

**FINDLAY CITY COUNCIL MEETING AGENDA
SEPTEMBER 19, 2023**

REGULAR SESSION

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 September 5, 2023 Regular Session City Council meeting minutes.

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

PROCLAMATION: none

RECOGNITION/RETIREMENT RESOLUTIONS: none

PETITIONS: none

ORAL COMMUNICATIONS: none

WRITTEN COMMUNICATIONS: none

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Findlay Municipal Court Activities Report – August 2023.

Mayor Muryn – Blanchard Valley Port Authority appointment

Mayor Muryn is reappointing Patrick Sadowski to the Blanchard Valley Port Authority. Mr. Anderson has served as a City of Findlay appointment to the Port Authority since its inception in 2007. His appointment will be effective through June 30, 2027. The following are the current Blanchard Valley Port Authority Board members: Lisa Amstutz, Craig Anderson, Chuck Bills, Kraig Kutschbach, Kirby Overton, and Paul Sears, This appointment requires Council confirmation.

Service-Safety Director Martin – transfer funds from SSD budget to Law Director budget

The City of Findlay Law Director’s Office has incurred expected legal fees this year that are depleting their budget. In anticipation of additional legal fees to be incurred through the end of the year, funds will need to be needed in the Law Director’s budget. Legislation to transfer funds is requested. Resolution No. 023-2023 was created.

FROM:	Service-Safety Director #21020000-other	\$ 20,000.00
TO:	Law Director #21005000-other	\$ 20,000.00

Service-Safety Director Martin – amend Ordinance No. 2023-081 (farmland leases)

This is a request to amend Ordinance No. 2023-081 regarding farmland leases to include the Carlin Street farmland. The Carlin Street farmland was not originally included due to the discussions held in Council Committee regarding the future use of this property. The Carlin Street property is approximately twenty-three (23) acres. Ordinance No. 2023-081 received its first reading during the 8/15/23 City Council meeting and its second reading during the 9/5/23 City Council meeting.

Mayor Muryn – Council ward events for 2024 budget season

In preparation for the 2024 budget, Mayor Muryn is requesting something different this year: each Ward Representative to host a ward event that could be an open house in the Council Chambers as a town hall meeting for constituents in that ward, a party at a park with the Keep Active, Keep Healthy bus and food, or something created by the Council Representative in which the Council Representative and Mayor Muryn would be in attendance. Project Manager Hohman and Mayor Muryn will coordinate the event that would be via an invitation to those in the ward, but to do so, she will need an idea of cost. She is asking Councilmembers to provide ideas to her (i.e. type of even, ballpark cost, desired food, rental fee for space, etc.). The City of Findlay team works diligently to identify issues in all neighborhoods, however, Mayor Muryn and Project Manager Hohman would also like to know of any comments, questions, ideas, etc. that are given to Councilmembers that they should be aware of. Mayor Muryn and Project Manager Hohman have developed a brief questionnaire for Councilmembers to complete in order to provide additional insight to the Administration. A fillable .pdf questionnaire will be emailed to all Councilmembers tomorrow. Although there is no guarantees that the projects provided by Councilmembers will be completed, she does want to hear from each Councilmember to ensure that she is keeping their ideas front of mind.

- In the next two (2) years: what three (3) projects Councilmembers would like to see completed within their ward. Please list them in order of need and identify which item(s) they are associated with on the FindlayForward Plan.
- In the next ten (10) years: what three (3) projects Councilmembers would like to see completed within their ward. Please list them in order of need and identify which item(s) they are associated with on the FindlayForward Plan.
- Please list dilapidated structures Councilmembers are aware of in their ward that they would like the City to evaluate.
- Other issues and neighborhood concerns Councilmembers are aware of in their ward that the City Administration should be aware of.

City Engineer Kalb – 2023 street preventative maintenance, project no. 32830300

City Engineer Kalb is requesting to appropriate a portion of the July allocation of the Capital Improvements Restricted Account into the Street Preventative Maintenance project to allow the Street Department to continue their efforts to maintain the City's existing roadway system. Legislation to appropriate and transfer funds is requested. Ordinance No. 2023-098 was created.

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 75,000.00
TO:	2023 Street Preventative Maintenance, <i>Project No. 32830300</i>	\$ 75,000.00

City Auditor Staschiak – salary ordinance

As paymaster for the City of Findlay, the salary ordinance has typically been revised by the City Auditor's Office with changes requested by the Administration and presented to Council for review. Attached is this year's updated pay ordinance. Changes made to the existing ordinance are summarized in the attached document titled "2024 Salary Ordinance Changes". The Mayor's Administration and the City Auditor's Office have reviewed the document. It is important that a completed ordinance is passed by Council's first meeting in December 2023 which includes the emergency clause so that the City of Findlay can continue its regular course of business. Additional time has been incorporated into the process to allow for a committee review, should Council deem that appropriate. City Auditor Staschiak requests that this letter be read. Ordinance No. 2023-097 was created.

City Planning Commission agenda September 14, 2023; **staff report** – September 14, 2023.

A set of summary financial reports for August 31, 2023:

- Summary of Year-To-Date Information as of August 31, 2023
- Open Projects Report as of August 31, 2023
- Cash & Investments as of August 31, 2023
- Financial Snapshot for General Fund as of August 31, 2023

COMMITTEE REPORTS:

A **COMMITTEE OF THE WHOLE** meeting was held on Tuesday, September 5, 2023 to discuss the City's mid-year review.

An **AD HOC COMMITTEE** met on September 12, 2023 to review land transfer request from Habitat for Humanity (Carlin property).

We recommend that the Administration will work on a plan for possible development.

A **COMMITTEE OF THE WHOLE** meeting was held on Tuesday, September 12, 2023 to discuss Zoning Code updates.

The **WATER AND SEWER COMMITTEE** met on September 13, 2023 to discuss the State of Ohio waterline to Van Buren State Park.

We recommend that the Administration pursue the agreement with the Village of Van Buren for a water line and to increase the proposed 6" line to an 8" line to Van Buren State Park.

The **PLANNING & ZONING COMMITTEE** to whom was referred a request for ~~two (2)~~ **twelve (12)** parcels totaling ~~138.018~~ **57.691** acres on County Road ~~220~~ **99** that are ~~both~~ situated in Allen Township, County of Hancock, State of Ohio that are currently in the process of being annexed into the City of Findlay, Ohio limits. All the parcels are to be given ~~to be zoned as~~ **I-1 Light Industrial zoning**, except for parcel # 020001030280 and the eastern 1.351 acres of parcel #020001030251. *note: edits reflect revised information provided to the CITY PLANNING COMMISSION after the County Commissioners heard the case.*

We recommend approval as requested and per reference to the attached map.

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Commander David Rhodes of VFW Post 5645 to rezone 315 Walnut Street from R3 Small Lot Residential to C1 Local Commercial.

We recommend approval as requested.

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Dan Stone, Van Horn, Hoover & Associates, Inc. on behalf of Nipper Industrial Holdings, LLC to rezone 1700 Fostoria Avenue from C-2 Commercial to I-1 Light Industrial.

We recommend to table the request.

