

## FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

MARCH 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 February 21, 2023 Regular Session City Council meeting minutes.

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

**PROCLAMATIONS:**

**Mayor Muryn – Developmental Disabilities Awareness month.**

WHEREAS: The Hancock County Board of Developmental Disabilities was established in October 1952; and,

WHEREAS: The mission and purpose of Ohio's county boards of developmental disabilities remain as strong as ever, with county boards continuing to provide vital supports and resources to Ohioans with developmental disabilities and their families; and,

WHEREAS: The more than 700 people with developmental disabilities served by the Hancock County Board of Developmental Disabilities, their families, friends, neighbors, and co-workers encourage everyone to focus on the abilities of all people; and,

WHEREAS: The most effective way to increase this awareness is through everyone's active participation in community activities and the openness to learn and acknowledge each individual's contribution; and,

WHEREAS: Policies must be developed, attitudes shaped, and opportunities offered that allow people with developmental disabilities to live as independently and productively as possible in our community; and

WHEREAS: We encourage all citizens to foster and support such opportunities that include full access to education, housing, employment, and recreational activities.

NOW THEREFORE, I Christina M. Muryn, Mayor of the City of Findlay, Ohio, do hereby proclaim March 2023 as:

DEVELOPMENTAL DISABILITIES AWARENESS MONTH

in Findlay, and offer full support to efforts that assist people with disabilities to make choices that enable them to live successful lives and realize their potential. I further encourage all citizens to join in this celebration by spreading awareness of the many contributions offered by people with developmental disabilities in our community.

**RECOGNITION/RETIREMENT RESOLUTIONS:** none

**PETITIONS:**

**Petition for Annexation – CR 220 (2 parcels)**

A petition for annexation of two (2) parcels to the City of Findlay filed by Laura Comek, Laura M. Comek Law LLC, agent for the petitioners on February 14, 2023. A legal description for said two (2) parcels is attached with the petition. The properties requested (parcel no. 020001006785 and parcel no. 020001013263) to be annexed are currently in Allen Township, Hancock County. Referred to Law Director for Resolution of Services legislation. Resolution Nos. 008-2023 and 009-2023 will receive their first reading during the 3/7/23 City Council meeting.

**ORAL COMMUNICATIONS:**

**American Electric Power Project Manager Andrew Corso – progress of the Findlay-Fifth Underground Project**

**WRITTEN COMMUNICATIONS:**

**email from Pat Jay – proposed park**

**email from Pam Basinger – proposed park**

**Capital Improvement Plan Investments project information summary for Police Department Body-Worn Camera Program via Ordinance No. 2023-024.**

**REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:**

**Hancock Regional Planning Commission Grant Administrator Essinger – Community Development Block Grant Fair Housing & Administration update of agreements**

In December 2021, Hancock Regional Planning Commission (HRPC) requested that Findlay City Council pass a resolution authorizing the Mayor of the City of Findlay to execute an agreement with Findlay Hope House, and an agreement with HRPC to provide services related to Community Development Block Grant (CDBG) projects for program years 2022 and 2023. In response to this request, Findlay City Council passed Resolution No. 025-2021, however, that resolution was without the necessary language to allow for the agreement with Hancock Regional Planning Commission. Legislation authorizing the Mayor to execute an agreement with Hancock Regional Planning Commission to provide services related to CDBG projects for program years 2022 and 2023 dated retroactively to January 1, 2022 is requested. Ordinance No. 2023-026 was created.

**Traffic Commission minutes –February 21, 2023.**

**Mayor Muryn – ARPA Demolition Program**

Late last year, City Council approved an allocation of up to four hundred thousand dollars (\$400,000.00) to be available to property owners in good standing with the City of Findlay including residents, non-profits and businesses for demolition of structures on their properties. Priority was given to properties that were blighted, had safety concerns, or were vacant. During the application period, five (5) applications were received that included eighteen (18) properties being requested to be torn down. As part of the application process, applicants were required to include quotes for the demolition. The estimated cost of two hundred fifty thousand dollars (\$250,000.00) was based off of the original quotes. Upon review of the applications and in consultation with the Hancock Regional Planning Commission staff and City of Findlay Deputy Auditor Sampson, it has become clear that in order to move forward with demolition, the City of Findlay will need to bid out the demolition services. Per the recommendation of Mayor Muryn, Deputy Auditor Sampson, and Hancock Regional Planning Commission Lizzy Essinger that the fifteen percent (15%) required by citizen applicants not be increased beyond the cost estimate based upon their individual quote. While an increase in applicant’s cost is not expected, it is appropriate for the City of Findlay to cover that difference. Legislation to bid out demolition services of the attached listed properties, including any necessary asbestos abatement measures, and enter into contracts with the winning firm is requested. Ordinance No. 2023-027 was created.

- 0 Hurd Avenue (corner of Hurd Avenue and West Main Cross Street)
- 400 Lester Avenue
- 305, 307 Lincoln Street
- 321, 323, 329, 331, 335, 339, 341 East Hardin Street
- 600 (tentative bid alternate), 605, 609, 615 Grand Avenue
- 347 Midland Avenue
- 220 Bell Avenue

**Findlay Fire Department Activities Report – February 2023.**

**City Income Tax Monthly Collection Report – February 2023.**

**Assistant City Engineer Rausch – STRICT Center GMP4**

On August 17, 2022, the City of Findlay entered into an agreement with Clouse Construction for Design-Build Services for the STRICT Center Project (the “Agreement”). Clouse Construction has submitted an acceptable Guaranteed Maximum Price Proposal for the building design and the procurement and erection of the building. To proceed with this scope of work, the parties will need to enter into a Guaranteed Maximum Price Phase Amendment No. 4 (“GMP4”) for the project. Legislation authorizing the Mayor, Service-Safety Director and/or City Engineer to enter into GMP4 to the Design-Build Agreement for partial construction package of the building in the amount of eight hundred eighty-four thousand six hundred dollars (\$884,600.00) is requested. This package includes the site utility/concrete and final buildout, including finishes and MEP, phases of the project. This allows the project to proceed and meet the current construction schedule completion date of July 21<sup>st</sup>. Ordinance No. 2023-028 was created.

**City Engineer Kalb – first Capital Improvement Appropriation of 2023**

The Administration is currently working through the ten (10) year Capital Improvements Plan with Department Heads and the City Auditor’s Office to ensure Council is provided with a well thought out plan and have determined that there are a couple of projects and equipment that need to be moved on to ensure the project keeps moving in a positive direction and to take advantage of current pricing. The projects listed below are annual projects that the City routinely performs and on equipment with long lead times. All projects and equipment listed below are included in the 2023 Capital Improvement Plan. Legislation authorizing the Mayor, Service-Safety Director, and/or City Engineer to advertise for bids and enter into contracts for construction, as well as appropriate and transfer funds is requested. Ordinance No. 2023-029 was created.

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 12,000.00
TO:	Police #21012000-other	\$ 12,000.00
FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 1,338,189.00
TO:	PD Body-Worn Camera Program #31930700	\$ 25,189.00
TO:	2023 Street Preventative Maintenance #32830300	\$ 200,000.00
TO:	2023 Annual Street Resurfacing/Curb Repairs #32830400	\$ 965,000.00
TO:	File Scanning & Microfilm #31920800	\$ 42,000.00
TO:	Engineering Office Remodel #31931300	\$ 68,000.00
TO:	Third Floor Conference Room Remodel #31931100	\$ 38,000.00

**City Engineer Kalb – Harrison Street Waterline, Project No. 35720200**

In 2022, a project was created for a waterline replacement on Morrival Boulevard due to a possible concern that was brought up during the reconstruction of Logan Avenue. Since the initial creation of the Morrival Boulevard waterline, the focus of the location of the waterline replacement has changed to the Harrison Street area. It was previously expected to experience low line pressure in the West Park area due to the waterline on Morrival Boulevard, but since the upgrade of the waterline on Loga Avenue, it has been observed that the dead end line at Logan Avenue will need to be extended to Byal Avenue. This extension that will run on the east side of Harrison Street from Logan Avenue to Byal Avenue that will create a loop in the area that will help improve water quality and line pressure in that area. This letter shall serve as a notice to Council that the project previously named “Morrival WL #35720200” will be renamed to “Harrison St. WL Extension #35720200” to reflect the change in project focus.

**City Engineer Kalb – ARPA Fund appropriation of 2023**

Along with the first Capital Improvement appropriation, it is desired to appropriate American Rescue Plan Act (ARPA) funds to various projects that have been discussed over the past couple of years, and to appropriate funds for the purchase of Police vehicles. From the list below, both projects have been discussed in prior APPROPRIATIONS COMMITTEE meetings and/or City Council meetings with Police vehicles routinely rolled over that the city performs each year. All projects and equipment listed below are included in the 2023 Capital Improvements Plan. Legislation authorizing the Mayor, Service-Safety Director, and/or City Engineer to advertise for bids and enter into contracts for construction, as well as appropriate and transfer funds is requested. Ordinance No. 2023-030 was created.

FROM:	ARPA Fund	\$ 634,700.00
TO:	PD Body-Worn Camera Program #31930700	\$ 50,000.00
TO:	ARPA Police Vehicle Purchase #31930900	\$ 284,700.00
TO:	City ADA Transition Plan #31925000	\$ 300,000.00

**City Engineer Kalb – Community Development Block Grant application public park restroom facilities**

The City of Findlay Engineering Department and the Hancock Regional Planning Commission (HRPC) have been notified of a grant opportunity through the Community Development Block Grant (CDBG) for the reconstruction or renovation of public park restroom facilities. As part of this application, the City of Findlay Engineering Department will be submitting applications for the reconstruction of three (3) restroom facilities. The three (3) parks that are planned to have the new facilities are: Rawson Park, Swale Park, and Emory Adams Park. If awarded the grant, the fund will cover the necessary cost for construction with the City of Findlay being responsible for design and engineering services. Legislation authorizing City representatives to execute the necessary grant application(s) and/or agreement(s) in order to receive the grant funding is requested. Ordinance No. 2023-031 was created.

**Human Resources Director Essex – 2022 City of Findlay employee survey results**

In December of 2022, the City Administration launched an organization-wide Employee Satisfaction Survey that give City employees an opportunity to weigh in on the areas of employee engagement, communication, leadership/management, strategic planning, work culture, benefits/compensation, and information technology. Organizational Responsiveness to surveys can lead to higher retention rates, lower absenteeism, improved productivity, better customer service, and higher morale. The goal is to seek out feedback from employees to allow the City to grow as an organization and better serve the community. Attached is a summary of areas receiving the highest (top) and lowest (bottom) ratings on the Employee Satisfaction Survey. Throughout the years, employees have rated their understanding of the City’s (organization-wide) strategic plan lower than the other sections of the survey. The City of Findlay Administration, along with Department Heads and Supervisors, will continue to provide information and education in this area. It is also introduced to new hires as part of the onboarding process.

**City Planning Commission minutes – February 9, 2023; staff report – March 9, 2023.**

**COMMITTEE REPORTS:** none

**LEGISLATION:**

**RESOLUTIONS:**

**RESOLUTION NO. 007-2023** (no PO) requires one (1) reading **first reading**

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

**RESOLUTION NO. 008-2023** (CR 220 annexation (2 parcels) 64.941 acres) requires three (3) readings **first reading**

A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE NORTHEAST QUARTER OF SECTION 36, T2N, R10E, A TRACT OF LAND CONSISTING OF 64.941 ACRES OF LAND, MORE OR LESS.

**RESOLUTION NO. 009-2023** (CR 220 annexation (2 parcels) 73.077 acres) requires three (3) reading **first reading**

A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 25, T2N, R10E, A TRACT OF LAND CONSISTING OF 73.077 ACRES OF LAND, MORE OR LESS.

**ORDINANCES:**

**ORDINANCE NO. 2023-010** (Lakota Park final plat) requires three (3) readings **third 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 **third reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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

**ORDINANCE NO. 2023-014** (*Innovative Software Solutions, Inc. contract*) **requires three (3) readings** **third 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. 2023-016** (*GMSTEK, LLC agreement*) **requires three (3) readings** **third 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. 2023-019** (*approve 2022 ordinances & resolutions changes*) **requires three (3) readings** **third reading**  
AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE FINDLAY CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-020** **requires three (3) readings** **second reading**  
(*Ohio Attorney General's Office contract for municipal income tax collection services*)  
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH THE OHIO ATTORNEY GENERAL'S OFFICE TO PROVIDE MUNICIPAL INCOME TAX COLLECTION SERVICES TO THE CITY OF FINDLAY INCOME TAX DEPARTMENT, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-022** (*Opioid settlement*) **requires three (3) readings** **second reading**  
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO INDIVIDUALLY ENTER INTO ANY PARTICIPATION AGREEMENT(S) IN RELATION TO THE NATIONAL OPIOID SETTLEMENT PROGRAM THAT HAVE BEEN AGREED TO BY THE STATE OF OHIO, DECLARING A REAL AND PRESENT EMERGENCY.

**ORDINANCE NO. 2023-023** (*City Income Tax Administration Fund*) **requires three (3) reading** **second reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-024** (*Ohio Office of Criminal Justice Services (OCJS) body worn camera grant*) **requires three (3) readings** **second reading**  
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT FOR THE PURCHASE BODY-WORN CAMERAS THROUGH THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES GRANT PROGRAM, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-026** (*HRPC provide CDBG program*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2022 AND 2023 RETROACTIVE TO JANUARY 1, 2022, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-027** (*ARPA Demolition 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 ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR DEMOLITION SERVICES RELATED TO THE AMERICAN RESCUE PLAN ACT (ARPA) DEMOLITION PROGRAM, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-028** (*STRICT Center – GMP4*) **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 ENTER INTO A GUARANTEED MAXIMUM PRICE PHASE AMENDMENT NO. 4 (GMP4) WITH CLOUSE CONSTRUCTION CORPORATION FOR SITE UTILITY/CONCRETE AND FINAL BUILDOUT, INCLUDING FINISHES, MECHANICAL, ELECTRICAL, AND PLUMBING OF THE STRICT CENTER PROJECT, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-029** (*first Capital Improvement Appropriation of 2023*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BIDS, WHERE REQUIRED, AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-030** (*ARPA Fund appropriation of 2023*) **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 ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS SO THAT AMERICAN RESCUE PLAN ACT (ARPA) FUNDS MAY BE UTILIZED TO PURCHASE VARIOUS ITEMS FOR DESIGNATED VARIOUS PROJECTS LISTED BELOW, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-031** (*Community Development Block Grant application public park restroom facilities*) **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 EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR RECONSTRUCTION OR RENOVATIONS OF PUBLIC PARK RESTROOM FACILITIES, AND DECLARING AN EMERGENCY

**UNFINISHED BUSINESS:**

***OLD BUSINESS***

***NEW BUSINESS***

# Proclamation

By Mayor Christina M. Muryn  
Findlay, Ohio

WHEREAS: The Hancock County Board of Developmental Disabilities was established in October, 1952; and

WHEREAS: The mission and purpose of Ohio's county boards of developmental disabilities remain as strong as ever, with county boards continuing to provide vital supports and resources to Ohioans with developmental disabilities and their families; and

WHEREAS: The more than 700 people with developmental disabilities served by the Hancock County Board of Developmental Disabilities, their families, friends, neighbors, and co-workers encourage everyone to focus on the abilities of all people; and

WHEREAS: The most effective way to increase this awareness is through everyone's active participation in community activities and the openness to learn and acknowledge each individual's contribution; and

WHEREAS: Policies must be developed, attitudes shaped, and opportunities offered that allow people with developmental disabilities to live as independently and productively as possible in our community; and

WHEREAS: We encourage all citizens to foster and support such opportunities that include full access to education, housing, employment, and recreational activities.

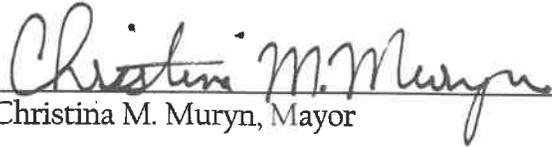
NOW THEREFORE, I, Christina M. Muryn, Mayor of the City of Findlay, Ohio, do hereby proclaim March 2023, as:

## DEVELOPMENTAL DISABILITIES AWARENESS MONTH

In Findlay, and offer full support to efforts that assist people with disabilities to make choices that enable them to live successful lives and realize their potential. I further encourage all citizens to join in this celebration by spreading awareness of the many contributions offered by people with developmental disabilities in our community.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Findlay, Ohio, to be affixed this 1st day of March 2023.

  
Christina M. Muryn, Mayor

# LAURA M. COMEK LAW LLC

February 14, 2023

VIA CERTIFIED MAIL

Ms. Denise DeVore, Clerk  
318 Dorney Plaza  
Room 310/114  
Findlay, OH 45840-3346

**RE: ANNEXATION OF 138.018 +/- ACRES  
FROM ALLEN TOWNSHIP TO THE CITY OF FINDLAY**

Dear Ms. DeVore:

Enclosed please find a Notice Of Filing (and enclosed copy of) the Petitioners' Petition for Annexation, as captioned above.

To evidence your receipt, please sign the Notice in the space provided to acknowledge your receipt and return/send back to me (scan copy is acceptable) at your earliest convenience. Your signed acknowledgement may be emailed to me at [laura@comeklaw.com](mailto:laura@comeklaw.com). If you have any questions, please feel free to contact me by email or telephone at 614.560.1488. Thank you.

Respectfully submitted,

*/s/ Laura MacGregor Comek*

Laura MacGregor Comek, Esq.

Encl. Annexation Petition  
Notice Of Filing (space for signature provided)  
Self-Addressed Stamped Envelope

17 S. High Street. Ste. 700 Columbus, Ohio 43215  
614.560.1488 Laura@Comeklaw.com

**NOTICE OF FILING PETITION FOR ANNEXATION  
RE: ANNEXATION OF 138.018 +/- ACRES  
FROM ALLEN TOWNSHIP TO THE CITY OF FINDLAY**

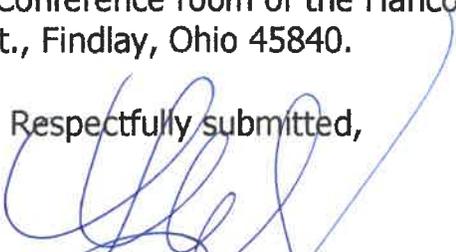
To: Denise Devore, Clerk  
Findlay City Council  
318 Dorney Plaza, Room 310/114  
Findlay, OH 45840

You are hereby notified that on the 9<sup>th</sup> day of February, 2023, at approximately 8:45 a.m., the undersigned, as Agent for the Petitioners, filed a Petition for Annexation in the office of the Board of County Commissioners of Hancock County, Ohio.

Said Petition prays for annexation to the City of Findlay, Ohio, of 138.018 +/- acres in Allen Township. A copy of said Petition, with description and plat, is attached hereto and made a part hereof.

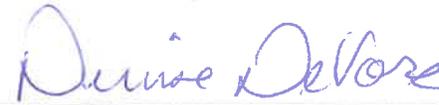
A hearing to review the annexation will be held on April 25, 2023 at 10:30 a.m., 1<sup>st</sup> Floor Conference room of the Hancock County Building, located at 514 S. Main St., Findlay, Ohio 45840.

Respectfully submitted,

  
\_\_\_\_\_  
Laura MacGregor Comek, Esq.  
17 S. High Street, Ste 700  
Columbus, Ohio 43215  
Phone: (614) 560-1488  
Agent for Petitioners

cc: Hancock County Commissioners

RECEIPT OF THE AFOREMENTIONED DOCUMENTS IS HEREBY ACKNOWLEDGED  
THIS 17<sup>th</sup> DAY OF February, 2023.

