

FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

FEBRUARY 7, 2023

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 January 17, 2023 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:

Director of Law Rasmussen – funds for Bricker & Eckler, LLP STRICT Center invoice; water service extension (Ordinance No. 2023-011)

Attached are two (2) invoices from Bricker & Eckler LLP for the STRICT Center in the totaling \$5,624.00 and another invoice for water service extension in the amount of \$1,399.50 that are to be paid out of the City Law Director’s Office funds. \$7,023.50 is being requested to be appropriated from the General Fund to the Law Director Department #21015000-441400 via Ordinance No. 2023-011 to pay these three (3) invoices. Ordinance No. 2023-011 was created.

A set of summary financial reports for December 31, 2022:

- Summary of Year-To-Date Information as of December 31, 2022
- Financial Snapshot for General Fund as of December 31, 2022
- Open Projects Report as of December 31, 2022
- Cash & Investments as of December 31, 2022

Treasurer’s Reconciliation Report – December 31, 2022.

City Planning Commission minutes – January 12, 2023; agenda – February 9, 2023.

Service-Safety Director Martin – transmitter annual maintenance fees

Part of the transmitter contract with Suez included terms for annual maintenance fees. The contract specified that the maintenance fee for year one was \$125,000. Additionally, at each anniversary, the maintenance fee will be adjusted to reflect the current cost of service not to exceed an annual increase of five percent (5%). The terms were clear, however, there was a misunderstanding of when the actual first year maintenance fee was due. Suez recently notified the Water Department that the first year payment was due in 2022 in which the Water Department interpreted the payment to be due in 2023. Legislation appropriating funds to pay for the 2022 maintenance fee of \$125,000 and the additional annual increase for 2023 which is three and a half percent (3.5%). Ordinance No. 2023-012 was created.

FROM: Water Fund	\$ 64,687.50
FROM: Sewer Fund	\$ 64,687.50
TO: Utility Billing #25072000-other	\$ 129,375.00

City Engineer Kalb – ODOT FY23 Resurfacing (Bright Road Phase III), Project No. 32822000

As authorized by Ordinance No. 2022-123, a bid opening was held for this project on January 26, 2023. Bids were received from four (4) potential contractors with the bid amounts ranging from \$722,419 to \$898,468. The lowest and best bid was received from M&B Asphalt Co., Inc. of Tiffin, Ohio. All received bids were under the Engineer’s Estimate of \$817,484.63. The apparent low bid was 11.6% below the Engineer’s estimate which is an example of the benefit of bidding early when contractors are looking for projects to fill their schedule for the year. This project is included in the 2023 Capital Improvements Plan and will utilize grant funding received from the Ohio Department of Transportation (ODOT) annually for being one of the largest seven (7) cities that are not part of an MPO. The grant funds can be used to cover eighty percent (80%) of the construction cost up to \$712,320 which will be equal to eighty percent (80%) of the Engineer’s Estimate and Construction Engineering Reimbursement and needs to be appropriated even though the City should end up receiving \$630,000 based upon the bid amount. One thousand dollars (\$1,000.00) was previously appropriated to the project for advertising. Legislation to appropriate and transfer funds for the capital expenditures is requested. Ordinance No. 2023-013 was created.

FROM: ODOT	\$ 712,320.00
TO: ODOT FY23 Resurfacing (Bright Road Phase III), Project No. 32822000	\$ 712,320.00
FROM: CIT Fund – Capital Improvements Restricted Account	\$ 190,000.00
TO: ODOT FY23 Resurfacing (Bright Road Phase III), Project No. 32822000	\$ 190,000.00

Income Tax Administrator Price – Innovative Software Solutions, Inc. contract

In 2022, the City Income Tax Department posted a Request for Proposals (RFP) for a new Income Tax software program. The City Income Tax Department currently has EMIT, a homegrown computer software that was originally developed in 2002. EMIT is unable to figure all of the reports to meet the department’s needs, and with new tax law changes, it is becoming more obsolete. The best long-term solution is to transition into a new income tax software program. The City Income Tax Department received three (3) proposals that extensive research and analysis have been done on all three (3) software vendors. A new Income Tax software recommendation was presented to the Income Tax Board with a request for the City of Findlay to enter into a contract with Innovative Software Solutions, Inc. and their product – CityTax. The goal is to gain the approvals necessary and begin database conversion soon after so that the City Income Tax Department is well versed in the software by the 2023 tax season. The Income Tax Board recommended approval to enter into a contract with Innovative Software Services, Inc. on January 26, 2022 for City income tax software for the Income Tax Department with the initial purchase price not to exceed \$170,415.00. City Council has already allocated funds for this via project number 31925500 via Ordinance No. 2022-108 that was adopted on November 1, 2022. Legislation to enter into a contract with Innovative Software Services, Inc. for city Income Tax software for the City Income Tax Department is requested. Ordinance No. 2023-014 was created.

City Income Tax Monthly Collection Report – January 2023.

Mayor Muryn – appointment to Shade Tree Commission

Mayor Muryn is appointing Rick Watson to serve on the Shade Tree Commission, filling an unexpired term. His appointment will be effective through December 31, 2023. This appointment does not require Council’s confirmation.

Mayor Muryn – appointment to Board of Zoning Appeals

Mayor Muryn is appointing Phil Rooney to serve on the Board of Zoning Appeals. His appointment will be effective through December 31, 2026. This appointment requires Council’s confirmation.

Fire Chief Eberle – FY21 AFG award notification

Last week, the City of Findlay was notified that the Findlay Fire Department’s FY21 Assistance to Firefighters Grant (AFG) application was awarded. The Federal share of this award is \$52,894.90. The local match requirement is ten percent (10%) or five thousand two hundred eighty-nine dollars and fifty cents (\$5,289.50) to be appropriated from the existing Fire Department’s budget. This grant application was authorized in December 2021 via Ordinance No. 2021-121 to allow the completion of two (2) long-term projects within the Findlay Fire Department. The first project is to replace all remaining fire hoses in inventory totaling sixty-five (65) sections of hose manufactured prior to 1987 that no longer meet NFPA standards. The second project is to complete replacement of all the Findlay Fire Department’s radios including seven (7) mobile MARCS radios within their apparatuses. Legislation to appropriate funds is requested. Ordinance No. 2023-015 was created.

FROM:	FEMA AFG FY21 Grant	\$ 52,894.90	
TO:	FFD AFG F21 #31930600		\$ 52,894.90
FROM:	Fire Department #21014000-other	\$ 5,289.50	
TO:	FFD AFG FY21 #31930600		\$ 5,289.50

Service-Safety Director Martin – GMSTEK, LLC agreement

The City of Findlay Airport is requesting permission to enter into an agreement with GMSTEK, LLC., a software company that offers a point of sale system and inventory management software to airports and fixed base operators (FBOs). This point of sale system will streamline processes, eliminate redundancies, and enhance the customer experience. The contract includes implementation, devices, and a monthly subscription for a term of three (3) years with automatic two (2) year renewals. The costs associated with 2023 are included in the Airport’s operating budget and are as follows:

- one-time implementation and devices = \$6,149.97
- monthly subscription charges = \$755.98
- annual data & infrastructure = \$1,200.00

These fees are fixed for the first year after implementation is completed. On each annual anniversary thereafter, one or more of them may be increased in an amount not to exceed three and one-half percent (3.5%) of the prior year’s fees. Legislation authorizing the Mayor and/or Service-Safety Director to enter into an agreement with GMSTEK, LLC is requested. Ordinance No. 2023-016 was created.

Income Tax Board minutes – November 2, 2022, January 26, 2023.

Fire Chief Eberle – FY22 AFG for purchase of SCBA compressor and fill station

The application period for Federal Emergency Management Agency (FEMA)’s Assistance to Firefighters Grant (AFG) is open for the fiscal year 2022 grant cycle. Grant applications must be submitted by February 10, 2023. City Council’s authorization to apply for this grant is requested. If awarded, this grant will pay ninety percent (90%) of the requested funds and requires a ten percent (10%) match. The grant is very competitive and the award notification may not occur for quite some time. An appropriation of funds is not being requested at this time. The grant application will be for a SCBA compressor and fill station. This vital piece of equipment is used to fill the air packs used during firefighting and would be installed at Fire Station 4 to be used in conjunction with the STRICT Center training facility and will allow fire service personnel to refill SCBA cylinders as needed during and after training sessions, providing flexibility and redundancy for Fire personnel for normal Fire Departmental operations. The estimated grant award is sixty-five thousand dollars (\$65,000.00) with the City being responsible for approximately six thousand five hundred dollars (\$6,500.00) or ten percent (10%) of the total cost. Ordinance No. 2023-017 was created.

City Engineer Kalb – ODOT Municipal Bridge Program

The City of Findlay has recently been notified by the Ohio Department of Transportation (ODOT) of a new Municipal Bridge Program that will provide grant funds to municipalities for the rehabilitation of existing bridge structures. Through this program, ODOT will provide up to ninety-five percent (95%) of the eligible construction costs, and the City will be responsible for a five percent (5%) match, as well as the design costs. If awarded the grant, the funds will be available for construction between the 2024 to 2026 construction seasons. The City of Findlay Engineer Department will be utilizing this program to perform deck and structural repairs to the existing bridge on Blanchard Street that crosses the Blanchard River. The City has a good chance of receiving grant funding for necessary repairs on the Blanchard Street bridge because of the inspection services that the City received from the ODOT Municipal Building Inspection Program. The grant (application) deadline is February 28, 2023, therefore, required legislation will need to be passed on or before the February 21, 2023 City Council meeting in order to apply for this grant funding. Legislation authorizing the Mayor, Service-Safety Director and/or City Engineer to apply for grant funds and sign any applicable agreements or related documents for this Municipal Bridge Program is requested. Ordinance No. 2023-018 was created.

COMMITTEE REPORTS:

The **STRATEGIC PLANNING COMMITTEE** met on January 23, 2023 to review all current strategic plan categories & sub bullets.

We recommend to continue working to completion of the Strategic Plan.

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss the Downtown North River Development Project.

We recommend that the Administration bring back to the APPROPRIATIONS COMMITTEE the following items for the committee to consider:

1. *A signed draft agreement from the County for the conveyance of all properties involved in the riverfront development area.*
2. *A financial plan that outlines potential funding for the project..*

LEGISLATION:

RESOLUTIONS:

RESOLUTION NO. 005-2023 (no PO) **requires one (1) readings**

first reading

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

ORDINANCES:

ORDINANCE NO. 2022-129 **requires three (3) readings**

third reading – tabled during the 12/20/22 City Council meeting

(Mardic Investments, Inc. annexation (parcel no. 020001025344 south of CR 99) – rezone

6:50pm public hearing is scheduled for 2/7/23 for this

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS M-2 MULTI-FAMILY HIGH DENSITY (HEREINAFTER REFERRED TO AS THE MARDIC INVESTMENTS, INC. ANNEXATION).

ORDINANCE NO. 2023-003 *(0 Greendale Ave rezone)* **requires three (3) readings**

third reading

6:55pm public hearing is scheduled for 2/7/23 for this

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 GREENDALE AVENUE REZONE) WHICH PREVIOUSLY WAS ZONED “R-1 RESIDENTIAL” TO “O-1 OFFICES/INSTITUTIONS”.

ORDINANCE NO. 2023-009 (*Fire Station #2 roof replacement*) **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 ADVERTISE FOR BID AND ENTER INTO CONTRACTS FOR THE CONSTRUCTION OF A ROOR REPLACEMENT AT FIRE STATION NO. 2, LOCATED AT 2610 NORTH MAIN STREET, FINDLAY, OHIO, 45840, PROJECT NO. 31930200, APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-010 (*Lakota Park final plat*) **requires three (3) readings** *first reading*
AN ORDINANCE ACCEPTING THE FINAL PLAT AS SHOWN ON THE LAKOTA PARK ROADWAY DEDICATION PLAT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-011 (*Bricker & Eckler LLP invoices (STRICT Center, water service extension)*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-012 (*transmitter annual maintenance fees*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-013 (*ODOT FY23 Resurfacing – Bright Rd Phase III*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-014 (*Innovative Software Solutions, Inc. contract*) **requires three (3) readings** *first reading*
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH INNOVATIVE SOFTWARE SERVICES, INC. FOR INCOME TAX SOFTWARE TO BE UTILIZED BY THE CITY OF FINDLAY INCOME TAX, PROJECT NO. 319250000, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-015 (*FY21 AFG award notification*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-016 (*GMSTEK, LLC agreement*) **requires three (3) readings** *first reading*
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH GMSTEK, LLC FOR THE IMPLEMENTATION OF AN INVENTORY MANAGEMENT SOFTWARE SYSTEM, PURCHASE OF REQUIRED DEVICES, THREE (3) YEAR SUBSCRIPTION, AND ANNUAL DATA AND INFRASTRUCTURE TO BE UTILIZED BY THE CITY OF FINDLAY OHIO AIRPORT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-017 (*FY22 AFG – SCBA compressor & fill station*) **requires three (3) readings** *first reading*
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTER’S GRANT (AFG), ALONG WITH THE CITY OF FINDLAY’S TEN PERCENT (10%) MATCH, TO PURCHASE A SCBA COMPRESSOR AND FILL STATION TO BE UTILIZED BY THE CITY OF FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-018 (*ODOT Municipal Bridge Program*) **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 APPLY FOR GRANT FUNDS AND ENTER INTO AN AGREEMENT AND/OR RELATED DOCUMENTS WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THEIR MUNICIPAL BRIDGE PROGRAM, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS

Mayor Muryn requests an Executive Session meeting to discuss the potential sale of property with no action to be taken after the Executive Session.