LEGISLATION:

RESOLUTIONS:

RESOLUTION NO. 021-2023 (*bulk trash and tire drop off event*) **requires three (3) readings**

second reading

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

RESOLUTION NO. 023-2023 (*transfer funds from SSD budget to Law Director budget*) **requires three (3) readings**

first reading

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

ORDINANCES:

ORDINANCE NO. 2023-043 (*Phase 2 benching project*) **requires three (3) readings** **tabled after third reading on 5/16/23**

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ACCEPT PERMANENT OWNERSHIP OF PROPERTIES IN ORDER FOR THE BOARD OF COMMISSIONERS OF HANCOCK COUNTY, OHIO, TO TRANSFER THE PARCELS LISTED ON THE ATTACHED EXHIBIT TO THE CITY OF FINDLAY, OHIO AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-071 (*Downtown Recreation Area – design & engineering*) **requires three (3) readings** **tabled after third reading on 8/15/23**

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH STRAND & ASSOCIATES, INC. TO PROVIDE DESIGN AND ENGINEERING SERVICES OF THE DOWNTOWN RECREATION AREA PHASE II BENCHING OF THE BLANCHARD RIVER, PROJECT NO. 31913700, APPROPRIATING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-076 (*OPWC grant application – Morriscal Blvd waterline replacement*) **requires three (3) readings** **third reading**

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR AND EXECUTE THE NECESSARY GRANT APPLICATION(S) AND AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION FOR A REPLACEMENT WATERLINE ON MORRISCAL BOULEVARD FROM I-75 TO BLISS AVENUE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-081 (*farmland lease*) **requires three (3) readings** **third reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO A LEASE AGREEMENT(S) TO FARM APPROXIMATELY ONE HUNDRED EIGHTY-ONE (181) ACRES IN THE VICINITY OF THE AIRPORT, APPROXIMATELY SIXTY-FOUR (64) ACRES IN THE VICINITY OF THE RESERVOIRS, ALL OWNED BY THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-082 (*PUCO Hazmat training grant award*) **requires three (3) readings** **third reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-084 (*200 W Lincoln St rezone*) **requires three (3) readings** **second reading**

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ. OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 200 WEST LINCOLN STREET REZONE) WHICH PREVIOUSLY WAS ZONED “R-3 SMALL LOT RESIDENTIAL” TO “C-3 DOWNTOWN COMMERCIAL”.

ORDINANCE NO. 2023-087 (*jake braking and noise pollution*) **requires three (3) readings** **second reading**

AN ORDINANCE DECLARING THE PRACTICE OF ENGINE BRAKING, OTHERWISE KNOWN AS “JAKE BRAKING”, TO BE PROHIBITED WITHIN THE CORPORATE LIMITS OF THE CITY OF FINDLAY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-088 (*DFID MOU*) **requires three (3) readings** **second reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-089 (*solar eclipse event*) **requires three (3) readings** **second reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-090 (*Cemetery sanitary sewer*) **requires three (3) readings** **second reading**

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS FOR THE INSTALLATION OF A SEPARATE SANITARY LINE TO ALLOW FOR A DEDICATED SANITARY AND STORM SEWER FOR THE CITY OF FINDLAY’S MAPLE GROVE CEMETERY BUILDING, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-091 (*Laurel Lane waterline replacement*) **requires three (3) readings** **second reading**

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS WITH HELMS & SONS EXCAVATING, INC. FOR A REPLACEMENT WATERLINE ON LAUREL LANE, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-096 (*WTP CO₂ Tanks Replacement*) **requires three (3) readings** **second reading**

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS WITH KIRK BROTHERS CONSTRUCTION, INC. FOR THE REPLACEMENT OF CO₂ TANKS AT THE CITY OF FINDLAY WATER TREATMENT PLANT, PROJECT NO. 35790800, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-097 (*salary ordinance*) **requires three (3) readings** **first reading**

AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES, SALARY SCHEDULES AND OTHER MATTERS THAT MAY AFFECT PAY, FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2022-081, ORDINANCE NO. 2022-012, ORDINANCE NO. 2023-036 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-098 (*2023 street preventative maintenance*) **requires three (3) readings** **first reading**

AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:
OLD BUSINESS
NEW BUSINESS

THE SUPREME COURT OF OHIO
Individual Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **ALAN D HACKENBERG**
Report for the month of: **August 2023**

Date of completion of most
recent physical inventory

06/30/2023

	B	C	D	E	F	G	H	T	V
	Misdemeanors	C.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge
Pending beginning of period	143	71	56	1	12	2	0	285	0
New cases filed	52	11	30	0	8	0	0	101	0
Cases transferred in, reactivated or redesignated	5	0	1	0	0	0	0	6	0
TOTAL (Add lines 1-3)	200	82	87	1	20	2	0	392	0
Jury trial	0	0	0	0	0	0	0	0	0
Court trial	0	0	0	0	0	1	0	1	0
Default				0	1	0	0	1	0
Guilty or no contest plea to original charge	15	17	15					47	0
Guilty or no contest plea to reduced charge	0	0	2					2	0
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	0	0	0	0	0	0	0	0	0
Other Dismissals	24	2	4	0	5	0	0	35	0
Transfer to another judge or court	1	0	0	0	0	0	0	1	0
Referral to private judge				0	0	0	0	0	0
Unavailability of party for trial or sentencing	8	0	0	0	0	0	0	8	0
Bankruptcy stay or interlocutory appeal	0	0	0	0	0	0	0	0	0
Other terminations	0	0	1	0	3	0	0	4	0
TOTAL (Add lines 5-16)	48	19	22	0	9	1	0	99	0
Pending end of period (Subtract line 17 from line 4)	152	63	65	1	11	1	0	293	0
Cases pending beyond time guideline	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	0	0	0	0	0	0	0	0	0

Approved FTP 9-11-23
ALAN D HACKENBERG

Fax to:
(614) 387-9419
-or-
Mail to:
Court Statistical Reporting Section
Supreme Court of Ohio
65 South Front Street, 6th Floor
Columbus, Ohio 43215-3431

Preparer's name and telephone number if other than judge (print or type)
ALAN D HACKENBERG

Date
Date
Date

THE SUPREME COURT OF OHIO
Administrative Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **ALAN D HACKENBERG**

Report for the month of: **August 2023**

	A	B	C	D	E	F	G	H	I	T	
	Felonies	Misdemeanors	O.M.V.I.	Other Traffic	Personal Injury & Property	Contracts	F.E.D.	Other Civil	Small Claims	TOTAL	
Pending beginning of period	1	5	108	13	452	5	419	38	0	193	1233
New cases filed	2	9	137	17	578	4	210	37	0	87	1079
Cases transferred in, reactivated or redesignated	3	0	12	2	115	0	4	0	0	1	134
TOTAL (Add lines 1-3)	4	14	257	32	1145	9	633	75	0	281	2446
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults)	5	0	23	1	32	3	129	14	0	0	202
Hearing by Magistrate (Include guilty or no contest pleas and defaults)	6	0	2	26	0	0	0	0	0	74	102
Transfer (Include waivers of preliminary hearing and individual judge assignments)	7	10	102	24	56	0	12	0	0	0	204
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	8	0	0	0	0	0	9	0	0	0	9
Other dismissals (Include dismissals at preliminary hearing)	9	0	3	0	124	0	14	12	0	29	182
Violations Bureau	10	0	0	232	0	0	0	0	0	0	232
Unavailability of party for trial or sentencing	11	0	32	0	113	0	0	0	0	0	145
Bankruptcy stay or interlocutory appeal	12	0	0	0	0	0	0	0	0	0	0
Other terminations	13	0	22	0	277	0	6	1	0	0	306
TOTAL (Add lines 5-13)	14	10	182	27	860	3	170	27	0	103	1382
Pending end of period (Subtract line 14 from line 4)	15	4	75	5	285	6	463	48	0	178	1064
Cases pending beyond time guideline	16	0	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	17	0	0	0	0	0	0	0	0	0	0

Approved FTP 9-11-23

ALAN D HACKENBERG

Date

Preparer's name and telephone number if other than judge (print or type)

Date

Fax to:
(614) 387-9419
-or-
Mail to:
Court Statistical Reporting Section
Supreme Court of Ohio
65 South Front Street, 6th Floor
Columbus, Ohio 43215-3431

THE SUPREME COURT OF OHIO
Individual Judge
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **STEPHANIE M BISHOP**
Report for the month of : **August 2023**