  
\_\_\_\_\_  
Clerk, Findlay City Council

**PETITION FOR ANNEXATION OF 138.018+/- ACRES  
FROM ALLEN TOWNSHIP TO THE CITY OF FINDLAY, OHIO**

To the Board of Commissioners of Hancock County, State of Ohio:

Now comes the undersigned Petitioners, being the sole owners of certain real property situated in the County of Hancock, Township of Allen, which property is contiguous and adjacent to the City of Findlay, to wit, see the legal description attached hereto as Exhibit "A."

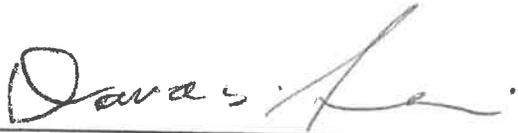
The undersigned Petitioners request that said real property be annexed to the City of Findlay, in accordance with the statutes of the State of Ohio, specifically §709.02 and §709.03 as a Regular Annexation proceeding. There are four (4) owners of real estate in the territory sought to be annexed.

The territory sought to be annexed with this Petition is contiguous to the City of Findlay corporate boundaries. On balance, the general good of the territory sought to be annexed will be served, and the benefits to the territory and the surrounding area will outweigh detriments, if any, to the territory sought to be annexed and surrounding area. The territory is not unreasonably large. No road segmentation issues are created with this annexation. No island of unincorporated area is being created by this annexation.

Laura MacGregor Comek, Esq., 17 S. High Street, Ste. 700, Columbus, Ohio, 43215, is hereby authorized to act as Agent for the Petitioners in securing such annexation. Said Petitioners' Agent is hereby authorized to make any or all amendments and/or deletions to the Petition, map, plat, or description which, in their absolute and complete discretion, are proper under the circumstances then existing. In addition, the Petitioners' Agent is authorized to make such amendments and/or deletions to the Petition, map, plat, or description in order to correct any discrepancy or mistake noted by the County Engineer, or other, in their examination of the Petition, map, plat or description. Amendments to correct the map, plat or description may be made by the presentation of an amended map, plat or description to the Board of County Commissioners on, before or after the date set for hearing of this Petition.

An accurate map approved by the Hancock County Engineer is attached hereto and made a part of this Petition as Exhibit "B."

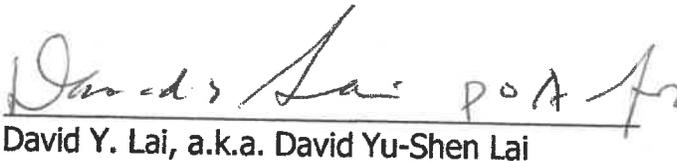
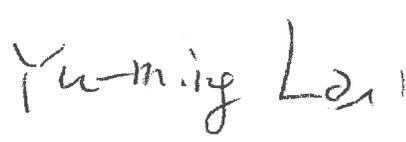
Respectfully submitted,



David Yu-Shen Lai

Date: 12-19-2022

Parcel Nos.: 020000005530, 020001001076, 020000005520, 020001001074,  
020000005590, 020000005510, 020000005500, 020000005580, 020000005570,  
020000005550

David Y. Lai, a.k.a. David Yu-Shen Lai

Date: 12-19-2022

Parcel No.:020001006058

Respectfully submitted,

Yu-ming Lai James Lai p.o.A  
Yu-Ming Lai

Date: 12-19-2022

Parcel Nos.: 020001006547

Respectfully submitted,

11600 COUNTY ROAD 99, LLC

By: Wesley R Russell

Printed: Wesley R Russell

Title: Managing Member

Date: 12-9-22

Parcel Nos.: 020001030282, 020001030281

Respectfully submitted,

11732 County Road 99, LLC

By: Wesley R Russell

Printed: Wesley R Russell

Title: Managing Member

Date: 12-9-22

Parcel Nos.: 020001030280



PROPERTY OWNER

MAILING ADDRESS

1. Tobin Prowant  
11593 Twp Rd 101  
Findlay OH 45840  
#020000003640
2. Mark & Noreen Maas  
Twp Rd 101  
Findlay OH 45840  
#020001028127  
11907 Twp Rd 101  
Findlay OH 45840
3. Chester L & Ruby Mae Holtgreven  
Co Rd 220  
Findlay OH 45840  
#020000003820  
4822 N Main St  
Findlay OH 45840
4. Chester L & Ruby Mae Holtgreven  
Co Rd 220  
Findlay OH 45840  
#020001006785  
4822 N Main St  
Findlay OH 45840
5. TJ Acquisitions Ltd  
11758 Twp Rd 100  
Findlay OH 45840  
#020001018545  
3086 Kaiser Rd  
Pt Loramie OH 45845
6. Nicholas Edward & Stephanie S Foster  
11609 Twp Rd 100  
Findlay OH 45840  
#020001006059
7. Zachary Dalton  
11731 Twp Rd 100  
Findlay OH 45840  
#020001000948

8. CAT Investment Properties Ltd  
11733 Twp Rd 100  
Findlay OH 45840  
#020001000946  
11550 Twp Rd 100  
Findlay OH 45840
9. Hope Temple Inc  
4500 Co Rd 220  
Findlay OH 45840  
#020001006990  
4500 N Main St  
Findlay OH 45840
10. David Yu-Shen Lai  
Co Rd 220  
Findlay OH 45840  
#020001013263  
4409 Co Rd 140  
Findlay OH 45840
11. Ruby G & Albert F Leckey Jr  
11760 Co Rd 99  
Findlay OH 45840  
#020001001078  
184 Jet Dr  
Palmetto FL 34221
12. 3RM Findlay LLC  
12000 Co Rd 99  
Findlay OH 45840  
#630001017296  
1303 Perrysburg Rd  
Fostoria OH 44830
13. Jay Petroleum Inc  
3900 Ventura Dr  
Findlay OH 45840  
#630001006681  
PO Box 1285  
Portland IN 47371-1285
14. SD Taylor III Family Properties LLC  
11799 Co Rd 99  
Findlay OH 45840  
#230001030065  
Taylor Cadillac  
6100 W Central Ave  
Toledo OH 43635
15. Emro Marketing Co  
Speedway Dr  
Findlay OH 45840  
#630001017085  
539 S Main St  
Findlay OH 45840
16. Gallery 59 LLC  
Twp Rd 99  
Findlay OH 45840  
#020000005250  
11326 Co Rd 99  
Findlay OH 45840

17. Bryan J Krick  
11326 Co Rd 99  
Findlay OH 45840  
#020001026572

1735 Titus Rd  
Springfield OH 45502

18. Craig E & Cathy L Dewey  
11441 Twp Rd 100  
Findlay OH 45840  
#020001000043

19. Rettig Family Rev Liv Trust  
Calvin C & Bernice L Rettig, Trustees  
11362 Twp Rd 100  
Findlay OH 45840  
#020001021446

20. CAT Investment Properties Ltd  
11550 Twp Rd 100  
Findlay OH 45840  
#020001028900

21. Michael L & Cathy M Couchot  
11660 Twp Rd 100  
Findlay OH 45840  
#020001028901

22. Bishop Farms LLC  
Twp Rd 100  
Findlay OH 45840  
#020001007567

624 Crystal Ave  
Findlay OH 45840

23. State of Ohio Dept of Transportation  
I-75  
Findlay OH 45840  
#020000900170

ODOT District 1  
1885 N McCullough St  
Lima OH 45801

24. State of Ohio Dept of Transportation  
I-75  
Findlay OH 45840  
#020000900160

ODOT District 1  
1885 N McCullough St  
Lima OH 45801



**LEGAL DESCRIPTION**

Pt. of the SE1/4, Section 25, T2N, R10E,  
Allen Township, Hancock County  
State of Ohio  
**73.077 Acres**

**Annexation-North**

Situated in Allen Township, County of Hancock, State of Ohio and being a part of the Southeast Quarter of Section 25, Township 2 North, Range 10 East, a Parcel of Land bounded and described as follows:

Beginning at a Monument found marking the southeast corner of the west half of the Southeast Quarter of said Section 25, being the PRINCIPAL POINT OF BEGINNING of said Parcel to be herein described;

Thence along the south line of said Southeast Quarter, also being the centerline of Township Road 100 (40' R/W), N 88°32'22" W, a distance of 576.47 feet to a Rail Road Spike found marking the southeast corner of a Parcel of Land previously conveyed to Michael L. and Cathy M. Couchot, as per OR 2411, Page 1685 of the Hancock County Deed Records;

Thence along the east line of said Couchot Parcel, N 01°27'59" E, a distance of 395.06 feet to a 1/2 inch Rebar found marking the northeast corner of said Couchot Parcel;

Thence along the north line of said Couchot Parcel, and along the north line of a Parcel of Land previously conveyed to Cat Investment Properties, Ltd., as per OR 2401, Page 1583 of the Hancock County Deed Records, N 88°32'01" W, a distance of 752.10 feet to a 1/2 inch Rebar found marking the northwest corner of said Cat Investment Parcel. Said point also being on the west line of the Southeast Quarter of said Section 25, and on the easterly line of the Limited Access Right-of Way of Interstate 75;

Thence along the west line of said Southeast Quarter, also being the easterly line of said Limited Access Right-of Way of Interstate 75, N 00°59'49" E, a distance of 2221.90 feet to a Stone found marking the northwest corner of the Southeast Quarter of said Section 25, and marking the southwest corner of a Parcel of Land previously conveyed to Tobin Prowant, as per OR 2388, Page 2495 of the Hancock County Deed Records;

Thence along the north line of said Southeast Quarter, and along the south line of said Prowant Parcel, and along the south line of a Parcel of Land previously conveyed to Mark and Noreen Maas, as per OR 2391, Page 1592 of the Hancock County Deed Records, S 89°16'29" E, a distance of 1325.39 feet to a 1/2 inch Capped Iron marked "Peterman" found marking the northeast corner of the west half of the Southeast Quarter of said Section 25. Said point also marking the southwest corner of a Parcel of Land previously conveyed to Chester L. and Ruby Mae Holtgreven, as per OR 2411, Page 1819 and the northwest corner of a Parcel of Land previously conveyed to Chester L. and Ruby Mae Holtgreven, as per OR 2411, Page 1815, both of the Hancock County Deed Records;



**LEGAL DESCRIPTION**

Pt. of the SE1/4, Section 25, T2N, R10E,  
Allen Township, Hancock County  
State of Ohio  
**73.077 Acres**

**Annexation-North**

(Cont.)

Thence along the east line of the west half of said Southeast Quarter, and along the west line of said Holtgrevan Parcel, and along the west line of a Parcel of Land previously conveyed to TJ Acquisitions Ltd., as per OR 2596, Page 1219 of the Hancock County Deed Records, S 00°59'55" W, a distance of 2634.06 feet to the PRINCIPAL POINT OF BEGINNING, Containing 73.077 Acres of land, more or less, all being subject to any prior easements of record or otherwise.

Bearings are based on the Ohio North 3401 State Plane Coordinate System, NAD 83 (2011). Distances referenced are ground distances.

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 January 3, 2023 and filed at the Hancock County Auditor's Office.

Date: 3 Jan. 2023



Survey and Legal Description by:

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



**LEGAL DESCRIPTION**

Pt. of the NE1/4, Section 36, T2N, R10E,  
Allen Township, Hancock County  
State of Ohio  
**64.941 Acres**

**Annexation-South**

Situated in Allen Township, County of Hancock, State of Ohio and being a part of the Northeast Quarter of Section 36, Township 2 North, Range 10 East, a Parcel of Land bounded and described as follows:

Commencing at a Monument found marking the northeast corner of the west half of the Northeast Quarter of said Section 36;

Thence along the east line of the west half of said Northeast Quarter, S 01°00'36" W, a distance of 264.00 feet to a point marking the southeast corner of a Parcel of Land previously conveyed to Cat Investment Properties, Ltd., as per OR 2598, Page 3103 of the Hancock County Deed Records and being the PRINCIPAL POINT OF BEGINNING of said Parcel to be herein described;

Thence continuing along the east line of the west half of said Northeast Quarter, also being the west line of a Parcel of Land previously conveyed to Hope Temple Inc., as per Volume 356, Page 567 of the Hancock County Deed Records and along the west line of a Parcel of Land previously conveyed to David Yu-shen Lai, as per OR 2586, Page 3051 of the Hancock County Deed Records, S 01°00'36" W, a distance of 1356.92 feet to a point marking the northeast corner of a Parcel of Land previously conveyed to Albert F. Leckey, Jr. & Ruby G. Leckey, as per OR 2405, Page 1888 of the Hancock County Deed Records;

Thence along said Leckey Parcel, the following Six (6) courses and distances;

- 1) N 88°37'33" W, a distance of 427.70 feet to a point;
- 2) S 00°58'27" W, a distance of 94.20 feet to a point;
- 3) N 88°37'33" W, a distance of 63.57 feet to a point;
- 4) S 00°57'56" W, a distance of 411.82 feet to a 1/2 inch Capped Iron marked "Peterman" found;
- 5) S 88°33'04" E, a distance of 55.01 feet to a 1/2 inch Capped Iron marked "Peterman" found;
- 6) S 00°57'56" W, a distance of 150.01 feet to a 1/2 inch Capped Iron marked "Peterman" found marking the southwest corner of said Leckey Parcel;

Thence along the south line of said Leckey Parcel, S 88°33'03" E, a distance of 433.97 feet to a 1/2 inch Capped Iron marked "Peterman" found marking the southeast corner of said Leckey Parcel and being on the west line of a Parcel of Land previously conveyed to 3RM Findlay, LLC, as per OR 2362, Page 834 of the Hancock County Deed Records, also being the present City of Findlay Corporation Line;

Thence along the west line of said 3RM Findlay, LLC Parcel, and along said Corporation Line, S 01°16'57" W, a distance of 313.91 feet to 1" Iron Pin found marking the southwest corner of said 3RM Findlay, LLC Parcel;

Thence along said Corporation Line, N 89°02'08" W, a distance of 251.47 feet to an angle point in said Corporation Line;



**LEGAL DESCRIPTION**

Pt. of the NE1/4, Section 36, T2N, R10E,  
Allen Township, Hancock County  
State of Ohio  
**64.941 Acres**

**Annexation-South**

(Cont.)

Thence continuing along said Corporation Line, N 87°43'38" W, a distance of 875.27 feet to a point on the easterly line of the Limited Access Right-of-Way line of Interstate 75;

Thence leaving said Corporation Line and along the easterly line of said Limited Access Right-of Way of Interstate 75, the following Seven (7) courses and distances;

- 1) N 01°00'38" E, a distance of 2.02 feet to a point;
- 2) N 14°39'55" W, a distance of 313.98 feet to a point;
- 3) N 15°52'07" W, a distance of 169.20 feet to a point;
- 4) N 01°29'58" W, a distance of 216.34 feet to a point;
- 5) N 01°31'53" W, a distance of 565.13 feet to a point;
- 6) N 00°30'34" W, a distance of 279.90 feet to a point;
- 7) N 03°04'34" W, a distance of 296.47 feet to a point being the intersection of said Limited Access Right-of-Way with the west line of the Northeast Quarter of Section 36;

Thence continuing along said Limited Access Right-of-Way, and along the west line of said Northeast Quarter, N 01°07'42" E, a distance of 760.36 feet to a PK Nail found marking the northwest corner of the Northeast Quarter of said Section 36;

Thence along the north line of said Northeast Quarter, also being the centerline of Township Road 100 (40' R/W), S 88°32'22" E, a distance of 400.06 feet to a point marking the northwest corner of a Parcel of Land previously conveyed to Nicholas E. and Stephanie S. Foster, as per OR 2596, Page 2536 of the Hancock County Deed Records;

Thence along the west line of said Foster Parcel, S 01°36'41" W, a distance of 380.00 feet to a point marking the southwest corner of said Foster Parcel;

Thence along the south line of said Foster Parcel, S 88°32'22" E, a distance of 265.50 feet to a point marking the southeast corner of said Foster Parcel;

Thence along the east line of said Foster Parcel, N 01°34'36" E, a distance of 380.00 feet to a point on the north line of the Northeast Quarter of said Section 36, also marking the northeast corner of said Foster Parcel;

Thence along said north line, also being the centerline of Township Road 100 (40' R/W), S 88°32'22" E, a distance of 330.00 feet to a point marking the northwest corner of a Parcel of Land previously conveyed to Zachary Dalton, as per OR 2589, Page 3291 of the Hancock County Deed Records;

Thence along the west line of said Dalton Parcel, S 01°00'36" W, a distance of 264.00 feet to a point marking the southwest corner of said Dalton Parcel;



**LEGAL DESCRIPTION**

Pt. of the NE1/4, Section 36, T2N, R10E,  
Allen Township, Hancock County  
State of Ohio  
**64.941 Acres**

**Annexation-South**

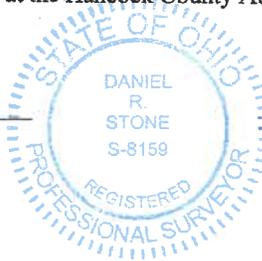
(Cont.)

Thence along the south line of said Dalton Parcel and along the south line of the  
aforementioned Cat Investment Properties, Ltd. Parcel, S 88°32'22" E, a distance of 330.00  
feet to the PRINCIPAL POINT OF BEGINNING, Containing 64.941 Acres of land, more or  
less, all being subject to any prior easements of record or otherwise.

Bearings are based on the Ohio North 3401 State Plane Coordinate System, NAD 83 (2011).  
Distances referenced are ground distances.

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 January 3, 2023 and filed at the Hancock County Auditor's Office.

Date: 3 Jan. 2023



Survey and Legal Description by:

Daniel Stone

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

# CITY OF FINDLAY ANNEXATION PLAT

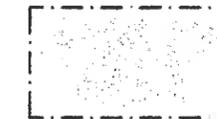
SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO AND BEING A PART OF THE NORTHEAST QUARTER OF SECTION 36 AND PART OF THE SOUTHEAST QUARTER OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 10 EAST  
138.018 TOTAL ACRES

PARCEL SUMMARY TABLE					
OWNER	DEED BOOK/PAGE	PARCEL #	RECORDED/DEED ACRES	ANNEXATION ACRES (AS SURVEYED)	REMAINING ACRES (AS SURVEYED)
David Y. Lai	OR 1847, Pg. 229	020001006058	3.486	3.476	0.00
David Yu-Shen Lai	Vol. 480, Pg. 113	020000055500	3.760	3.774	0.00
David Yu-Shen Lai	Vol. 480, Pg. 113	020000055500	17.290	17.061	0.383
David Yu-Shen Lai	Vol. 480, Pg. 113	020000055570	5.760	5.762	0.00
David Yu-Shen Lai	Vol. 480, Pg. 113	020000055580	11.520	11.531	0.00
David Yu-Shen Lai	Vol. 480, Pg. 113	020000055590	2.070	2.043	0.00
David Yu-Shen Lai	Vol. 480, Pg. 113	020000055510	3.000	2.818	0.194
David Yu-Shen Lai	Vol. 489, Pg. 72	020000055520	2.790	2.588	0.217
David Yu-Shen Lai	Vol. 489, Pg. 72	020000055530	5.800	5.160	0.638
David Yu-Shen Lai	Vol. 489, Pg. 72	020001001074	0.386	0.715	0.00
David Yu-Shen Lai	Vol. 489, Pg. 72	020001001076	2.020	1.674	0.00
11600 County Road 99, LLC	OR 2503, Pg. 375	020001030282	5.515	3.371	2.127
11600 County Road 99, LLC	OR 2503, Pg. 375	020001030281	3.457	2.780	0.666
11732 County Road 99, LLC	OR 2503, Pg. 378	020001030280	2.427	2.188	0.235

INTENT OF THE ANNEXATION IS TO INCLUDE THE ENTIRE PARCELS THAT DO NOT ABUT COUNTY ROAD 99 OR INTERSTATE 75 AND ANNEX ONLY THE ACREAGE OUTSIDE OF THE RIGHT-OF-WAY OF INTERSTATE 75 AND ANNEX EVERYTHING OUTSIDE OF THE EXISTING CORPORATION LINE ALONG COUNTY ROAD 99.