Office of the Director of Law

Donald J. Rasmussen

318 Dorney Plaza, Rm 310

Findlay, Ohio 45840

Telephone: 419-429-7338 • Fax: 419-424-7245

drasmussen@findlayohio.com

January 18, 2023

Honorable City Council
Findlay, OH 45840

RE: Funds for Bricker & Eckler, LLP STRICT Center invoice; water service extension (Ordinance No. 2023-011)

Dear Council Members:

Attached are two (2) invoices from Bricker & Eckler LLP for the STRICT Center project totaling \$5,624.00 and another invoice for a water service extension in the amount of \$1,399.50 that are to be paid out of the City Law Director's Office funds.

\$7,023.50 is being requested to be appropriated from the General Fund to the Law Director Department 21015000-441400 via Ordinance No. 2023-011 to pay these three (3) invoices.

Thank you for your consideration in this matter.

Very truly yours,



Donald J. Rasmussen
Director of Law



BRICKER & ECKLER LLP
100 South Third Street
Columbus, Ohio 43215-4291
Phone 614.227.2300
Fax 614.227.2390
www.bricker.com

COLUMBUS | CLEVELAND
CINCINNATI | DAYTON
MARIETTA | BARNESVILLE

EMPLOYER ID NUMBER 31-4359739

CLIENT: FINDLAY OH, CITY OF

CLIENT ID: 023836
INVOICE DATE: October 12, 2022
INVOICE NO.: 812247

FINDLAY OH, CITY OF
ATTN CITY LAW DIRECTOR
313 MUNICIPAL BUILDING
FINDLAY, OH 45840

INVOICE SUMMARY

For Legal Services Rendered Through: September 30, 2022

Attorney: Public Finance

Invoice Date: 10/12/22

Matter Name
STRICT Center

Matter ID
187632

Matter Amount
\$ 3,018.00

Total Due This Invoice: \$ 3,018.00

Previous Balance Outstanding: \$ 33,650.00

PAYMENT DUE UPON RECEIPT

PLEASE INCLUDE INVOICE NUMBER AND CLIENT ID WITH YOUR PAYMENT

Please Remit Payment To:

Via US Mail:

Bricker & Eckler, LLP
L-4070
Columbus, OH 43260-4070

Via Wire/ACH

The Huntington National Bank
41 S. High St., Columbus, OH 43215
ABA Routing: 044000024
Account: 01893564134
Remittance Email: paymentinfo@bricker.com

If you have any questions regarding this invoice, please contact either Heather Wiley at 614-227-8888
AccountsReivable@bricker.com or the responsible attorney for this matter.

We greatly value your business. If you have any concerns, compliments, or feedback about the level of service and responsiveness you received, please contact Jim Flynn at 614-227-8855 or jflynn@bricker.com.



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 Columbus, Ohio 43215-4291
 Phone 614.227.2300
 Fax 614.227.2390
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EMPLOYER ID NUMBER 31-4359739

CLIENT: FINDLAY OH, CITY OF

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FINDLAY OH, CITY OF
 ATTN CITY LAW DIRECTOR
 313 MUNICIPAL BUILDING
 FINDLAY, OH 45840

PRIVATE AND CONFIDENTIAL

For Legal Services Rendered Through: September 30, 2022

Matter: STRICT Center
 Matter ID: 187632

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Narrative</u>	<u>Hours</u>	
09/01/22	M. Evans	Review Proposal from Tuttle Construction; prepare Design-Build contract for Public Works Building Project; send same to Mr. Rausch for review	1.50	
09/06/22	M. Evans	Draft and revise owner Design-Build Agreement with Tuttle Construction; send same to Mr. Rausch; conference call with Mr. Rausch regarding STRICT Center	1.30	
09/06/22	S. Lewis	Review the finalized Design-Builder Agreement; prepare email regarding same	0.50	
09/08/22	M. Evans	Review correspondence from Mr. Rausch regarding subcontracting procedures for the STRICT Project and review correspondence from Mr. Kirk regarding same; draft correspondence to Mr. Rausch regarding subcontracting process and proposed email to Mr. Kirk and send same to Mr. Rausch	1.30	
09/22/22	M. Evans	Review correspondence from Mr. Rausch and two proposed letters regarding GMP Amendments Nos. 1 and 2; revise letters and send same to Mr. Rausch	1.30	
Total Hours/Fees			5.90	\$ 3,018.00
Total This Invoice				\$ 3,018.00



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EMPLOYER ID NUMBER 31-4359739

CLIENT: FINDLAY OH, CITY OF

CLIENT ID: 023836
INVOICE DATE: October 12, 2022
INVOICE NO.: 812249

FINDLAY OH, CITY OF
ATTN CITY LAW DIRECTOR
313 MUNICIPAL BUILDING
FINDLAY, OH 45840

INVOICE SUMMARY

For Legal Services Rendered Through: September 30, 2022

<u>Attorney:</u> Public Finance	<u>Invoice Date:</u> 10/12/22	
<u>Matter Name</u> Water Service Extension	<u>Matter ID</u> 188058	<u>Matter Amount</u> \$ 1,399.50

Total Due This Invoice: \$ 1,399.50

Previous Balance Outstanding: \$ 7,701.00

PAYMENT DUE UPON RECEIPT

PLEASE INCLUDE INVOICE NUMBER AND CLIENT ID WITH YOUR PAYMENT

Please Remit Payment To:

Via US Mail:

Bricker & Eckler, LLP
L-4070
Columbus, OH 43260-4070

Via Wire/ACH

The Huntington National Bank
41 S. High St., Columbus, OH 43215
ABA Routing: 044000024
Account: 01893564134
Remittance Email: paymentinfo@bricker.com

If you have any questions regarding this invoice, please contact either Heather Wiley at 614-227-8888
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EMPLOYER ID NUMBER 31-4359739

CLIENT: FINDLAY OH, CITY OF

CLIENT ID: 023836
INVOICE DATE: October 12, 2022
INVOICE NO.: 812249
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FINDLAY OH, CITY OF
ATTN CITY LAW DIRECTOR
313 MUNICIPAL BUILDING
FINDLAY, OH 45840

PRIVATE AND CONFIDENTIAL

For Legal Services Rendered Through: September 30, 2022

Matter: Water Service Extension
Matter ID: 188058

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Narrative</u>	<u>Hours</u>	
09/01/22	D. Shevelow	Advise regarding enforceability of County right-of-way occupation conditions and authority to govern curbcuts	0.30	
09/01/22	J. Flint	Conference with Findlay team to address various issues relating to water and sewer services outside territorial limits, annexation, and County's questions relating to authority of City Planning Commission over developments outside city limits; confer with Attorney Shevelow regarding extent of County authority over curb cuts and/or city water – sewer lines within County right-of-way	1.20	
09/01/22	C. Schirra	Attend call with Mr. Cordonnier and Findlay team to discuss preliminary legal research and recommended considerations pertaining to annexation issues and dispute with County; confer with Ms. Flint in follow-up to same regarding follow-up items and discussion with Mr. Shevelow; review correspondence from Ms. Flint and Mr. Shevelow in follow up to same	1.50	
Total Hours/Fees			3.00	\$ 1,399.50
Total This Invoice				\$ 1,399.50



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EMPLOYER ID NUMBER 31-4359739

CLIENT: FINDLAY OH, CITY OF

CLIENT ID: 023836
INVOICE DATE: November 11, 2022
INVOICE NO.: 814235

FINDLAY OH, CITY OF
ATTN CITY LAW DIRECTOR
313 MUNICIPAL BUILDING
FINDLAY, OH 45840

INVOICE SUMMARY

For Legal Services Rendered Through: October 31, 2022

Attorney: Public Finance

Invoice Date: 11/11/22

Matter Name
STRICT Center

Matter ID
187632

Matter Amount
\$ 2,606.00

Total Due This Invoice: \$ 2,606.00

Previous Balance Outstanding: \$ 36,668.00

PAYMENT DUE UPON RECEIPT

PLEASE INCLUDE INVOICE NUMBER AND CLIENT ID WITH YOUR PAYMENT

Please Remit Payment To:

Via US Mail:

Bricker & Eckler, LLP
L-4070
Columbus, OH 43260-4070

Via Wire/ACH

The Huntington National Bank
41 S. High St., Columbus, OH 43215
ABA Routing: 044000024
Account: 01893564134
Remittance Email: paymentinfo@bricker.com

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EMPLOYER ID NUMBER 31-4359739

CLIENT: FINDLAY OH, CITY OF

CLIENT ID: 023836
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PAGE 1

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ATTN CITY LAW DIRECTOR
313 MUNICIPAL BUILDING
FINDLAY, OH 45840

PRIVATE AND CONFIDENTIAL

For Legal Services Rendered Through: October 31, 2022

Matter: STRICT Center
Matter ID: 187632

Fees

<u>Date</u>	<u>Timekeeper</u>	<u>Narrative</u>	<u>Hours</u>	
10/05/22	M. Evans	Review correspondence from Mr. Rausch regarding DBIA 530 and GMP amendments; strategize regarding amendments and other issues	1.00	
10/05/22	S. Lewis	Review email from Mr. Rausch regarding GMP Proposals No. 1 and 2 for the STRICT Center Project; prepare email responding to same; prepare email to Mr. Rausch regarding Proposal Form No. 5	1.10	
10/08/22	S. Lewis	Work on finalizing the DBIA 530 for the STRICT Project; prepare change order for future GMPs; prepare email to Mr. Rausch regarding GMP Proposal requirements	2.50	
10/10/22	M. Evans	Strategize regarding GMP proposals from Clouse Construction and related correspondence	0.50	
10/10/22	S. Lewis	Prepare email to Mr. Rausch regarding documentation compromising a GMP Proposal for the STRICT Project	0.10	
10/20/22	M. Evans	Review correspondence from Mr. Rausch regarding questions from Clouse Construction	0.20	
10/20/22	S. Lewis	Prepare email to Mr. Rausch regarding Builder's Risk Insurance and Bonds	0.40	
Total Hours/Fees			5.80	\$ 2,606.00
Total This Invoice				\$ 2,606.00



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

Thursday, January 19, 2023

The Honorable Council
Findlay, Ohio

Council Members,

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

Summary of Year-To-Date Information as of December 31, 2022
Open Projects Report as of December 31, 2022
Cash & Investments as of December 31, 2022