Date of completion of most recent physical inventory
04/13/2023

	B	C	D	E	F	G	H	T	V
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge
Pending beginning of period 1	169	104	91	0	16	3	0	383	0
New cases filed 2	50	13	26	0	4	0	0	93	0
Cases transferred in, reactivated or redesignated 3	21	3	3	0	0	0	0	27	0
TOTAL (Add lines 1-3) 4	240	120	120	0	20	3	0	503	0
Jury trial 5	0	0	0	0	0	0	0	0	0
Court trial 6	1	1	1	0	0	0	0	3	0
Default 7				0	0	0	0	0	0
Guilty or no contest plea to original charge 8	19	13	10					42	1
Guilty or no contest plea to reduced charge 9	1	1	1					3	0
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil) 10	0	0	0	0	0	0	0	0	0
Other Dismissals 11	22	3	7	0	2	0	0	34	0
Transfer to another judge or court 12	1	0	0	0	0	0	0	1	0
Referral to private judge 13				0	0	0	0	0	0
Unavailability of party for trial or sentencing 14	9	4	4	0	0	0	0	17	0
Bankruptcy stay or interlocutory appeal 15	0	0	0	0	0	0	0	0	0
Other terminations 16	3	0	0	0	3	0	0	6	0
TOTAL (Add lines 5-16) 17	56	22	23	0	5	0	0	106	0
Pending end of period (Subtract line 17 from line 4) 18	184	98	97	0	15	3	0	397	0
Cases pending beyond time guideline 19	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline 20	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline 21	0	0	0	0	0	0	0	0	0

Approved FTP 9-11-23

Fax to:
(614) 387-9419
-or-
Mail to:
Court Statistical Reporting Section
Supreme Court of Ohio
65 South Front Street, 6th Floor
Columbus, Ohio 43215-3431

STEPHANIE M BISHOP Date

Preparer's name and telephone number if other than judge (print or type) Date

ALAN D HACKENBERG Date

MONTHLY REPORT

ALAN D. HACKENBERG, JUDGE
 STEPHANIE M. BISHOP, JUDGE
 HEATHER M EIGEL, CLERK
 CANDACE R. GRIFFITH, CHIEF PROBATION OFFICER
 BRAD J. BASH, JUDICIAL ASSISTANT SUPERVISOR

FINDLAY MUNICIPAL COURT
 318 DORNEY PLAZA RM 206
 FINDLAY, OHIO 45839
 TELEPHONE 419-424-7141
 FAX 419-424-7803

FINDLAY MUNICIPAL COURT Monthly Report for August, 2023

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	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CASES FILED:				
TRAFFIC	595	5,874	715	5,532
TRAFFIC COMPANION	62	800	110	697
TRAFFIC OVERTIME PARKING	-	-	-	2
CRIMINAL	146	1,074	181	1,120
CRIMINAL COMPANION	10	105	13	126
SEARCH WARRANT	5	38	4	66
CIVIL	251	1,355	170	1,106
SMALL CLAIMS	87	701	123	719
EXTRADITION	-	8	2	14
HABITUAL TRAFFIC VIOLATOR	-	-	-	1
OTHER	13	104	12	89
TOTALS	1,169	10,059	1,330	9,472
COURT PROCEEDINGS:				
ABILITY TO PAY	5	20	15	18
Admin License Suspension	1	23	1	15
APPEAL DOG DESIGNATION	1	2	1	1
Arrestment	877	6,839	853	6,645
Attachment	10	93	14	78
Bond	4	6	-	19
BOND RETURN	3	15	2	3
BOND VIOLATION	2	2	-	7
Civil Status Conference	2	17	6	16
COMMUNITY SERVICE REVIEW	7	56	10	112
Contempt of Court	33	241	48	302
CONTESTED DUS CONTEMPT HEARING	-	1	-	8
Contested Small Claims	2	10	1	9
Continued	698	5,448	732	5,243
Damages	1	7	-	6
Debtors Examination	60	501	56	326
Default	3	7	1	3
Desk Review	107	850	185	918
DIVERSION PLEA	2	15	2	28
DUS DIVERSION REVIEW	4	19	3	27
Expungement	-	1	-	-
Extradition	-	2	-	9
Forcible Detention	19	139	29	127
Garnishment	2	10	2	13
Habitual Traffic Violator	-	-	-	1
Hearing on Motion	6	58	2	45
HEARING ON MOTION TO SEAL RECORD	6	47	8	80
HEARING ON WARRANT	-	35	51	245
Jury Trial	1	3	-	1
Marriage	6	31	3	24
Mediation	-	-	1	4
Miscellaneous	1	7	3	20
Motion to Dismiss	-	2	-	-
Motion to Vacate Judgment	-	1	-	1
Motion to Withdraw as Counsel	-	3	3	9

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
Plea	92	792	116	852
Preliminary	8	60	4	69
Pre-Trial	204	1,236	181	1,304
Pre-Trial with Judge	77	587	76	558
Reconsideration of Sentence	-	2	-	11
Restitution	-	2	-	-
Revivor	3	30	1	18
Revocation	17	86	8	85
SAFE SURRENDER	-	29	-	10
SECOND PRETRIAL	110	799	110	853
Sentencing	8	34	1	29
Small Claims	72	525	100	576
STATUS CONFERENCE	1,365	11,901	1,563	12,081
Suppression	9	30	6	41
TELEPHONE PRETRIAL	18	130	21	138
Trial	7	38	4	43
WRIT OF RESTITUTION	17	106	15	97
WRITTEN PLEA	3	59	10	46
TOTALS	3,873	30,957	4,248	31,174

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CRIMINAL VIOLATIONS:				
ASSAULT	4	37	9	42
BREAKING & ENTERING	-	-	-	3
BURGLARY	-	2	-	5
CRIMINAL DAMAGING	3	20	4	35
CRIMINAL TRESPASS	10	43	16	74
DISORDERLY CONDUCT	13	91	15	80
DOMESTIC VIOLENCE	17	124	17	118
DRUG ABUSE	21	230	35	235
OPEN CONTAINER PROHIBITED	-	15	3	15
OVI	-	1	-	-
RESISTING ARREST	1	20	1	19
ROBBERY	1	2	-	3
TELEPHONE HARASSMENT	1	5	-	5
THEFT	26	157	29	133
UNDERAGE CONSUMPTION	1	14	1	7
OTHER CRIMINAL	58	418	64	472
TOTALS	156	1,179	194	1,246
TRAFFIC VIOLATIONS:				
ACD/SPEED	22	154	22	181
DISOBEYING TRAFFIC CONTROL DEV	15	76	17	92
DRAG RACING	-	2	-	3
DRIVING UNDER SUSPENSION	31	283	35	292
EXPIRED REGISTRATION	20	175	31	230
FAIL TO MAINTAIN CONTROL	19	193	29	198
FAILURE TO YIELD RIGHT OF WAY	7	76	10	77
LEAVING SCENE OF AN ACCIDENT	3	27	6	36
LEFT OF CENTER	-	6	2	6
OVERLOAD	54	444	55	433
OVI	21	407	60	304
PASSING A STOPPED SCHOOL BUS	-	13	-	16
RECKLESS OPERATION	2	14	2	15
SEAT BELT	42	540	67	568
SPEEDING	283	2,657	306	2,462
OVERTIME PARKING	-	-	-	2
OTHER TRAFFIC	138	1,607	183	1,316
TOTALS	657	6,674	825	6,231

