mainly to cater to the pedestrian access from the parking lots. Staff would like to see further connectivity between the different areas of the site.

A landscape plan was requested, but the applicant was still in discussion on it. The final site plan

will need to be approved by HRPC. The site will be required to have 200 trees, one third of which are to be deciduous. Additionally, foundation planting is required every fifteen feet (15') of building perimeter. These can be grouped together, if desired. Lastly, some parking lot landscaping will be required.

Staff Recommendation

Staff recommends **approval of SITE PLAN REVIEW #SP-10-2022 filed by Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560, for Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township with the following conditions**

- **Submit the landscaping plan for HRPC review and approval.**
- **Add connections between the sidewalks to allow better walkability on site.**

ENGINEERING

Access --

As part of the development Midwest Court will be extended to the east, providing two access points along Midwest Court. Along with the access points off of Midwest Court, there will be an additional drive located south of Midwest Court giving access to and from Technology Drive. Within the site itself there are multiple roadways that lead to the various buildings.

Water Service –

The proposed plans are showing the waterlines to be a public system, with a 1-inch service line for each of the structures. If this system is going to be a public line there are a couple of items that will need to be address prior to accepting the waterline.

- The waterline needs to be shown in an easement
- Waterline will need to be moved away from the buildings.
 - Sheet 4.1, 4.2, and 4.3 the waterline is shown only a couple of feet away from the buildings.
 - Relocate the waterline on the opposite side of the sidewalk
- The water service lines will most likely need to be 2-inch lines to serve the whole building
- If one service line is desired to come into each building, Engineering would like to see a mechanical room of some sort that will have a meter for each living quarter within the main structure.
- Verify that there are a proper number of fire hydrants for each run.
- On sheet 4.3 extend a waterline stub to the north to tie onto future waterline systems.

Sanitary Service –

The proposed sanitary system will be a private system within the development. There will be two mainline taps for the system that will come off of separate manholes located on the south side of Midwest Court.

Stormwater Management –

Calculations were submitted as part of the application and the proposed detention report complies with the City of Findlay Standards. The stormwater will be detained by two onsite

detention ponds that are located towards the northwest corner of the site.

MS4 Requirements --

The disturbed area is more than 1 acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. Applicant has provided a SWPPP plan for the site.

Recommendations:

Conditional Approval of the Site Plan

- Consultant to work with Engineering Department on relocating the waterline and adding additional valves.
- Clarification of the water/sewer billing: is a meter needed for each building or each living quarters.

The following permits may be required prior to construction:

- Water Main Line Tap Permit x2
- Water Service Tap Permit x40
- Sanitary Sewer Tap Permit x2
- Storm Sewer Tap Permit x2
- Curb Cut/ Drive Permit x 3
 - 75LF, 70LF, 70LF
- Sidewalk Permit x1
 - 1530LF

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-10-2022** filed by **Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560, for Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township with the following conditions:**

- **Submit the landscaping plan for HRPC review and approval (HRPC).**
- **Add connections between the sidewalks to allow better walkability on site (HRPC).**
- **Consultant to work with Engineering Department on relocating the waterline and adding additional valves (ENGINEERING).**
- **Fire hydrant added to the NW corner of building 9 (FIRE)**
- **Driving surfaces and hydrant access be established prior to construction of the buildings (FIRE)**

DISCUSSION

Dan Stone said that they were willing to work with HRPC for the landscaping plan.

Jeremy Kalb asked if these buildings would all be rentals or for sale. Dan Stone said that they would all be rental units. They agreed to work together for the water meters on the site as they relocate their water lines on site.

Dan Stone said that they were in the process of working with the architect and owner for connectivity between the buildings on the site. The architect is checking whether state standards require sidewalks connecting the whole site, or if driveways can count for connectivity purposes. He mentioned that this whole area is going to be developed and they will want to have connectivity between this site as a whole and the future development to the north. Dan Clinger noted that there were no sidewalks near the clubhouse. Dan Stone said the intent was to have connectivity, without adding significant sidewalks on both sides of the drive.

Dan Clinger asked if they were removing any wetlands as part of the development. Dan Stone said they have made applications with the Army Corp of Engineers. There is a small one and one towards the middle of the site that will be removed. The introduction of the pond should offset that. They cannot disturb them until they get clearance from the Army Corp. They can phase it to do the development around those wetlands.

Colby Turrock from Casto confirmed it would be phased with the northwest corner being first with the garden style apartments. The ranch product would be the final phase. Rob Martin asked if they would have multiple access points into the area. Mr. Stone noted that they have a second access point onto Technology Drive.

Mr. Clinger asked if they would need to put highway sound barriers along the east side of the site. Dan Stone said but they did not have plans to do those at this point.

Matt Cordonnier asked why they provided almost double the parking required for the garden apartments. Mr. Stone noted they miscalculated and there are 160 units rather than just 80, so they did not overprovide.

Dan DeArment examined Building 1 of the site. He wanted clarification on the parking. Mr. Stone said these buildings have garage to count as the one spot. There is also parking clustered outside the garage area to provide the one spot per five units. Mr. DeArment asked how people would get to the front door. Mr. Stone said these are rear-entry units. Matt Cordonnier said they should add sidewalks from the garages to the front door. Mr. Stone said that would be worked out for the final designs.

John Aubrey, owner of the apartments across the street, spoke on the site plan. He thought the site plan looked nice, but was concerned about the access onto Technology Drive. With his units and additional buildings being constructed, this will create a traffic congestion in the area. His units will have bedrooms facing Technology Drive and the number of lights will be disturbing to his tenants.

Mayor Muryn offered that the City wants to have a second access point because it is a safety concern. We do not want to have a situation where they cannot get into the site if one and only entrance is blocked. She also thought the second access point was better for Mr. Aubrey's development to help with traffic congestion leaving the area.