THE ACREAGE SHOWN ON THE SURVEY REFLECT THE SURVEYED ACRES, NOT THE RECORDED/DEED ACRES.

ANNEXATION AREA= 64.941 ACRES (THIS SHEET ONLY)



**Surveyor's Note:**

- This survey performed using a Trimble R2 GPS unit, connected to the Ohio VRS/CORS GPS Network, collecting data in the Ohio North 3401 State Plane Coordinate System, NAD 83 (2011) and converted to Ground Coordinates. Distances shown are GROUND DISTANCES, unless shown otherwise (S1, D1, etc.).
- Bearings are based on the Ohio North, 3401 State Plane Coordinate System, NAD 83 (2011).
- This survey performed without the benefit of a Title Report, and may not show all recorded easements, covenants, restrictions or otherwise, if any.
- Parcel ID's per the Hancock County Auditor's website, at the time of this survey.

**Prior Needs of Reference:**

Deeds as shown on the plot of survey.

I certify that on 3-Jan-2023  
this survey was performed and completed by myself or under my direct supervision.

*David R. Stone*  
Daniel R. Stone P.E., P.S., Registered Surveyor #8159  
A Legal Description has been prepared in accordance with Ohio Surveying Law.

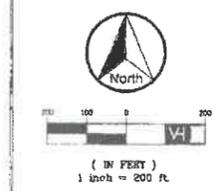
**Acres/Closure Check  
Hancock Co. Engineer**

By KDP 1/5/2023

**LEGEND**

- Section Corner, as described
- SET 1/8" X 3/8" Rebar, marked with Orange Plastic Cap "VHHA 0159"
- SET Mag Nail
- Found Mag Nail
- (C) Found Capped Iron Nail or RLS#
- Found as described
- Calculated distance
- Measured distance
- Platted distance
- POC Point of Commencement
- PPCB Principal Point of Beginning
- R/W Road Right-of-Way
- (S1) Prior Survey(s) of Record
- (D1) Prior Deed(s) of Reference
- Centerline
- Dimension Leader
- Land Mark
- Break in Line
- Property Line
- Deed Boundary

**VH**  
**Van Horn Hoover**  
& Associates, Inc.  
SURVEYING  
CIVIL ENGINEERING  
LAND USE PLANNING  
3200 N. MAIN ST.  
FINDLAY, OH 45840  
(419) 423-5630  
www.VanHornHoover.com  
E-Mail: info@VanHornHoover.com



PREPARED FOR:  
**LAI/RUSSELL**

Pt. NE1/4, SEC. 36  
Allen Twp.  
Hancock County

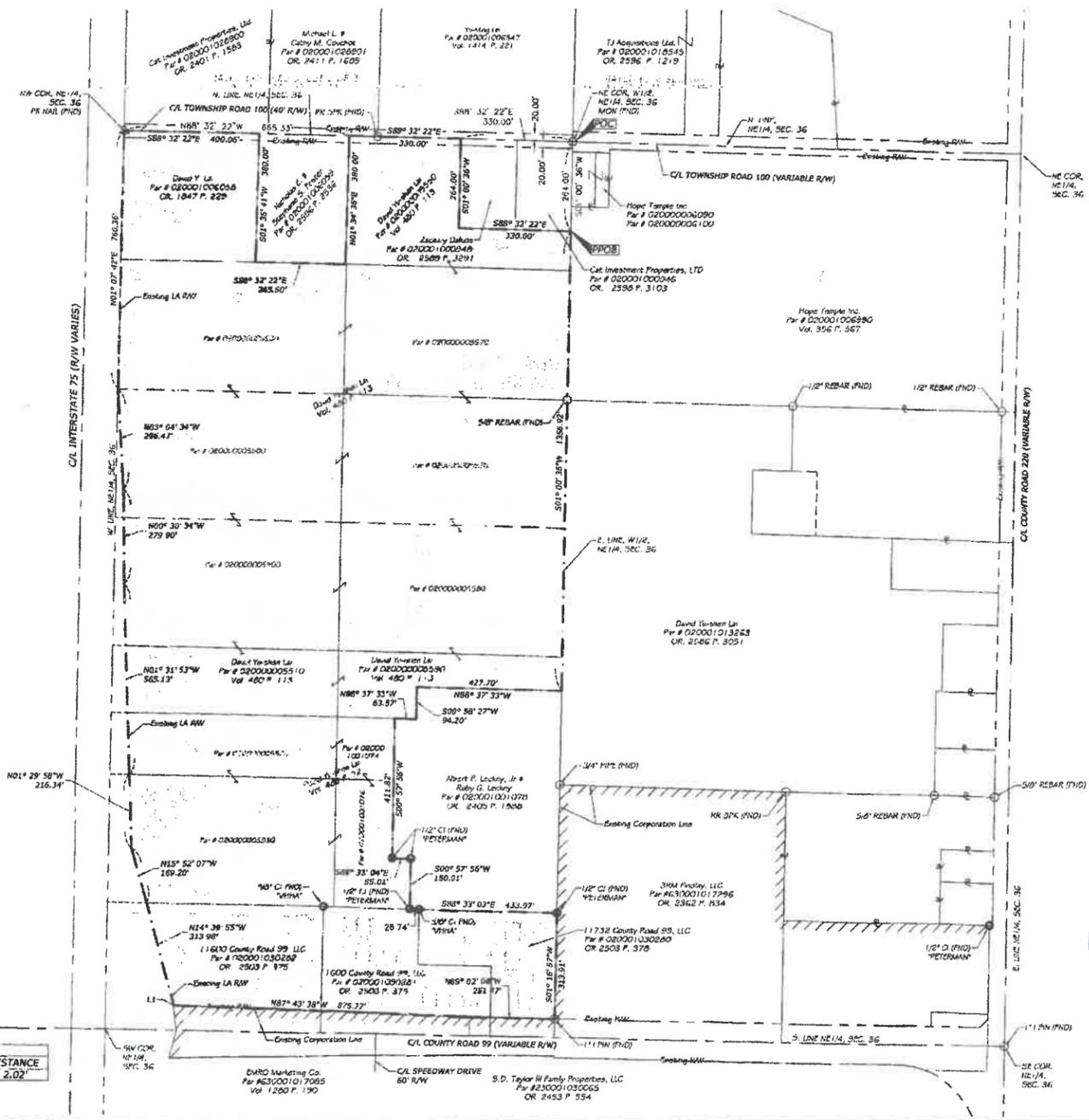
CITY OF FINDLAY  
ANNEXATION  
PLAT

REVISIONS		
MARK	DATE	DESCRIPTION

GRAPHIC SCALE:  
1"=200'

DATE: **01/03/23**

JOB NUMBER: **16490-0000-0100.cwg**  
SHEET NUMBER: **1 OF 2**



LINE TABLE		
#	BEARING	DISTANCE
LI	N01°00'38"E	2.02'

Z:\PROJECTS\16490\16490-Annex-Plat.dwg-Print\_Survey-Jan 03, 2023

# CITY OF FINDLAY ANNEXATION PLAT

SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO AND BEING A PART OF THE NORTHEAST QUARTER OF SECTION 36 AND PART OF THE SOUTHEAST QUARTER OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 10 EAST  
138.018 TOTAL ACRES



**Van Horn  
Hoover**

& Associates, Inc.

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FINDLAY, OH 45840  
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E-Mail: info@VanHornHoover.com



( IN FEET )  
1 inch = 200 ft.

PREPARED FOR:  
**LAI/RUSSELL**

Pt. SE1/4, SEC. 25  
Allen Twp.  
Hancock County

CITY OF FINDLAY  
ANNEXATION  
PLAT

REVISIONS

MARK	DATE	DESCRIPTION

PROJ. SCALE: 1:1

DATE: 01/03/23

JOB NUMBER: 19490-0000-010150

SHEET NUMBER: 2 OF 2

PARCEL SUMMARY TABLE				
OWNER	DEED BOOK/PAGE	PARCEL #	ANNEXATION ACRES	REMAINING ACRES
Yu-Ming Lai	Vol. 1414, Pg. 221	020001006547	73.077	0.000

ANNEXATION AREA = 73.077 ACRES (THIS SHEET ONLY)



Surveyor's Note:

- This survey performed using a Trimble R2 GPS unit, connected to the Ohio VRS/CORS GPS Network, collecting data in the Ohio North 3401 State Plane Coordinate System, NAD 83 (2011) and converted to Ground Coordinates. Distances shown are GROUND DISTANCES, unless shown otherwise (S1, D1, etc.).
- Bearings are based on the Ohio North, 3401 State Plane Coordinate System, NAD 83 (2011).
- This survey performed without the benefit of a Title Report, and may not show all recorded easements, covenants, restrictions or otherwise, if any.
- Parcel ID's per the Hancock County Auditor's website, at the time of this survey.

Prior Deeds of Reference:

Deeds are as shown on the plot of survey.

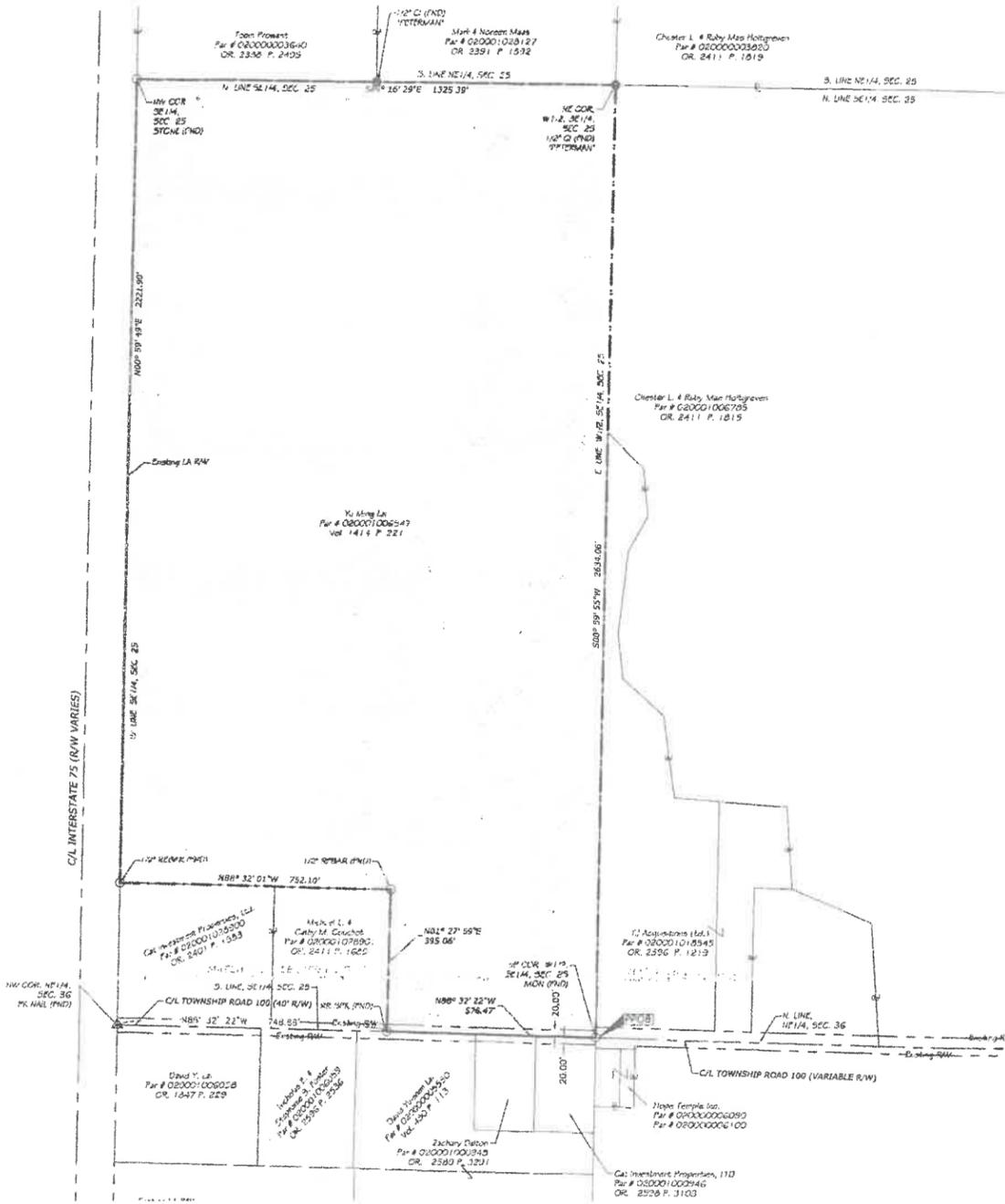
Acresage/Closure Check  
Hancock Co., Engineer  
By KDP 1/5/23

I certify that on 3-Jan-2023  
this survey was performed and completed by myself or under  
my direct supervision.

*Daniel R. Stone*  
Daniel R. Stone P.E., P.S., Registered Surveyor #8159.  
A Legal Description has been prepared in accordance with Ohio law.



LEGEND	
	Section Corner, as described
	SET 5/8" X 3/4" Rebar, marked with Orange Plastic Cap "MHA 8159"
	SET Mag Nail
	Found Mag Nail
	Found as described
	Calculated distance
	Measured distance
	Platted distance
	POC: Point of Commencement
	PFOB: Principal Point of Beginning
	R/W: Road Right-of-Way
	(SR): Survey(s) of Record
	(DR): Prior Deed(s) of Reference
	C/L: Easement
	Dimension Leader
	Land Hook
	Break in Line
	Property Line
	Deed distance



Z:\PROJECTS\19490\19490-0000-010150-Annex-Plat.dwg - Print - Survey - sat 03/2023

ORAL COMMUNICATION FORM

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

I, ANDREW CORSO, RESIDING AT

8500 SMITHS MILL RD NEW LONDON 340 953 9056  
(ADDRESS) OHIO 43054 (PHONE)

WISH TO ADDRESS YOUR HONORABLE BODY IN REGARDS TO:

UPDATING CITY COUNCIL ON THE PROGRESS

OF THE 69KV UNDERGROUND PROJECT.

REQUESTING TO SPEAK AT THE MARCH 7<sup>th</sup> MEETING

  
(SIGNATURE)

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

## Denise Devore

---

**From:** Pat Jay <pjj@woh.rr.com>  
**Sent:** Saturday, February 25, 2023 2:00 PM  
**To:** City Council - All  
**Subject:** [EXTERNAL]proposed park

Security Checkpoint: External Email! Do not click on links or open attachments unless you trust the source and know the content is safe.

I don't believe I have ever written to Council members but I feel compelled to do so regarding this extravagant proposed north end park.

An estimate of \$10 million to \$40 million? What kind of estimate is that? I suppose it would depend on the amenities in the park.

I have to say this is way too much for the City of Findlay. Really, must you spend every dime of taxpayer money?

Maybe these funds could be used for upgrading and maintaining the parks we already have. Riverside needs to be revitalized, including the band shell.

Maybe these funds could be used toward the sewer system rather than increasing rates for citizens.

I look at the green space at the intersection of Sandusky St. and Main St. Basically, it is a mess. The few times we have attempted to sit there and eat, the trash cans are overflowing, the landscaping is nothing but weeds, the side of the building is deteriorating, the tables are filthy and actually the whole area is filthy. It looks like nothing is done to maintain it. Why in the world was a small wood stage built in that area? Has it ever been used? Doubt it. The area is depressing and it is a complete eyesore right on Main Street.

The Blanchard Street bike lane? That has been a joke to say the least. I'm not sure where that money came from--- maybe a state grant. But wherever it came from (maybe a combination of state and local money), it was a complete waste. My husband is an avid bicyclist. He said he would never ride in the bikes lanes on that busy street. Too dangerous.

Back to the north end park---how is that going to be maintained? My guess is it won't be maintained very well and it would be expensive to do so. I even question the safety of such a park. Would there be drug activity? I've seen drug activity at the Civitan Park (I believe that is what it is called) to the north of the iron walking bridge. Again, it is not maintained. It has trash and overgrown grass. The area once you walk over the bridge is filthy and in need of repair (the so-called boardwalk).

Speaking of the walking bridge, have any of you ever walked the trail from Riverside to downtown? It is totally unkept and most likely not safe. When we moved here over 20 years, that was such a nice walk. Not anymore. It is rundown and unsightly. One better be careful while walking by the water treatment plant. Again, overgrown weeds and dirty and just plain unpleasant. If you walk the so-called trail up to Main Street before you cross the bridge, there is a gazebo. A nice gazebo. Have you looked at that? The few times I have seen it there is trash lying in it and sometimes sleeping bags and other personal items. Now I ask what is the purpose of this gazebo?

I mention a few of the problem areas. I'm sure there are many more. I haven't done a review. I would suggest each and every one of you do a total review of what we already have and the way in which the areas are maintained.

You want a good lesson? Go to Bowling Green. They know what they are doing. There is a beautiful community building recently built at the city park. It was done right! Check that out.

Check out their city pool.

There was a building torn down at the corner of Wooster and Church Streets. We wondered, "What kind of mess will this be?" Believe it is not, it is a beautiful area--walkways, a gazebo (I've seen weddings there), benches, landscaping, and sod. Yes, sod---not a dirty mess like we get here in Findlay.

In summary, this city looks dirty. Why aren't areas maintained and kept clean and pleasant? I would suggest more money goes toward that before adding more.

Pat Jay  
2243 Windsong Dr.  
Findlay

Sent from [Mail](#) for Windows

## Denise Devore

---

**From:** Pam Basinger <pamkbasinger@gmail.com>  
**Sent:** Saturday, February 25, 2023 7:35 PM  
**To:** City Council - All  
**Subject:** [EXTERNAL]Proposed Park

Security Checkpoint: External Email! Do not click on links or open attachments unless you trust the source and know the content is safe.

I'd like to voice my opinion regarding this proposed park. Truly, I don't know who comes up with these ideas but to build another park is an irresponsible one. We already have a park! Why would you want another one when the one we have can be upgraded with a fraction of this \$10-40m price tag (which is ridiculous in itself).

We have an amphitheater and all the other amenities to go with a park. Replace the shelter houses, tear down the large empty building, replace the swimming pool if that's what necessary. Also, cut down some trees and sow some grass. Why would you possibly want to replace this park? But this is what Findlay does. Spend unnecessary money that is not for the benefit of its residents. Having a skate park is a very poor idea. That is just asking for big trouble. There is a skate park on Broad. Why another one?

Go to other cities near us to look at what they have done. An example is Bowling Green. They have made the best use of their park and other empty lots within the city. Findlay doesn't keep up with what they have such as that eyesore on the corner of Sandusky and Main. That corner could have been used as green space with some benches and a few picnic tables at minimal cost. It is not a nice corner for anyone to sit and is in disrepair already.

Another example. The bike path. Much of it isn't even a bike path. It's riding your bike on a busy street and that is all it is.

Please nix this plan without sinking further money into it. Just outsourcing the cost of the drawing the plan is insane. STOP. Keep what we have and improve it.