Respectfully Submitted,



Jim Staschiak II
City Auditor

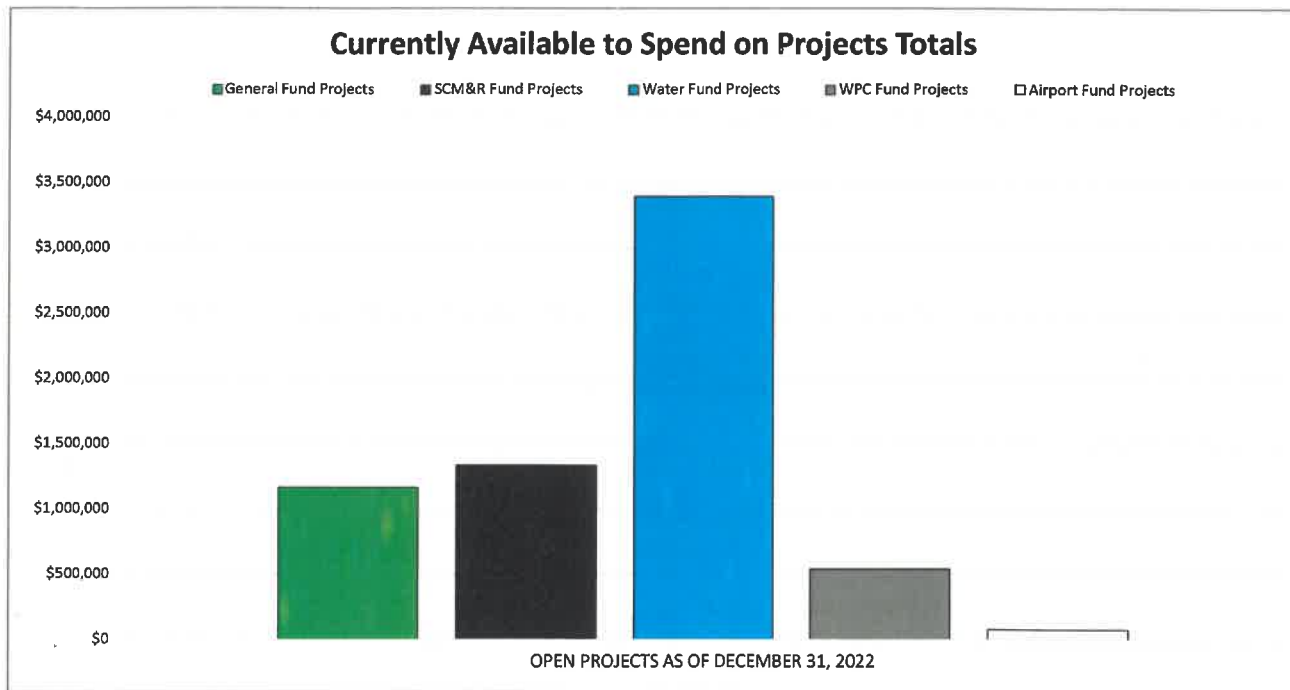
CITY OF FINDLAY
SUMMARY OF YEAR-TO-DATE INFORMATION AS OF DECEMBER 31, 2022

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
COUNCIL	348,688	309,732	88.8%	2,000	1,450	72.5%
MAYOR'S OFFICE	343,858	260,189	75.7%	8,899	8,904	100.1%
AUDITOR'S OFFICE	929,906	786,776	84.6%	426,027	426,098	100.0%
TREASURER'S OFFICE	25,964	23,991	92.4%	-	-	0.0%
LAW DIRECTOR	856,966	792,769	92.5%	152,555	152,555	100.0%
MUNICIPAL COURT	2,606,666	2,446,864	93.9%	1,292,167	1,300,066	100.6%
CIVIL SERVICE OFFICE	158,970	87,350	54.9%	1,176	1,176	100.0%
PLANNING & ZONING	154,615	154,520	99.9%	-	-	0.0%
COMPUTER SERVICES	655,196	584,113	89.2%	636,618	636,618	100.0%
GENERAL EXPENSE	5,421,238	5,074,368	93.6%	-	-	0.0%
GENERAL REVENUE	-	-	0.0%	33,429,457	33,696,814	100.8%
POLICE DEPARTMENT	9,309,211	8,478,712	91.1%	885,772	886,297	100.1%
DISASTER SERVICES	80,277	72,445	90.2%	-	-	0.0%
FIRE DEPARTMENT	9,098,126	8,673,019	95.3%	1,087,717	1,093,064	100.5%
DISPATCH CENTER	1,267,577	1,150,948	90.8%	27,000	27,000	100.0%
SAFETY DIRECTOR	270	270	100.0%	-	-	0.0%
HUMAN RESOURCES	159,670	146,805	91.9%	-	-	0.0%
SERVICE DIRECTOR	256,820	224,871	87.6%	1,500	1,500	100.0%
ENGINEERING OFFICE	939,859	803,824	85.5%	131,226	137,130	104.5%
PUBLIC BUILDING	556,518	375,703	67.5%	-	-	0.0%
ZONING	429,124	299,304	69.7%	60,289	63,420	105.2%
PARK MAINTENANCE	1,268,280	1,100,146	86.7%	61,590	61,590	100.0%
RESERVOIR RECREATION	14,337	7,562	52.7%	-	-	0.0%
RECREATION MAINTENANCE	126,255	115,853	91.8%	-	-	0.0%
RECREATION FUNCTIONS	986,566	976,490	99.0%	814,991	823,394	101.0%
CEMETERY DEPARTMENT	651,198	618,191	94.9%	152,775	144,932	94.9%
TOTAL GENERAL FUND	36,646,155	33,564,815	91.6%	39,171,759	39,462,008	100.7%

CONTINUED ON REVERSE

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
SCM&R STREETS	4,017,072	2,805,190	69.8%	4,004,606	4,030,593	100.6%
TRAFFIC-SIGNALS	623,642	529,417	84.9%	127,091	127,634	100.4%
TOTAL SCM&R FUND	4,640,714	3,334,606	71.9%	4,131,697	4,158,227	100.6%
SCM&R HIWAYS	189,946	184,996	97.4%	192,670	194,669	101.0%
TOTAL SCM&R HIWAYS FUND	189,946	184,996	97.4%	192,670	194,669	101.0%
AIRPORT OPERATIONS	1,494,980	1,378,677	92.2%	1,317,567	1,331,201	101.0%
TOTAL AIRPORT FUND	1,494,980	1,378,677	92.2%	1,317,567	1,331,201	101.0%
WATER TREATMENT	3,733,385	3,054,719	81.8%	50,628	46,134	91.1%
WATER DISTRIBUTION	2,768,238	1,904,075	68.8%	71,784	92,561	128.9%
UTILITY BILLING	1,599,514	1,262,531	78.9%	8,327,657	8,293,934	99.6%
SUPPLY RESERVOIR	1,134,313	566,283	49.9%	20,110	20,372	101.3%
TOTAL WATER FUND	9,235,450	6,787,607	73.5%	8,470,179	8,453,002	99.8%
SANITARY SEWER MAINT	1,329,698	1,036,320	77.9%	6,600	7,148	108.3%
STORMWATER MAINT	277,817	243,240	87.6%	786,100	797,219	101.4%
WATER POLLUTION CONTROL	3,579,709	3,179,899	88.8%	8,948,142	8,975,109	100.3%
TOTAL SEWER FUND	5,187,224	4,459,459	86.0%	9,740,842	9,779,475	100.4%
PARKING	100,908	98,571	97.7%	97,644	104,356	106.9%
TOTAL PARKING FUND	100,908	98,571	97.7%	97,644	104,356	106.9%
SWIMMING POOL	136,026	113,577	83.5%	125,095	125,095	100.0%
TOTAL SWIMMING POOL FUND	136,026	113,577	83.5%	125,095	125,095	100.0%
CIT ADMINISTRATION	29,903,066	29,727,606	99.4%	37,017,438	38,413,417	103.8%
TOTAL CIT FUND	29,903,066	29,727,606	99.4%	37,017,438	38,413,417	103.8%

**CITY OF FINDLAY
OPEN PROJECTS AS OF DECEMBER 31, 2022**



PROJECT NUMBER	PROJECT NAME	TOTAL APPROPRIATED	TOTAL EXPENSED	TOTAL PENDING	CURRENTLY AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
31912000	PARKER TRAINING/RESTROOM REMODEL	72,559	40,988	30,800	771
31912500	TRAFFIC/FABRICATION SHOP	97,750	70,286	23,500	3,965
31912600	FY20 FIRE AFG PROGRAM	129,000	126,843	2,155	2
31912800	TYLER EXECUTIME IMPLEMENTATION	150,000	54,000	96,000	-
31913400	21 UPGRADE SHELTER 15	70,000	66,519	3,460	21
31913700	DOWNTOWN RECREATION AREA	105,775	100,775	-	5,000
31920700	22 ORC REQUIRED PD TRAINING	24,203	23,226	-	977
31920800	ENG/ZONING FILE SCANNING	50,000	39,597	2,712	7,691
31920900	MUNI BLDG ELEVATOR REPLACEMENT	150,000	-	4,160	145,840
31921900	SECURITY CAMERAS	91,130	86,945	2,596	1,589
31922200	2022 GIS FUNCTIONALITY GROWTH	80,000	3,956	45,944	30,100
31922300	MUNI BLDG LED REPLACEMENTS	50,000	16,501	-	33,500
31922400	MUNI BLDG BATHROOM UPGRADES	50,000	1,750	41,850	6,400
31924300	RIVERSIDE DAM MODIFICATIONS	80,000	69,839	10,161	-
31924400	MUNI CT COURTMASER EFILING	19,650	-	19,650	-
31924600	PD QUICK RESPONSE GRANT FY202	62,500	17,293	45,207	-
31924700	CASC	58,000	41,300	16,700	-
31924800	MLK MURAL	15,000	-	-	15,000
31924900	FIRE HOUSE BUNK ROOMS	42,000	41,484	-	516
31925100	CITY RESTROOM ACCESSIBILITY	45,000	-	-	45,000
31925400	TECHNOLOGY IMPROVMENTS	25,000	23,647	-	1,353
31925500	CIT SOFTWARE	190,000	-	-	190,000

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
31925600	TREE PLANTING	100,000	-	-	100,000
31925800	DEMOLITION PROGRAM	400,000	-	-	400,000
31926100	REMINGTON BALLFIELDS PURCHASE	91,000	89,304	-	1,696
31948200	OHIO 629 - MARATHON	250,000	18,676	10,000	221,324
31955300	ROWMARK 629 ROADWORK	100,000	1,516	-	98,484
31966800	2017 ORC PD REQUIRED TRAINING	39,556	4,000	-	35,556
31977900	PUBLIC SAFETY SOFTWARE SYSTEM	731,770	726,451	2,086	3,233
31983000	VHF RADIO SYSTEM	696,935	687,955	2,521	6,459
31993600	KEEP ACTIVE KEEP HEALTHY PROG	100,000	97,142	-	2,858
31993800	RVR GREENTRAIL TO RIVERBEND	3,224,509	348,325	2,233	2,873,951
31994900	FIRE STRICT FACILITY	1,540,900	282,659	1,012,511	245,730
	GENERAL FUND PROJECTS	8,932,237	3,080,978	1,374,245	4,477,014
32542300	OIL DITCH CLEANING	20,000	-	-	20,000
32549500	HOWARD RUN DITCH CLEANING	6,000	-	-	6,000
32811100	I75/CR99 INTERCHANGE PID 10237	420,000	420,000	-	-
32821400	HAN-INTERSTATE & FHS TRAILS	135,000	19,094	92,239	23,667
32822000	ODOT FY23 RESURF PID1087776	1,000	-	-	1,000
32823100	S MAIN/HARDIN INTERSECTION	120,000	-	-	120,000
32823200	S MAIN/CRAWFORD INTERSECTION	100,000	-	-	100,000
32823400	W MAIN CROSS/CORY INTERSECTION	100,000	-	-	100,000
32852700	W SANDUSKY/WESTERN AVENUE	190,000	103,471	8,510	78,019
32864600	CR212/CR236 WIDENING	240,000	190,075	45,776	4,149
32872100	S MAIN/LINCOLN INTERSECTION	125,000	104,098	254	20,648
32876000	BLANCHARD/LINCOLN BIKE LANE	3,471,500	2,558,104	50,002	863,394
	SCM&R FUND PROJECTS	4,928,500	3,394,841	196,782	1,336,877
35202300	AIP-28 REHAB TAXIWAY A	432,624	366,823	61,070	4,731
35210500	AIRPORT NORTH APRON REHAB	189,046	165,079	11,891	12,076
35222100	TERMINAL BLDG MOVE/REHAB	126,000	118,079	1,260	6,661
35224000	AIP-33 NORTH APRON REHAB CONS	2,283,995	737,636	1,495,017	51,342
35225200	AIP-34	306,000	24,790	280,796	414
35293200	AIP-27 RUNWAY 7/25 REHAD CRACK SEAL	136,618	121,617	11,753	3,248
	AIRPORT FUND PROJECTS	3,474,283	1,534,025	1,861,786	78,472

<u>PROJECT NUMBER</u>	<u>PROJECT NAME</u>	<u>TOTAL APPROPRIATED INCEPTION TO DATE</u>	<u>TOTAL EXPENSED INCEPTION TO DATE</u>	<u>TOTAL PENDING PURCHASE ORDERS</u>	<u>CURRENTLY AVAILABLE TO SPEND</u>
35512100	WASHINGTON AVE STORM UPGRADE	20,000	17,544	-	2,456
35521700	W LINCOLN STORM SWR	220,000	12,811	186,609	20,580
35601300	WPC CLARIFIER 3&4 REHAB	680,845	600,486	58,585	21,775
35610700	2021 COMBINED SEWER OVERFLOW	40,000	29,289	10,711	-
35611600	SPRINGLAKE SANITARY UPGRADE	625,000	431,855	138,550	54,595
35622800	CLARIFIERS WEIR BRUSH REPLACE	100,000	49,200	-	50,800
35626200	CSO LTC PLAN AMENDMENT 22	390,000	-	-	390,000
35691900	WEST MAIN CROSS SAN SEWER	20,000	18,891	1,109	-
	SEWER FUND PROJECTS	2,095,845	1,160,075	395,565	540,205
35710100	RECTOR AVE WATERLINE REPLACE	444,147	8,091	381,410	54,646
35720200	MORRICAL BLVD WL REPLACEMENT	5,000	549	-	4,451
35722700	RESERVOIR PAINT/REPAIR	30,000	-	-	30,000
35725300	WTP GENERATOR	300,000	-	-	300,000
35781800	WTP SCADA SYSTEM UPGRADES	585,600	505,565	62,150	17,885
35782600	WTP & RES SECURITY CAMERAS	150,000	106,939	-	43,061
35782800	RESERVOIR TRANSFER LINE REHAB	1,957,881	167	137,881	1,819,833
35783300	WATER METER SYSTEM REPLACE	2,092,622	1,267,622	-	825,000
35790800	WTP CO2 TANKS REPLACEMENT	350,000	16,533	33,268	300,200
	WATER FUND PROJECTS	5,915,250	1,905,465	614,708	3,395,076