NOTE: SEARCH WARRANTS NOT INCLUDED IN VIOLATION TOTALS

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ARRESTING AGENCY:				
PATROL				
OVERTIME PARKING	-	-	-	1
TRAFFIC OTHER	420	4,236	421	3,555
OMVI	12	191	16	130
CRIMINAL FELONIES	-	3	-	9
CRIMINAL MISDEMEANORS	17	178	27	155
SEARCH WARRANTS	-	3	-	7
FINDLAY P.D. (BY ORDINANCE)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	164	1,160	195	1,441
OMVI	6	138	30	121
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	89	628	113	650
SEARCH WARRANTS	-	-	-	-
FINDLAY P.D. (BY ORC)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	-	3	1	4
OMVI	-	1	-	-
CRIMINAL FELONIES	9	67	5	61
CRIMINAL MISDEMEANORS	22	137	16	178
SEARCH WARRANTS	5	26	4	49
SHERIFF				
OVERTIME PARKING	-	-	-	1
TRAFFIC OTHER	52	851	147	897
OMVI	3	76	14	53
CRIMINAL FELONIES	-	4	1	10
CRIMINAL MISDEMEANORS	11	104	24	110
SEARCH WARRANTS	-	8	-	9
OTHERS				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	-	17	1	28
OMVI	-	2	-	-
CRIMINAL FELONIES	-	-	-	1
CRIMINAL MISDEMEANORS	8	57	8	72
SEARCH WARRANTS	-	1	-	1
TOTALS	818	7,891	1,023	7,543
PROBATION:				
ESTABLISHED	40	233	23	195
TERMINATED	43	251	26	201
CURRENT	78	78	70	70
TOTALS	161	562	119	466

ACTIVITIES ORDERED:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ALCOHOL EVALUATION	-	1	-	-
ALCOHOL/SUBSTANCE EVAL	8	84	3	72
ANGER MANAGEMENT	-	3	-	1
BENCH WARRANT TO AGENCY	219	1,614	298	2,095
COMMUNITY SERVICE	2	7	1	2
COMMUNITY SERVICE CITY	7	34	3	42
COMMUNITY SERVICE COUNTY	5	69	4	68
COMMUNITY SERVICE INDIVIDUAL	22	163	27	189
COMMUNITY SERVICE NO JAIL	-	2	-	5
DIP	20	158	17	123
DOMESTIC VIOLENCE PROGRAM	-	6	2	7
ELECTRONIC HOME MONITORING	-	2	-	1
EXECUTION TO AGENCY	1	1	-	-
FORM 95	1	7	1	3
HOUSE ARREST	-	-	-	1
JAIL	6	47	2	51
Jail Term Suspended Condition	3	13	-	1
MENTAL EVAL	4	16	-	11
NO CONTACT WITH VICTIM	1	15	2	9
Pay Restitution	-	16	6	22
Probation	11	96	9	88
SCRAM	7	37	-	22
STAR Program	6	32	4	39
TREATMENT FRC	1	32	4	42
TREATMENT MISCELLANEOUS	6	31	7	57
UCP	1	8	1	3
Unsupervised Probation	-	-	-	1
VIP	19	138	15	113
TOTALS	350	2,632	406	3,068

*****CURRENT YEAR*****
 MTD YTD

*****LAST YEAR*****
 MTD YTD

RECEIPTS DEPOSITED:

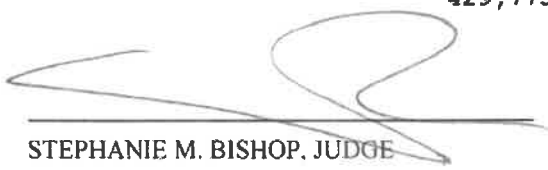
ALCOHOL MONITORING	\$3,034.50	\$20,042.81	\$1,650.70	\$19,935.91
BOND FEES	\$150.00	\$2,400.00	\$600.00	\$2,075.00
CIVIL DEPOSIT TENDERS	\$250.00	\$13,854.13	\$310.06	\$2,870.95
COURT COST	\$79,046.47	\$494,580.75	\$56,450.71	\$440,191.02
DUI ENFORCEMENT	\$2,764.12	\$22,114.04	\$2,969.44	\$21,552.11
ELECTRONIC IMAGING	\$4,722.80	\$33,652.06	\$3,867.95	\$29,958.76
FINES & FORFEITURES	182,465.51	\$1,442,574.13	173,860.20	\$1,349,566.21
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$275.50	\$4,077.31	\$468.96	\$4,767.33
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$207.85	\$1,451.00	\$71.02	\$404.69
JAIL HOUSING	\$16,251.93	\$154,093.38	\$12,295.35	\$122,055.56
JAIL REIMBURSEMENT	\$269.86	\$1,953.58	\$820.06	\$3,617.73
LEGAL RESEARCH	\$1.50	\$23.50	\$2.00	\$55.00
MEDIATION	\$1,511.50	\$10,625.32	\$1,215.50	\$9,451.30
MISCELLANEOUS	\$28,839.38	\$211,078.14	\$22,010.03	\$202,049.58
MUNI COURT COMPUTERIZATION	\$7,740.96	\$54,769.58	\$6,324.00	\$48,415.00
MUNI COURT IMPROVEMENT	\$19,865.53	\$140,691.40	\$16,380.53	\$124,580.81
RESTITUTION	\$687.55	\$3,011.67	\$628.91	\$3,458.43
SPECIAL PROJECTS	\$32,402.34	\$230,659.67	\$26,723.98	\$205,844.97
STATE PATROL	\$24,098.25	\$180,484.14	\$19,168.39	\$147,738.27
TRAFFIC/CRIMINAL BONDS	\$15,663.07)	\$63,932.56	(\$695.95)	\$46,044.72
	388,922.48	\$3,086,069.17	345,121.84	\$2,784,633.35

DISTRIBUTIONS:

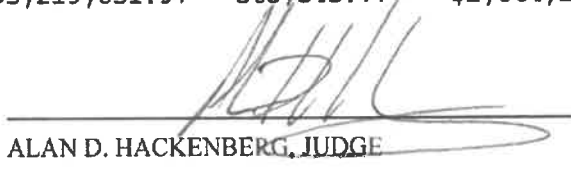
ALCOHOL MONITORING	\$3,034.50	\$20,042.81	\$1,650.70	\$19,692.31
BOND FEES	\$150.00	\$2,400.00	\$600.00	\$2,025.00
CIVIL DEPOSIT TENDERS	\$250.00	\$11,653.47	\$310.06	\$1,360.06
COURT COST	\$78,865.47	\$491,511.39	\$56,048.71	\$437,532.25
DUI ENFORCEMENT	\$2,720.05	\$21,958.10	\$2,921.98	\$21,202.44
ELECTRONIC IMAGING	\$4,683.80	\$33,505.06	\$3,816.95	\$29,760.76
FINES & FORFEITURES	183,196.67	\$1,450,665.50	173,169.20	\$1,349,557.98
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$275.50	\$4,077.31	\$468.96	\$4,567.33
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$207.85	\$1,451.00	\$71.02	\$190.63
JAIL HOUSING	\$16,251.93	\$153,859.17	\$11,208.85	\$119,079.82
JAIL REIMBURSEMENT	\$269.86	\$1,953.58	\$820.06	\$3,552.73
LEGAL RESEARCH	\$1.50	\$23.50	\$2.00	\$55.00
MEDIATION	\$1,498.50	\$10,576.32	\$1,201.50	\$9,393.30
MISCELLANEOUS	\$34,906.50	\$279,153.32	\$34,626.17	\$276,715.75
MUNI COURT COMPUTERIZATION	\$7,675.96	\$54,526.58	\$6,245.00	\$48,104.00
MUNI COURT IMPROVEMENT	\$19,696.53	\$140,057.40	\$16,173.53	\$123,769.81
RESTITUTION	\$150.00	\$2,861.04	\$100.00	\$3,282.35
SPECIAL PROJECTS	\$32,129.34	\$229,635.67	\$26,381.98	\$204,544.58
STATE PATROL	\$23,642.25	\$179,071.14	\$18,651.39	\$145,824.27
	409,606.21	\$3,088,982.36	354,468.06	\$2,800,210.37

DISTRIBUTED TO:

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CITY OF FINDLAY	196,100.39	\$1,425,069.27	153,246.85	\$1,256,032.91
HANCOCK COUNTY	\$17,696.01	\$158,552.40	\$21,999.62	\$158,499.80
OTHERS	155,749.53	\$1,186,402.79	139,847.38	\$1,060,045.43
STATE OF OHIO	\$60,227.23	\$449,807.51	\$50,449.92	\$389,702.95
	<u>429,773.16</u>	<u>\$3,219,831.97</u>	<u>365,543.77</u>	<u>\$2,864,281.09</u>



STEPHANIE M. BISHOP, JUDGE



ALAN D. HACKENBERG, JUDGE

DISCLAIMER: RECEIPTS COLLECTED ARE NOT TO BE CONFUSED WITH RECEIPTS DEPOSIT



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

Rob Martin BSN, MBA
Service-Safety Director

September 11, 2023

Honorable City Council
City of Findlay, Ohio

RE: Appointment to Blanchard Valley Port Authority

Dear Council Members:

This letter will serve as my request for your confirmation of appointment of Patrick Sadowski to the Blanchard Valley Port Authority.