Pam Basinger  
1116 Woodworth Dr.  
Findlay

*Please include with ORD 2023-024 as Supporting Documentation*

**PROJECT INFORMATION**

Department	Police Department
Project Name	PD Body-Work Camera Program, 31930700

**Project Description**

It is the goal of the Findlay Police Department to establish a Body Worn Camera (BWC) program. The feasibility discussion around BWCs for the FPD has occurred over the last several years. In 2022, in anticipation of implementation of BWCs, FPD created policies and procedures while exploring different BWC options for consideration. Factoring in ease of wear and use by the frontline patrolman, quality of imaging, and back office management of data, there was a clear superior product preferred by the department which was Axon. In February, 2023 the department was notified by The Ohio Office of Criminal Justice Services (OCJS) that they were awarded \$91,926.81 towards the purchase of BWCs. The Axon BWC agreement is a 5-year term for 67 cameras with all the necessary accessories and licensure to put cameras in service for FPD normal day to day operations. The OCJS Grant covers a portion of the body worn camera purchase but not dash cameras. The recommendation is to incorporate both body and dash cameras to provide more video coverage. The dash camera portion of this project will be funded directly from City funds and would not be implemented until 2024 due to supply chain delays. The yearly financial breakdown for this project is below. Included in the agreement is a complete equipment refresh exchange at months 30 and 60 respectively. The department will apply for the OCJS grant in future years in hopes to cover a portion of this project year over year but the results of the grant applications will be unknown until the respective grant period presents. The current staffing model is anticipated to be able to absorb the back office work associated with the implementation of this program. As the 5-year term comes to a close, cost - benefit discussions will be required to decide to renew the agreement for future years.

Project Location	Police Department
Estimated Completion	Implementation by end of 2023
Project Goal	Evidence Collection and Transparency

**PROJECT FINANCIAL INFORMATION**

EXPENSES	FY2023	FY2024	FY2025	FY2026	FY2027	YR 6-10	TOTAL
Equipment/ Material	\$ 167,115.76	\$ 54,493.57	\$ -	\$ -	\$ -	\$ -	\$ 221,609.33
Engineering/ Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 167,115.76</b>	<b>\$ 54,493.57</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 221,609.33</b>

SOURCES	FY2023	FY2024	FY2025	FY2026	FY2027	YR 6-10	TOTAL
Capital Improvement	\$ 25,188.95	\$ 54,493.57	\$ -	\$ -	\$ -	\$ -	\$ 79,682.52
Sewer Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stormwater Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OCJS Grant	\$ 91,926.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,926.81
ARPA Funds	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
<b>TOTAL FUNDING</b>	<b>\$ 167,115.76</b>	<b>\$ 54,493.57</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 221,609.33</b>

OPERATING BUDGET	FY2023	FY2024	FY2025	FY2026	FY2027	YR 6-10	TOTAL
Police- Body Cams	\$ -	\$ 147,800.76	\$ 153,712.38	\$ 159,860.88	\$ 166,255.31	\$ -	\$ 627,629.33
Police- Vehicle Cams	\$ -	\$ -	\$ 56,673.38	\$ 58,940.32	\$ 61,297.90	\$ 63,749.83	\$ 240,661.43
<b>TOTAL OPERATING BUDGET IMPACT</b>	<b>\$ -</b>	<b>\$ 147,800.76</b>	<b>\$ 210,385.76</b>	<b>\$ 218,801.20</b>	<b>\$ 227,553.21</b>	<b>\$ 63,749.83</b>	<b>\$ 868,290.76</b>
<b>TOTAL PROJECT COST</b>	<b>\$ 167,115.76</b>	<b>\$ 202,294.33</b>	<b>\$ 210,385.76</b>	<b>\$ 218,801.20</b>	<b>\$ 227,553.21</b>	<b>\$ 63,749.83</b>	<b>\$ 1,089,900.09</b>



Findlay City Council  
318 Dorney Plaza  
Findlay, Ohio 45840

February 24, 2023

**RE: Community Development Block Grant (CDBG) Fair Housing & Administration Update of Agreements**

Honorable Members of Council:

In December of 2021, Hancock Regional Planning Commission requested that Findlay City Council pass a resolution authorizing the Mayor of the City of Findlay to execute an agreement with Findlay Hope House, and an agreement with Hancock Regional Planning Commission to provide services related to CDBG projects for program years 2022 and 2023.

In response to this request, Findlay City Council passed Resolution 025-2021. It has come to our attention however, that this resolution was without the necessary language that would allow for the agreement with Hancock Regional Planning Commission.

Hancock Regional Planning Commission respectfully requests that the Findlay City Council pass a resolution authorizing the Mayor of the City of Findlay to execute an agreement with Hancock Regional Planning Commission to provide services related to CDBG projects for program years 2022 and 2023, dated retroactively January 1, 2022.

Thank you for your consideration in this matter. Please do not hesitate to reach out to our office with any questions or concerns.

Sincerely,

Lizzy Essinger, Grant Administrator

## **AGREEMENT TO PROVIDE FAIR HOUSING SERVICES**

This AGREEMENT is made and entered this 13<sup>th</sup> day of DEC., 2021 by and between City of Findlay, located at 318 Dorney Plaza, Findlay, Ohio 45840, hereinafter referred to as "City", and the Findlay Hope House for the Homeless, Inc., 1800 North Blanchard Street, Suite #106, Findlay, Ohio 45840, hereinafter referred to as "Provider".

Whereas, the City receives Community Development Block Grant (CDBG) funds from the Ohio Department of Development; and

Whereas, the federal government requires that local government recipients of CDBG funds must provide certain Fair Housing services; and

Whereas, the purpose of the Fair Housing Program is to inform the area residents of Fair Housing laws and to provide area residents with a system for redress of complaints of illegal discrimination in the obtainment of housing;

NOW THEREFORE, in consideration of the premises and mutual covenants and agreements contained herein, and other good and valuable consideration, the parties do hereby mutually covenant and agree as follows:

### **ARTICLE I: TERM**

- 1.1 This Agreement shall be effective as of January 1, 2022 and shall continue in effect for a primary term of one (1) year from the date of execution.
- 1.2 Upon expiration of the primary one (1) year term of this Agreement (January 1, 2023), this Agreement will be automatically renewed for an additional one (1) year term (January 1, 2024), unless either party hereto has submitted written notice of termination to the other at least thirty (30) days prior to the expiration date of the primary term.
- 1.3 Notwithstanding Sections 1.1 and 1.2, after this Agreement has been in effect for thirty (30) days, either party may, for good cause shown, terminate this Agreement by first submitting a written notice of termination to the other, which provides at least thirty (30) days notice of intent to terminate this Agreement.
- 1.4 Notwithstanding this foregoing, this Agreement shall immediately terminate upon written notice to the Provider that the County CDBG contract with the Office of Housing and Community Partnerships, Ohio Department of Development has been terminated, or that the source of funds used by Hancock County to compensate Provider for services rendered as a result of this Agreement are no longer available.

### **ARTICLE II: SCOPE**

All benefits and services rendered as a result of this contract shall apply to persons residing in the City of Findlay, Ohio.

### **ARTICLE III: FAIR HOUSING PROGRAM**

- 3.1 Provider shall be responsible for providing fair housing services that meet or exceed the requirements of the State of Ohio.
- 3.2 At a minimum the Provider shall be responsible for the following:
- (A) Have a published phone number for residents to call when they have fair housing questions or complaints;
  - (B) Designate an employee who is available Monday through Friday during regular business hours to receive calls;
  - (C) Establish a system to record the nature of calls, the action taken, and the result of the action taken;
  - (D) Establish a method of intake of complaints, forwarding complaints to the Ohio Civil Rights Commission, and a method of follow-up on complaints;
  - (E) Conduct training and provide fair housing educational materials to residents of the CDBG target area or special populations, and at least three (3) additional groups. (This documentation should include an agenda, attendance sheet, meeting notices or advertisements, and handouts);
  - (F) Develop and distribute fair housing information and materials to at least ten (10) area agencies, organizations or public events. (File should contain distribution list, date of distribution and copy of materials);
  - (G) Adopt an Affirmative Fair Housing Marketing Plan if the City implements a rental rehabilitation program funded with CDBG or HOME funds; and
  - (H) Conduct and update the analysis of impediments to fair housing in the community.

### **ARTICLE IV: COMPENSATION**

- 4.1 Compensation will be remitted to the Provider in four (4) quarterly payments. For the purpose of this Agreement, the calendar year will be from January 1 to December 31 of the proceeding year.
- 4.2 Remittance of quarterly payments are to be made within ten (10) days of the beginning of each subsequent quarterly period for the preceding three month period. Provider shall submit an invoice for services rendered before payment is received.
- 4.3 If the Provider's expenses for services provided as a result of this Agreement should vary significantly from the payment schedule identified in Sections 4.1 and 4.2, the parties shall renegotiate a new payment schedule that more closely reflects actual costs.

**ARTICLE V: REPORTING**

5.1 Provider shall prepare and submit a written report to the City semiannually. This report will include a description of all of the services rendered as a result of this Agreement, and information on the status of any unresolved complaints at that time.

**ARTICLE VI: ASSURANCES**

6.1 Provider assures that all employees that are involved in the execution of services and activities identified in this Agreement shall be properly trained in Fair Housing laws and appropriate methods of complaint processing.

6.2 Provider agrees it shall indemnify and hold harmless the City, its directors, employees, and agents, from and against any and all claims of loss, damage, or liability arising from any act of commission or omission of Provider in connection with the performance of this Agreement.

6.3 Notwithstanding the foregoing, City shall be entitled, if it so elects, and at its own expense, to representation by attorneys of its own selection. City, at its option, shall be the sole judge of the acceptability of any compromise or settlement of any claims or actions for which City will be solely liable.

6.4 Provider assures that all services and activities performed in connection with this Agreement will be done so without regard to race, national origin, color, creed, sex, age, handicapping conditions, or political or religious affiliation.

6.5 This Agreement sets forth all understandings between parties respecting the subject matter of this transaction, and no modifications or amendments of this Agreement shall be binding on either party unless in writing and signed by all parties concerned.

IN WITNESS WHEREOF, the parties hereto have caused their names to be signed hereto as of the 13<sup>th</sup> day of Dec., 2021.

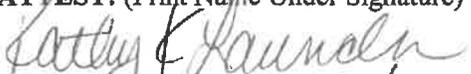
ATTEST: (Print Name Under Signature)  
Inc.

  
LIZZY ESSMAER

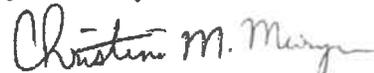
**Findlay Hope House for the Homeless,**

Signature:   
Name/Title: Susan Lehman, CEO  
Date: 12.28.2021

ATTEST: (Print Name Under Signature)

  
Kathy K. Launder

**City of Findlay**

Signature:   
Name/Title: Christina M. Muryjn, Mayor  
Date: 12/13/2021

**AGREEMENT**

THIS AGREEMENT entered into as of this 13<sup>th</sup> day of December, 2021, by and between the CITY OF FINDLAY, OHIO (hereinafter referred to as the City) and the Hancock Regional Planning Commission (hereinafter referred to as the HRPC).

WITNESSETH:

WHEREAS, the City is eligible for funding under the Small Cities Community Development Block Grant Program (CDBG), and anticipates filing an application for such funding, and;

WHEREAS, in administration of such funds the City requires certain assistance, office space and other services in connection with such undertakings, and;

WHEREAS, the CDBG rules allow that administrative costs up to Thirty (30) percent of the grant amount may be charged to the program, and;

WHEREAS, the City wishes to use such administrative funds to pay the HRPC for assistance in CDBG administration:

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. Scope of Services

The HRPC shall perform and provide all the necessary services provided under this Agreement in connection with the City of Findlay Community Development Block Grant Program, (hereinafter referred to as "Program") and shall perform, provide, and carry out, in a satisfactory and proper manner, as determined by the City, the following:

- A. Provide Staff assistance to the City in implementing past Program activities, in executing the current Program, and in preparing applications for future programs.
- B. Provide sufficient office space for the operations of the City Community Development Department.
- C. Provide utility services, including electricity, natural gas, and water.
- D. Provide and make available secretarial, drafting and printing services.

II. Time of Performance

The services of the HRPC are to commence as of January 1, 2022 and include all CDBG applications for the 2022 and 2023 calendar years and shall continue until the Programs have been completed.

III. Compensation

Compensation for the specified services in Section I will be based upon the following schedule of fees for HRPC Staff members' time:

Director	\$52.78 per hour
Grant Administrator	\$46.27 per hour
Development Services Admin	\$43.98 per hour
Comm. Serv. Planner	\$42.51 per hour
Land Use Planner	\$42.51 per hour
Office Manager	\$26.90 per hour

IV. Method of Payment

Payment for staff services shall be made on a quarterly basis. On or about the first day of each quarter the City shall transmit to HRPC the agreed upon amount for the current fiscal year.

V. Designation of Development Coordinator

During the term of this Agreement, the Director of the Hancock Regional Planning Commission shall be designated as the Development Coordinator of the City of Findlay Community Development Department. As such, the Director shall assume the duties and responsibilities of the Coordinator, and shall be empowered to sign and/or execute such forms and documents as are necessary to carry out the activities of the Community Development Department.

VI. Equal Opportunity Employment

- (1) The HRPC will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The HRPC will take affirmative action to ensure that applicants are employed and the employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment of recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The HRPC agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The HRPC will, in all solicitations or advertisements for employees placed by or on behalf of the HRPC, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (3) The HRPC will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicant for employment.
- (4) The HRPC will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- (5) The HRPC will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965 and by the rules, regulations and orders of the Secretary of Labor or pursuant thereto and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- (6) In the event of the HRPC's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965 or by rule, regulations or order of the Secretary of Labor or as otherwise provided by law.

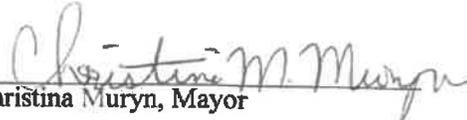
- (7) The HRPC will include the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The HRPC will take such action with respect to any subcontract or purchase order as the County may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however that in the event the HRPC becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the County, the HRPC may request the United States to enter into such litigation to protect the interest of the United States.

IN WITNESS WHEREOF, the City of Findlay and the HRPC have executed this Agreement as of the date first above written.

ATTEST:

  
\_\_\_\_\_

CITY OF FINDLAY, OHIO

  
Christina Muryn, Mayor

ATTEST:

  
\_\_\_\_\_

HANCOCK REGIONAL PLANNING COMMISSION

  
Brett Geiss, President  
CRPS

  
Matt Cordonnier, Director

# TRAFFIC COMMISSION

City of Findlay  
February 21, 2023

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## MINUTES

### **ATTENDANCE:**

**MEMBERS PRESENT:** Service-Safety Director Rob Martin, City Engineer Jeremy Kalb, Police Chief Robert Ring, Councilman Jim Slough.

**STAFF PRESENT:** Dave Honse, Public Works Supervisor; Kathy Launder, City Clerk.

### **NEW BUSINESS**

1. Request of Ken Miller, 430 W. Hardin Street, for a four-way stop in the alley intersection between W. Sandusky St. and W. Hardin St. and Liberty St. and Hurd Ave. due to visibility issues caused by a wooden fence on one of the corners.

Honse stated that he has no issues with installing stop signs going east and west; north and south will have issues due to not sufficient area for sign placement. Motion to place stop signs in the east and west directions in the alley intersection between W. Sandusky St. and W. Hardin St. and Liberty St. and Hurd Ave. by Kalb, second by Director Martin. Motion passed 4-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on March 20, 2023, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,



Kathy K. Launder  
City Clerk



OFFICE OF  
THE MAYOR  
CHRISTINA M. MURYN

Rob Martin, BSN, MBA  
Service-Safety Director

March 1, 2023

RE: ARPA Demolition Program

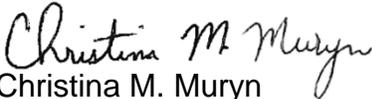
Dear Honorable Council,

Late last year you approved an appropriation of up to \$400,000 to be available to property owners in good standing with the City of Findlay including residents, non-profits, and businesses for demolition of structures on their properties. Priority was given to properties were blighted, had safety concerns or were vacant.

During the application period we received 5 applications which included 18 properties requested to be torn down. As part of the application process we required applicants to include quotes for the demolition the estimated cost based off of the original quotes was \$250,000. Upon review of the applications and in consultation with Hancock Regional Planning Commission staff and Deputy Auditor Sampson it has become clear that to move forward with demolition the City of Findlay will need to bid out the demolition services.

Therefore, I am requesting approval to bid out the demolition of the below listed properties, including any necessary asbestos abatement measures, and to enter into contracts with the winning firm. Please also note that it is the recommendation of myself, Deputy Auditor Sampson, and Lizzy Essinger with Hancock Regional Planning Commission that the 15% required by the citizen applicants not be increased beyond the cost estimated based upon their individual quote. We do not expect there to be an increase in their cost but if for some reason the bid would increase the estimated cost for the individual we believe it is appropriate for the City to cover that difference.

Sincerely,

  
Christina M. Muryn  
Mayor

<b>Property Owner</b>	<b>Demolition Site</b>
Kay Hochstettler	0 Hurd Avenue (Corner of Hurd and W. Main Cross)
D. Rentals, LLC	400 Lester Avenue
	307 Lincoln Street
	305 Lincoln Street
Findlay Family YMCA	321 E. Hardin
	323 E. Hardin
	329 E. Hardin
	331 E. Hardin
	335 E. Hardin
	339 E. Hardin
	341 E. Hardin
	404 E. Lincoln (WITHDRAWN)
	605 Grand Ave
	609 Grand Ave
	615 Grand Ave
600 Grand Ave (Tentative-Bid Alternate)	
Ashley Lobdell	347 Midland Avenue
Kenneth Mosher	220 Bell Avenue





## Monthly Collection Report to Findlay Council

February 2023

Total collections for February 2023: \$1,775,868.03

	<u>2023</u> <u>Year-to-date</u>	<u>2022</u> <u>Year-to-date</u>	<u>Variance</u>
Withholders	3,662,909.40	3,669,915.36	-7,005.96
Individuals	414,329.84	357,105.08	57,224.76
Businesses	<u>110,716.14</u>	<u>328,469.20</u>	<u>-217,753.06</u>
<b>Totals</b>	4,187,955.38	4,355,489.64	-167,534.26 -3.85%

### Actual & Estimated Past-due Taxes

Withholders	551,731.77
Individuals	3,561,991.06
Businesses	<u>350,497.71</u>
<b>Total</b>	4,464,220.54

### 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	3,662,909.40	17.18%	17,658,090.60	82.82%	21,321,000.00
Individuals	414,329.84	14.29%	2,485,670.16	85.71%	2,900,000.00
Businesses	<u>110,716.14</u>	2.84%	<u>3,789,283.86</u>	97.16%	<u>3,900,000.00</u>
<b>Totals</b>	4,187,955.38	14.89%	23,933,044.62	85.11%	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	15	24	872.99	1,545.76
Individuals	105	138	52,843.96	68,641.77
Businesses	<u>6</u>	<u>9</u>	<u>9,672.61</u>	<u>13,048.40</u>
<b>Totals</b>	126	171	63,389.56	83,235.93

**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	23	32	4,023.82	5,500.33
Individuals	53	80	8,567.13	22,688.10
Businesses	<u>29</u>	<u>58</u>	<u>50,020.40</u>	<u>97,552.89</u>
<b>Totals</b>	105	170	62,611.35	125,741.32