<u>PROJECT</u>		<u>TOTAL</u>	<u>TOTAL</u>	<u>TOTAL</u>	<u>CURRENTLY</u>
<u>NUMBER</u>	<u>PROJECT NAME</u>	<u>APPROPRIATED</u>	<u>EXPENSED</u>	<u>PENDING</u>	<u>AVAILABLE</u>
		<u>INCEPTION TO DATE</u>	<u>INCEPTION TO DATE</u>	<u>PURCHASE ORDERS</u>	<u>TO SPEND</u>

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CITY OF FINDLAY
CASH & INVESTMENTS AS OF DECEMBER 31, 2022

<u>AMOUNT</u>	<u>DESCRIPTION AND COUPON RATE</u>	<u>BANK/FIRM</u>
\$ 899,000.00	STAR OHIO @ 4.190%	
133,704.26	STAR OHIO @ 4.190%	
42,003,500.00	STAR OHIO @ 4.190%	
1,633,126.75	STAR OHIO @ 4.190%	
22,505,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.700%	WATERFORD BANK
996,328.13	US TREASURY @ 0.125% COUPON	HUNTINGTON BANK
997,804.87	US TREASURY @ 0.750% COUPON	FIFTH THIRD BANK
990,890.00	US TREASURY @ 0.125% COUPON	FIFTH THIRD BANK
991,445.31	US TREASURY @ 0.125% COUPON	HUNTINGTON BANK
994,804.69	US TREASURY @ 0.125% COUPON	HUNTINGTON BANK
980,117.19	US TREASURY @ 0.125% COUPON	FIFTH THIRD BANK
803,615.40	FFCB @ 1.60% COUPON	KEY BANK
989,341.28	US TREASURY @ 1.170% COUPON	HUNTINGTON BANK
946,835.94	US TREASURY @ 0.250% COUPON	HUNTINGTON BANK
988,340.00	US TREASURY @ 0.125% COUPON	KEY BANK
973,164.06	US TREASURY @ 0.125% COUPON	FIFTH THIRD BANK
964,023.44	US TREASURY @ 0.125% COUPON	FIFTH THIRD BANK
970,940.00	US TREASURY @ 1.500% COUPON	KEY BANK
964,453.13	US TREASURY @ 0.875% COUPON	HUNTINGTON BANK
982,460.94	US TREASURY @ 2.500% COUPON	HUNTINGTON BANK
995,234.38	US TREASURY @ 4.250% COUPON	HUNTINGTON BANK
962,539.06	US TREASURY @ 2.375% COUPON	HUNTINGTON BANK
969,843.75	US TREASURY @ 2.500% COUPON	PNC BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 4.290%	PREMIER BANK
<hr/>		
\$ 85,126,512.58	INVESTMENT TOTAL	
4,187,183.65	5/3 BANK ACCOUNT BALANCE	
10,358.95	ACCRUED INVESTMENT INTEREST	
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<u>\$ 89,324,055.18</u>	TOTAL CASH & INVESTMENTS	

CITY OF FINDLAY
BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF DECEMBER 31, 2022

\$30,373,737.55	General Fund
1,500,000.00	General Fund Restricted Rainy Day
3,103,393.85	General Fund Projects
1,903,859.47	SCM&R Fund
553,202.83	SCM&R Fund Projects
-	County Permissive License Fund
364,047.69	State Highway Fund
934.39	Law Enforcement Trust Fund
4,076.77	Drug Law Enforcement Trust Fund
342,747.85	ID Alcohol Treatment Fund
10,043.94	Opiod Abatement Fund
72,859.70	Enforcement & Education Fund
871,652.64	Court Special Projects Fund
173,968.04	Court Computerization Fund
2,109.56	METRICH Drug Law Enforcement Trust Fund
165,022.64	Alcohol Monitoring Fund
177,504.32	Mediation Fund
141,833.94	Electronic Imaging Fund
20,762.66	Legal Research Fund
2,124,235.93	Severance Payout Fund
2,840,602.31	ARPA Fund
-	Debt Service Fund
-	CR 236 TIF Fund
1,004,016.04	Municipal Court Improvement Fund
550,266.08	Airport Fund
419,476.13	Airport Fund Projects
9,824,828.29	Water Fund
933,305.97	Water Fund Restricted
1,896,938.66	Water Fund Projects
10,688,722.12	Sewer Fund
6,430,019.25	Sewer Fund Restricted
886,849.18	Sewer Fund Projects
70,129.86	Parking Fund
-	Parking Fund Projects
39,931.22	Swimming Pool Fund
29,480.06	Internal Service Central Stores Fund
512,271.15	Internal Service Workers Comp Fund
1,005,959.12	Internal Service Self Insurance Fund
3,145,484.71	CIT Fund
4,831,989.42	CIT Fund- Restricted Capital Improvements
-	Police Pension Fund
-	Fire Pension Fund
65,579.24	Unclaimed Monies Fund
289,990.71	Tax Collection Agency Fund
1,635,226.75	Cemetery Trust Fund
167,335.81	Private Trust Fund
147,962.40	Guaranteed Deposits
1,712.02	Special Assessments Pavements Fund
-	Special Assessments Sidewalks Fund
-	Special Assessments Sidewalks Fund Projects
(15.09)	Special Assessments Storm Fund
<u>\$89,324,055.18</u>	TOTAL CASH & INVESTMENTS



TREASURER'S OFFICE

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

Treasurer's Reconciliation for December 31, 2022

TREASURER

Fifth Third Initial Balance	3,885,610.47
- Withdrawals ()	(8,601,441.13)
+ Deposits	9,690,253.65
	<u>4,974,422.99</u>
(-Outstanding Checks)	(803,142.54)
Deposit in Transit	16,000.25
Post Pending	(97.05)

Treasurer's Checking Bal	4,187,183.65
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Investment Principal	85,126,512.58
Accrued Interest	10,358.95

Treasurer's Total Cash and Investments	89,324,055.18
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AUDITOR

Auditor's Checking Bal	4,187,183.65
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Auditor's Total Cash and Investments	89,324,055.18
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Respectfully submitted,



Susan Jo Hite
Treasurer

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday January 12, 2023 – 9:00 a.m.

Minutes

MEMBERS PRESENT:

Mayor Muryn
Rob Martin
Dan DeArment
Jackie Schroeder

STAFF ATTENDING:

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

GUESTS:

Mike Recker, John Sperry, Jenny Miracle-Turner, Dan Stone, Lou Wilin

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Muryn
Rob Martin
Dan DeArment
Jackie Schroeder

SWEARING IN

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

APPROVAL OF MINUTES

Dan DeArment motioned to approve the minutes for the December 8, 2022 meeting. Jackie Schroeder seconded. Motion approved 4-0-0.

NEW ITEMS

- 1. APPLICATION FOR SITE PLAN REVIEW #SP-01-2023 filed by BW of Findlay LLC for a 2853 square foot Commercial Building for Battery Wholesale to be located at 15199 SR 224.**

General Information

This request is along US Route 224 on the eastern edge of Findlay. This outlot was created via lot split in from Caliber Collision in 2022. To the west and north of the site, it is zoned C-2 General Commercial. To the east in Marion Township, it abuts B-3 General Business and R-1 Single Family residential. It is not located within the 100-year flood plain.

Staff Analysis

The proposed site plan for the site would be the home of Battery Warehouse. This building would allow a 3-car work bay to be worked on in the facility. There is stacking for 4 additional cars to be waiting for to enter the facility. The parking lot has 8 spots which meets the C-2 standard.

The applicant is adding additional landscaping to the site. The site plan shows that and additional 22 shrubs will be planted around the perimeter of the parking lot, as well as 11 trees. This exceeds the landscaping standards for the foundation plantings and trees.

There is a dumpster area noted in the southeast corner of the parking lot with a 6-foot high privacy fence. They submitted a photometric plan with their submission and will have a 0.0 foot-candle on the southeast corner of the property which abuts residential.

Staff Recommendation

Staff recommends that FCPC approve **APPLICATION FOR SITE PLAN REVIEW #SP-01-2023 filed by BW of Findlay LLC for a 2853 square foot Commercial Building for Battery Wholesale to be located at 15199 SR 224.**

ENGINEERING

Access-

The proposed building will have access from the shared access drive that is coming off of US 224. From the shared drive a new approach will be installed with landscaping on both sides of the drive.

Water Service-

The site is proposing a 1-inch service line to come off the waterline on US 2245. If irrigation is needed as part of the site, a separate water tap will be installed with the proper backflow prevention.

Sanitary Service-

The proposed sanitary service will connect to the existing sanitary sewer located at the rear of the property.

Storm Water Management-

The storm water calculations submitted comply with the City of Findlay Standards. The site will be incorporating permeable areas within the site and will also be directing the storm water from the site to a new detention pond that is located on the east side of the site.

MS4 Requirements-

The site will disturb more than one acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. As part of the plans the developer has submitted a BMP and Erosion Control Plan.

Recommendation:

Approval of the site

The following permits may be required prior to construction:

Sanitary Sewer Tap Permit x 1

Waterline Tap Permit x 1

FIRE PREVENTION

No Comment

RECOMMENDATION

CPC Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-01-2023 filed by BW of Findlay LLC for a 2853 square foot Commercial Building for Battery Wholesale to be located at 15199 SR 224.

DISCUSSION

John Sperry, design engineer with Thomas DuBose & Associates, came forward to speak. He stated that they are a battery wholesale company. There is one in Bowling Green Ohio that he provided a photo of for the design and coloring. They service battery products as well.

Mike Recker, owner of business directly east of this project, came to the podium. He is concerned that the trees they plan to plant will be on his property as he believes there is no room on their side of the line. He asked if they could continue the privacy fence that Caliper installed instead. He stated that the trees would collect trash and the fence would keep it on their side.

Mr. Cordonnier replied that there are no trees on that side shown. Mr. Recker stated that he would request that the fence continue to the end of the blacktop.

Mr. Cordonnier asked Jeremy Kalb if the detention pond is necessary since the lot is already almost 100% impervious. Mr. Kalb stated that they are putting in some pervious areas so they would not need that large of detention. However, he is hesitant to turn away detention if someone is willing to install it.

Mayor Muryn stated that she is not a fan of extending the fence. The previous fence was required to shield the residential properties. Since his property is commercial it might actually

block visibility to his business. Mr. Recker would still like that fence to block trash up to the edge of the paved area.

Erik Adkins stated that setback requirements would not permit the fence to go that far.

Mr. Sperry came forward again to explain that the existing pond is actually retention. It will hold water at all times. There will be detention, only holding water for a certain amount of time. It will be grass and mowed nicely. He noted that debris will be picked up by the lawn crew or end up mulched in tiny pieces. He stated that he provided the detention in order to give a quality discharge. He took the half acre and the difference in an agricultural rate and hard surface rate and detained the difference. That was his thought to protect the City's MS4.

Mayor Muryn asked what the measurement of the side lot line was. Mr. Sperry commented that the pavement did go to the property line, but some is being removed and grass added for the detention area.

MOTION

Mayor Muryn made motion to **approve APPLICATION FOR SITE PLAN REVIEW #SP-01-2023 filed by BW of Findlay LLC for a 2853 square foot Commercial Building for Battery Wholesale to be located at 15199 SR 224.**

2nd: Jackie Schroeder

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

- 2. APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

CPC STAFF

General Information

This request is located inside the circle created by Speedway Drive and Marathon Way. It is zoned I-1 Light Industrial. To the south and east is also zoned I-1. To the north and west is zoned C-2 General Commercial. 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

This site has been developing storage units in phases since 2013.

Staff Analysis

In July 2020, the site plan for phases 7-9 went through City Planning Commission. Phase 7 included 5 buildings in the center area of the parcel plus a stone lot in the northeast corner of the

parcel. A new access point from the west side on Speedway Drive is proposed in this phase also. Phase 8 contains 6 units at the south end of the parcel and a new access from the south onto Speedway Drive. Phase 9 is in the northwest corner of the parcel and has 2 new buildings. Setbacks and spacing between buildings meet all requirements.