Mr. Sadowski has expressed a desire and willingness to serve the community as a member of the Blanchard Valley Port Authority. This appointment will be effective through June 30, 2027.

The following are the current Blanchard Valley Port Authority Board members: Lisa Amstutz, Craig Anderson, Chuck Bills, Kraig Kutschbach, Kirby Overton, and Paul Sears.

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

Sincerely,

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

Christina M. Muryn
Mayor

cc: Patrick Sadowski
Blanchard Valley Port Authority
Donald J. Rasmussen, Director of Law

EASTMAN & SMITH LTD.

ATTORNEYS AT LAW

Established 1811

Patrick A. Sadowski
Direct Dial: 419-424-5847
Firm: 419-424-5847
pasadowski@eastmansmith.com

510 S. Main Street
Findlay, Ohio 45840
Facsimile: 419-424-9860

August 22, 2023

Mayor Christina Muryn
City of Findlay
318 Dorney Plaza, #310
Findlay, OH 45840
SENT VIA EMAIL: cmuryn@findlayohio.gov

Dear Mayor Muryn and Members of Findlay City Council,

It has come to my attention that there is an open seat on the Board of Directors of the Blanchard Valley Port Authority ("BVPA") following the expiration of Garry Peiffer's term on June 30, 2023. As you are aware, that vacancy is to be filled by an appointment by you as Mayor with the consent of City Council.

I have been a practicing attorney for approximately nineteen (19) years, fifteen (15) of which in the Findlay office of Eastman & Smith Ltd. My practice area focuses on real estate, mergers and acquisitions, and general business law, all of which I believe would allow me to bring unique insights to BVPA. I am also a proud community advocate, serving (or having served) on the Boards of Directors/Trustees of the Marathon Center for Performing Arts (past Board Chair), the American Red Cross of Northwest Ohio (past Board President), Children's Mentoring Connection of Hancock County (past Board President), Findlay-Hancock Economic Development Advisory Board (past Board President), Findlay-Hancock County Alliance (past Board President), St. Michael the Archangel School/Parish Foundation, and more.

Additionally, I have worked very closely with the local economic development team on many of the attraction and retention projects with which the Port Authority has been involved, including the Marathon Center for the Performing Arts, the Campbell Soup Co. distribution and logistics facility, and the Mennel Milling facility expansion. This experience has provided me with a comprehensive understanding of economic development strategies and tools within the community and further appreciation for how BVPA can uniquely assist the right developers and projects.

In light of the foregoing, I respectfully request appointment to the BVPA Board of Directors for a four-year term expiring June 30, 2027.

Sincerely,



Patrick A. Sadowski

Columbus

Toledo

Findlay

eastmansmith.com



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

Rob Martin BSN, MBA
Service-Safety Director

September 13, 2023

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

The City of Findlay Law Director's office has incurred unexpected legal fees this year that are depleting their budget. In anticipation of additional legal fees to be incurred through the end of the year, I respectfully request a resolution of transfer as follows:

FROM:	Service-Safety Director 21020000-other	\$20,000.00
TO:	Law Director 21005000-other	\$20,000.00

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will authorize the transfer of funds as identified above.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rob Martin', is written over a light blue circular watermark or seal.

Rob Martin
Service-Safety Director

cc: Donald J. Rasmussen, Director of Law
Jim Staschiak II, City Auditor
Ginger Sampson, Deputy City Auditor



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

Rob Martin BSN, MBA
Service-Safety Director

September 13, 2023

Honorable City Council
Findlay, OH 45840

RE: Farmland Leases

Dear Council Members:

This is a request to amend Ordinance No. 2023-081 regarding farmland leases to include the Carlin Street farmland. The Carlin Street farmland was not originally included due to the discussions held in Council Committee regarding the future use of this property. The Carlin Street property is approximately 23 acres.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rob Martin', is written over a light blue horizontal line.

Rob Martin
Service-Safety Director

cc: Donald Rasmussen, Director of Law
Jim Staschiak, City Auditor
Sara Klay, Engineering Department
Amy Baird, Auditor's Office

September 13, 2023

RE: Items for Consideration

Dear Honorable Council,

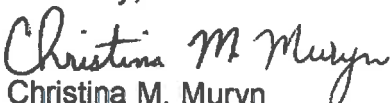
It is hard to believe that is already September and that the 2024 budget season is quickly approaching. In preparation for the 2024 budget I have a few requests I would like to make of each of you. In 2024, I would like to have each ward person to host a "ward event". This could be an open house in council chambers where myself and you would have a town hall with individuals from your ward, it could be a party at a park with the Keep Active Keep Healthy bus and food, or it could be something of your creation. Jaclynn and I will assist in coordinating the event however you would like, but to do so we will need to have an idea of cost. Please think on what type of event you may want to have and ballpark a cost to send an invitation to your ward, food, a rental fee for space, etc.

Additionally, the City of Findlay team works diligently to go through all neighborhoods of our city to identify issues. However, you may hear of other comments, questions, ideas which we should be aware of. With that, Jaclynn and I have developed a brief "questionnaire" for you to complete to help provide additional insight to the Administration. I will email you a fillable PDF version of the questionnaire tomorrow. Please note, by providing this information, we are not making any guarantees that these projects will be completed. We do however want to hear from you and ensure we are keeping your ideas front of mind.

1. In the next 2 years, what three projects would you like to see completed in your ward? Please list them in order of need and identify which item they are associated with on the Findlay Forward Plan.
2. In the next 10 years, what 3 projects would you like to see completed in your ward? Please list them in order of need and identify which item they are associated with on the Findlay Forward Plan.
3. Please list, if any, dilapidated structures you are aware of in your ward that you would like the City to evaluate.
4. Are there other issues, neighbor concerns, you are aware of in your ward that the City Administration should be aware of?

Thank you for your time and attention to this matter. If you have any questions or need assistance, please do not hesitate to reach out.

Sincerely,



Christina M. Muryn
Mayor

Honorable City Council
Findlay, OH 45840

September 14, 2023

RE: 2023 Street Preventative Maintenance,
Project No. 32830300

Dear Council Members,

I would like to take a portion of the July allocation of the Capital Improvements Restricted Account and appropriate it into the Street Preventative Maintenance project. This will allow the Street Department to continue their efforts to maintain the City's existing roadway system.

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

FROM: CIT Fund – Capital Improvements Restricted Account	\$ 75,000
TO: 2023 Street Preventative Maintenance, Project No. 32830300	\$ 75,000

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



AUDITOR'S OFFICE

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

JIM STASCHIAK II
CITY AUDITOR

Friday, September 15, 2023

It is respectfully requested this letter be read into the Council meeting record

Honorable Members of City Council,

As paymaster for the City, the salary ordinance has typically been revised by the Auditor's office with changes requested by the Administration and presented to Council for review. Attached is this year's updated pay ordinance. The changes made to the existing ordinance are summarized in the attached document titled "2024 Salary Ordinance Changes". The Mayor's administration and the Auditor's office have reviewed the document.

It is important a completed ordinance is passed by your first meeting in December which includes the emergency clause so we can continue the City's regular course of business. Additional time has been incorporated into the process to allow for a committee review should you deem that appropriate.