  
Income Tax Administrator

3/1/2023  
Date

# Findlay Income Tax Department

## Monthly Collections Report

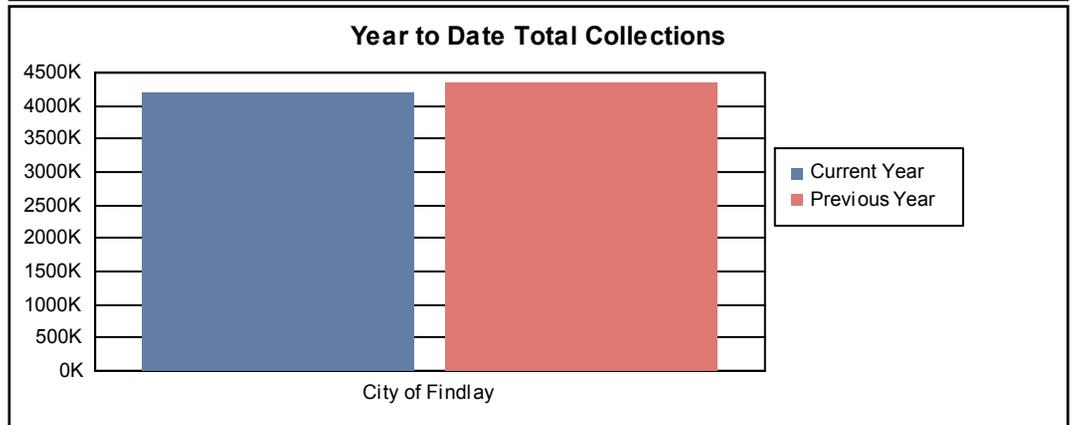
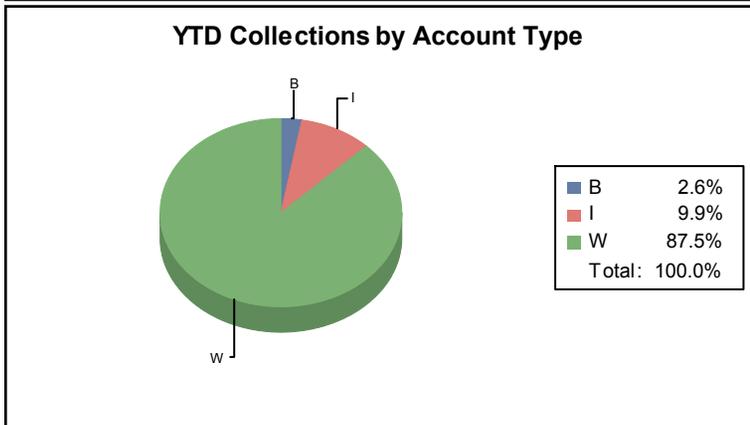
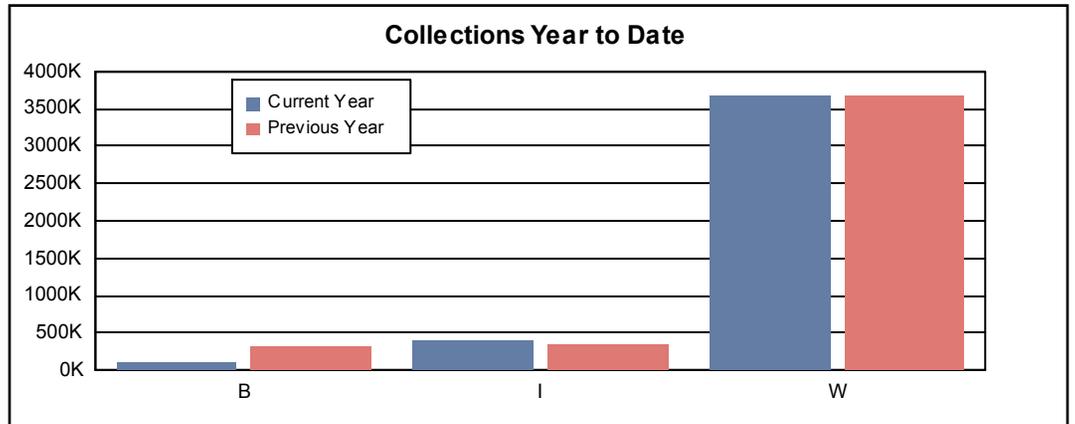
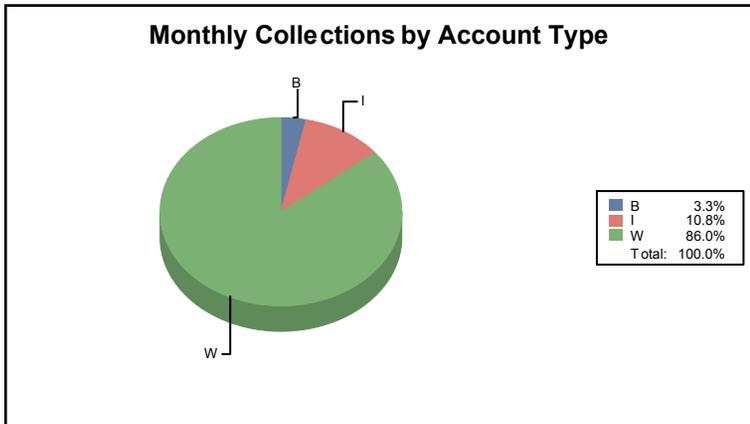
Wednesday, March 1, 2023

9:05:32AM

For Period February 1, 2023 through February 28, 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	1,526,625.19	3,662,909.40	3,669,915.36	-7,005.96	-0.19	1,448,135.35	78,489.84
I	191,520.93	414,329.84	357,105.08	57,224.76	16.02	17,105.05	174,415.88
B	57,721.91	110,716.14	328,469.20	-217,753.06	-66.29	13,245.00	44,476.91
<b>Totals:</b>	<b>1,775,868.03</b>	<b>4,187,955.38</b>	<b>4,355,489.64</b>	<b>-167,534.26</b>	<b>-3.85</b>	<b>1,478,485.40</b>	<b>297,382.63</b>







# City of Findlay Income Tax Department

## Monthly Collection Report to City Council

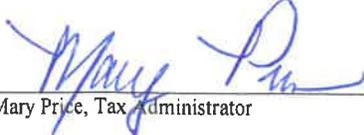
For the Month of February 2023

	<u>Individuals</u>	<u>Businesses</u>
A. Month-to-date quantity:	<u>                    </u>	<u>                    </u>
B. Cumulative quantity:	<u>  <del>0</del>                    </u>	<u>  <del>0</del>                    </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>  <del>0</del>                    </u>	<u>  <del>0</del>                    </u>
H. Quantity remaining (B – C – D – E – F – G):	<u>                    </u>	<u>                    </u>

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

### House Bill 49 Municipal Net Profit Opt-in Information

Number of Businesses:	Month-to-date <u>  2  </u>	Year-to-date <u>  4  </u>
HB 49 .5 Percent Fees:	Month-to-date <u>  <del>0</del>  </u>	Year-to-date <u>  <del>0</del>  </u>

  
Mary Price, Tax Administrator

3/1/2023  
Date

Honorable City Council  
Findlay, OH 45840

March 1, 2023

RE: STRICT Center

Dear Council Members,

On August 17<sup>th</sup>, the City of Findlay entered into an agreement with Clouse Construction for Design-Build Services for the STRICT Center Project (the "Agreement"). Clouse Construction has submitted an acceptable Guaranteed Maximum Price Proposal for the building design and the procurement and erection of the building. To proceed with this scope of work the parties will need to enter into Guaranteed Maximum Price Phase Amendment No. 4 ("GMP4") for the Project.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to authorize the Mayor, Service Safety Director and/or City Engineer to enter into GMP4 to the Design-Build Agreement for the partial construction package of the building in the amount of \$884,600.00. This package includes the site utility/concrete and final buildout, including finishes and MEP, phases of the Project. This allows the Project to proceed and meet the current construction schedule completion date of July 21<sup>st</sup>.

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

Sincerely,



Lee P. Rausch, PE  
Assistant City Engineer  
STRICT Center Project Manager

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

March 1, 2023

RE: First Capital Improvement Appropriation of 2023

Dear Council Members:

As you are aware, we are currently working through the 10 year Capital Improvements Plan with our Department Heads and the Auditor's Office, to ensure you are provided with a well-thought-out plan. While we are finishing up the proposed Capital Plan there are a couple of projects and equipment that will need to be moved on to ensure we can keep the project moving in a positive direction and take advantage of the current pricing.

The projects listed below are annual projects that the City routinely performs and the focus on the equipment was to take advantage of the current price structure as well as ordering equipment with long lead times. All of the projects and equipment listed below (as well as attached document) are included in the 2023 Capital Improvement Plan.

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 advertise for bids and enter into contracts for construction and to appropriate and transfer funds as follows:

<b>FROM: CIT Fund – Capital Improvements Restricted Account</b>	<b>\$12,000</b>
TO: Police #21012000-other	\$12,000

<b>FROM: CIT Fund – Capital Improvements Restricted Account</b>	<b>\$1,338,189</b>
TO: PD Body-Worn Camera Program (31930700)	\$ 25,189
TO: 2023 Street Preventative Maintenance (32830300)	\$200,000
TO: 2023 Annual Street Resurfacing/ Curb Repairs (32830400)	\$965,000
TO: File Scanning & Microfilm (31920800)	\$ 42,000
TO: Engineering Office Remodel (31931300)	\$ 68,000
TO: Third Floor Conference Room Remodel (31931100)	\$ 38,000

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

Sincerely,

Jeremy Kalb  
City Engineer

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

**2023 FIRST APPROPRIATION REQUEST**

*Appropriate Funds - Departments*

From	CIT Fund - Capital Improvements Restricted Account	\$12,000	
To	<b>POLICE - 21012000 - Other</b>	<b>\$12,000</b>	
	Intoxilyer DMT (Breath Testing)		\$12,000

*Appropriate Funds - Projects*

From	CIT Fund - Capital Improvements Restricted Account	\$1,338,189	
To	PD Body-Worn Camera Program (31930700)		\$25,189
To	2023 Street Preventative Maintenance (32830300)		\$200,000
To	2023 Annual Street Resurfacing/ Curb Repairs (32830400)		\$965,000
To	File Scanning & Microfilm (31920800)		\$42,000
To	Engineering Office Remodel (31931300)		\$68,000
To	Third Floor Conference Room Remodel (31931100)		\$38,000

Honorable City Council  
Findlay, OH 45840

March 1, 2023

RE: Harrison Street Waterline, Project No.35720200

Dear Council Members,

In 2022, a project was created for a waterline replacement on Morrical Boulevard due to a possible concern that was brought up during the reconstruction of Logan Avenue. Since the initial creation of the Morrical Boulevard Waterline, the focus of the location of the waterline replacement has changed to the Harrison Street area.

Previously it was expected to experience low line pressure in the West Park area due to the waterline on Morrical Boulevard, but since the upgrade of the waterline on Logan Avenue it has been observed that the dead end line at Logan Avenue will need to be extended to Byal Avenue. This extension, running on the east side of Harrison Street from Logan to Byal, will create a loop in the area that will help improve water quality as well as line pressure in the area.

This letter shall serve as a notice to Council that the project previously named "*Morrical WL #35720200*" will be renamed to "*Harrison St. WL Extension #35720200*" to reflect the change in project focus.

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

Sincerely,



Jeremy Kalb, P.E.  
City Engineer

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

March 1, 2023

RE: ARPA Fund Appropriation of 2023

Dear Council Members:

Along with the First Capital Improvement Appropriation, it is desired to appropriate ARPA Funds to various projects that have been discussed over the past couple of years, and appropriate funds for the purchase of Police Vehicles. From the list below, both of the projects have been discussed in prior appropriation meetings and/ or Council meetings, and the Police Vehicles are the routine rollover that the City performs every year. All of the projects and equipment listed below (as well as attached document) are included in the 2023 Capital Improvement Plan.

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 advertise for bids and enter into contracts for construction and to appropriate and transfer funds as follows:

<b>FROM: ARPA Fund</b>	<b>\$634,700</b>
TO: PD Body-Worn Camera Program (31930700)	\$ 50,000
TO: ARPA Police Vehicle Purchase 2023 (31930900)	\$284,700
TO: City ADA Transition Plan (31925000)	\$300,000

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

Jeremy Kalb  
City Engineer

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

**ARPA APPROPRIATION REQUEST***Appropriate ARPA Funds - Projects*

From	ARPA Fund	<b>\$634,700</b>
To	PD Body-Worn Camera Program (31930700)	\$50,000
To	ARPA Police Vehicle Purchase 2023 (31930900)	\$284,700
To	City ADA Transition Plan (31925000)	\$300,000



CHRISTINA M. MURYN, MAYOR

**ENGINEERING  
DEPARTMENT**

JEREMY D. KALB, PE  
CITY ENGINEER

Honorable City Council  
Findlay, OH 45840

March 1, 2023

RE: Community Development Block Grant Application  
Public Park Restroom Facilities

Dear Council Members,

Engineering and Hancock Regional Planning has been notified of a grant opportunity through the Development Block Grant (CDBG) for the reconstruction or renovation of public park restroom facilities. As part of this application the Engineering Department will be submitting applications for the reconstruction of three restroom facilities. The three parks that are planned to have the new facilities are Rawson Park, Swale Park, and Emory Adams Park. If awarded the grant, the funds will cover the necessary cost for construction, the City will be responsible for design and engineering.

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will authorize City Representatives to execute the necessary grant application(s) and/or agreement(s) to receive the grant funding.

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



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

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

March 1, 2023

Honorable City Council  
City of Findlay, Ohio

Dear Honorable Council Members:

In December of 2022 City Administration launched an organization-wide Employee Satisfaction Survey. As in years past, this survey gives employees an opportunity to weigh in on the areas such as employee engagement, communication, leadership/management, strategic planning, work culture, benefits/compensation and information technology.

Organizational Responsiveness to surveys can lead to higher retention rates, lower absenteeism, improved productivity, better customer service and higher morale. The goal is to seek out feedback from employees so that we can continually grow as an organization and better serve the community.

Attached to this letter are the areas receiving the highest (top) and lowest (bottom) ratings on the Employee Satisfaction Survey. Throughout the years employees have rated their understanding of the City's (organization-wide) strategic plan lower than the other sections of the survey. Administration, along with department heads and supervisors, will continue to provide information and education in this area. It is also introduced to new hires as part of the onboarding process.

Please feel free to reach out to administration if you have any questions.

Sincerely,

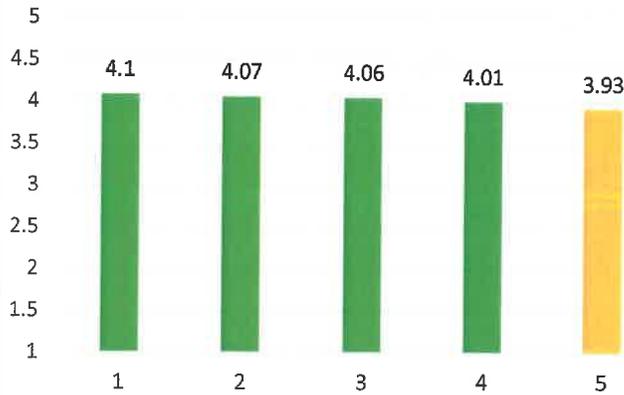
A handwritten signature in blue ink that reads 'Donald A. Essex'.

Don Essex  
Human Resources Director

The top and bottom rated responses are shown below, based on a scale of 1 (Poor) through 5 (Excellent).

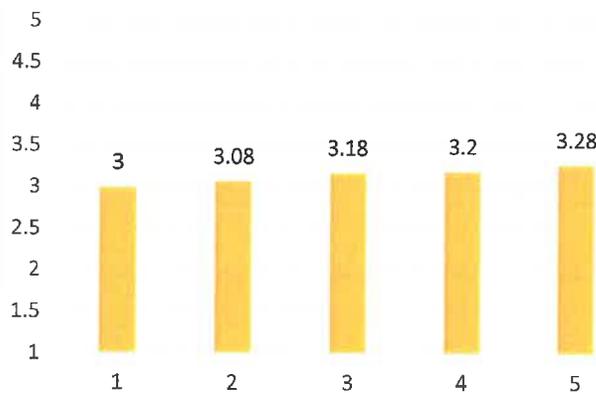


### Top Rated Responses



1. My supervisor treats me with dignity and respect. (4.1)
2. My coworkers and I have a good working relationship. (4.07)
3. My supervisor supports and assists me in reaching developmental goals. (4.06)
4. In general, I am satisfied with my job. (4.01)
5. Supervisor/work group communication: Communication within my work group (co-workers) is good. (3.93)

### Bottom Rated Responses



1. I know how well the City is performing against its strategic plan/objectives/key performance indicators (KPIs). (3.0)
2. I understand the main components of the City's strategic plan. (3.08)
3. I know how my work and my area contribute to the strategic plan objectives and the key performance indicators (KPIs). (3.18)
4. I am aware of the City's strategic plan. (3.2)
5. Administration/City-wide communication: The administration leaders keep people informed about what is happening. (3.28)

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

**Minutes**

**MEMBERS PRESENT:**

Mayor Muryn  
Rob Martin  
Dan DeArment  
Jackie Schroeder  
Dan Clinger

**STAFF ATTENDING:**

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

**GUESTS:**

Justin Lobdell, Dean Miracle, Greg Burks, Erik Stearns, Dan Stone, Jeff Stratton, Brett Gies, Commissioner Tim Bechtol, Councilman Grant Russel, Lou Willin

**CALL TO ORDER**

**ROLL CALL**

The following members were present:

Mayor Muryn  
Rob Martin  
Dan DeArment  
Jackie Schroeder  
Dan Clinger

**SWEARING IN**

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

**APPROVAL OF MINUTES**

Dan DeArment motioned to approve the minutes for the January 12, 2023 meeting. Jackie Schroeder seconded. Motion approved 5-0-0.

**TABLED ITEM**

**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.**

**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.

At the January 12, 2023 meeting, the request was to modify the sidewalks on the site. The proposal last month would have seen the sidewalks connect to the existing sidewalk on Speedway Drive, taking it down the east side of the site, and connecting to the sidewalks at the Cube. After discussions with the City Engineer, it was determined that the sidewalk could go across the street rather than having sidewalks on this site. This would alleviate the need to have people crossing the street twice to get to use the sidewalks.

The other changes to the site plan involve the fencing and the 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 on the east side in the City right-of-way. 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 and Jeff Stratton were present on behalf of the application. Mr. Stone commented he would work with the Engineer's Department to work on the installation of the sidewalk on the east side of the street rather than on the site itself. He added the plan now includes additional screening that will look more aesthetic for the people entering this area. There will be a 3-foot tall mound on the north side of the site, with 6-8 foot tall trees that will grow to 9-11 foot tall visual barrier from the site. They proposed that this would screen campers better than a fence. They are working with the City to position a wayfinding sign on the north side that will direct people toward Miracle Field and the Cube. The main issue has been that a smaller gas company has not allowed them to put any fencing or landscaping inside their easement area.

Dan DeArment asked if the mounding would be in the easement area. Mr. Stone said that the mound would stretch the length of the north side, until it hits the easement area. The mound would pick up to the south of the easement and run along the east side of the property. Mr. Stone added AEP was fine with the landscaping as long as they were capping the height of the trees. Jeff Stratton added that the gas company charged them an "engineering fee" to hold a meeting to discuss putting landscaping and mounding in the easement, which they denied them the ability to do so.

Dan Clinger asked if it was all stone in the outdoor storage area. Mr. Stone said that the area would be impacted gravel in that area. Mr. Clinger was concerned that they would need to move the entrance if that area was unable to be paved. Mr. Stone said this was not a concern for them.

Mr. Clinger asked how dense the landscaping would be on the north side. Mr. Stone said it would be edge-to-edge so there are not any gaps. Jeff Stratton added all of the plantings are evergreen, except for the hydrangea around the wayfinding signage.

Mayor Muryn said she appreciate the applicant's willingness to work with the City on this project. She liked that they were happy to have the additional screening and thought the sidewalk solution on the east side would be nicer with the pond on that side of the road anyway.

Mr. Clinger asked if the existing sidewalk on the site would remain on the site. Jeff Stratton said they probably would be taking it out. Mr. Clinger asked if there would be any vehicles located along the east side. Jeff Stratton said that U-Haul has a trailer in the photo but it would not be typical. They do not rent any spots on that side of the site.

Dan DeArment asked what the timeline would be for completion. Jeff Stratton said they could start a few weeks, once the weather breaks.