Outdoor Storage in I-1 was granted as a Conditional Use during that meeting with the condition for the site plan that screening be extended along the east side of the property.

Today's request is that they modify the sidewalks on the site. Originally the site plan showed that sidewalks extended the length of the west side of the parcel, and the applicant would like to see this removed as part of the site plan. They will extend the sidewalk on the east, around to the north side of the lot, with a crossing to connect with the sidewalk on the west side of Speedway Drive.

The other changes to the site plan involve the fencing and landscaping. The fencing has been removed from the site plan. The applicant indicated that they are unable to add fencing inside their easement area going diagonally along the north side of the site. To help improve the visual barrier, the applicant would increase the landscaping on the north and east side. The west side would still have landscaping, but it would be less dense.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.

ENGINEERING

- No Additional Comments
- Engineering Department agrees with the sidewalk layout that was proposed. The Engineering Department will work with the consultant and developer to finalize the curb ramp locations.
-

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

DISCUSSION

Dan Stone commented that the initial reason for the sidewalks was to have connectivity from the Cube area up to the hotel and Speedway. The owners have learned that part of the land on the west side has been purchased by the motorcycle shop and is not going to be developed. They

have been using it as a test track. They don't feel that there is any development going on that west side. There is no attraction to walk there. They would like to only construct the walk to the point of the intersection with Speedway Drive heading north toward CR 99.

Dan DeArment asked what if something did develop on that west side at some time. Mr. Stone replied that there is some sidewalk started there and that could be continued to serve that area.

Mayor Muryn stated that she thinks this is an appropriate solution. She commented that this is a "gateway" from I-75 to our Miracle Field and Cube complex. She would like it look as nice as possible. She would like Nickolas and the City to work together to figure out how trees can be put in for aesthetics.

Mr. Stone stated that there is the overhead power line with a high-pressure gas line on the north side of that. It was intended originally to have fencing around the outside storage but the gas company has come back and said we cannot do anything within their easement. They are okay with landscaping as long as they keep the corridor over the pipe open. They would like to ramp up the intensity of the landscaping on the north and east sides around the outdoor storage area to help provide a better visual barrier. The owner also understands that this is a gateway and doesn't want to create a bad visual here. They don't want to create too solid a barrier as they have encountered some theft issues with catalytic converters. More solid landscaping gives the thief more cover to not be seen. Rob Martin asked for Mr. Stone to clarify the boundaries of the easements. Dan DeArment asked if the power company had issues with fencing too. Mr. Stone replied that they did not, but the gas company says no to anything there. So, if fencing goes in, there will be two gaps that are open.

Dan DeArment asked if we could eliminate the outdoor storage then because they can't have fencing. Our code does call for fencing for outdoor storage areas. Mayor Muryn presented some scenarios to fence in what they could using the electric easement.

Dan Stone requested to table the plan to have time to discuss options with the owner and both utility companies. Matt Cordonnier stated that in their discussions they should be sure to indicate what type of fence they are proposing – do they want chain link or some type of privacy fencing. Mayor Muryn said her preference would be some kind of privacy fencing or if it is chain link with maybe ivy or some type of greenery on it. Mr. Cordonnier replied that this is Light Industrial zoning and development which does permit the use of chain link fencing for outdoor storage. Rob Martin asked if they could specify something different as it is for a conditional use. Mr. Cordonnier concurred. Maybe there could even be privacy in some areas and chain link in others.

MOTION

Mayor Muryn made motion to **table APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

2nd: Rob Martin

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

There was some after discussion about the location of the sidewalk and putting it more on the City side of the right-of-way rather than close to the storage units.

3. APPLICATION FOR CONDITIONAL USE #CU-01-2023 filed by Jenny Miracle-Turner to use 2410 N Main Street as the site for T & H Lift LLC a taxi service in Findlay.

CPC STAFF

General Information

This request is located on the west side of N. Main Street, just north of Lexington Street. The site is zoned C-1 Local Commercial. The site is surrounded on the north and west by Rick Runion's Used Car Lot, which is zoned C-1 Local Commercial. Outside these two parcels, on the west side of N. Main Street, it is zoned R-2 Single Family, Medium Density. On the east side of N. Main Street, it is zoned a mix of R-4 Two Family, High Density, R-3 Single Family, High Density, and C-1 Local Commercial. The City of Findlay Land Use Plan designates the property as Small Lot Residential. It is not located within the 100-year flood plain.

Parcel History

T& H Lift LLC has been operating from the site for the past year. Previously the site was most recently a Maralube Express.

Staff Analysis

T& H Lift LLC is proposing to continue using the site as a taxi service. Zoning and HRPC staff had notified the applicant last year that they needed a conditional use to operate from the site.

The site has a small commercial building with parking for ten vehicles. There are two bays from the original building that can also accommodate vehicle parking inside. This space would allow them to perform maintenance on their vehicles. Staff would remind the applicant that all work should be done with the doors closed to avoid noise issues with the surrounding neighborhood.

When staff visited the site, most of the parking lot was full. Staff would recommend that there be a condition placed on the number of vehicles allowed on-site in consideration of future growth of the business.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-01-2023** filed by Jenny Miracle-Turner to use 2410 N Main Street as the site for T & H Lift LLC a taxi service in Findlay.

ENGINEERING

No comment

FIRE PREVENTION

No comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-01-2023** filed by Jenny Miracle-Turner to use 2410 N Main Street as the site for T & H Lift LLC a taxi service in Findlay.

DISCUSSION

Jenny Miracle-Turner came to the podium and reported on her business. Open 6 a.m. to midnight daily. Most vehicles are on the road. Employee vehicles are there during business times and those are gone when the business is closed. The number of vehicles shown in the picture is probably very representative of how it will always be.

Mayor Muryn stated that she thinks it is a good use of the property. She assumes they may eventually rebrand the building for their business.

Ms. Turner said that the building is great for them since they have a couple of mechanics on staff and the garage area is just what they needed. One of the bays has a lift. They currently have four vehicles and are in process of acquiring two more.

Mayor Muryn reminded the owner that in the case of a conditional use, if there are any complaints regarding the property, it would be investigated and the City could pull their permit with due reasons.

Erik Adkins commented that prior to the sale of the property, the previous owner was made aware that the sign is in City right-of-way. Ms. Turner replied that she did not purchase, it is being leased. They have first option to purchase at end of their 2-year lease.

MOTION

- 4. Mayor Muryn made a motion to approve APPLICATION FOR CONDITIONAL USE #CU-01-2023 filed by Jenny Miracle-Turner to use 2410 N Main Street as the site for T & H Lift LLC a taxi service in Findlay.**

2nd: Rob Martin

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

There being no further business, Mayor Muryn adjourned the meeting.

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
February 9th, 2023 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

TABLED ITEMS

1. **APPLICATION FOR SITE PLAN REVIEW #SP-02-2023** filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.

NEW ITEMS

1. **APPLICATION FOR SITE PLAN REVIEW #SP-03-2023** filed by Erik Stearns for a 28000 square foot commercial building at parcel #020001006983 in Allen Township.
2. **APPLICATION FOR CONDITIONAL USE #CU-01-2023** filed by Justin Lobdell, 352 Midland Avenue, to re-establish an automotive sales business at 208 N. Main Street.
3. **APPLICATION FOR SITE PLAN REVIEW #SP-04-2023** filed by the Hancock County Commissioners for a new judicial center to be located at 209 W. Main Cross Street.

ADMINISTRATIVE APPROVALS

ADJOURNMENT



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

Rob Martin, BSN, MBA
Service-Safety Director

January 31, 2023

RE: Transmitter Annual Maintenance Fees

Dear Council,

Part of the transmitter contract with Suez included terms for annual maintenance fees. The contract specified that the maintenance fee for year one was \$125,000. Additionally, at each anniversary, the maintenance fee will be adjusted to reflect the current cost of service not to exceed an annual increase of 5%. The terms were clear, however, there was a misunderstanding of when the actual first year maintenance fee was due. Suez recently notified the Water Department that the first-year payment was due in 2022 where the Water Department interpreted the payment to be due in 2023. With that, to make this whole moving forward, I am requesting an appropriation to pay the 2022 maintenance fee of \$125,000 and the additional annual increase for 2023 which is 3.5%.

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will appropriate dollars accordingly:

From: Water Fund \$64,687.50

From: Sewer Fund \$64,687.50

To: Utility Billing 25072000-Other \$ 129,375

If you have any questions please do not hesitate to reach out to me directly.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rob Martin', is written over a blue circular stamp.

Rob Martin
Service Safety Director

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



CHRISTINA M. MURYN, MAYOR

ENGINEERING DEPARTMENT

JEREMY D. KALB, PE
City Engineer

Honorable City Council
Findlay, OH 45840

January 31, 2023

RE: ODOT FY23 Resurfacing (Bright Road Phase III), Project No. 32822000

Dear Council Members:

As authorized by Ordinance No. 2022-123, a bid opening was held for the above referenced project on January 26, 2023. Bids were received from four (4) potential contractors with the bid amounts ranging from \$722,419.00 to \$898,468.00. The lowest and best bid was received from M&B Asphalt Co., Inc.; of Tiffin, Ohio. All of the received bids were under the Engineer's Estimate of \$817,484.63. The apparent low bid was 11.6% below the Engineer's Estimate, this is an example of the benefit of bidding early when the Contractors are looking for projects to fill their schedule for the year.

This project is included in the 2023 Capital Improvements Plan and will be using the grant funding that we receive from ODOT annually for being one of the largest 7 cities that are not part of an MPO. The grant funds can be used to cover 80% of the construction cost up to \$712,320 (80% of the Engineer's Estimate and Construction Engineering Reimbursement). Since the grant agreement is for the \$712,320.00, that amount needs to be appropriated even though the City should end up receiving \$630,000 based upon the bid amount.

Previously, an amount of \$1,000.00 was appropriated to the project for advertising. At this time, an appropriation is needed to cover the City's portion of the construction cost and provide a contingency for the project.

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

From: ODOT	\$712,320
To: ODOT FY23 Resurfacing (Bright Road Phase III), Project No. 32822000	\$712,320
From: CIT Fund – Capital Improvements Restricted Account	\$190,000
To: ODOT FY23 Resurfacing (Bright Road Phase III), Project No. 32822000	\$190,000

In order to maintain the schedule that is required for the funding, the ordinance needs to be approved at the February 21, 2023 Council Meeting. If you have any questions, please feel free to contact me.

Sincerely,

Jeremy Kalb, PE
City Engineer

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



**INCOME TAX
DEPARTMENT**
CHRISTINA M. MURYN, MAYOR
Mary Price
Tax Administrator

January 27, 2023

Honorable Findlay City Council
Findlay, Ohio 45840

Re: Request to enter into contract with Innovative Software Solutions, Inc.

Dear Honorable Council,

In 2022, the City Income Tax Department posted a Request for Proposals regarding a new income tax software program. The department currently has EMIT, a homegrown computer software that was originally developed in 2002. EMIT is unable to figure all of the reports to meet the department's needs, and with new tax law changes it is becoming more obsolete. Long-term, the best solution is to transition into a new income tax software program.

The City Income Tax Department received three proposals, and extensive research and analysis has been done on all three software vendors. A new income tax software recommendation was presented to the Income Tax Board with a request for the City of Findlay to enter into a contract with Innovative Software Solutions, Inc. and their product, CityTax. The goal is to gain the approvals necessary and begin database conversion soon after so that the City Income Tax Department is well-versed in the software by the 2023 tax season.

The Income Tax Board recommended approval to enter into a contract with Innovative Software Services, Inc. for City income tax software for the Income Tax Department, the initial purchase not to exceed \$170,415.00 on January 26, 2022.

City Council has already allocated funds for this, project number 31925500, when ordinance number 2022-108 was adopted at the November 1, 2022 meeting. I am now requesting approval from City Council to enter into a contract with Innovative Software Services, Inc. for City income tax software for the Income Tax Department, the initial purchase not to exceed \$170,415.00.

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

Sincerely,

Mary Price
Income Tax Administrator

INCOME TAX BOARD

City of Findlay
January 26, 2023

MINUTES

ATTENDANCE

Members Present: Mayor Christina Muryn, Don Rasmussen, Jeff Wobser.
Staff Present: Mary Price and Kathy Launder.

NEW BUSINESS

Income Tax Software Contract: Price presented the revised software agreement with Innovative Software Services, Inc., with the following changes: rather than paying for the full product up front, the City will pay for the product and services we receive as we receive it; the server type was changed to better suit the department's needs long term. Mayor Muryn stated that the software agreement presented has been reviewed and signed off on by Law Director Don Rasmussen, Deputy City Auditor Ginger Sampson, Information Systems Manager Brent Schroeder, and Mayor Muryn. The cost of the software with installation and conversion of data is \$175,000.00. Annual support and maintenance will be \$20,400.00 per year. The annual fee for e-filing product is \$15,000.00 per year. Mayor Muryn stated the funds are already in the Income Tax Department budget. Councilman Wobser asked if the security has been fully vetted. Price stated that Brent Schroeder fully vetted the security of the software.