Respectfully,



Jim Staschiak II - City Auditor

Attachment

2024 SALARY ORDINANCE CHANGES

- Added Table of Contents
- Section 6, 7, 8
 - Updated salary tables to adjusted 2024 rates based on 2022 actual income tax collections.
- Section 8
 - Airport Operations Coordinator title removed. Replaced with Operations Coordinator. Pay range remains the same.
- Section 9
 - Updated pay ranges for Assistant Recreation Supervisor, Assistant Utilities Billing Supervisor.
 - Added 0180-0200 for Admin Assistant VII – IX.
 - Updated Hourly Rates for Learn to Skate Instructors to reflect 2024 rates.
 - Added pay ranges to Building & Grounds Maintenance Tech.
- Section 10
 - Removed Lab Technician I and II from classifications eligible to receive stipend. Combined original sections B into Section A for clarity.
 - Added amendment from Ordinance 2023-036.
 - Updated Section C.
 - Added Sections D and E.
- Section 11
 - Added for Cell Phone and Uniform Allowances in general.
- Section 12
 - Updated salary tables to adjusted 2024 rates based on 2022 actual income tax collections.
- Section 15
 - Removed Sections A and B and condensed in to one reworded paragraph for clarity.
 - “business days” changed to “work days”
- Section 17(B)
 - Added language to include sick time in the calculation of straight time for overtime calculation.
 - Added language for the extension of over limit comp time hours to be limited to 90 days.
 - Language modified for clarity. Changed “with approval of the hiring authority” to “with written approval of the hiring authority”.
- Section 18(A)
 - Person was changed to employees.
 - Changed from Callback to CallBack/Call-in.

- Added a section defining that Call-In pay begins at arrival of worksite.
- Section 21
 - Incurring was changed to experiencing in Sections (A) and (B).
 - Section C was added to Section B as definition. "Accumulated" was changed to "Reinstated".
 - Section D renamed to Section C.
- Section 20
 - New section added for Paid Leave.
- Section 22
 - Removed "or equivalent documentation to establish the serious illness or injury" from Section A.
- Section 23
 - (B) "Employee plus" changed to "employee/children", "employee/spouse" to match actual plan levels as of 01/01/2023. Premium contribution limit changed to discount. Additional language added to include the proof of wellness participation deadline requirement.
 - Moved Section (C) to be below section (B) correctly.
 - (C) Changed "make a contribution" to contribute.
 - (D) Changed "is able to assess" to "assesses"
 - (E) Changed "employee's share" to "..employee's share of premiums..."
 - Added language to clarify eligibility for participation in the plan after 30 day waiting period.
- Section 28 (C)
 - Changed title to "BEREAVEMENT LEAVE" from "DEATH IN FAMILY"
 - Changed "sick leave bank" to "vacation, holivac, or accumulated sick leave."

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
September 14th, 2023 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

NEW ITEMS

1. **APPLICATION FOR ZONING AMENDMENT #ZA-07-2023; filed by VFW Post 5645, to rezone parcel #570000221230 from R-3 Small Lot Residential to C-1 Local Commercial.**
2. **APPLICATION FOR SITE PLAN REVIEW #SP-19-2023 filed by Investek Holdings LLC, for phase 3 of the Horizon Pointe apartment complex on Lot 41 of the Findlay Commerce Park 4th Addition.**
3. **APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 422 W. Hardin Street, to establish a short-term rental at 420 W. Hardin Street.**
4. **APPLICATION FOR PRELIMINARY PLAT #PP-02-2023 filed by Mardic Investments, Inc, for a commercial subdivision and creation of a public roadway in Pt. SW ¼ of Section 36 in Allen Township.**
5. **APPLICATION FOR ZONING AMENDMENT #ZA-08-2023; filed by Dr. Lai, RaceTrac Petroleum LLC, 11600 County Road 99 LLC, and 11732 County Road 99 LLC to provide initial zoning for 57.691 acres of property in Allen Township upon annexation into Findlay.**
6. **APPLICATION FOR ZONING AMENDMENT #ZA-09-2023; filed by Nipper Industrial Holdings LLC, to rezone lots 1, 5, and 6 of the Findlay Center for Business & Technology, 1700 Fostoria Avenue, from C-2 General Commercial to I-1 Light Industrial.**

ADMINISTRATIVE APPROVALS
ADJOURNMENT

FINDLAY CITY PLANNING COMMISSION



STAFF REPORT September 14th, 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, 1st floor of Municipal Building
September 14th, 2023 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

NEW ITEMS

1. **APPLICATION FOR ZONING AMENDMENT #ZA-07-2023; filed by VFW Post 5645, to rezone parcel #570000221230 from R-3 Small Lot Residential to C-1 Local Commercial.**
2. **APPLICATION FOR SITE PLAN REVIEW #SP-19-2023 filed by Investek Holdings LLC, for phase 3 of the Horizon Pointe apartment complex on Lot 41 of the Findlay Commerce Park 4th Addition.**
3. **APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street.**
4. **APPLICATION FOR PRELIMINARY PLAT #PP-02-2023 filed by Mardic Investments, Inc, for a commercial subdivision and creation of a public roadway in Pt. SW ¼ of Section 36 in Allen Township.**
5. **APPLICATION FOR ZONING AMENDMENT #ZA-08-2023; filed by Dr. Lai, RaceTrac Petroleum LLC, 11600 County Road 99 LLC, and 11732 County Road 99 LLC to provide initial zoning for 138 acres of property in Allen Township upon annexation into Findlay.**
6. **APPLICATION FOR ZONING AMENDMENT #ZA-09-2023; filed by Nipper Industrial Holdings LLC, to rezone lots 1, 5, and 6 of the Findlay Center for Business & Technology, 1700 Fostoria Avenue, from C-2 General Commercial to I-1 Light Industrial.**

ADMINISTRATIVE APPROVALS

ADJOURNMENT

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday, September 14th, 2023– 9:00 a.m.

COMMENTS

NEW ITEMS

- I. APPLICATION FOR ZONING AMENDMENT #ZA-07-2023; filed by VFW Post 5645, to rezone parcel #570000221230 from R-3 Small Lot Residential to C-1 Local Commercial.**

CPC STAFF

General Information

This request is located on the south side of Walnut Street between Taylor Street and the north/south railroad tracts. It is zoned R-3 Single Family Small Lot. On the south side of Walnut Street, it is mostly R-3 Small Lot Residential with some C-1 Local Commercial. To the north is a mix of C-2 General Commercial and I-1 Light Industrial. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single Family Small Lot.

Parcel History

The site is currently vacant.

Staff Analysis

The applicant is requesting the rezone because they would like to add an accessory building to the site. To do so, they must combine the lots with the abutting parcels that contain the primary structure. They also need to have everything under the same zoning classification, C-1 Local Commercial. Staff did not have any concerns with the request.

Staff Recommendation

Staff recommends approval of **APPLICATION FOR ZONING AMENDMENT #ZA-07-2023; filed by VFW Post 5645, to rezone parcel #570000221230 from R-3 Small Lot Residential to C-1 Local Commercial.**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

CPC Staff recommends approval of **APPLICATION FOR ZONING AMENDMENT #ZA-07-2023; filed by VFW Post 5645, to rezone parcel #570000221230 from R-3 Small Lot Residential to C-1 Local Commercial.**



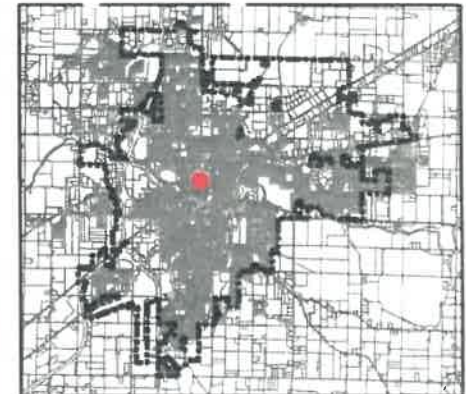
ZA-07-2023

APPLICATION FOR
ZONING AMENDMENT
filed by VFW Post 5645, to
rezone parcel #570000221230
from R-3 Small Lot Residential to
C-1 Local Commercial.