### **MOTION**

Mayor Muryn made motion to **approve 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.**

**2<sup>nd</sup>: Rob Martin**

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

### **NEW ITEMS**

- 1. APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

### **CPC STAFF**

#### **General Information**

This request is located on the west side of Township Road 142 between CR 99 and TR 107 in Allen Township. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Industrial.

#### **Parcel History**

The site is currently used for agriculture.

#### **Staff Analysis**

Mr. Stearns plans to split 16 acres from the neighbor to the south to expand his business, Dicks Auto Salvage, at 4404 TR 142. On the site, he will be constructing a 28,000 square foot commercial building. This will serve as additional office space and work space for the business. The site will also include a parking lot to accommodate 20 vehicles. There are 31 foundation plantings clustered on the east side of the building. Staff has no concerns with the site plan as proposed.

**Staff Recommendation**

CPC Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

**ENGINEERING**

*Access –*

The proposed building will have access from a new drive approach off of Township Road 142. A driveway permit will need to be obtained from the Hancock County Engineer.

*Water Service –*

The site is proposing two separate service taps for the site. The proposed building will be utilizing an 8-inch waterline for the fire line and a separate domestic line. Consultant will need to verify the size of the domestic line prior to approval of the tap permit.

*Sanitary Service –*

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

*Stormwater Management –*

Since the property is located outside of the City Limits, the applicant does not need to comply with the City of Findlay detention requirements. Would like a copy of the detention calculations for our records, in case they are needed for any future development.

*MS4 Requirements –*

Since the property is located outside of the City Limits, the applicant does not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance, they will still need to comply with all OEPA requirements for a construction project.

***Recommendations:***

Approval of the Site

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Waterline Service Tap Permit x 2

**FIRE PREVENTION**

No comment

**RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

**DISCUSSION**

Matt Cordonnier reminded the Commission that since the site is in Allen Township, we are only reviewing whether we should provide them city utilities. Mr. Clinger asked if the function of the building is a pertinent issue. Mr. Cordonnier responded that they cannot apply things like screening requirements or drainage calculations. The only concern is about connection to the service.

Mr. Clinger asked if the swale on site were constructed. Mr. Stearns said it was and that the water flows along the site to the existing detention pond.

Mr. Clinger asked if the acreage behind would be used for auto storage. Mr. Stearns said he did not have any plans for that.

Mr. Clinger asked if they had truck access to the site. Mr. Stearns confirmed the salvage yard would not shift to this site, and that this was only for the building and office space.

**MOTION**

Dan Clinger made a motion **to approve APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

**2nd: Dan DeArment**

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

- 2. APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street.**

**CPC STAFF**

**General Information**

This request is located on the west side of N. Main Street at the southwest intersection with Meeks Avenue. It is zoned C-3 Downtown Commercial. To the north, south, and east, it is also zoned C-3 Downtown Commercial. To the west, it is zoned C-2 General Commercial. It is located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Downtown.

## **Parcel History**

The site is currently vacant after Snyder's Auto Mart closed.

## **Staff Analysis**

Mr. Lobdell plans to re-establish an auto sales business at 208 N. Main Street. The use has been discontinued for more than two years, which requires a conditional use to re-establish. The site has a 1,206 square foot commercial building from the previous business. It used to abut a neighboring building, but that building was demolished as part of flood mitigation efforts.

In general, when reviewing conditional use requests, we consider the following:

(1) Will be harmonious with and in accordance with the general objectives or with any specific objective of the Findlay Zoning Code of current adoption;

(2) Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area;

(3) Will not be hazardous or disturbing to existing or future neighboring uses;

(4) Will not be detrimental to property in the immediate vicinity or to the community as a whole;

(5) Will be served adequately by essential public facilities and services such as highways, streets, police, and fire protection, drainage structures, refuse disposal, and school; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.

Staff has concerns about the operating of an automotive sales business on such a small parcel. The lot is only 54 feet wide, by 200 feet deep. As shown on the 2019 aerial, the previous owner parked as many cars on the site as he could, and then his overflow inventory went on the property directly to the west of the site. This often led to cars parked on unimproved lots. This overflow area is no longer an option, as the ownership of those parcels have changed.

While staff recommends denial, the CPC could grant approval with conditions. Some appropriate conditions would include:

- Limit on the number of vehicles on site and a requirement for visitor parking spots being available.
- Removal of the non-conforming signage with appropriate signage.

## **Staff Recommendation**

CPC Staff recommends denial of **APPLICATION FOR CONDITIONAL USE #CU-02-2023** filed by **Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street.**

## **ENGINEERING**

No Comment

## **FIRE PREVENTION**

No comment

### **RECOMMENDATION**

Staff recommends denial of **APPLICATION FOR CONDITIONAL USE #CU-02-2023** filed by **Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street.**

### **DISCUSSION**

Justin Lobdell and Dean Miracle were present on behalf of the application. Mr. Lobdell is the applicant and Dean Miracle is his father-in-law and owns a small vehicle sales business in town. Mr. Lobdell started by saying that they tried to measure on site and think they can fit 35 parking spots given the dimensions that have been provided. This would allow 30 vehicles for sale, 3 visitor spots, and 2 employee spots. This would also leave room for a 14-foot drive aisle at the back of the lot. The intent is to sell 15 vehicles per month. The previous owner, John Snyder, focused on quantity over quality. Mr. Lobdell plans on 12-15 vehicle sales, so his focus is on quality over quantity.

Mr. Clinger asked where the visitor parking would be located. Mr. Lobdell proposed to have them located behind the building. They would look to resurface the blacktop, parking lot striping, and add appropriate signage to direct customers where to park. Based on the proposed volume of sales monthly, there shouldn't be need for additional customer parking on site.

Mr. Clinger asked staff if there was off-street parking in front of the building on Meeks Avenue. Jeremy Kalb confirmed that there was, it just has crumbling curbs.

Dan DeArment asked if there was a customer bathroom in the existing building. Mr. Lobdell said that there was, along with a small office and vehicle bay.

Dan DeArment asked the Mayor, with the plans for a future park just south of the site, how does this proposal fit. Mayor Muryn said she was conflicted because she wants to encourage more business, however she was worried about the fit on this particular site. From the City standpoint, they are planning on making a large investment just to the south of the site, from the river north to Clinton Court, so there is a gap between the park and this site though. She thinks that it is a great property, but preferably something more complimentary with the proposed park. She noted that the old business was concerning because it focused on quantity rather than quality.

Mayor Muryn asked Justin Lobdell what types of vehicles would be sold. He said the cars would be 2-3 years old, with some factory warranty left on the vehicles. There would be a range in cars and SUV's. He noted that he has 17 years' experience working at a Dodge Chrysler dealer in Toledo, which was a 5 million dollar building and had a huge inventory. He wanted to maintain that idea of having quality vehicles rather than quantity. He is also prepared to make improvements to the building to improve the aesthetic for the downtown area.

Mayor Muryn said that if it were approved, the conditional use is revocable. One of the things that they will be keeping an eye on is how many vehicles are parked on the site. If they start to notice them overflowing on the site, that is something that could trigger revoking the conditional use. Mr. Lobdell said he understood and did considerable research to ensure that he could meet his sales target. He thought 25-35 cars on site would allow him to meet that.

Rob Martin asked if there would be any vehicular service performed in the building. Mr. Lobdell said that no mechanical work at all would be done on site. The bays in the building would allow them space to prepare the car for sale, like vacuuming out the vehicle and washing the car.

Jackie Schroeder asked what the plan was for signage for the site. Mr. Lobdell said that he was willing to work with City on finding a good solution for signage. He asked why the sign was deemed non-conforming. Erik Atkins said that it was the size and location. Once the business ended, the sign was required to come down within 30-60 days. Mr. Lobdell said that was fine. He was curious about the sign just up the street at Taco Hinojosa was able to keep their sign with replacement panels. Mr. Atkins said that the sign on the Snyder property hangs over the right-of-way. Mr. Lobdell said that he was fine to remove the sign and he would utilize wall signage.

Rob Martin asked how we would ensure the parking would fit on the site. Mr. Lobdell said he was going to restripe it to meet the standard.

Mr. Clinger asked if he was the owner of the site. Mr. Lobdell said that he was leasing, and it would be at least a one-year lease. Mayor Muryn did want to prepare Mr. Lobdell that they were hoping that construction on the park site, so be prepared for a bit dust in the area.

She asked staff if they had concerns about the proposed parking layout. Jeremy Kalb said it will be tight maneuverability but that he thought arrows would help direct traffic one direction through the site. Mr. Lobdell said that wouldn't be an issue.

Mr. Clinger asked if there was a dumpster. Mr. Lobdell said there wasn't but he planned to include a 4 feet by 3 feet dumpster behind the shed. Matt Cordonnier said that the dumpster would need to be enclosed, so he might want to reconsider having a dumpster.

Mr. Clinger asked if being in the floodplain was an issue for the site. Mr. Lobdell said they would only have a few desks in the office, but there wouldn't be any tool storage. They would just need to plan on moving the vehicles in preparation for a flood event. Mr. Atkins asked if they had interior renovations planned. Mr. Lobdell said that they were looking to update the office space with paint, and update the trim, but the total improvements would only total \$5000. Mr. Atkins warned them that since it is in the floodplain, FEMA has restrictions on how much of the building can be updated. Only half the total value can be improved and they currently value it at \$12,000. If they exceed that number, they would need to be floodproof the structure.

Matt Cordonnier noted for everyone that this is in the Downtown Design Review District, so any exterior changes will need to go before the board. Mr. Lobdell said that he was aware and that he actually tried to get information on that before Jacob Mercer gave him information about Planning Commission.

Rob Martin said he was with the Mayor on wanting to encourage business in our community, but he was stuck on the fundamentals of what a conditional use requires. He worries that the business does not seem harmonious with the future development park just south. It is billed as the Living Room of the Findlay. The car dealership might be a good use, but he was concerned that having this next to the park and asked if there are other sites in the city. Mr. Lobdell said there was not, but hoped that they were buffered enough to the north to not be a problem.

Mr. DeArment asked if they could give a formal review of the site in 2 years. Mayor Muryn said that to do that there would need a reason for them to be reviewing. At this point, the park plan is that south of Clinton Court would be parking and a skate park. As long as the applicant upholds their end of the bargain, every living room has a garage. The garage does need to be kept clean though.

Mr. Clinger asked if a fence would be a reasonable request for the south end of the site. Mr. Atkins said that the fence would not count against the FEMA total. Mayor Muryn said she would prefer landscaping to a fence. Mr. Clinger worried that there was not enough room for decent landscaping, but thought a fence would at least screen the site. Mr. Atkins noted it would need Downtown Design Review Board would need to approve it. He agreed that landscaping would be beneficial to the flood zone.

Mr. Lobdell said he does have intention to purchasing the site in the next 24-36 months if all goes well and would like to keep working with the City to meet all the rules.

Mr. Cordonnier encouraged the Commission to be as specific as possible on conditions. He takes walks on N. Main Street and he often sees cars parked along Meeks Avenue and it usually seems crowded. He thought 35 vehicles seemed like a high number, but he did want to be sensitive to the business needs.

Mr. Martin asked when that street is redone, could they replace curb. Mr. Kalb said that they could work with them in the future on that. They want to get through all the construction projects first. Mr. Miracle that they did measure the spots and noted that they could fit the parking spots on site. Matt Cordonnier suggested a condition could be to have staff review a striping plan before a conditional use was approved.

Mayor Muryn noted in the aerial photo there was 28-29 vehicles on site and it seemed crowded. She thought they need to restrict the number to 30. Jackie Schroeder asked if when they are getting their striping plan approved, could they increase the number if they can. Mayor Muryn said she

wanted to keep the maximum as 30 because she did not want to have cars crammed on site like they used to.

**MOTION**

Mayor Muryn made a motion **to approve APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street with the following conditions:**

- **Have a striping plan for no more than 30 vehicles approved by the City Engineer**
- **Removal of the non-conforming signage**

2<sup>nd</sup>: Rob Martin

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

2. **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.**

**CPC STAFF**

**General Information**

This request is located on the south side of W. Main Cross Street between S. Cory Street and the first north/south alley to the west. It is zoned C-3 Downtown Commercial. All surrounding parcels are also zoned C-3. The parcel is located within the 100-year floodplain. The City of Findlay Land Use Map designates the area as Downtown.

**Parcel History**

The site is currently a parking lot.

**Staff Analysis**

This is the updated site plan for the new three-story judicial center. The plans for a new judicial center originally went to Planning Commission in June 2020. At the time, the conditions for approval were to improve the circulation of the parking in the rear, add a fire hydrant, and work with engineering staff on water/sewer connections.

This updated site plan has addressed those issues. There is a new fire hydrant located near the southwest corner of the building. The parking has changed from the 90-degree angle spots to 45-degree angled parking. The drive aisle has been changed to one way, with the south side of the drive having parallel parking. There will be a six-foot high security fence to enclose the parking lot. The material has not been finalized, but the intent is to block the view of the parking lot. There will be a security gate for both vehicles and pedestrians to enter this area. The parking off the “Sheriff Office” Alley will be for the use of the Sheriff’s Office. They park some of their vehicles on this site long-term, as well as provide parking spots for their employees.

The area in front of the building has changed a bit from the original proposal. The front entrance is now set back off W. Main Cross Street. This was a request to allow people waiting for the court to gather briefly before entering the building. This setback means that they will need a variance from the BZA to allow them to be further than 5 feet from the right-of-way. While they do not meet the standard for C-3, they are trying to meet the intent of the standard and staff is supportive of the variance request.

The design of the building meets the architectural standards of the zoning code. As requested from the previous design, the streetscape is set to match the existing fixtures along W. Main Cross Street. The aesthetics were approved by the Downtown Design Review Board meeting on February 8<sup>th</sup>.

### **Staff Recommendation**

CPC Staff recommends approval of **the 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 with the following conditions:**

- **Receive a variance from the BZA for the setback**

### **ENGINEERING**

#### *Access –*

The site will be redeveloped to incorporate access to the site from the alley west of the site. This will be a one way drive that will extend to a second curb cut onto Cory Street.

Looking at the sidewalk design it appears that there is no curb ramp for the drive that goes out on Cory Street. From the grading plan it appears that the proposed curb will remain as a high curb through the sidewalk.

#### *Water Service –*

The current waterline design will create a dead end line at the south side of the property that will not be able to be extended in the future. To help with flow and water quality it is desired to place the waterline on the west side of Cory Street and have the taps come through the proposed drive approach. With this design the proposed fire hydrant at W. Main Cross Street can be eliminated, if desired, and the hydrant on the south side can be placed in the proposed island. The line can be capped at the end and this will give the City the opportunity to loop the waterline system.

A couple of notes on the proposed services:

- The 6-inch fire line will need to have a valve on the service side of the tee.
- The City does not perform 3-inch taps, so a 4-inch or a 2-inch will be made then the contractor will need to adjust to the tap size with appropriate fittings if a 3-inch line is desired.

#### *Sanitary Service –*

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

***Maintenance of Traffic-***

Due to the location of the proposed utility taps and curb work, the contractor will need to supply a MOT plan for the City’s review. The contractor will be responsible for all MOT signage and implementation.

***Storm Water Management –***

Since the site will be removing impervious areas and incorporating pervious

***MS4 Requirements –***

The site will disturb less than one (1) acre so the applicant will not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance. As part of the plans the developer has submitted a BMP and Erosion Control Plan.

***Recommendations:***

Conditional Approval of the Site:

- Consultant to work with Engineering on the waterline layout
- Verify that all sidewalks are within ADA specifications.
- Contractor to work with the City on the MOT for W. Main Cross and Cory St.

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Storm Tap Permit x2
- Waterline Tap Permit x 1
- Waterline Service Tap Permit x2
- Curb Cut Permit x1
- Sidewalk Permit x1

**FIRE PREVENTION**

- Be sure to obtain all proper permits for construction.

**RECOMMENDATION**

Staff recommends **approval of 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 with the following conditions:**

- **Receive a variance from the BZA for the setback (HRPC)**
- **Consult to work with Engineering on the waterline layout (ENGINEERING)**
- **Verify that all sidewalks are within ADA specifications (ENGINEERING)**

- **Contractor to work with the City on the MOT for W. Main Cross Street and Cory Street (ENGINEERING)**

## **DISCUSSION**

Brett Gies from RCM Architects Inc, Dan Stone from Van Horn, Hoover, & Associates Inc., and Commissioner Tim Bechtol were present on behalf of the application. Mr. Stone started with saying they are working with Fire and Engineering about the water connection. He noted that with the location of the FDC, they would have to have two crosses. Unfortunately the waterline is located where we would need to shut down W. Main Cross Street when the time comes, but they will work with the City on those details.

Mayor Muryn said she was glad to see the project moving forward. One concern that she had was that this would remove a large amount of parking that is currently being used by City and County employees. She wanted to know if there was a long-term plan on where to place those. Mr. Gies said that the parking plan was not a part of the scope of work. He did note that the C-3 Downtown Commercial District does not have a parking requirement. Mayor Muryn noted she was aware of the standard, however her concern is this will eliminate parking for 200 City and County employees. She understood there was a short-term parking plan in place for these spots, but she asked again if there was a long-term plan. Commissioner Bechtol said there is no long-term plan at the moment. He pointed out that the west side of the site used to be a building that was known as the Media One Building and it managed to function with just the parking lot on the east side of the site. There is a parking lot just south of the Library. He thought that the Commissioners had made an effort to address parking, but there is not a long-term plan. While Mayor Muryn appreciated that, she reiterated there needs to be long-term solution for the parking. She liked the renderings and appreciated their willingness to create a cohesive building to house all those departments.

Dan DeArment asked if there was a west elevation drawing included. Mr. Gies said that they did not. Mr. DeArment asked if the Commission members could get bigger plans to review in the future. Mayor Muryn just asked staff to send out an electronic copy in the future, rather than just the paper copy.

Mr. Clinger asked Matt Cordonnier what the setback was for the building. Matt Cordonnier said that there was a nice rule in the C-3 district that requires the building have 60% frontage on the right-of-way line to create a cohesive building wall. In this case however, they are seeking a variance because it is setback 20 feet off the right-of-way, which is the same distance as the post office. This would protect the view of the County Courthouse as you travel along W. Main Cross Street.

Mr. Clinger asked what was the parking area that was behind the fencing. Mr. Gies said it was for staff and employees. Mr. Clinger asked what the two structures east of the fenced area were. Mr. Gies confirmed that they were dumpsters. Mr. Clinger asked if those could be enclosed since they

were pretty close to the sidewalk. Mr. Gies said that options were limited for the maneuverability of the trash pickup vehicles. He added it is not facing residential and it is adjacent to the police station across Cory Street. Matt Cordonnier added that staff did look at that, but were comfortable with the location and not having it enclosed.

Mr. Clinger asked if Adult Probate Court would be housed in the building. Mr. Gies said it would and the interior is coordinated so that they can only enter through the front, move through the court areas, and exit out the west. They have a door in the back that will allow Sheriff's to walk prisoners into the secured area of the building. The maintenance staff will also have access to the fenced in area. The vehicles will be able to enter through a gate with an employee card, which would close behind them. Traffic would be one direction west to east. On the east side, there is a weighted pad that will activate the gate on the far end to allow employees to leave the site.

Erik Atkins noted that they will need to get a variance on the dumpster enclosure.

Mr. DeArment asked if they had a fencing material. Mr. Gies said the fencing will be solid, but act more as a visual deterrent rather than a traditional barbed wire fence. Mayor Muryn asked if the fencing was discussed at Design Review Board. Matt Cordonnier said that it was not discussed directly other than it was mentioned that there would be a fence. She asked if there was a material, they could look up to get an idea. Mr. Gies said it would be aluminum in nature and be solid in nature. It would be six feet in height, but they need to confirm with the national court advisor. Mayor Muryn just wanted to ensure that

Mr. DeArment asked if the drawings were close to final. Mr. Gies said that they have been meeting with a committee to discuss the design. He put it at over 50% confirmed. They will also need to work with the contractors to finalize the plans.