Motion to recommend approval to enter into a contract with Innovative Software Services, Inc., for City income tax software for the Income Tax Department, the initial purchase not to exceed \$170,415.00, by Mayor Muryn, second by Law Director Rasmussen. Motion passed 3-0.

OTHER BUSINESS

Being no further business, the meeting adjourned.

Respectfully submitted,



Kathy K. Launder
City Clerk



Monthly Collection Report to Findlay Council

January 2023

Total collections for January 2023: \$2,412,087.35

	<u>2023</u> <u>Year-to-date</u>	<u>2022</u> <u>Year-to-date</u>	<u>Variance</u>
Withholders	2,136,284.21	2,111,920.81	24,363.40
Individuals	222,808.91	207,151.99	15,656.92
Businesses	<u>52,994.23</u>	<u>163,188.80</u>	<u>-110,194.57</u>
Totals	2,412,087.35	2,482,261.60	-70,174.25 -2.83%

Actual & Estimated Past-due Taxes

Withholders	540,083.02
Individuals	3,635,189.10
Businesses	<u>379,430.74</u>
Total	4,554,702.86

Actual and Projected Revenue

	<u>2023</u> <u>Actual</u> <u>Year-to-date</u>	<u>Percentage</u> <u>of Projection</u> <u>Collected</u>	<u>Amount</u> <u>to Meet</u> <u>Projection</u>	<u>Percentage</u> <u>to Meet</u> <u>Projection</u>	<u>2023</u> <u>Projected</u> <u>Year End</u>
Withholders	2,136,284.21	10.02%	19,184,715.79	89.98%	21,321,000.00
Individuals	222,808.91	7.68%	2,677,191.09	92.32%	2,900,000.00
Businesses	<u>52,994.23</u>	1.36%	<u>3,847,005.77</u>	98.64%	<u>3,900,000.00</u>
Totals	2,412,087.35	8.58%	25,708,912.65	91.42%	28,121,000.00

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	9	9	672.77	672.77
Individuals	33	33	15,797.81	15,797.81
Businesses	<u>3</u>	<u>3</u>	<u>3,375.79</u>	<u>3,375.79</u>
Totals	45	45	19,846.37	19,846.37

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	9	9	1,476.51	1,476.51
Individuals	27	27	14,120.97	14,120.97
Businesses	<u>29</u>	<u>29</u>	<u>47,532.49</u>	<u>47,532.49</u>
Totals	65	65	63,129.97	63,129.97


Income Tax Administrator


Date

Findlay Income Tax Department

Monthly Collections Report

Wednesday, February 1, 2023

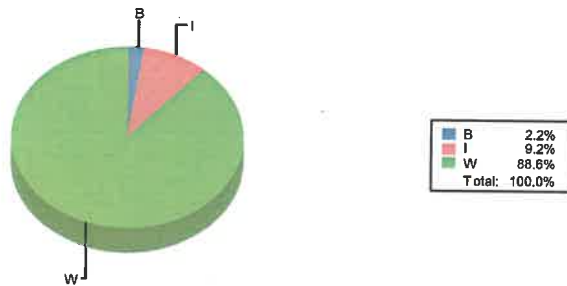
8:49:38AM

For Period January 1, 2023 through January 31, 2023

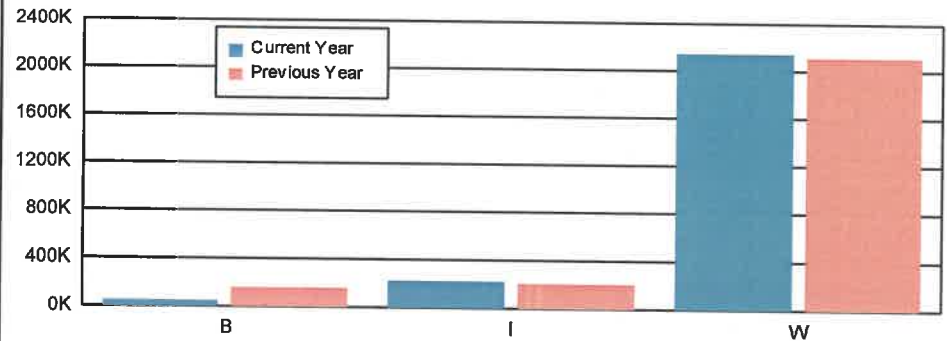
City of Findlay

Account Type	Monthly Total	2023 Year to Date	2022 Year to Date	Increase (Decrease)	% Change	2023 Month to Date	Previous Year(s) Month to Date
W	2,136,284.21	2,136,284.21	2,111,920.81	24,363.40	1.15	123,651.07	2,012,633.14
I	222,808.91	222,808.91	207,151.99	15,656.92	7.56	0.00	222,808.91
B	52,994.23	52,994.23	163,188.80	-110,194.57	-67.53	978.00	52,016.23
Totals:	2,412,087.35	2,412,087.35	2,482,261.60	-70,174.25	-2.83	124,629.07	2,287,458.28

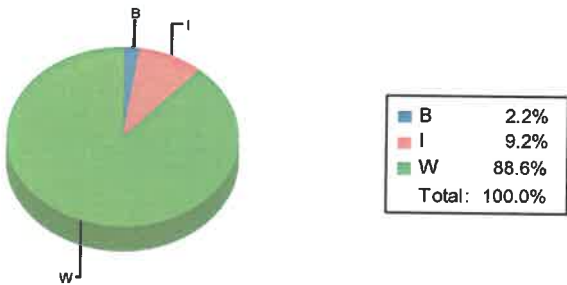
Monthly Collections by Account Type



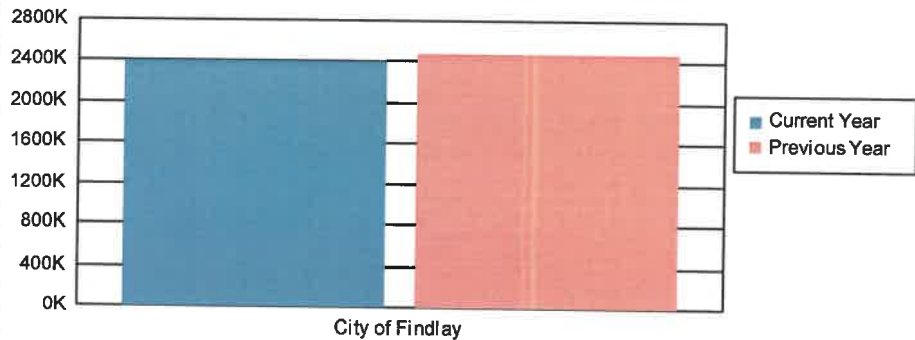
Collections Year to Date



YTD Collections by Account Type



Year to Date Total Collections



City of Findlay Income Tax Department

Monthly Collection Report to City Council


For the Month of January 2023

	<u>Individuals</u>	<u>Businesses</u>
A. Month-to-date quantity:	<u> </u>	<u> </u>
B. Cumulative quantity:	<u> Ø </u>	<u> Ø </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> Ø </u>	<u> Ø </u>
H. Quantity remaining (B – C – D – E – F – G):	<u> </u>	<u> </u>

For the remaining _____ individual and _____ 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 \$ _____

House Bill 49 Municipal Net Profit Opt-in Information

Number of Businesses:	Month-to-date <u> 2 </u>	Year-to-date <u> 2 </u>
HB 49 .5 Percent Fees:	Month-to-date <u> Ø </u>	Year-to-date <u> Ø </u>


Mary Price, Tax Administrator

 2/1/2023
Date



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

Rob Martin BSN, MBA
Service-Safety Director

January 30, 2023

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

This letter is to inform you of my appointment of the following individual to the Shade Tree Commission:

Shade Tree Commission

Does Not Require Council Confirmation

Filling unexpired term that will expire on December 31, 2023

Rick Watson

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

Sincerely,

A handwritten signature in blue ink that reads 'Christina M. Muryn'.

Christina M. Muryn
Mayor

cc: Rick Watson
Shade Tree Commission



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

Rob Martin BSN, MBA
Service-Safety Director

January 31, 2023

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

This letter will serve as my request for your confirmation of the following individual to the respective Board:

Board of Zoning Appeals

Requires Council Confirmation

Term will expire on December 31, 2026

Phil Rooney

I trust that you will concur with my choice and confirm my appointment. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads 'Christina M. Muryn'.

Christina M. Muryn
Mayor



CHRISTINA M. MURYN, MAYOR
JOSHUA EBERLE, FIRE CHIEF

720 South Main Street, Findlay OH 45840
P: 419.424.7129 F: 419.424.7849

February 1, 2023

RE: FY21 AFG Award Notification

Findlay City Council,

Last week we were notified that the fire department's FY21 Assistance to Firefighters Grant (AFG) application was awarded. The federal share of this award is \$52,894.90. The local match requirement is 10%, or \$5,289.50, to be appropriated from the existing fire department budget.

This grant application was authorized in December of 2021 via Ordinance 2021-121, and will allow us to complete two long-term projects within the fire department. The first project is the replacement of all remaining fire hose in our inventory that no longer meets NFPA standards. This totals 65 sections of hose manufactured prior to 1987. The second project is to complete replacement of all the fire department's radios, namely 7 mobile MARCS radios in our apparatus.

In order to complete this process, I respectfully request the following appropriations:

FROM: FEMA AFG FY 2021 Grant \$52,894.90
TO: FFD AFG FY2021 (31930600)

FROM: Fire Department (21014000-other) \$5,289.50
TO: FFD AFG FY2021 (31930600)

Thank you for your consideration.

Joshua S. Eberle, Chief
Findlay Fire Department



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

**Rob Martin, BSN, MBA
Service-Safety Director**

February 1, 2023

Dear Findlay City Council

RE: Request to enter into an agreement with GMSTEK, LLC

The City of Findlay Airport is requesting permission to enter into an agreement with GMSTEK, LLC. GMSTEK, LLC is a software company that offers a point of sale system and inventory management software to airports and fixed base operators (FBOs). This point of sale system will streamline processes, eliminate redundancies, and enhance the customer experience.

The contract includes implementation, devices, and a monthly subscription for a term of three years with automatic two-year renewals. The costs associated with 2023 are included in the airport's operating budget and are as follows:

- One Time implementation and devices = \$6,149.97
- Monthly Subscription charges = \$755.98
- Annual Data & Infrastructure = \$1200

These fees are fixed for the first year after implementation is completed. On each annual anniversary thereafter, one or more of them may be increased in an amount not to exceed three and one-half percent (3.5%) of the prior year's fees.

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will authorize the Mayor and/or the Service Safety Director to enter into an agreement with GMSTEK, LLC.

Sincerely,



Rob Martin
Service Safety Director

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

INCOME TAX BOARD

City of Findlay
November 2, 2022

MINUTES

ATTENDANCE

Members Present: Mayor Christina Muryn, Don Rasmussen, Jim Staschiak II, Jeff Wobser.
Staff Present: Mary Price and Kathy Launder.

APPROVAL OF MINUTES

Motion to approve minutes of the August 3, 2022, meeting as presented, by Councilman Wobser, second by Mayor Muryn. Motion passed 4-0.

Motion to approve minutes of the October 10, 2022, meeting as presented, by Councilman Wobser, second by Mayor Muryn. Motion passed 3-0-1, Auditor Staschiak abstained.

OLD BUSINESS

Income Tax Software: Price reported that three responses were received to the RFP for income tax software. Price recommends Innovative Software Services. Service agreement will include maintenance of updates and patches as needed. The new software will be able to run parallel to old system until up and running. There will be a testing and training database available. Price received positive feedback from other cities that use Innovative Software Services. The other two products that submitted responses did not have good reviews.

NEW BUSINESS

2023 Income Tax Department Budget: Price presented the budget for the Income Tax Department for 2023. Main changes from the 2022 budget is the increase in salary line item due to salary increases across the City as well as a potential promotion of an employee to Assistant Tax Administrator and legal fees increasing due to the increased cost of filing small claims cases. Motion to approve the 2023 Income Tax Department budget, by Mayor Muryn, second by Councilman Wobser. Motion passed 4-0.

Year-To-Date Collections: Price stated that collections are up 14.906% from 2021.

Collections, Estimates, Delinquencies: Price reported that cases were down due to being short staffed from March-September. It took longer to process returns. Last part of the year will have increased past due collections.


Legal Actions in Process and Contemplated: Price reported that court cases and wage garnishments are down slightly year to date.

OTHER BUSINESS

Next Meeting: Meeting schedule for 2023: February 1, May 3, August 2, and November 1. All meetings will be held at 2:30pm in the third floor conference room of the Municipal Building.