Mr. Aubrey asked if there was a traffic study done for the site. Dan Stone said that there was not a traffic study done, and that the city does not have access management standards that address distance requirements. Matt Cordonnier added that if this were the final layout, they would not approve it. Mr. Aubrey countered that if they would not be in favor of the layout without the northern connection, why are they approving it now. Mayor Muryn said not having the northern access to County Road 99 just further reinforced that she wanted a second access point on the site. Jeremy Kalb said it would be nice to have one access, but with the safety personnel, they need a second access point to provide quicker service to the site. If they use the access off Technology Drive, the vehicles only have to make one turn movement and can get straight back from the west side to the east side of the site.

Dan Clinger asked if Dan Stone could review the access point with the Fire Department. Dan Stone said they would like to move forward with the proposal, but they would work with HRPC, Engineers Office and Fire Department to get the site conditions approved. Dan DeArment asked if they should put in an access point on the north side of Midwest Court for future connections. Dan Stone said without knowing what the final site plan is for that, they did not want to put in an access point that might not be located in an appropriate spot.

MOTION

Mayor Muryn motioned to **approval of APPLICATION FOR SITE PLAN REVIEW #SP-10-2022 filed by Mardic Investments, Inc, 5800 Monroe Street, Sylvania, OH 43560, for Findlay Crossing, located at Lot 11 of the Findlay Commerce Park and part of the NW Corner of Section 6 Allen Township with the following conditions:**

- **Submit the landscaping plan for HRPC review and approval (HRPC).**
- **Add connections between the sidewalks to allow better walkability on site (HRPC).**
- **Consultant to work with Engineering Department on relocating the waterline and adding additional valves (ENGINEERING).**
- **Fire hydrant added to the NW corner of building 9 (FIRE)**
- **Driving surfaces and hydrant access be established prior to construction of the buildings (FIRE)**

2nd: Rob Martin

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

After the vote, Mayor Muryn adjourned the meeting.

**NOTICE TO LEGISLATIVE
AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL
8606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

88407200100 <small>PERMIT NUMBER</small>		NEW <small>TYPE</small>	TEN STAR ENTERPRISES INC DBA SCRAMBLERS 516 S MAIN ST FINDLAY OH 45840
04 07 2022 <small>FILING DATE</small>			
D5I <small>PERMIT CLASSES</small>			
32 <small>TAX DISTRICT</small>	044 <small>TAX DISTRICT</small>	A <small>TAX DISTRICT</small>	D36956 <small>RECEIPT NO.</small>

RECEIVED
MAY 02 2022
MAYOR'S OFFICE

FROM **04/28/2022**

<small>PERMIT NUMBER</small>		<small>TYPE</small>
<small>ISSUE DATE</small>		
<small>FILING DATE</small>		
<small>PERMIT CLASSES</small>		
<small>TAX DISTRICT</small>	<small>TAX DISTRICT</small>	<small>RECEIPT NO.</small>



MAILED **04/28/2022**

RESPONSES MUST BE POSTMARKED NO LATER THAN. **05/31/2022**

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 8840720-0100**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT
THE HEARING BE HELD IN OUR COUNTY SEAT. IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

CLERK OF FINDLAY CITY COUNCIL
MUNICIPAL BLDG RM 114
318 DORNEY PLAZA
FINDLAY OHIO 45840-3346



OFFICE OF
THE MAYOR
CHRISTINA M. MURYN

Rob Martin BSN, MBA
Service-Safety Director

May 23, 2022

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

The City of Findlay ordered banners for the Hometown Hero Program to be hung from May 2022 through July 2022. Participants in the program paid a fee to the City to cover the cost of the banners which has been deposited into the General Fund. An appropriation of these funds is requested at this time.

An appropriation is respectfully requested as follows:

FROM:	General Fund	\$1,268.71
TO:	Mayor's Office 21002000-other	\$1,268.71

By copy of this letter, I am requesting the Director of Law to prepare the necessary legislation for authorization of this request.

Thank you for your consideration.

Sincerely,


Christina M. Muryn
Mayor

cc: Donald J. Rasmussen, Director of Law
Jim Staschiak II, City Auditor
File



**OFFICE OF
THE MAYOR
CHRISTINA M. MURYN**

Rob Martin BSN, MBA
Service-Safety Director

May 31, 2022

Honorable City Council
City of Findlay, Ohio

Dear Honorable Council Members:

The window replacement for the first floor lobby area for the Municipal Building was budgeted in the Public Buildings budget for 2022 at a cost of \$43,900. Since that time costs have risen to \$53,000 which is above the \$50,000 threshold for advertising and bidding requirements.

Capitol Aluminum & Glass Corp. has replaced the windows on the second floor of the Municipal Building. It is desirable to have Capitol Aluminum & Glass Corp. perform the window replacement work on the first floor of the Municipal Building since they were the contractor for the window replacement on the second floor and they have knowledge of what is needing done for this building and to ensure the window replacement is completed in a timely and cost-efficient manner. For these reasons I am requesting Council waive the advertising and bidding requirements so that we can enter into an agreement with Capitol Aluminum & Glass Corp. to replace the windows on the first floor of the Municipal Building.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to authorize the Mayor, Service-Safety Director, and/or City Engineer to waive all formal advertising and bidding requirements and enter into an agreement with Capitol Aluminum & Glass Corp., for the aforementioned window replacement and declaring an emergency.

If you have any questions, please feel free to contact me. Thank you for your consideration of this matter.

Sincerely

A handwritten signature in blue ink, appearing to read 'Rob Martin', written over the word 'Sincerely'.