Legend

- ZA-07-2023
- Parcels
- Road Centerline

Findlay Locator Map



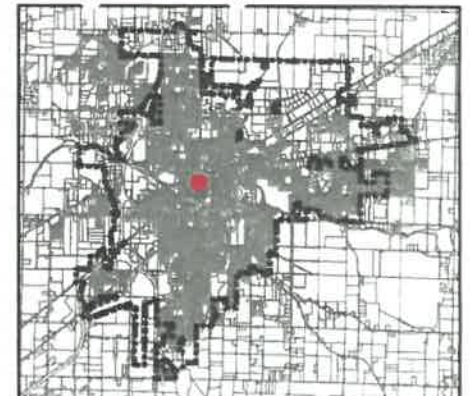
ZA-07-2023

APPLICATION FOR
ZONING AMENDMENT
filed by VFW Post 5645, to
rezone parcel #570000221230
from R-3 Small Lot Residential to
C-1 Local Commercial.

Legend

- ZA-07-2023
- Parcels
- Road Centerline
- Large Lot Residential, R-1
- Medium Lot Residential, R-2
- Small Lot Residential, R-3
- Duplex/Triplex, R-4
- Local Commercial, C-1
- General Commercial, C-2
- Downtown Commercial, C-3
- Office/Institution, O-1
- Light Industrial, I-1
- Heavy Industrial, I-2
- Condominium, CD
- Multi-Family, Low Density, M-1
- Multi-Family, High Density, M-2
- Parks and Open Space, PO
- Mobile Home, MH

Findlay Locator Map



2. APPLICATION FOR SITE PLAN REVIEW #SP-19-2023 filed by Investek Holdings LLC, for phase 3 of the Horizon Pointe apartment complex on Lot 41 of the Findlay Commerce Park 4th Addition.

CPC STAFF

General Information

This request is located at the southwest intersection of County Road 99 and Technology Drive. It is zoned M-2 Multi-Family, High Density. The land to the west is zoned C-2 General Commercial, but was reviewed as a church last month at City Planning Commission. To the south is M-2 Multi-Family, High Density. To the east, it is currently zoned a mix of C-2 General Commercial and M-2. It is not located within the 100-year flood plain.

Parcel History

This is currently the site is vacant farmland. The site was replatted in September 2021 to combine into one parcel and vacate Heartland Court. The 2nd phase of Horizon Pointe went through CPC in March 2019.

Staff Analysis

Horizon Pointe have submitted this site plan to construct their 3rd phase of multi-family in this area. The number of units provided is 85, which is well below the threshold of one unit per 3500 square feet of lot size. The lot coverage stands at 33%, which is below the max of 40%. They meet all the minimum setbacks and the minimum building separation. There is more than enough parking provided throughout the site. There are 387 total parking spaces between garage spots, driveway spots, and standard parking provided throughout the development. The required minimum is 213 spaces.

In terms of landscaping, they are meeting the requirements of the code. They have just enough shrubs, 600 total, to cover the perimeter parking lot standards and the foundation plantings. They have provided 63 trees on site, while they were only required 45.

One item that staff thought the applicant should address is along County Road 99. CR 99 is a major thoroughfare and will only get busier. Right now, there is only a grass buffer between CR 99 and the interior private drive to the ranch villas on the north side. Staff would request the applicant add five (5) canopy trees and five (5) evergreen trees per one hundred lineal feet (100') along the north side of the property.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-19-2023 filed by Investek Holdings LLC, for phase 3 of the Horizon Pointe apartment complex on Lot 41 of the Findlay Commerce Park 4th Addition with the following condition:**

- **Add five (5) canopy trees and five (5) evergreen trees per one hundred lineal feet (100') along the north side of the property.**

ENGINEERING

Access -Site will be accessed from a new drive that will be coming off of the west side of Technology Drive. Once on the site the proposed plans are showing a network of private roadways with a connection to an existing site to the south. Along with the drive access the proposed plans show the extension of the existing sidewalk to the north property line.

Water Service –

The proposed plans show a looped water system to run throughout the site. The waterline is shown as a public waterline that is contained within an easement. For each of the building there will be a meter pit that will be placed outside of the building in non-pavement areas. The City will work with the designer to confirm final location and sizing of the service lines. Along with the services the City will work with the designer in final locations of the valves on the mainline.

Sanitary Service –

Like the waterline the plans are showing a network of sanitary sewer mainlines to run throughout the site. The sanitary is not shown in an easement so it is assumed that the sanitary sewer is a private line.

Stormwater Management –

The site plans are proposing two new detention ponds to be located in the center of the site and the detention calculations comply with City standards.

MS4 Requirements –

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

Recommendations:

Approval of the Site-

The following permits may be required prior to construction:

- Water Main Line Taps x2
- Water Service x17
 - Meter Pits for each building.
- Sanitary Tap x1
- Storm Tap x 1
- Curb Cut Permit x 1
- Sidewalk Permit

FIRE PREVENTION

No Comment

RECOMMENDATION




Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-19-2023 filed by Investek Holdings LLC, for phase 3 of the Horizon Pointe apartment complex on Lot 41 of the Findlay Commerce Park 4th Addition with the following condition:

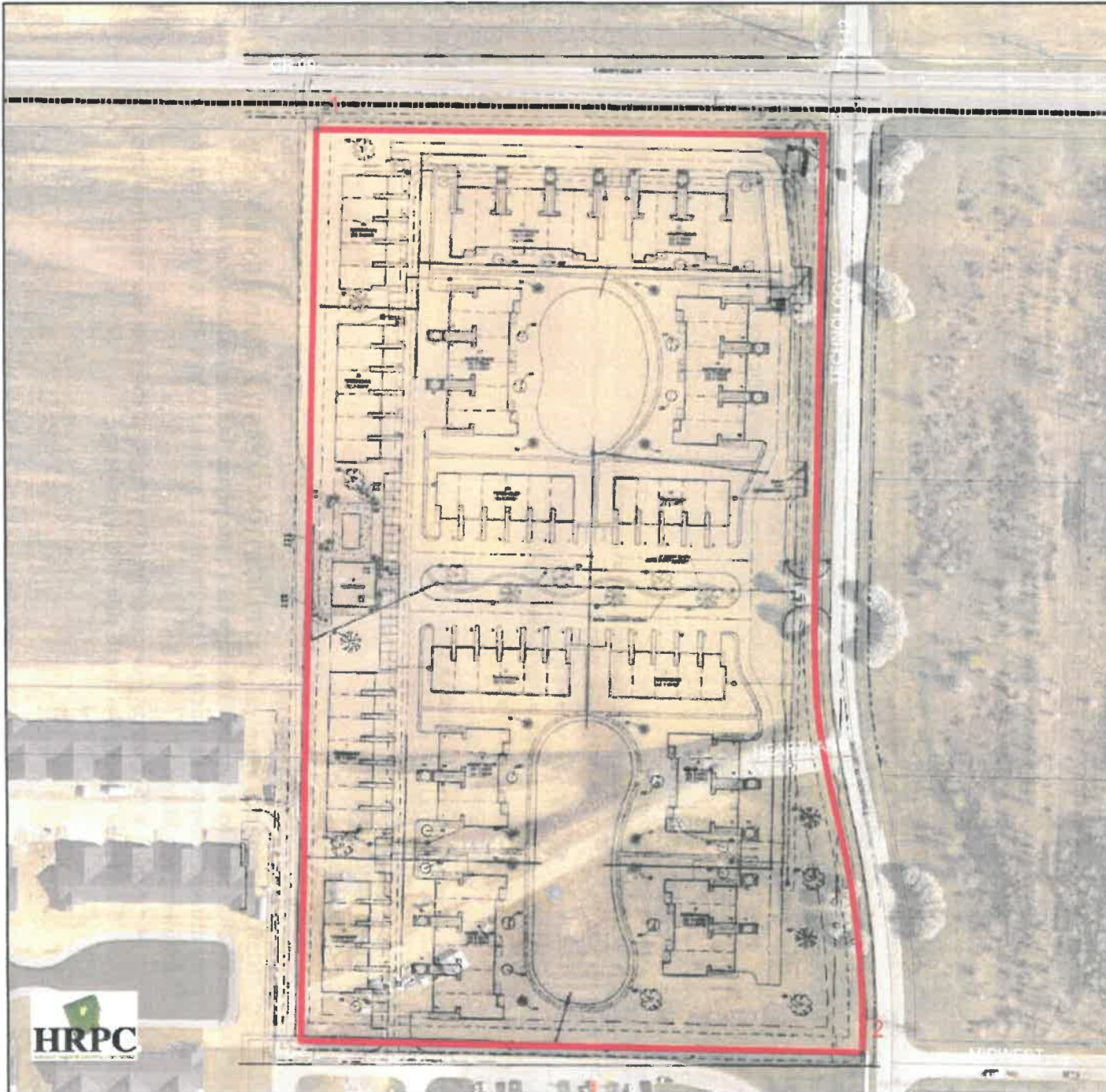
- **Add five (5) canopy trees and five (5) evergreen trees per one hundred lineal feet (100') along the north side of the property.**