Being no further business, the meeting adjourned.

Respectfully submitted,


Kathy K. Launder
City Clerk

INCOME TAX BOARD

City of Findlay

January 26, 2023

MINUTES

ATTENDANCE

Members Present: Mayor Christina Muryn, Don Rasmussen, Jeff Wobser.

Staff Present: Mary Price and Kathy Launder.

NEW BUSINESS

Income Tax Software Contract: Price presented the revised software agreement with Innovative Software Services, Inc., with the following changes: rather than paying for the full product up front, the City will pay for the product and services we receive as we receive it; the server type was changed to better suit the department's needs long term. Mayor Muryn stated that the software agreement presented has been reviewed and signed off on by Law Director Don Rasmussen, Deputy City Auditor Ginger Sampson, Information Systems Manager Brent Schroeder, and Mayor Muryn. The cost of the software with installation and conversion of data is \$175,000.00. Annual support and maintenance will be \$20,400.00 per year. The annual fee for e-filing product is \$15,000.00 per year. Mayor Muryn stated the funds are already in the Income Tax Department budget. Councilman Wobser asked if the security has been fully vetted. Price stated that Brent Schroeder fully vetted the security of the software.

Motion to recommend approval to enter into a contract with Innovative Software Services, Inc., for City income tax software for the Income Tax Department, the initial purchase not to exceed \$170,415.00, by Mayor Muryn, second by Law Director Rasmussen. Motion passed 3-0.

OTHER BUSINESS

Being no further business, the meeting adjourned.

Respectfully submitted,



Kathy Launder
City Clerk



CHRISTINA M. MURYN, MAYOR
JOSHUA EBERLE, FIRE CHIEF

720 South Main Street, Findlay OH 45840
P: 419.424.7129 F: 419.424.7849

February 2, 2023

RE: FY22 AFG Application Authorization

Findlay City Council,

The application period for FEMA's AFG program (Assistance to Firefighters Grant) is open for the fiscal year 2022 grant cycle. Grant applications must be submitted by February 10th. I respectfully request City Council authorization to apply for this grant, which pays 90% of the requested amount, if awarded. There is a required 10% local match. The grant is very competitive and the award notifications may not occur for quite some time. There is no need for any appropriation at this time.

The grant application will be for an SCBA compressor & fill station. This vital piece of equipment is used to fill the air packs used during firefighting, and would be installed at Fire Station 4 to be used in conjunction with the STRICT Center training facility. It will allow fire service personnel to refill SCBA cylinders as needed during and after training sessions, in addition to providing flexibility and redundancy for our personnel for normal fire department operations. The estimate for this item is approximately \$65,000. If awarded, the city will be responsible for approximately \$6,500 of the total cost.

Thank you for your consideration.

Joshua S. Eberle, Chief
Findlay Fire Department

Honorable City Council
Findlay, OH 45840

February 2, 2023

RE: ODOT Municipal Bridge Program

Dear Council Members,

The City of Findlay has recently been notified by the Ohio Department of Transportation (ODOT) of a new Municipal Bridge Program that will provide grant funds to municipalities for the rehabilitation of existing bridge structures. Through the program, ODOT will provide up to 95% of the eligible construction cost, and the City will be responsible for a 5% match as well as the design cost. If awarded the grant, the funds will be available for construction between the 2024 to 2026 construction seasons.

The Engineering Department will be utilizing this program to perform deck and structural repairs to the existing bridge on Blanchard Street that crosses the Blanchard River. The City has a good opportunity of receiving grant funding for necessary repairs on the Blanchard Street Bridge because of the inspection services that the City received from the ODOT Municipal Building Inspection Program. The grant (application) deadline is February 28, 2023; therefore, the necessary legislation will need to be passed on or before the February 21, 2023 Council Meeting in order to apply for this grant funding.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to authorize the Mayor, Service Safety Director or City Engineer to apply for the funds and sign any applicable agreement or related documents for the Municipal Bridge Program.

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

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:

-
-
-
-

M. Cordover
Jaclynn Hohman

Guests:

H. Frische
T. Ross
K.D. Bishop
M.

Meeting Start Time: 5:03 PM

Meeting End Time: 6:25 AM

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

Review all current strategic plan categories & sub bullets

Adjournment



Jeff Wobser, Strategic Planning Committee Chair

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

The **STRATEGIC PLANNING COMMITTEE** met on January 23, 2023 to review all current strategic plan categories & sub bullets

We recommend: *TO CONTINUE WORKING TO COMPLETION OF THE STRATEGIC PLAN.*

Aye Nay *J. Wob*
Jeff Wobser, Chairman

Aye Nay *Randy Greeno*
Randy Greeno

Aye Nay *Dennis Hellmann*
Dennis Hellmann

Aye Nay *Absent*
Grant Russel

Aye Nay *Beth Warnecke*
Beth Warnecke

Aye Nay *Christina M. Muryn*
Mayor Muryn

Aye Nay *Staschiak*
Auditor Staschiak

- Report Not Discussed During Meeting

LEGISLATION: _____

DATE: January 23, 2023

COMMITTEE: STRATEGIC PLANNING

Committee Members:

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

Staff:

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

Meeting Start Time: 4:02 PM

Guests: Holly Frische

Meeting End Time: _____

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

1. Downtown North River Development Project

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 the Downtown North River Development Project.

We recommend That The administration bring back to The appropriations committee The following items ~~before~~ for The committee to consider:

1. A signed draft agreement from The County for the conveyance of all properties involved in The rNorth development area.
2. A financial plan That outlines potential funds for The proj:

Aye Nay Jeff Wobser
Jeff Wobser, Chairman

Aye Nay Randy Greeno
Randy Greeno

Aye Nay Absent
Jim Niemeyer

Aye Nay Josh Palmer
Josh Palmer

Aye Nay Absent
Beth Warnecke

APPROPRIATIONS COMMITTEE

DATE: January 30, 2023

LEGISLATION _____

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
February 7, 2023**

ORDINANCE NO. 2022-129 requires three (3) readings

(Mardic Investments, Inc. annexation (parcel no. 020001025344 south of CR 99) – rezone

third reading – tabled during the 12/20/22 City Council meeting

6:50pm public hearing is scheduled for 2/7/23 for this

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS M-2 MULTI-FAMILY HIGH DENSITY (HEREINAFTER REFERRED TO AS THE MARDIC INVESTMENTS, INC. ANNEXATION).

ORDINANCE NO. 2023-003 (0 Greendale Ave rezone) requires three (3) readings

third reading

6:55pm public hearing is scheduled for 2/7/23 for this

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 GREENDALE AVENUE REZONE) WHICH PREVIOUSLY WAS ZONED "R-1 RESIDENTIAL" TO "O-1 OFFICES/INSTITUTIONS".

ORDINANCE NO. 2023-009 (Fire Station #2 roof replacement) 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 ADVERTISE FOR BID AND ENTER INTO CONTRACTS FOR THE CONSTRUCTION OF A ROOR REPLACEMENT AT FIRE STATION NO. 2, LOCATED AT 2610 NORTH MAIN STREET, FINDLAY, OHIO, 45840, PROJECT NO. 31930200, APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2022-129

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS M-2 MULTI-FAMILY HIGH DENSITY (HEREINAFTER REFERRED TO AS THE MARDIC INVESTMENTS, INC. ANNEXATION).

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

SECTION 1: That the following described parcel:

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

Parcel No. 020001025344. A complete legal description is attached hereto as Exhibit A.

Be and the same is hereby rezoned from its respective zoning classifications to M-2 Multi-Family High Density classification.

SECTION 2: That from and after the effective date of this ordinance, said parcel above described herein shall be subject to M-2 Multi-Family High Density regulations.

SECTION 3: This Ordinance shall be in full force and effect from and after the earliest period provided by law.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

EXHIBIT "A"

ENGINEERING ♦ SURVEYING ♦ GPS/GIS CONSULTING
Findlay, OH • 3200 N. Main Street • 419.423.5630

VAN HORN



HOOVER

LEGAL DESCRIPTION

Pt. of the SW 1/4, Section 36, T2N, R10E,
Allen Township,
Hancock County,
State of Ohio
3.978 Acres

ANNEXATION

Situated in Allen Township, County of Hancock, State of Ohio and being a part of the Southwest Quarter of Section 36, Township 2 North, Range 10 East, also being part of a parcel of land conveyed to Mardic Investments, Inc. as per OR Book 2524, Page 842 of the Hancock County Records, a tract of land bounded and described as follows:

Commencing at an iron pin found marking the Southeast corner of the Southwest Quarter of Section 36;

Thence along the south line of said Southwest Quarter, N 88°48'43" W, a distance of 200.00 feet to a 5/8" Rebar found on the westerly limited access right of way of Interstate 75;

Thence along the said westerly limited access right of way line, N 01°01'23" E, a distance of 54.00 feet to a 1/2" Rebar found at the northeast corner of a parcel of land conveyed to Hillgo LLC as recorded in OR Book 2516, Page 576 of the Hancock County Deed Records and being the Principal Point of Beginning of the tract of land to be herein described;

Thence along the north line of said Hillgo parcel, N 88°48'43" W, a distance of 1119.13 feet to a 5/8" Capped Rebar Set;

Thence continuing along the north line of said Hillgo parcel, N 89°22'54" W, a distance of 621.35 feet to a 5/8" Capped Rebar Set at an angle point in said north line;

Thence continuing along the north line of said Hillgo parcel, N 01°15'42" E, a distance of 100.01 feet to a point marking the current corner of the City of Findlay Corporation Limit;

Thence along the current City of Findlay Corporation Limit, S 89°18'12" E, a distance of 620.89 feet to a point;

Thence continuing along the current City of Findlay Corporation Limit, S 88°51'19" E, a distance of 1119.16 feet to a point on the westerly limited access right of way of Interstate 75;

Thence along said westerly line, S 01°01'23" W, a distance of 100.00 feet to the PRINCIPAL POINT OF BEGINNING and containing 3.978 Acres of land more or less, all being subject to any prior easements of record or otherwise.

Bearings are based on prior surveys and Deeds of Record and are for the purpose of description only. Distances referenced are ground distances.

Where described above, all 5/8" Capped Rebar Set are 30 inches in length, with an orange plastic cap stamped 'VHHA #8159' placed on top.



LEGAL DESCRIPTION

Pt. of the SW 1/4, Section 36, T2N, R10E,
Allen Township,
Hancock County,
State of Ohio
3.978 Acres

This description was prepared in accordance with a recent Field Survey prepared by Daniel R. Stone, Registered Surveyor #8159, 3200 N. Main Street, Findlay, Ohio, 45840, dated February 17, 2022 and filed at the Hancock County Auditor's Office.

Date: 17 Feb. 2022



Survey and Legal Description by:

Daniel R. Stone
Daniel R. Stone, P.E., P.S.
Ohio Registered Surveyor #8159

ORDINANCE NO. 2023-003

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 GREENDALE AVENUE REZONE) WHICH PREVIOUSLY WAS ZONED "R-1 RESIDENTIAL" TO "O-1 OFFICES/INSTITUTIONS".

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

SECTION 1: That the following described parcel:

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

Fox Run 1st Addition east of part Lot 2 (parcel #210001032996).

Be and the same is hereby rezoned from its respective zoning classifications to O-1 Offices/Institutions.

SECTION 2: That from and after the effective date of this ordinance, said parcel above described herein shall be subject to O-1 Offices/Institutions regulations.

SECTION 3: This Ordinance shall be in full force and effect from and after the earliest period provided by law.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-009

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BID AND ENTER INTO CONTRACTS FOR THE CONSTRUCTION OF A ROOR REPLACEMENT AT FIRE STATION NO. 2, LOCATED AT 2610 NORTH MAIN STREET, FINDLAY, OHIO 45840, PROJECT NO. 31930200, 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 as follows:

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 50,000.00
TO:	WPC Automatic Transfer Switch, <i>Project No. 31930200</i>	\$ 50,000.00

SECTION 2: That the Mayor, Service-Safety Director, and/or City Engineer of the City of Findlay, Ohio be and they are hereby authorized to advertise for bids and enter into contracts for the construction of a roof replacement at Fire Station No. 2, Project No. 3193020000 utilized at the City of Findlay’s Water Pollution Control Center.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to advertise for bids and enter into contracts for construction, and to appropriate and transfer funds so that the roof at Findlay Fire Station No. 2 may be replaced.

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 _____

City of Findlay

Office of the Director of Law

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

Donald J. Rasmussen
Director of Law

FEBRUARY 7, 2023

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, FEBRUARY 7, 2023 MEETING.

RESOLUTIONS

005-2023

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

ORDINANCES

2023-010

AN ORDINANCE ACCEPTING THE FINAL PLAT AS SHOWN ON THE LAKOTA PARK ROADWAY DEDICATION PLAT, AND DECLARING AN EMERGENCY.