Rob Martin
Service-Safety Director

TRAFFIC COMMISSION

City of Findlay
May 16, 2022

MINUTES

ATTENDANCE:

MEMBERS PRESENT: Service-Safety Director Rob Martin, Police Chief Robert Ring, Councilman Jim Slough.

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

GUESTS PRESENT: Dave Wisner, Paul Kramer, Larry Cramer, Jack Wasbro, Dennis Hellmann.

OLD BUSINESS

1. Request for review of the Center Street corridor as it relates to traffic flow, speed, barriers for safety as well as sound, and pedestrian crossings.

11/15/2021

Director Martin stated that a group of residents of the Center Street corridor requested a review of the corridor as it relates to traffic flow, speed, barriers for safety as well as sound, and pedestrian crossings.

Kalb stated that he has traffic counts from Ohio Department of Transportation (ODOT) for Center Street from railroad tracks to Main Street and Tiffin Avenue from Blanchard Street to the split. Currently getting counts for Center Street. Director Martin stated the plan is to get traffic counts and analyze the data. Then discuss what next steps are. Are there things we can do or do we hire an outside source to do a traffic study? Kalb stated that looking at traffic counts from ODOT, on Tiffin Avenue east of Blanchard Street was 18,000 cars per day, on Center Street between the railroad tracks and Main Street was 8,000 cars per day. Kalb is working on ideas, but waiting for traffic counts to come in first. Director Martin stated that the recommendation is to table the request until we are able to get the traffic counts in and analyze the data.

Motion to table request, by Councilman Slough, second by Kalb. Motion passed 5-0.

12/20/2021

Motion to lift item from table, by Councilman Slough, second by Kalb. Motion passed 4-0.

Kalb stated that traffic counts on Center Street from Tiffin Ave. to Blanchard Street westbound was 300 vehicles and eastbound was 800 vehicles. Looking at the safety of those travelling eastbound from S. Main St. and speeding over the railroad tracks to go straight to this area of Center St. Kalb drew up a sketch of what it would look like if a 90° turn was put in to enter onto Center Street at Tiffin Avenue rather than being able to drive straight through. There are no barriers available to slow people down in the area of the railroad tracks. The only thing to really do is to have a safety study done that will cost about \$100,000. Chief Ring suggested we try something more simple with signage that there is a curve ahead especially westbound. Kalb stated that traffic counts at Blanchard and Tiffin Avenue has 18,000 vehicles, and the railroad tracks to Main Street has 8000 vehicles. Director Martin asked if we should look at some signage before we make any significant changes. Kalb stated that in order to get any funding from the State to make changes, a safety study would have to be conducted.

Chief Ring stated that changing Center Street to a 90° turn will slow eastbound traffic, but will do nothing for westbound traffic where most of the issues occur with vehicles running into houses. Rayle asked if raising the pavement on the other side of the railroad tracks to make less of an incline over the tracks would help. Kalb stated that there is a lot of coordination with the railroad company that would need to be done. Kalb further stated that if that comes up in the safety study there is the potential to secure safety funds to pay for it. Director Martin stated that it all comes back around to a safety study. Kalb stated that it is a lot of money, but we collect a lot of data and are then eligible for safety funds.

Signage suggestions: dangerous curve sign with 25 MPH speed designation, chevrons on guardrails or reflectors.

Motion to install dangerous curve signs with railroad and a 25 MPH designation for both directions on either side of the railroad tracks on Center Street and to install chevrons on guardrails on Center Street near railroad tracks, by Chief Ring, second by Kalb. Motion passed 4-0.

Motion to table Center Street corridor discussion, by Chief Ring, second by Kalb. Motion passed 4-0.

2/22/2022

No action taken

3/21/2022

Kalb stated that a safety study is budgeted this year. The study is scheduled to be performed this fall.

5/16/2022

No action taken.

NEW BUSINESS

1. Request of Jim Roemer, 430 Scarlet Oak Drive, to reverse decision to install a No Outlet Sign at the intersection of Scarlet Oak Drive and Heatherwood Drive made at the December 20, 2021, meeting, and remove the No Outlet Sign at 430 Scarlet Oak Drive.

Paul Kramer stated that he has lived in this neighborhood for 32 years and there has never been any traffic issue. The entire neighborhood has signed a petition requesting that the No Outlet Sign installed in front of 430 Scarlet Oak Drive be removed due to there being no reason for the sign. Dave Risner stated that the person who requested the sign be installed did not talk to anyone in the neighborhood. There is no need for the sign.

Motion to approve the request to reverse the decision to install a No Outlet Sign at the intersection of Scarlet Oak Drive and Heatherwood Drive and remove the No Outlet Sign from in front of 430 Scarlet Oak Drive, by Director Martin, second by Councilman Slough. Motion passed 3-0.

2. Request of Dustin Rice, 1310 Amelia Avenue, to make the intersection of Amelia Avenue and Fourth Street a three-way stop due to excessive speeding in the area.

Rayle stated that traffic counts/speed detection were done in this area previously, however, the data was lost due to technical issues. From what he recalls, there was no excessive speeding except for a couple outliers. Director Martin stated that the purpose of stop signs is not for regulating speed. Chief Ring stated that the Police Department has done extra patrols in the area, but there was nothing to enforce. Director Martin stated that we should get current traffic count/speed data. Public Works will place the equipment out for one week in stealth mode and one week in regular mode to gather speed and traffic count data and then will bring a report back to Traffic Commission.

Motion to table request until current speed and traffic count data are gathered, by Councilman Slough, second by Director Martin. Motion passed 3-0.

3. Request of Jack and Jeanne Wasbro, 1979 Old Mill Road, to make the remainder of Cherry Street from Factory Street to Main Street one way eastbound due to excessive traffic and excessive speeding.