Mr. DeArment asked about the parking spaces at the south end of the site. Mr. Gies said the Sheriff's Office would continue to utilize those spaces. Currently, Sheriff employees who live outside the county are not allowed to take their squad cars home at night, so they need parking spots. They also have some trailers and other vehicles which require parking spaces. He noted there are two power poles that will remain, and the spots are striped to protect the spaces.

Mr. DeArment asked which door would they use to move prisoners. Mr. Gies noted that they would enter the fenced in area and enter through a door on the rear. He couldn't be more specific because of the nature of the activities inside the building. Mr. DeArment asked where would court visitors park. Mr. Gies noted there were off-street parking spots in front of the building which could be utilized. He noted that some of the parking on the east side of Cory Street could be opened to public parking.

Mr. Clinger asked if there was a final plan of the existing building located across Cory Street. Commissioner Bechtol said there was many additions to the building and that the old church is the

most structurally sound part of the building. He would recommend the additions would be torn down.

Rob Martin asked if there would need to be a parking ratio for the building. Matt Cordonnier confirmed that with C-3 there is no parking requirement. If there were a parking ratio, nothing would be built in the style of a traditional downtown. Commissioner Bechtol noted that the Marathon Performing Arts Center has an agreement with the Commissioners to utilize the NW corner of the parking lot during the construction period. That parking lot is the least used during the business day. The County also owns a parking lot just north of the Library on Front Street that is infrequently used as well.

Jeremy Kalb went back to the parking in the front of W. Main Cross Street, he asked if they could keep the boxed out the parking spots. Mr. Gies said that they were keeping them since it was there. Mr. Kalb said that one big box is all that would be required rather than individual striped stalls. Mr. Clinger asked if the court security advisor had concerns about keeping those spots. Mr. Gies said they did express concern, but that they pushed back due to the parking situation. That played into them needing to set the building back for those security concerns. He noted that the first floor is 20-30 inches above the grade of the sidewalk to help with those concerns as well as lift the building out of the floodplain.

Erik Atkins said he would need documentation on that for the flood development permit. Erik Atkins asked if there was a way to get the whole building out of the floodplain. Mr. Stone said that they would do a Letter of Map Revision, to submit to FEMA. Mr. Atkins asked Commissioner Bechtol if the Media One demolition used FEMA dollars or not. Commissioner Bechtol was not sure but would follow up with him.

### **MOTION**

Mayor Muryn made a motion **to approval of 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 with the following conditions:**

- **Receive a variance from the BZA for the setback and dumpster enclosure (HRPC)**
- **Consult to work with Engineering on the waterline layout (ENGINEERING)**
- **Verify that all sidewalks are within ADA specifications (ENGINEERING)**
- **Contractor to work with the City on the MOT for W. Main Cross Street and Cory Street (ENGINEERING)**
- **Ensure compliance with the Flood Code**

**2nd: Jackie Schroeder**

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

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

# FINDLAY CITY PLANNING COMMISSION



## STAFF REPORT March 9, 2023

### CITY PLANNING COMMISSION MEMBERS

Mayor Christina Muryn, Chairman  
Rob Martin, Service-Safety Director  
Jackie Schroeder  
Dan DeArment  
Dan Clinger

Matt Cordonnier, HRPC Director  
Jacob Mercer, HRPC Staff  
Kevin Shenise, Fire Inspector  
Jeremy Kalb, P.E., City Engineer  
Don Rasmussen, Law Director  
Erik Adkins, Flood Plain/Zoning Supervisor

**City of Findlay**  
**City Planning Commission**  
City Council Chambers, 1<sup>st</sup> floor of Municipal Building  
March 9<sup>th</sup>, 2023 – 9:00 AM

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

**SWEARING IN**

**APPROVAL OF MINUTES**

**OLD ITEMS**

1. **APPLICATION FOR CONDITIONAL USE #CU-02-2023** filed by John Snyder, to keep an existing pylong sign at 208 N. Main Street.

**NEW ITEMS**

1. **APPLICATION FOR PRELIMINARY PLAT #PP-01-2023** filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.
2. **APPLICATION FOR CONDITIONAL USE #CU-03-2023** filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.
3. **APPLICATION FOR SITE PLAN REVIEW #SP-05-2023** filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.

**ADMINISTRATIVE APPROVALS**

**ADJOURNMENT**

**City of Findlay**  
**City Planning Commission**  
City Council Chambers, 1<sup>st</sup> floor of Municipal Building  
Thursday, March 9<sup>th</sup>, 2023– 9:00 a.m.

**COMMENTS**

**OLD ITEMS**

1. **APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by John Snyder to re-establish a pylon sign at 208 N. Main Street.**

**CPC STAFF**

**General Information**

This request is located on the west side of N. Main Street at the southwest intersection with Meeks Avenue. It is zoned C-3 Downtown Commercial. To the north, south and east, it is also zoned C-3 Downtown Commercial. To the west, it is zoned C-2 General Commercial. It is located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Downtown.

**Parcel History**

The site is vacant after Snyder's Auto Mart closed.

**Staff Analysis**

This item went to the February 9<sup>th</sup> CPC meeting to re-establish an auto sales business on the site. One of the conditions for approval was to remove the pylon sign from the site. Erik Atkins said in the meeting that the sign location hung over the right-of-way, which is prohibited. In section 1161.12.19 OTHER SIGNS, letter D. ABANDONED SIGNS & REMOVAL reads 30 Days - Owners of abandoned signs have thirty days to remove the violation after the Zoning Administrator issues a written citation indicating a sign has been abandoned.

In recent years, staff have promoted monument signage rather than allowing pylons signs. In the C-3 district, pylon signs are not recommended because they are traffic oriented signage. Staff is not supportive of the request.

**Staff Recommendation**

CPC Staff recommends denial of **APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by John Snyder to re-establish a pylon sign at 208 N. Main Street.**

**ENGINEERING**

- No Comment

**FIRE PREVENTION**

- No Comment

**RECOMMENDATION**

Staff recommends **denial of APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by John Snyder to re-establish a pylon sign at 208 N. Main Street.**

John  
Snyder's  
Auto  
Mart Inc  
www.snydersautomart.com



**NEW ITEMS**

- 1. APPLICATION FOR PRELIMINARY PLAT #PP-01-2023 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

**CPC STAFF**

**General Information**

This request is located between the Andrew Jackson Way and Smokies Way in the Glenmar Subdivision in Liberty Township. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Large Lot.

**Parcel History**

The site is currently vacant land.

**Staff Analysis**

The proposed plat would subdivide this area into nine parcels. At the east end of the site, there is an extension of the existing stub street, Glenmar Parkway. This would connect Andrew Jackson Lane to Smokies Way. This phase is in keeping with the overall development plan for the Glenmar subdivision.

**Staff Recommendation**

CPC Staff recommends approval of APPLICATION FOR PRELIMINARY PLAT #PP-01-2023 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.

**ENGINEERING**

No Comment

**FIRE PREVENTION**

No Comment

**RECOMMENDATION**

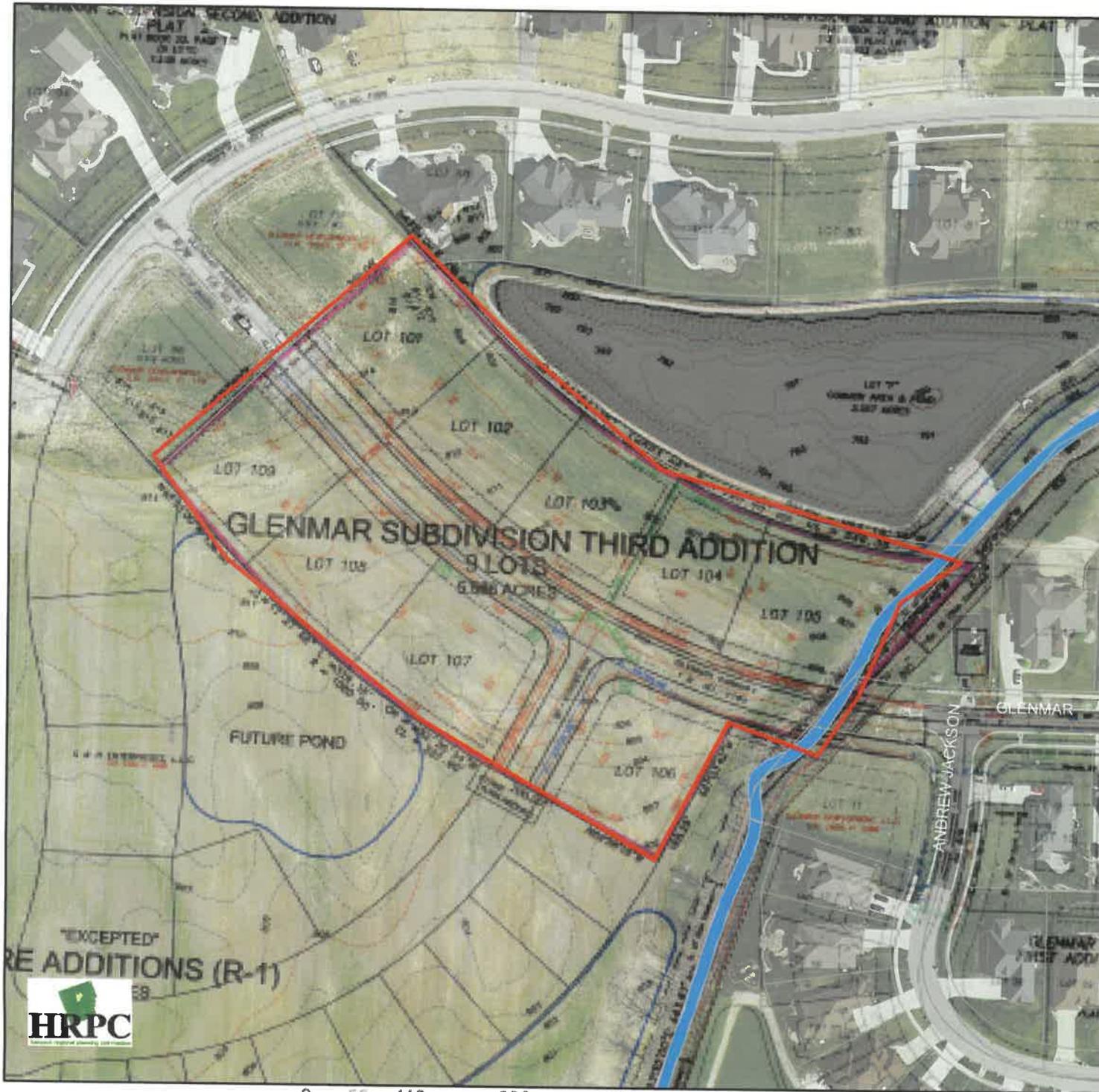
Staff recommends approval of APPLICATION FOR PRELIMINARY PLAT #PP-01-2023 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.

# PP-01-2023

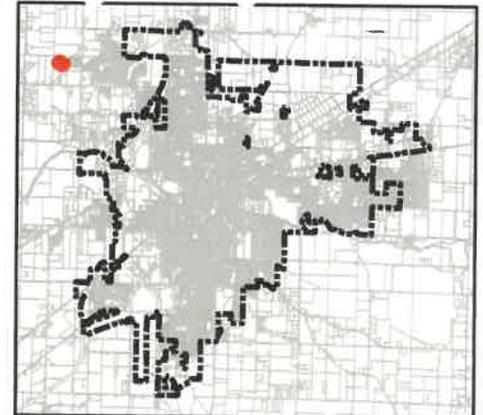
APPLICATION FOR  
PRELIMINARY PLAT  
filed by G&H Enterprises, LLC,  
for the Third Addition to  
Glenmar Subdivision. This addition  
is an extension of Glenmar Parkway  
from Andrew Jackson Lane  
to Smokies Way.

## Legend

-  Glenmar3rd
-  Parcels
-  Road Centerline



Findlay Locator Map



"EXCEPTED"  
RE ADDITIONS (R-1)



**2. APPLICATION FOR CONDITIONAL USE #CU-03-2023 filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.**

**CPC STAFF**

**General Information**

This request is located on the north side of E. Sandusky Street directly west of the Stix Restaurant at 110. E. Sandusky Street. It is zoned C-3 Downtown Commercial and is completely surrounded by C-3. It is located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Downtown.

**Parcel History**

The site is currently a parcel owned by the City of Findlay. The parcel was created via lot split in 2012 and is leased to the neighboring restaurant, Stix, for outdoor seating.

**Staff Analysis**

The applicant, Renz Salanga, has applied to have an outdoor bar space in an enclosed shipping container structure. While this is not listed as a conditional use explicitly, City Planning Commission has the discretion to review uses when deemed appropriate. The container itself is 8 feet by 20 feet in size. There is a window that can enclose the actual bar. Barstool seating can be found around the perimeter of the bar. There is a staircase on the side of the container, which would allow patrons to have seating on top of the space.

Staff would add that Conditional Use permits are revocable if there are any issues with this use in the future.

**Staff Recommendation**

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-03-2023 filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.**

**ENGINEERING**

- No Comment

**FIRE PREVENTION**

- No Comment

**RECOMMENDATION**

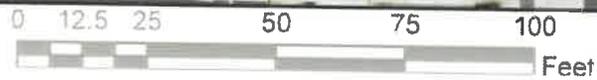
Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-03-2023 filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.**

# CU-03-2023

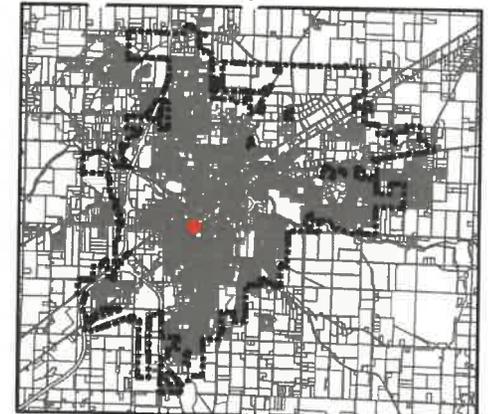
APPLICATION FOR  
CONDITIONAL USE  
filed by Renz Salanga to  
construct a semi-permanent  
structure to be used as an  
outdoor bar at parcel 210001029176,  
adjacent to 110 E. Sandusky Street.

## Legend

-  Parcel 210001029176
-  Parcels
-  Road Centerline



Findlay Locator Map







**3. APPLICATION FOR SITE PLAN REVIEW #SP-05-2023 filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.**

**CPC STAFF**

**General Information**

This request is located at the intersection of Greendale Avenue and Fox Run Road, behind the First United Church of Christ. The site has officially been rezoned to O-1 Office/Institution after they went to Planning Commission in December 2022. The surrounding area is a mix of office, residential and commercial. It is not in the 100-year flood plain.

**Parcel History**

The site is currently vacant land.

**Staff Analysis**

The parcel was created via split in April 2022. In December 2022, the site was approved to rezone from R-1 Large Lot Residential to O-1 Office/Institution. The proposed building is 5,769 square feet in size. It is only one story, so it meets the height requirements for the district. It has a parking lot that would accommodate 53 parking spots. This is well over the require parking 20 parking spots. The building meets the setback in the O-1 district.

The building has 83 foundation plants around the building which is above the required 64. The perimeter landscaping also meets the standard in the code. A photometric sheet shows that the lighting on site also meets the standard in the code.

**Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-05-2023 filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.**

**ENGINEERING**

***Access –***

The site will be accessed by a proposed drive to come off of Fox Run Road.

***Water Service –***

The site is proposing a 1.5” Water service to come off of the waterline that is located on the west side of Fox Run Road.

***Sanitary Service –***

The proposed sanitary service will connect to the existing sanitary sewer located at the east side of Fox Run. The Engineering Department agrees with the proposed plans that the sanitary lateral will need to be bored under Fox Run Road.

***Stormwater Management –***

Detention calculations have been submitted as part of the site plan and do comply with City standards. The site plans show a detention pond to be located on the south end of the property and the outlet pipe will tie into the City storm sewer located on the north side of Greendale

Avenue.

***MS4 Requirements –***

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

***Recommendations:***

Approval of the Site

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Waterline Service Tap Permit x 1
- Storm Sewer Tap Permit x1
- Drive Permit x1

**FIRE PREVENTION**

Be sure to get your permits from Wood County Building Department

**RECOMMENDATION**

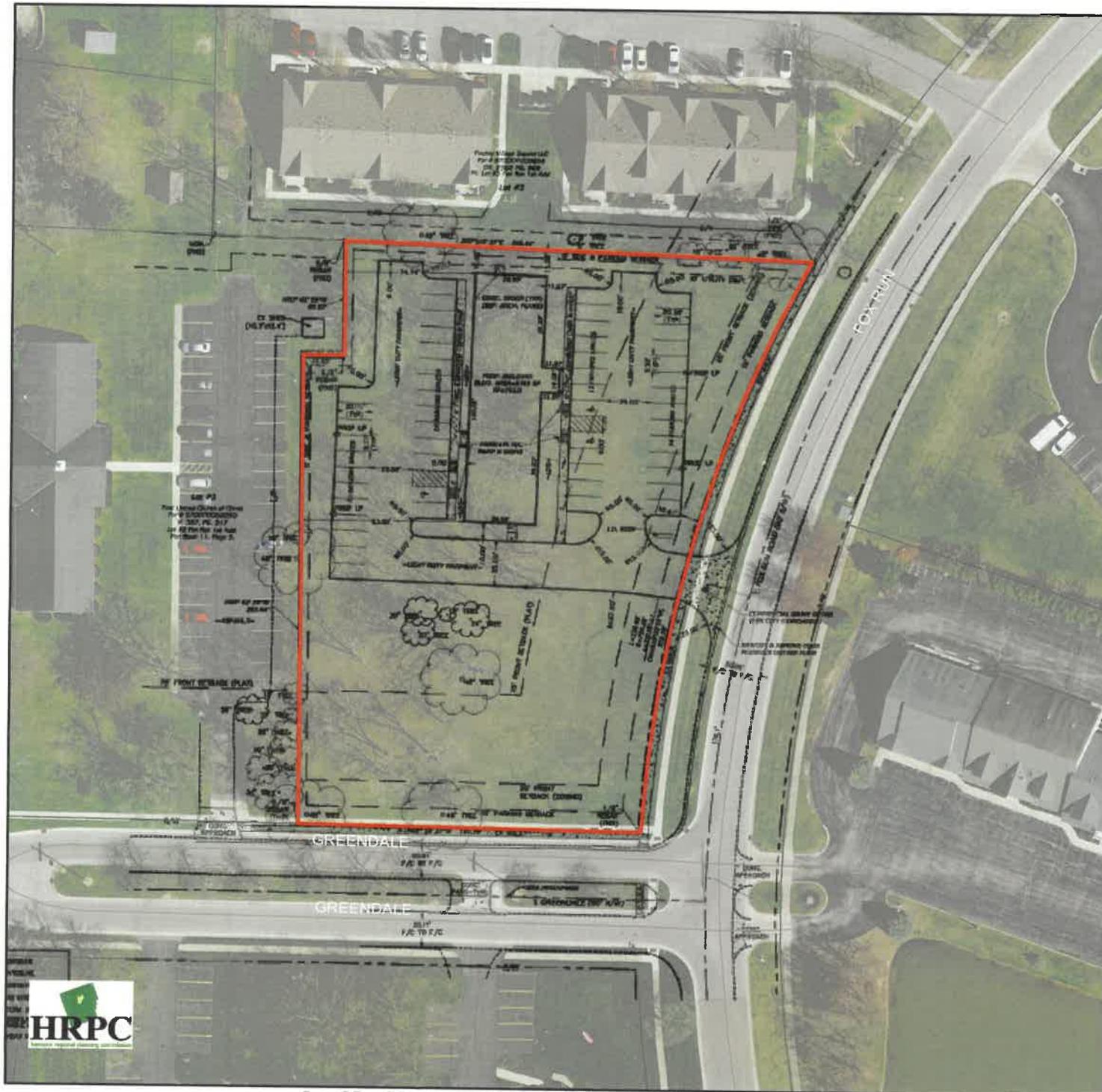
Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-05-2023** filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.