2023-011

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2023-012

AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS AND DECLARING AN EMERGENCY.

2023-013

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

2023-014

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH INNOVATIVE SOFTWARE SERVICES, INC. FOR INCOME TAX SOFTWARE TO BE UTILIZED BY THE CITY OF FINDLAY INCOME TAX, PROJECT NO. 319250000, AND DECLARING AN EMERGENCY.

2023-015

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2023-016

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH GMSTEK, LLC FOR THE IMPLEMENTATION OF AN INVENTORY MANAGEMENT SOFTWARE SYSTEM, PURCHASE OF REQUIRED DEVICES, THREE (3) YEAR SUBSCRIPTION, AND ANNUAL DATA AND INFRASTRUCTURE TO BE UTILIZED BY THE CITY OF FINDLAY OHIO AIRPORT, AND DECLARING AN EMERGENCY.

2023-017

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTER'S GRANT (AFG), ALONG WITH THE CITY OF FINDLAY'S TEN PERCENT (10%) MATCH, TO PURCHASE A SCBA COMPRESSOR AND FILL STATION TO BE UTILIZED BY THE CITY OF FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

2023-018

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR GRANT FUNDS AND ENTER INTO AN AGREEMENT AND/OR RELATED DOCUMENTS WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THEIR MUNICIPAL BRIDGE PROGRAM, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 005-2023

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
TREASURER, STATE OF OHIO, OHIO EPA	249271	25061000-44110 and 25049500-441100	WPC	\$17,573.00	NO PO	INVOICE RECEIVED PRIOR TO BUDGET APPROVAL
CAMPBELL INC	249951	21022000-331300	PUBLIC BUILDING	\$4,299.00	NO PO	DIDN'T KNOW THERE WAS AN OUTSTANDING INVOICE

ORDINANCE NO. 2023-010

AN ORDINANCE ACCEPTING THE FINAL PLAT AS SHOWN ON THE LAKOTA PARK ROADWAY DEDICATION PLAT, AND DECLARING AN EMERGENCY.

WHEREAS, in accordance with the Ohio Revised Code of Ohio, roadway dedications plats as shown thereon are to be accepted and dedicated by City Council for public use.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Findlay, State of Ohio as follows:

SECTION 1: That the roadway dedication as shown on the "attached unexecuted" Lakota Park roadway dedication plat be and is hereby accepted by this Council and is hereby dedicated to public use.

SECTION 2: That the following described parcel:

Situated in the City of Findlay, County of Hancock, State of Ohio and being a part of the Northwest Quarter of Section 8, Township 1 North, Range 11 East, a Parcel of Land bounded and described in the complete legal description as attached hereto as Exhibit A.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to accept said roadway dedication plat for public use.

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 _____



LEGAL DESCRIPTION

Pt. of the NW1/4, Section 8, T1N, R11E,
City of Findlay, Hancock County
State of Ohio
48.786 Acres

Situated in the City of Findlay, County of Hancock, State of Ohio and being a part of the Northwest Quarter of Section 8, Township 1 North, Range 11 East, a Parcel of Land bounded and described as follows:

BEGINNING at a 5/8 inch Capped Rebar found marking the Northwest corner of the Replat of Deer Meadows Subdivision, as recorded in Plat Volume 20, Page 292 of the Hancock County Plat Records and being the PRINCIPAL POINT OF BEGINNING of said Parcel to be herein described;

Thence along the west line of said Deer Meadows Subdivision, S 00°21'01" W, a distance of 2353.86 feet to a 5/8 inch Capped Rebar found, marking the north line of the Norfolk Southern Railroad;

Thence along the north line of said Railroad, S 57°47'00" W, a distance of 412.41 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 89°25'52" W, a distance of 290.99 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 00°34'08" E, a distance of 480.00 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, S 89°25'52" E, a distance of 33.91 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set on a non-tangent curve;

Thence along said non-tangent curve to the left in a northeasterly direction, having a central angle of 91°38'58", a radius of 135.00 feet, and a length of curve of 215.94 feet, the chord of said curve bearing N 44°44'39" E, a distance of 193.65 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 01°04'50" W, a distance of 802.61 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set on a tangent curve;

Thence along said tangent curve to the right in a northwesterly direction, having a central angle of 01°48'13", a radius of 230.00 feet, and a length of curve of 7.24 feet, the chord of said curve bearing N 00°10'43" W, a distance of 7.24 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 00°43'23" E, a distance of 235.62 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 89°16'40" W, a distance of 129.39 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, S 00°43'20" W, a distance of 2.48 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;



LEGAL DESCRIPTION

Pt. of the NW1/4, Section 8, T1N, R11E,
City of Findlay, Hancock County
State of Ohio
48.786 Acres

Thence, N 89°16'40" W, a distance of 971.87 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 24°14'09" E, a distance of 133.94 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set on a non-tangent curve;

Thence along said non-tangent curve to the right in a southeasterly direction, having a central angle of 06°21'45", a radius of 262.54 feet, and a length of curve of 29.15 feet, the chord of said curve bearing S 68°43'08" E, a distance of 29.14 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 20°47'21" E, a distance of 25.03 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 71°57'32" W, a distance of 1.14 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 18°10'43" E, a distance of 115.48 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, S 61°03'47" E, a distance of 37.24 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 14°50'05" E, a distance of 229.94 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, S 89°16'40" E, a distance of 17.93 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 00°43'20" E, a distance of 100.50 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 89°16'40" W, a distance of 2.90 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 00°43'20" E, a distance of 125.50 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, S 89°16'40" E, a distance of 10.00 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set;

Thence, N 00°43'20" E, a distance of 238.92 feet to a 1"x30" Rebar w/ 2" Aluminum Cap Set, marking the South Right-of-Way of East Melrose Avenue (80' R/W)

Thence along the South Right-of-Way, S 89°16'38" E, a distance of 1344.46 feet to the PRINCIPAL POINT OF BEGINNING;

Containing 48.786 Acres of land, more or less, all being subject to any prior easements of record or otherwise.



ENGINEERING ♦ SURVEYING ♦ GPS/GIS CONSULTING
Findlay, OH · 3200 N. Main Street · 419.423.5630

LEGAL DESCRIPTION

Pt. of the NW1/4, Section 8, T1N, R11E,
City of Findlay, Hancock County
State of Ohio
48.786 Acres

Bearings are based on prior surveys and Deeds of Record for the purpose of description only.
Distances referenced are ground distances.

Where described above, all 5/8" Capped Rebar Set are 30 inches in length,
with an orange plastic cap stamped 'VHHA #8159' placed on top.

This description was prepared in accordance with a recent Field Survey prepared by
Daniel R. Stone, Registered Surveyor #8159, 3200 N. Main Street, Findlay, Ohio, 45840,
dated March 21, 2022 and filed at the Hancock County Auditor's Office.

Date: _____

Survey and Legal Description by:

Daniel R. Stone, P.E., P.S.
Ohio Registered Surveyor #8159

ORDINANCE NO. 2023-011

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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

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

FROM:	General Fund	\$ 7,023.50
TO:	Law Director #21005000-other	\$ 7,023.50

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 invoices received from Bricker & Eckler LLP may be paid,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-012

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:	Water Fund	\$ 64,687.50
FROM:	Sewer Fund	\$ 64,687.50
TO:	Utility Billing #25072000-other	\$ 129,375.00

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 annual transmitter maintenance fees may be paid,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-013

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 as follows:

FROM:	ODOT	\$ 712,320.00
TO:	ODOT FY23 Resurfacing (Bright Road Phase III), <i>Project No. 32822000</i>	\$ 712,320.00
FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 190,000.00
TO:	ODOT FY23 Resurfacing (Bright Rd Phase III), <i>Project No. 32822000</i>	\$ 190,000.00

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 advertise for bids and enter into said contracts so that the resurfacing of the aforementioned road 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. 2023-014

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH INNOVATIVE SOFTWARE SERVICES, INC. FOR INCOME TAX SOFTWARE TO BE UTILIZED BY THE CITY OF FINDLAY INCOME TAX, PROJECT NO. 319250000, 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:

WHEREAS: That initial purchase price of said software will not exceed one hundred seventy thousand four hundred fifteen dollars (\$170,415.00), and;

WHEREAS, Fund for this project were previously allocated via Ordinance No. 2022-108.

SECTION 1: That the Mayor of the City of Findlay, Ohio be and she is hereby authorized to enter into a contract with Innovative Software Services, Inc. for Income Tax software to be utilized by the City of Findlay Income Tax Department.

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 enter into a contract with Innovative Software Services, Inc. so that a new income tax software program to be utilized by the City of Findlay Income Tax Department may be purchased.

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. 2023-015

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:	FEMA AFG FY21 Grant	\$ 52,894.90
TO:	FFD AFG FY21 #31930600	\$ 52,894.90
FROM:	Fire Department #21014000-other	\$ 5,289.50
TO:	FFD AFG FY21 #31930600	\$ 5,289.50

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 the aforementioned funds so that the Findlay Fire Department may utilized received grant funds;

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-016

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH GMSTEK, LLC FOR THE IMPLEMENTATION OF AN INVENTORY MANAGEMENT SOFTWARE SYSTEM, PURCHASE OF REQUIRED DEVICES, THREE (3) YEAR SUBSCRIPTION, AND ANNUAL DATA AND INFRASTRUCTURE TO BE UTILIZED BY THE CITY OF FINDLAY OHIO AIRPORT, AND DECLARING AN EMERGENCY.

WHEREAS, said agreement shall be for a term of three (3) years with automatic two (2) year renewals.

WHEREAS, costs associated with said software are included in the City of Findlay, Ohio Airport's 2023 operating budget and are fixed for the first year after implementation is completed with annual one year increases not to exceed three and one-half percent (3.5%) of the prior year's fees. Said costs are as follows:

- one-time implementation and devices = \$6,149.97
- monthly subscription charges = \$755.98
- annual data & infrastructure = \$1,200.00

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 and/or Service-Safety Director of the City of Findlay, Ohio be and they are hereby authorized to enter into an agreement with GMSTEK, LLC for the aforementioned inventory management software and required devices.

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 agreement so that the City of Findlay Airport may purchase and utilize the aforementioned software and required devices.

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. 2023-017

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE DEPARTMENT OF HOMELAND SECURITY ASSISTANCE TO FIREFIGHTER'S GRANT (AFG), ALONG WITH THE CITY OF FINDLAY'S TEN PERCENT (10%) MATCH, TO PURCHASE A SCBA COMPRESSOR AND FILL STATION TO BE UTILIZED BY THE CITY OF FINDLAY FIRE DEPARTMENT, AND DECLARING AN EMERGENCY.

WHEREAS, Council desires to authorize the Director of Service-Safety of the City of Findlay, Ohio to file an application for an Assistance to Firefighter's Grant (AFG), along with the City of Findlay's matching ten percent (10%) to be used to purchase a SCBA compressor and fill station to be utilized by the City of Findlay Fire Department, and;

WHEREAS, upon approval of said grant, Council desires to authorize the Service-Safety Director, and the Auditor of the City of Findlay, Ohio to sign the necessary grant agreement with AFG for said purchases.

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

SECTION 1: That the Service-Safety Director of the City of Findlay, Ohio be and he is hereby authorized to file an application for the aforementioned AFG grant, along with the City of Findlay's ten percent (10%) match, to purchase the aforementioned items to be utilized by the City of Findlay Fire Department.

SECTION 2: That upon the grant award, the Service-Safety Director of the City of Findlay, Ohio be and he is hereby authorized to execute all necessary documents with the Department of Homeland Security Assistance to Firefighter's Grant for the purchase of a SCBA compressor and fill station to be utilized by the City of Findlay Fire Department.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize the filing of said grant application so that a grant agreement may be secured forthwith, and executed so that the aforementioned items may be purchased and utilized by the City of Findlay Fire Department;

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. 2023-018

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR GRANT FUNDS AND ENTER INTO AN AGREEMENT AND/OR RELATED DOCUMENTS WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THEIR MUNICIPAL BRIDGE PROGRAM, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Findlay is desirous to apply for grant funds and enter into an agreement and/or related documents with the Ohio Department of Transportation (hereinafter referred to as ODOT) for their Municipal Bridge Program for the rehabilitation of existing bridge structures, and;

WHEREAS, ODOT will provide up to ninety-five percent (95%) of the eligible construction costs with the City of Findlay being responsible for a five percent (5%) match, as well as the design costs for construction between the 2024-2026 construction season to include, but not limited to, deck and structural repairs to the existing Blanchard Street bridge that crosses the Blanchard River.

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 enter into an agreement with the Ohio Department of Transportation for their Municipal Bridge Inspection Program.

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 enter into said agreement with the Ohio Department of Transportation so that bridge inspections may be provided by.

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 _____