Jack Wasbro requested solutions to discourage through traffic from traveling down Cherry Street from Tiffin Avenue to N. Main St. Larry Cramer stated that most motorists on Cherry Street are using it as a short cut. Director Martin stated that making Cherry Street a one way is not the answer. Stoffel stated that he can place the speed/traffic count equipment out for one week in stealth mode and one week in regular mode to gather speed and traffic count data and then will bring a report back to Traffic Commission.

Motion to table request until current speed and traffic count data are gathered, by Councilman Slough, second by Chief Ring. Motion passed 3-0.

4. Request of Ronald Weiss, Blanchard House, for a No Semi Trucks sign on Lesa Avenue at North Blanchard Street.

The request was made due to an accident that caused a power outage in the area by a semi truck driver that was turning onto Lesa Avenue and damaged an electric pole. This is an isolated incident. There are No Truck signs at intersections prior to being able to get to the intersection of N. Blanchard St. and Lesa Ave. – N. Main St. and W. Trenton Ave.; Tiffin Ave. and N. Blanchard St.; N. Main St. and Melrose Ave. The semi truck in question would have passed a No Truck sign prior to getting to this intersection.

Motion to deny request for a No Semi Trucks sign on Lesa Avenue at North Blanchard Street, by Chief Ring, second by Councilman Slough. Motion passed 3-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on June 21, 2022, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,


Kathy K. Launder
City Clerk

Honorable City Council
Findlay, OH 45840

June 1, 2022

RE: NICE Recorder
Resolution to Transfer Funds

Dear Council Members,

As part of Ordinance 2022-017 money was appropriated for the new NICE Recorder that is used by Dispatch. When the allocated money was appropriated into the account, it was transferred to the Police Department account instead of the Dispatch account. The \$27,000 was appropriated into Police account, but it needs to be placed into the Dispatch account to ensure everything is tracked properly.

At this time I would like to have a resolution to transfer the \$27,000 from the Police account to the Dispatch account for the NICE Recorder.

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

FROM: POLICE- 21012000-Other	\$ 27,000
TO: DISPATCH- 21015000- other NICE Recorder	\$ 27,000

If you have any questions, please feel free to contact myself or the Mayor.

Sincerely,



Jeremy Kalb
City Engineer

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



Monthly Collection Report to Findlay Council
May 2022

Total collections for May 2022: \$3,009,758.57

	2022 Year-to-date	2021 Year-to-date	Variance
Withholders	10,302,957.58	9,343,898.93	959,058.65
Individuals	1,996,106.46	1,810,592.10	185,514.36
Businesses	<u>4,169,895.75</u>	<u>1,580,895.86</u>	<u>2,588,999.89</u>
Totals	16,468,959.79	12,735,386.89	3,733,572.90
			29.32%

Actual & Estimated Past-due Taxes

Withholders	492,916.41
Individuals	2,950,819.77
Businesses	<u>191,976.84</u>
Total	3,635,713.02

Actual and Projected Revenue

	2022 Actual Year-to-date	Percentage of Projection Collected	Amount to Meet Projection	Percentage to Meet Projection	2022 Projected Year End
Withholders	10,302,957.58	54.23%	8,697,042.42	45.77%	19,000,000.00
Individuals	1,996,106.46	72.59%	753,893.54	27.41%	2,750,000.00
Businesses	<u>4,169,895.75</u>	208.49%	<u>-2,169,895.75</u>	-108.49%	<u>2,000,000.00</u>
Totals	16,468,959.79	69.34%	7,281,040.21	30.66%	23,750,000.00

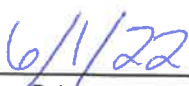
Refunds Paid

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	4	37	2,131.93	8,035.12
Individuals	262	723	182,220.07	443,152.04
Businesses	<u>19</u>	<u>38</u>	<u>10,485.02</u>	<u>17,883.25</u>
Totals	285	798	194,837.02	469,070.41

Transfers of Overpayments

	Month-to-date <u>Quantity</u>	Year-to-date <u>Quantity</u>	Month-to-date <u>Amount</u>	Year-to-date <u>Amount</u>
Withholders	3	8	165.39	636.05
Individuals	112	288	20,873.60	75,968.04
Businesses	<u>54</u>	<u>193</u>	<u>72,791.97</u>	<u>178,168.27</u>
Totals	169	489	93,830.96	254,772.36