# SP-05-2023

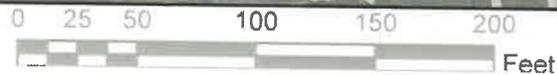
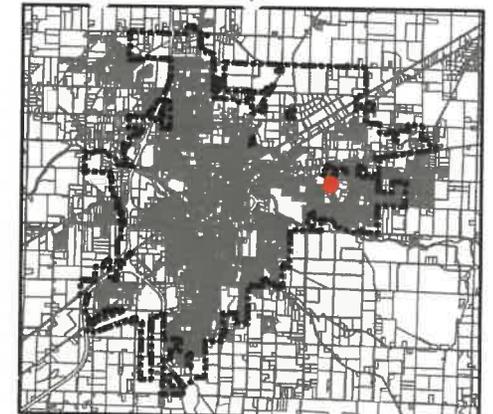
APPLICATION FOR  
SITE PLAN REVIEW  
filed by Terra Nova Medical Clinic,  
for a proposed 5769 sf medical  
office and parking  
at 710 Fox Run Road.

## Legend

-  710 Fox Run Road
-  Parcels
-  Road Centerline



Findlay Locator Map



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

**ORDINANCE NO. 2023-010** (*Lakota Park final plat*) **requires three (3) readings** **third 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** **third reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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

**ORDINANCE NO. 2023-014** (*Innovative Software Solutions, Inc. contract*) **requires three (3) readings** **third 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. 2023-016** (*GMSTEK, LLC agreement*) **requires three (3) readings** **third 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. 2023-019** (*approve 2022 ordinances & resolutions changes*) **requires three (3) readings** **third reading**  
AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE FINDLAY CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-020** **requires three (3) readings** **second reading**  
(*Ohio Attorney General's Office contract for municipal income tax collection services*)  
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH THE OHIO ATTORNEY GENERAL'S OFFICE TO PROVIDE MUNICIPAL INCOME TAX COLLECTION SERVICES TO THE CITY OF FINDLAY INCOME TAX DEPARTMENT, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-022** (*Opioid settlement*) **requires three (3) readings** **second reading**  
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO INDIVIDUALLY ENTER INTO ANY PARTICIPATION AGREEMENT(S) IN RELATION TO THE NATIONAL OPIOID SETTLEMENT PROGRAM THAT HAVE BEEN AGREED TO BY THE STATE OF OHIO, DECLARING A REAL AND PRESENT EMERGENCY.

**ORDINANCE NO. 2023-023** (*City Income Tax Administration Fund*) **requires three (3) reading** **second reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2023-024** (*Ohio Office of Criminal Justice Services (OCJS) body worn camera grant*) **requires three (3) readings** **second reading**  
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT FOR THE PURCHASE BODY-WORN CAMERAS THROUGH THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES GRANT PROGRAM, AND DECLARING AN EMERGENCY.

**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. 2023-014**

**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. 2023-016**

**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. 2023-019

AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE FINDLAY CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

WHEREAS, certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution; and

WHEREAS, various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances; and

WHEREAS, the City has heretofore entered into a contract with the Walter H. Drane Company to prepare and publish such revision which is before Council;

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

SECTION 1: That the ordinances of the City of Findlay, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2023 Replacement Pages to the Codified Ordinances are hereby approved and adopted.

SECTION 2: That the following sections and chapters are hereby added, amended or repealed as respectively indicated in order to comply with current State law.

Traffic Code

- 303.082 Private Tow-Away Zones. (Amended)
- 303.083 Impounding Vehicles on Public Property. (Added)
- 337.10 Lights, Emblems, and Reflectors on Slow-Moving Vehicles, Farm Machinery, Agricultural Tractors, and Animal-Drawn Vehicles. (Amended)
- 337.16 Number of Lights; Limitations on Flashing, Oscillating or Rotating Lights. (Amended)

General Offenses Code

- 513.01 Drug Abuse Control Definitions. (Amended)
- 513.16 Sale of Dextromethorphan. (Added)
- 529.01 Liquor Control Definitions. (Amended)
- 529.07 Open Container Prohibited. (Amended)
- 537.19 Hazing Prohibited. (Amended)
- 549.02 Carrying Concealed Weapons. (Amended)
- 549.04 Improperly Handling Firearms in a Motor Vehicle. (Amended)
- 549.10 Possessing Replica Firearm in School. (Amended)
- 549.12 Concealed Handgun Licenses; Possession of Revoked or Suspended License; Additional Restrictions; Posting Signs Prohibiting Possession. (Added)

Fire Prevention Code

- 1519.01 Fireworks Definitions. (Amended)
- 1519.04 Possession, Sale or Discharge Prohibited; Exceptions. (Amended)
- 1519.05 Application. (Amended)
- 1519.06 Safety Requirements for Fireworks Showroom Structures. (Added)
- 1519.07 Manufacturing or Wholesale Sale Without a License; Prohibitions. (Added)
- 1519.08 Purchase to Comply with Law; Unauthorized Purchases. (Added)

SECTION 3: The complete text of the sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are hereby attached to this ordinance as Exhibit A. Any summary publication of this ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

SECTION 4: That it is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 5: That this ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health and safety of the Municipality and its inhabitants for the reason that there exists an imperative necessity for the earliest publication and distribution of current Replacement Pages to the officials and residents of the Municipality, so as to facilitate administration, daily operation and avoid practical and legal entanglements; wherefore this ordinance shall take effect and be in force from and immediately after its passage.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_

**ORDINANCE NO. 2023-020**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH THE OHIO ATTORNEY GENERAL'S OFFICE TO PROVIDE MUNICIPAL INCOME TAX COLLECTION SERVICES TO THE CITY OF FINDLAY INCOME TAX DEPARTMENT, 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 Council is desirous to enter into a contract with the Ohio Attorney General's Office in order for them to provide Municipal Income Tax Collection services on actual past due collections for the City of Findlay Income Tax Department, and;

SECTION 1: That the Mayor of the City of Findlay, Ohio be and she is hereby authorized to enter into a contract with the Ohio Attorney General's Office to provide Municipal Income Tax Collection services to 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 the Ohio Attorney General's Office in order for them to provide Municipal Income Tax Collection services to the City of Findlay Income Tax 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. 2022-022**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO INDIVIDUALLY ENTER INTO ANY PARTICIPATION AGREEMENT(S) IN RELATION TO THE NATIONAL OPIOID SETTLEMENT PROGRAM THAT HAVE BEEN AGREED TO BY THE STATE OF OHIO, DECLARING A REAL AND PRESENT EMERGENCY.**

WHEREAS, Council desires to authorize the Mayor of the City of Findlay, Ohio to individually enter into any participation agreement(s) in relation to the National Opioid Settlement Program that have been agreed to by the State of Ohio. Once the State of Ohio has agreed to participate in any new settlement agreement within the national program, the subdivisions of the State, which includes the City of Findlay, are invited to participate in each settlement as well. These settlements are an opt-in program. The City would then be eligible to collect monies as the individual settlements of the multiple cases are reached as part of the National Opioid Settlement Program.

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

SECTION 1: That the Mayor of the City of Findlay be and she is hereby authorized to individually enter into any participation agreement (s) in relation to the National Opioid Settlement Program that have been agreed to by the State of Ohio.

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 sign all necessary agreement(s) in order to participate in their settlement programs.

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. 2023-023**

**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: City Income Tax Administration Fund	\$ 3,003,952.81
TO: City Income Tax Administration #27047000-other	\$ 3,003,952.81

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 said funds so that increased revenue from business net profit tax receipts may be available in the General Fund.

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. 2023-024**

**AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT FOR THE PURCHASE BODY-WORN CAMERAS THROUGH THE OHIO OFFICE OF CRIMINAL JUSTICE SERVICES GRANT PROGRAM, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Findlay is desirous to enter into a grant program agreement with the Ohio Office of Criminal Justice Services (OCJS) for the purchase of body-worn cameras to be utilized by the City of Findlay Police Department, and;

WHEREAS, awarded grant funding will be utilized for body-camera purchase, related hardware/software, data storage, and redacting software, and;

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

SECTION 1: That the Mayor and/or Service-Safety Director of the City of Findlay, Ohio be and they are hereby authorized to enter into a grant program agreement with the Ohio Office of Criminal Justice Services for the purchase of body-worn cameras to be utilized by the City of Findlay Police 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 authorize entering into the aforementioned mentioned grant program agreement so that body-worn cameras may be purchased and utilized by the City of Findlay Police 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 \_\_\_\_\_

# City of Findlay

## Office of the Director of Law

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

**Donald J. Rasmussen**  
Director of Law

MARCH 7, 2023

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

### RESOLUTIONS

- 007-2023 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).
- 008-2023 A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE NORTHEAST QUARTER OF SECTION 36, T2N, R10E, A TRACT OF LAND CONSISTING OF 64.941 ACRES OF LAND, MORE OR LESS.
- 009-2023 A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 25, T2N, R10E, A TRACT OF LAND CONSISTING OF 73.077 ACRES OF LAND, MORE OR LESS.

### ORDINANCES

- 2023-026 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2022 AND 2023 RETROACTIVE TO JANUARY 1, 2022, AND DECLARING AN EMERGENCY.
- 2023-027 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR DEMOLITION SERVICES RELATED TO THE AMERICAN RESCUE PLAN ACT (ARPA) DEMOLITION PROGRAM, AND DECLARING AN EMERGENCY.
- 2023-028 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A GUARANTEED MAXIMUM PRICE PHASE AMENDMENT NO. 4 (GMP4) WITH CLOUSE CONSTRUCTION CORPORATION FOR SITE UTILITY/CONCRETE AND FINAL BUILDOUT, INCLUDING FINISHES, MECHANICAL, ELECTRICAL, AND PLUMBING OF THE STRICT CENTER PROJECT, AND DECLARING AN EMERGENCY.
- 2023-029 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BIDS, WHERE REQUIRED, AND ENTER INTO CONTRACTS FOR VARIOUS PROJECTS, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.
- 2023-030 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS SO THAT AMERICAN RESCUE PLAN ACT (ARPA) FUNDS MAY BE UTILIZED TO PURCHASE VARIOUS ITEMS FOR DESIGNATED VARIOUS PROJECTS LISTED BELOW, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.
- 2023-031 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR RECONSTRUCTION OR RENOVATIONS OF PUBLIC PARK RESTROOM FACILITIES, AND DECLARING AN EMERGENCY

**RESOLUTION NO. 007-2023**

**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
SPENGLER NATHANSON P L L	251020	21005000-441400	LAW DIRECTOR	\$29,489.46	NO PO	NO PURCHASE ORDER PREPARED
TREASURER, STATE OF OHIO	251173	25061000-441000	WPC	\$4,957.90	NO PO	NO PURCHASE ORDER PREPARED

**RESOLUTION NO. 008-2023**

**A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE NORTHEAST QUARTER OF SECTION 36, T2N, R10E, A TRACT OF LAND CONSISTING OF 64.941 ACRES OF LAND, MORE OR LESS.**

WHEREAS, Ohio Revised Code 709.03 (D) requires a statement from the municipal legislative authority stating what services, if any, that will be provided to the territory proposed to be annexed upon annexation, and approximately when they will be furnished, and;

WHEREAS, it is the desire of this Council to provide said statement in compliance with said Revised Code Section.

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

SECTION 1: That in the event the Hancock County Commissioners should approve the petition for annexation of the subject property referenced above and should the legislative authority of the City of Findlay, Ohio, annex said property, it is the intent of this Council to make available the following services:

- a) street lighting
- b) street maintenance
- c) water distribution system
- d) sanitary sewer system
- e) storm sewer system
- f) engineering services
- g) full-time police protection
- h) full-time fire protection

All of which services will be available to said property upon completion of the annexation.

SECTION 2: That the purpose of this Resolution is not to legally bind the City of Findlay to the rendering of the above referenced services but rather to comply with said Revised Code Section so that the Commissioners may take action upon said annexation petition and further, to represent that this property like all other property within the incorporated limits of the City of Findlay, Ohio, shall be afforded the same services.

SECTION 3: 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 \_\_\_\_\_

**RESOLUTION NO. 009-2023**

**A RESOLUTION STATING WHAT SERVICES THE CITY OF FINDLAY, OHIO, WILL PROVIDE TO THE TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN ALLEN TOWNSHIP, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHEAST QUARTER OF SECTION 25, T2N, R10E, A TRACT OF LAND CONSISTING OF 73.077 ACRES OF LAND, MORE OR LESS.**

WHEREAS, Ohio Revised Code 709.03 (D) requires a statement from the municipal legislative authority stating what services, if any, that will be provided to the territory proposed to be annexed upon annexation, and approximately when they will be furnished, and;

WHEREAS, it is the desire of this Council to provide said statement in compliance with said Revised Code Section.

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

SECTION 1: That in the event the Hancock County Commissioners should approve the petition for annexation of the subject property referenced above and should the legislative authority of the City of Findlay, Ohio, annex said property, it is the intent of this Council to make available the following services:

- a) street lighting
- b) street maintenance
- c) water distribution system
- d) sanitary sewer system
- e) storm sewer system
- f) engineering services
- g) full-time police protection
- h) full-time fire protection

All of which services will be available to said property upon completion of the annexation.

SECTION 2: That the purpose of this Resolution is not to legally bind the City of Findlay to the rendering of the above referenced services but rather to comply with said Revised Code Section so that the Commissioners may take action upon said annexation petition and further, to represent that this property like all other property within the incorporated limits of the City of Findlay, Ohio, shall be afforded the same services.

SECTION 3: 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 \_\_\_\_\_

**ORDINANCE NO. 2023-026**

**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2022 AND 2023 RETROACTIVE TO JANUARY 1, 2022, AND DECLARING AN EMERGENCY.**

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

SECTION 1: That the Mayor of the City of Findlay, Ohio be and she is hereby authorized to enter into an agreement with HRPC for their facilitation and preparation of all activities involving the 2022 and 2023 CDBG programs, retroactive to January 1, 2022.

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 current services provided by HRPC for the 2022 and 2023 CDBG programs, retroactive to January 1, 2022, may continue without interruption.

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. 2023-027**

**AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS FOR DEMOLITION SERVICES RELATED TO THE AMERICAN RESCUE PLAN ACT (ARPA) DEMOLITION PROGRAM, 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 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 demolition services related to the American Rescue Plan Act (ARPA) Demolition Program for properties scheduled for demolition as listed below:

- 0 Hurd Avenue (corner of Hurd Avenue and West Main Cross Street)
- 400 Lester Avenue
- 305, 307 Lincoln Street
- 321, 323, 329, 331, 335, 339, 341 East Hardin Street
- 600, 605, 609, 615 Grand Avenue
- 347 Midland Avenue
- 220 Bell Avenue

SECTION 2: Said awarded American Rescue Plan Act (ARPA) funds have previously been appropriated via Ordinance No. 2022-121.

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 said contracts so that said demolition services related to the aforementioned ARPA Demolition Program 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. 2023-028**

**AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A GUARANTEED MAXIMUM PRICE PHASE AMENDMENT NO. 4 (GMP4) WITH CLOUSE CONSTRUCTION CORPORATION FOR SITE UTILITY/CONCRETE AND FINAL BUILDOUT, INCLUDING FINISHES, MECHANICAL, ELECTRICAL, AND PLUMBING OF THE STRICT CENTER PROJECT, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Findlay, Ohio is desirous to enter into a Guaranteed Maximum Price Phase Amendment No. 4 (hereinafter referred to as "GMP4") for the site utility/concrete and final buildout, including finishes and mechanical, electrical, and plumbing of the STRICT Center project, and;

WHEREAS, Guaranteed Maximum Price Phase Amendment No. 4 (GMP4) includes site utility/concrete and final buildout, including finishes and mechanical, electrical, and plumbing at a cost of \$884,600.00.

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, Service-Safety Director, and/or City Engineer of the City of Findlay, Ohio be and they are hereby authorized to enter into the aforementioned amendment with Clouse Construction Corporation for the GMP4 phase of the STRICT Center project.

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize the entering into a contract or contracts with Clouse Construction Corporation so that the GMP4 phase of the aforementioned project may be completed.

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. 2023-029

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

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 and/or City Engineer of the City of Findlay, Ohio be and they are hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set forth in the Capital Improvements Program for year 2023.

SECTION 2: That to pay for the costs of said equipment purchases and project construction, there is hereby appropriated and transferred the following sums:

FROM: CIT Fund – Capital Improvements Restricted Account	\$ 12,000.00
TO: Police #21012000-other	\$ 12,000.00
FROM: CIT Fund – Capital Improvements Restricted Account	\$ 1,338,189.00
TO: PD Body-Worn Camera Program #31930700	\$ 25,189.00
TO: 2023 Street Preventative Maintenance #32830300	\$ 200,000.00
TO: 2023 Annual Street Resurfacing/Curb Repairs #32830400	\$ 965,000.00
TO: File Scanning & Microfilm #31920800	\$ 42,000.00
TO: Engineering Office Remodel #31931300	\$ 68,000.00
TO: Third Floor Conference Room Remodel #31931100	\$ 38,000.00

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that the aforementioned projects may proceed.

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

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_

**ORDINANCE NO. 2023-030**

**AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS SO THAT AMERICAN RESCUE PLAN ACT (ARPA) FUNDS MAY BE UTILIZED TO PURCHASE VARIOUS ITEMS FOR DESIGNATED VARIOUS PROJECTS LISTED BELOW, APPROPRIATING AND TRANSFERRING FUNDS THERETO, 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 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 in order for American Rescue Plan Act (ARPA) Funds may be utilized to purchase various items for designated various projects.

SECTION 2: That to pay for the costs of said equipment purchases and project construction, there is hereby appropriated and transferred the following sums:

FROM: ARPA Fund	\$ 634,700.00
TO: FPD Body-Worn Camera Program #31930700	\$ 50,000.00
TO: ARPA Police Vehicle Purchase 2023 #31930900	\$ 284,700.00
TO: City ADA Transition Plan #31925000	\$ 300,000.00

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that ARPA Funds may be utilized for various items for designated various projects.

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. 2023-031**

**AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR RECONSTRUCTION OR RENOVATIONS OF PUBLIC PARK RESTROOM FACILITIES, AND DECLARING AN EMERGENCY.**

WHEREAS, Council desires to authorize the Mayor, Service-Safety Director and/or the City Engineer of the City of Findlay, Ohio to execute the aforementioned grant application(s) and/or agreement(s) to fund the reconstruction or renovations to the City of Findlay Rawson Park, Swale Park, and Emory Adams Park restroom facilities.

WHEREAS, if grant funds are awarded, the City of Findlay's will provide design and engineering services.

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

SECTION 1: That the Mayor, Service-Safety Director and/or the City Engineer of the City of Findlay, Ohio be and they are hereby authorized to execute the necessary grant application(s) and/or agreement(s) for the Community Development Block Grant (CDBG) program for the reconstruction or renovations to the City of Findlay Rawson Park, Swale Park, and Emory Adams Park restroom facilities.

SECTION 2: That the Auditor of the City of Findlay be and he is hereby authorized to execute any and all documents necessary and requisite to obtain and comply with the CDBG project.

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 execute the aforementioned grant application(s) and/or sign all necessary agreement(s) in order to receive and utilize grant funding.

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 \_\_\_\_\_