Income Tax Administrator


Date

Findlay Income Tax Department

Monthly Collections Report

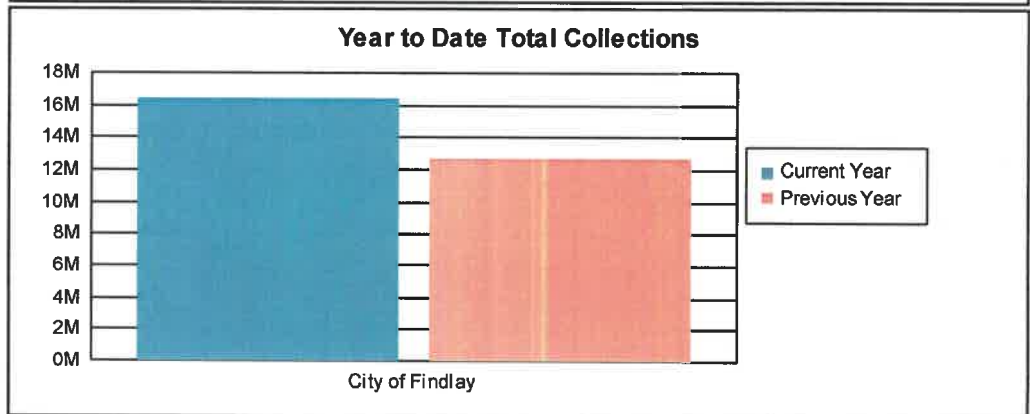
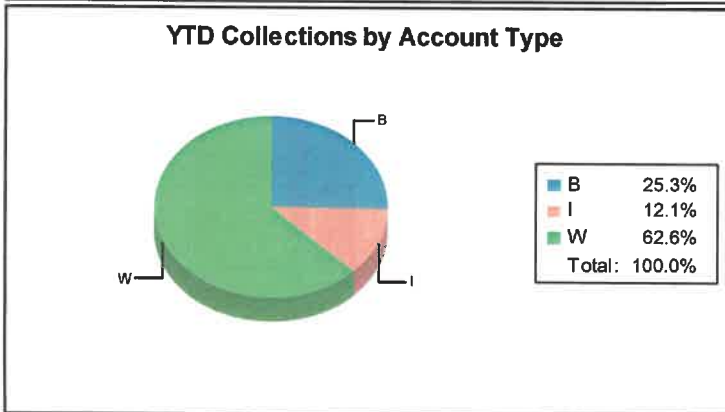
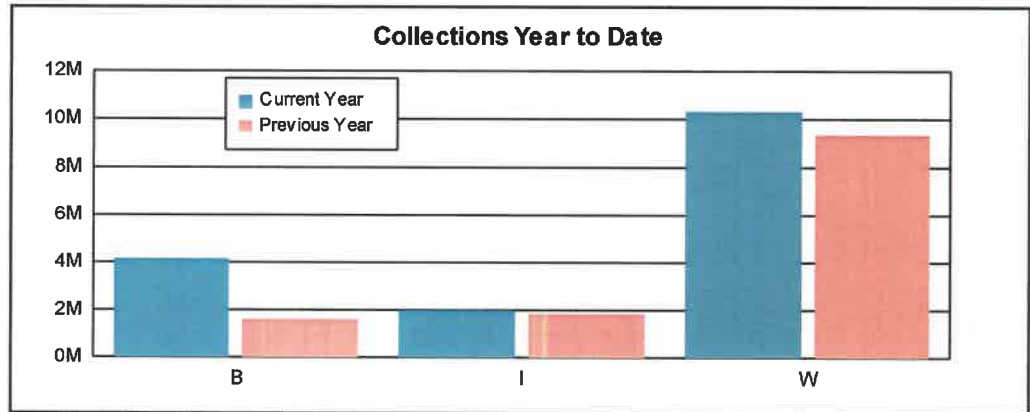
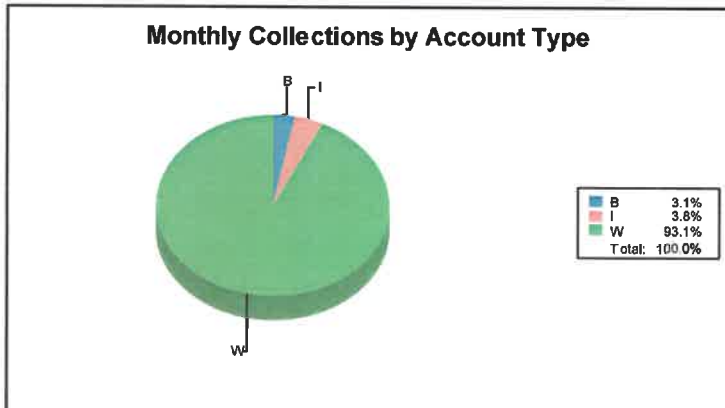
Wednesday, June 1, 2022

10:40:25AM

For Period May 1, 2022 through May 31, 2022

City of Findlay

Account Type	Monthly Total	2022 Year to Date	2021 Year to Date	Increase (Decrease)	% Change	2022 Month to Date	Previous Year(s) Month to Date
W	2,802,011.55	10,302,957.58	9,343,898.93	959,058.65	10.26	2,800,966.82	1,044.73
I	115,364.29	1,996,106.46	1,810,592.10	185,514.36	10.25	12,128.96	103,235.33
B	92,382.73	4,169,895.75	1,580,895.86	2,588,999.89	163.77	43,408.84	48,973.89
Totals:	3,009,758.57	16,468,959.79	12,735,386.89	3,733,572.90	29.32	2,856,504.62	153,253.95



City of Findlay Income Tax Department

Monthly Collection Report to City Council

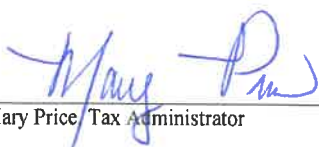
For the Month of May 2022

	<u>Individuals</u>	<u>Businesses</u>
A. Month-to-date quantity:	<u>0</u>	<u>0</u>
B. Cumulative quantity:	<u>0</u>	<u>0</u>
C. Cumulative quantity with no filing obligations:	<u> </u>	<u> </u>
D. Cumulative quantity with no tax liabilities:	<u> </u>	<u> </u>
E. Quantity not required to make estimate payments:	<u> </u>	<u> </u>
F. Quantity already making estimate payments:	<u> </u>	<u> </u>
G. Cumulative quantity HB 49 Opt-in election:	<u>0</u>	<u>0</u>
H. Quantity remaining (B - C - D - E - F - G):	<u> </u>	<u> </u>

For the remaining 0 individual and 0 business taxpayers (H), the aggregate reported estimate declarations, primarily for tax year 2019 expected to be paid on the extension request due date amount is \$ 0

House Bill 49 Municipal Net Profit Opt-in Information

Number of Businesses:	Month-to-date <u>0</u>	Year-to-date <u>11</u>
HB 49 .5 Percent Fees:	Month-to-date <u>0</u>	Year-to-date <u>0</u>


Mary Price, Tax Administrator

6/1/2022
Date



AUDITOR'S OFFICE

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

JIM STASCHIAK II - CITY AUDITOR

Wednesday, June 01, 2022

The Honorable Council
Findlay, Ohio

Dear Council Members,

The City has now received a total of \$2,167,801.13 in American Rescue Plan Act (ARPA) funds from the Federal Government. As of today, only \$80,000.00 of those funds had been appropriated to the Riverside Dam Modification project through Ordinance 2021-114. That appropriation was done in November 2021, and since that time, the Federal government released their "Final Rule" and many supplemental guidance documents. Because the City of Findlay is receiving less than \$10 million in total, we are considered a non-entitlement unit (NEU) of government. In the Final Rule, this designation allows much more flexibility in how the City chooses to utilize the ARPA funding and has the ability to minimize the reporting tremendously.

After careful review and analysis of the Final Rule and supplemental guidance, it has been determined that we should modify the original appropriation made for the Riverside Dam Modification project so that the project falls into a different category on our financial system. We have not yet been presented with a draw request on that funding from the Blanchard River Watershed Partnership in relation to that project. I would like to have a resolution of transfer with the following passed prior to the expenditure being presented so that all transactions fall into the appropriate categories on the financial system:

From: Riverside Dam Modification – ARPA (32913000)	\$80,000.00
To: Riverside Dam Modification (31924300)	\$80,000.00

By copy of this letter I am requesting the Director of Law draft legislation to complete this change.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jim Staschiak II".

Jim Staschiak II
City Auditor

pc: Don Rasmussen



CHRISTINA M. MURYN, MAYOR

**ENGINEERING
DEPARTMENT**

JEREMY D. KALB, PE
CITY ENGINEER

Honorable City Council
Findlay, OH 45840

June 1, 2022

RE: Madison & Monroe Sanitary Phase II
Project No. 35621200

Dear Council Members:

By authorization of Ordinance No. 2022-017, a bid opening was held for the above-referenced projects on May 17, 2022. Bids were received from three (3) potential contractors with bid amounts ranging from \$138,158.98.00 to \$161,215.00. The lowest and best bid was received from Jim Palmer Excavating Inc. of Portage, Ohio.

Previously, an amount of \$20,000 was appropriated from the Sewer Fund to the project for design and startup funds. At this time, an appropriation for construction, inspection and contingency is needed to complete the project.

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

FROM: Sewer Fund	\$135,000
TO: Madison & Monroe Sanitary Phase II Project No. 35621200	\$135,000

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

Sincerely,

Jeremy Kalb
City Engineer

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

City of Findlay

Christina M. Muryn, Mayor

POLICE DEPARTMENT

Robert K. Ring, Chief of Police

318 Dorney Plaza, Room 116 • Findlay, OH 45840

Phone: 419-424-7194 • Fax: 419-424-7296

www.findlayohio.com

June 3, 2022

Honorable Council:

Attached are the Findlay Police Department activity stats for May 2022.

Sincerely,



Robert K. Ring
Chief of Police

FINDLAY POLICE DEPARTMENT

Monthly Activities Report - 2022

Category	2022		JAN Total	FEB Total	MAR Total	APR Total	MAY Total	JUN Total	JUL Total	AUG Total	SEP Total	OCT Total	NOV Total	DEC Total
	Total	Avg												
Detective Division														
City (Law Director)	372	74.40	80	59	74	75	84							
County	229	45.80	54	55	40	36	44							
Juvenile	50	10.00	9	7	9	8	17							

Vice Narcotics/Metrich														
Narcotics Investigation	110	22.00	30	19	22	27	12							
Felony														
Arrests	24	4.80	4	4	11	4	1							
Charges	56	11.20	15	9	22	7	3							
Misdemeanor														
Arrests	2	0.4	0	2	0	0	0							
Charges	1	0.4	0	2	0	0	0							
Drug Talks	5	1.00	0	1	2	1	1							

Patrol Division														
Traffic Stops	2,141	428.20	520	390	445	382	404							
Citations	1,171	234.20	237	245	247	215	227							
OVI	83	16.60	5	12	16	25	25							
Accidents														
Non-Injury	346	69.20	69	72	70	70	65							
Injury	59	11.80	10	13	12	9	15							
Complaints														
Homicide	0	0.00	0	0	0	0	0							
Robbery	3	0.60	0	0	2	1	0							
Assault	210	42.00	37	25	49	43	56							
Sex Offenses	56	11.20	3	10	19	12	12							
Unlawful Entry	58	11.60	11	4	15	15	13							
Theft/Fraud/Shoplifting	441	88.20	73	65	104	91	108							
Motor Vehicle Theft	26	5.20	3	7	5	5	6							
Arson	0	0.00	0	0	0	0	0							
Criminal Damage/Vandalism	78	15.60	9	12	19	23	15							
Domestic Dispute	340	68.00	69	56	68	67	80							
Alcohol/Drug	232	46.40	38	44	39	58	53							
Warrants Served	623	124.60	106	62	180	152	123							
Arrests	935	187.00	204	165	192	190	184							
Reports Generated	11,952	2390.40	2,385	2,007	2,678	2,288	2,594							
School Walk Thru/Public Relation	98	19.60	17	21	18	14	28							

Special Assignment Unit														
Events	0	0.00	0	0	0	0	0							
Arrests	0	0.00	0	0	0	0	0							
Traffic Citations	0	0.00	0	0	0	0	0							
Traffic Warning	0	0.00	0	0	0	0	0							
OVI	0	0	0	0	0	0	0							
Minor Misdemeanor Citations	0	0.00	0	0	0	0	0							
Warrants Served	0	0.00	0	0	0	0	0							
Alcohol/Drug Offenses	0	0.00	0	0	0	0	0							
Weapons Offenses	0	0.00	0	0	0	0	0							
Cases Referred for Charges	0	0.00	0	0	0	0	0							
Surveillance Details	0	0.00	0	0	0	0	0							
Assists to other PD Divisions	0	0.00	0	0	0	0	0							

Municipal Court														
Papers Processed	1331	266.20	277	241	283	281	249							
Paper Service Hours	560	112.00	100	92	125	127	116							
Security Hours	290	58.00	60	60	61	47	62							
Prisoners To/From Court	6	1.20	0	0	3	2	1							
Miles Driven	4,064	812.80	901	677	791	899	796							
Summons	369	73.80	69	58	79	86	77							
Overtime Hours	11	2.20	1	0	2	4.5	3.5							

Committee Members:

- Jeff Wobser, at-large – Committee Chair
- Randy Greeno, at-large
- Dennis Hellmann, ward 2
- Grant Russel, at-large
- Beth Warnecke, ward 3
- Mayor Christina Muryn
- Jim Staschiak, Auditor

Staff:

- Matt Cordover ARPA*
-
-
-

Guests:

Dewise Grant - Courier

Meeting Start Time: 6:00 PM

Meeting End Time: 6:30 PM

Agenda:

Call to Order

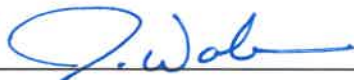
Roll Call

Approval of Minutes

New Items

Documents included in the Strategic Plan study

Adjournment



Jeff Wobser, Strategic Planning Committee Chair

**COMMITTEE REPORT
THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO**

The **STRATEGIC PLANNING COMMITTEE** met on May 17, 2022 to discuss the documents included in the strategic plan study.

We recommend: *The public be allowed to submit plans to planning Next to be included in the documents list. One week will be given for submission from the date of announcement. These documents will be for reference use by Planning Next.*

Aye Nay


Jeff Wobser, Chairman

Aye Nay


Randy Greeno

Aye Nay


Dennis Hellmann

LEGISLATION: _____

Aye Nay


Grant Russel

DATE: May 17, 2022

Aye Nay

ABSENT
Beth Warnecke

COMMITTEE: STRATEGIC PLANNING

Aye Nay


Mayor Muryn

Aye Nay


Auditor Staschik

Committee Members:

- Jeff Wobser, at large – Committee Chair
- Randy Greeno, at-Large
- Jim Niemeyer, Ward 6
- Josh Palmer, Ward 7
- Beth Warnecke, Ward 3

Meeting Start Time: 4:00 PM

Meeting End Time: _____

Staff:

- James Staschiak, City Auditor
- Christina Muryn, Mayor
- Rob Martin, Service-Safety Director
- Donald Rasmussen, Law Director
- Jeremy Kalb

Guests:

Dan Clinger
J. Matt Cordinauer
Holly Frische
Ginger Sampson
Mary
Denise Grant

Agenda:Call to OrderRoll CallApproval of MinutesNew Items

1. American Rescue Plan Act (ARPA) funds
2. Taylor Street property acquisitions

Adjournment

Jeff Wobser, Appropriations Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss American Rescue Plan Act (ARPA) funds.

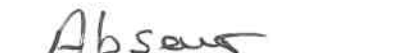
We recommend

That the mayor bring forward with planing for ARPA funds and bring them to this committee when ready for discussion.


Aye Nay


Jeff Wobser, Chairman


Aye Nay


Randy Greeno

Aye Nay


Jim Niemeyer

Aye Nay


Josh Palmer

Aye Nay


Beth Warnecke

APPROPRIATIONS COMMITTEE

DATE: May 23, 2022

LEGISLATION _____

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss the property acquisition of three (3) Taylor Street properties.

We recommend

To move forward with the purchase of the properties. However, we want a conversation with the county commissioners about their purchasing with flood mitigation funds.

Aye Nay

J. Wobser (second)
Jeff Wobser, Chairman

Aye Nay

Absent
Randy Greeno

Aye Nay

Jim Niemeyer
Jim Niemeyer

Aye Nay

Josh Palmer
Josh Palmer

Aye Nay

Beth Warnecke (motion)
Beth Warnecke

APPROPRIATIONS COMMITTEE

DATE: May 23, 2022

LEGISLATION _____

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
June 7, 2022**

RESOLUTION NO. 014-2022 *(CR 99 annexation)* requires three (3) readings

second reading

A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHWEST QUARTER OF SECTION 36, T2N, R10E, A TRACT OF LAND CONSISTING OF 3.978 ACRES OF LAND, MORE OR LESS.

ORDINANCE NO. 2022-035 *(continue Workers Compensation programs)* requires three (3) readings

third reading

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENROLL THE CITY OF FINDLAY IN THE BUREAU OF WORKER'S COMPENSATION (BWC) GROUP RETROSPECTIVE RATING PLAN, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-038 *(National Purchasing Cooperative dba National BuyBoard)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO SIGN ALL NECESSARY DOCUMENTS FOR MEMBERSHIP OF THE NATIONAL PURCHASING COOPERATIVE DBA NATIONAL BUYBOARD®, A NATIONAL PURCHASING COOPERATIVE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-040 requires three (3) readings

second reading

(Federal Highway Administration Grant Application Old Mill Stream Byway Multiuse Path (32823500))

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE FEDERAL HIGHWAY ADMINISTRATION, PROJECT NO. 32823500, FOR FUNDING OF A MULTI-USE PATH FROM THE NATIONAL SCENIC BYWAYS PROGRAM, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-042 *(3rd Capital Improvement appropriation of 2022)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BIDS, WHERE REQUIRED, AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-043 *(Han-Bright Rd Phase III FY2023, PID108776)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT(S) WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE HAN-BRIGHT ROAD PHASE III FY2023, PID108776, PROJECT NO. 32821800, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-045 *(CDBG funding – Cooper/Rawson Park Green Infrastructure)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THE COOPER/RAWSON PARK GREEN INFRASTRUCTURE, PROJECT NO. 35523600, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-046 *(CDBG funding –small waterline upgrade)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THE SMALL WATERLINE UPGRADE, PROJECT NO. 35723800, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-047 *(Taylor St property acquisition)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A PURCHASE AGREEMENT(S) FOR THE ACQUISITION OF THREE (3) PROPERTIES LOCATED ON TAYLOR STREET, FINDLAY, OHIO, APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-048 *(Technology Dr & Midwest Ct rezone)* requires three (3) readings

second 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 TECHNOLOGY DRIVE AND MIDWEST COURT REZONE) WHICH PREVIOUSLY WAS ZONED "C-2 GENERAL COMMERCIAL" TO "M-2 MULTI-FAMILY, HIGH DENSITY".

ORDINANCE NO. 2022-049 *(Municipal Court CASC Facility)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO WAIVE FORMAL ADVERTISING AND BIDDING REQUIREMENTS AND ENTER INTO A CONTRACT WITH RQAW ARCHITECTURE FOR THE DESIGN OF THE MUNICIPAL COURT CASC FACILITY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-050 *(gas aggregation)* requires three (3) readings

second reading

AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO SUPPORT THE CONTINUATION OF A GOVERNMENTAL NATURAL GAS AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4929.26, OHIO REVISED CODE, DIRECTING THE MAYOR TO EXECUTE A SUPPLY AGREEMENT WITH INDEPENDENT ENERGY CONSULTANTS TO CONTINUE A NATURAL GAS AGGREGATION PROGRAM, EFFECTIVE IMMEDIATELY, AND DECLARING AN EMERGENCY.

City of Findlay

Office of the Director of Law

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Donald J. Rasmussen
Director of Law

JUNE 7, 2022

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, JUNE 7, 2022 MEETING.

RESOLUTIONS

- 015-2022 A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).
- 016-2022 A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.
- 017-2022 A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCES

- 2022-051 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2022-052 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO WAIVE FORMAL ADVERTISING AND BIDDING REQUIRMENTS AND ENTER INTO A CONTRACT WITH CAPITOL ALUMINUM & GLASS CORPORATION FOR THE REPLACEMENT OF MUNICIPAL BUILDING FIRST FLOOR LOBBY WINDOWS, AND DECLARING AN EMERGENCY.
- 2022-053 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 015-2022

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

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

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

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

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

VENDOR	VOUCHER	ACCOUNT	DEPARTMENT NAME	AMOUNT	REASON FOR EXPENSE	WHY
ROBISON, CURPHEY, & O'CONNELL, LLC	240466	21005000-441402	LAW DIRECTOR	\$ 5,060.19	LEGAL COUNSEL	NO PURCHASE ORDER PREPARED

RESOLUTION NO. 016-2022

A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT RESOLVED 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 Auditor of the City of Findlay, Ohio is hereby authorized to transfer the following sums to the following accounts and/or projects:

FROM:	Police #21012000-other	\$ 27,000.00
TO:	Dispatch #21015000-other	\$ 27,000.00
	NICE Recorder	

SECTION 2: That 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 authorize said transfer of funds into the proper account for tracking purposes.

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 _____

RESOLUTION NO. 017-2022

A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT RESOLVED 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 Auditor of the City of Findlay, Ohio is hereby authorized to transfer the following sums to the following accounts and/or projects:

FROM:	Riverside Dam Modification - ARPA #32913000	\$ 80,000.00
TO:	Riverside Dam Modification #31924300	\$ 80,000.00

SECTION 2: That 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 authorize said transfer of funds into the proper account for tracking purposes.

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. 2022-051

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	\$ 1,268.71
TO:	Mayor's Office #21002000-other	\$ 1,268.71

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 funds received for the Hometown Hero Program may be utilized within the Mayor's Office.

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. 2022-052

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO WAIVE FORMAL ADVERTISING AND BIDDING REQUIRMENTS AND ENTER INTO A CONTRACT WITH CAPITOL ALUMINUM & GLASS CORPORATION FOR THE REPLACEMENT OF MUNICIPAL BUILDING FIRST FLOOR LOBBY WINDOWS, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Findlay is desirous to replace the first floor lobby area windows of the Municipal Building, and;

WHEREAS, the City of Findlay is desirous to waive formal advertising and bidding requirements and enter into a contract with Capitol Aluminum & Glass Corporation for replacement first floor lobby area windows in order to retain the same company that replaced the second floor windows, and;

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

SECTION 1: That the Mayor, Service-Safety Director, and/or City Engineer of the City of Findlay, Ohio be and they are hereby authorized to waive all formal advertising and bidding and enter into a contract with Capitol Aluminum & Glass Corporation for the replacement of the Municipal Building first floor lobby area windows.

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize said waiving of advertising and bidding and enter into a contract with Capitol Aluminum & Glass Corporation so that replacement of the Municipal Building first floor lobby area windows may begin.

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. 2022-053

AN ORDINANCE APPROPRIATING AND TRANSFERRING 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 and transferred:

FROM: Sewer Fund	\$ 135,000.00
TO: Madison & Monroe Sanitary Phase II, <i>Project No. 35621200</i>	\$ 135,000.00

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 and transfer said funds so that the aforementioned project may proceed.

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 _____