SP-19-2023

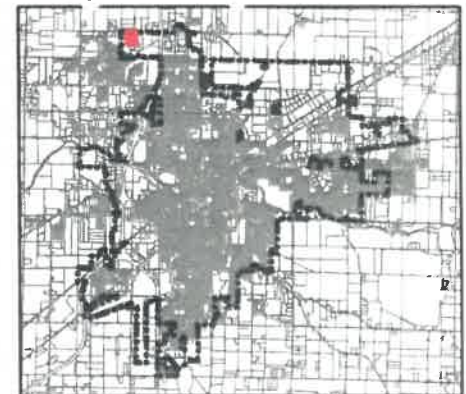
APPLICATION FOR
SITE PLAN REVIEW
filed by Investek Holdings LLC,
for phase 3 of the Horizon Pointe
apartment complex on Lot 41 of
the Findlay Commerce Park
4th Addition.

Legend

-  Horizon Point Phase 3
-  Parcels
-  Road Centerline



Findlay Locator Map



3. APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street.

CPC STAFF

General Information

This request is located on the north side of W. Hardin Street, to the west of Liberty Street. It is zoned R-3 Small Lot Residential. The surrounding neighborhood is a mix of R-3 Small Lot Residential, R-4 Duplex/Triplex, and M-2 Multi-Family, High Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the parcel as Small Lot Residential.

Parcel History

The building on the site is a multi-family dwelling.

Staff Analysis

The applicant, Fouad and Carla Dib, are the property owners, and live at 420 W. Hardin Street. They would like to turn 422 W. Hardin Street into a short-term rental. The unit would be two bedrooms and one bathroom. Since 422 W. Hardin Street would only be available to book as a single unit, so staff would recommend that there be four off street parking spaces provided. There is a concrete pad in the rear of the house for parking. It does not appear to be able to provide four parking spaces required, so staff would recommend the parking be expanded to accommodate.

Staff was supportive of the application in general. Staff would remind the applicant that Conditional Use permits are revocable in the future, if issues arise with the use.

Staff Recommendation

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street.

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street.

3. **APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street.**

CPC STAFF

General Information

This request is located on the north side of W. Hardin Street, to the west of Liberty Street. It is zoned R-3 Small Lot Residential. The surrounding neighborhood is a mix of R-3 Small Lot Residential, R-4 Duplex/Triplex, and M-2 Multi-Family, High Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the parcel as Small Lot Residential.

Parcel History

The building on the site is a multi-family dwelling.

Staff Analysis

The applicant, Fouad and Carla Dib, are the property owners, and live at 420 W. Hardin Street. They would like to turn 422 W. Hardin Street into a short-term rental. The unit would be two bedrooms and one bathroom. Since 422 W. Hardin Street would only be available to book as a single unit, staff would recommend that there be four off street parking spaces provided. There is a concrete pad in the rear of the house for parking. It does not appear to be able to provide four parking spaces required, so staff would recommend the parking be expanded.

Staff was supportive of the application in general. Staff would remind the applicant that Conditional Use permits are revocable in the future, if issues arise with the use.

Staff Recommendation

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street with the following condition:

- **Ensure 4 off-street parking spaces are provided**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION




Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-16-2023 filed by Carla Dib, 420 W. Hardin Street, to establish a short-term rental at 422 W. Hardin Street with the following condition:

- **Ensure 4 off-street parking spaces are provided**

CU-16-2023

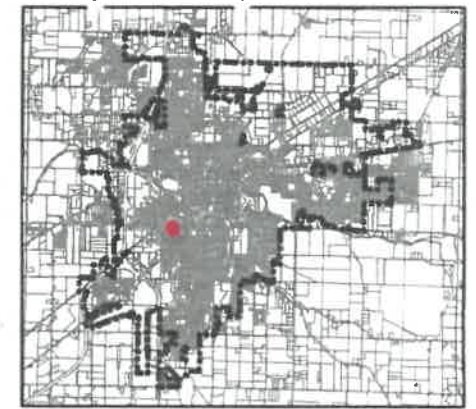
APPLICATION FOR
CONDITIONAL USE
filed by Carla Dib,
420 W. Hardin Street,
to establish a short-term
rental at 422 W. Hardin Street.

Legend

-  420-422 W. Hardin Street
-  Parcels_Merged
-  Road Centerline



Findlay Locator Map



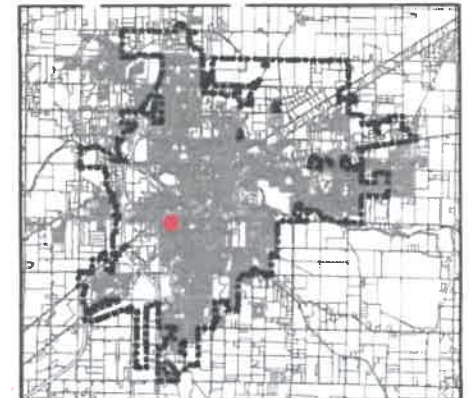
CU-16-2023

APPLICATION FOR
CONDITIONAL USE
filed by Carla Dib,
420 W. Hardin Street,
to establish a short-term
rental at 422 W. Hardin Street.

Legend

-  420-422 W. Hardin Street
-  Parcels_Merged
-  Road Centerline
-  Large Lot Residential, R-1
-  Medium Lot Residential, R-2
-  Small Lot Residential, R-3
-  Duplex/Triplex, R-4
-  Local Commercial, C-1
-  General Commercial, C-2
-  Downtown Commercial, C-3
-  Office/Institution, O-1
-  Light Industrial, I-1
-  Heavy Industrial, I-2
-  Condominium, CD
-  Multi-Family, Low Density, M-1
-  Multi-Family, High Density, M-2
-  Parks and Open Space, PO
-  Mobile Home, MH

Findlay Locator Map

The logo for the Hardin Regional Planning Commission (HRPC), featuring a stylized green and yellow graphic to the left of the letters "HRPC" in a bold, sans-serif font.





4. APPLICATION FOR PRELIMINARY PLAT #PP-02-2023 filed by Mardic Investments, Inc, for a commercial subdivision and creation of a public roadway in Pt. SW ¼ of Section 36 in Allen Township.

CPC STAFF

General Information

This request is located on the south side of County Road 99, east of Technology Drive. The area is a mix of C-2 General Commercial and M-2 Multi-Family, High Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designated the parcel as Regional Commercial.

Parcel History

The site is currently vacant.

Staff Analysis

The proposed plat would subdivide the area with a new lot and dedicate right-of-way. The parcel would be a 9.7 acre parcel abutting County Road 99. There would be a street extending from County Road 99 south to a future expansion of Midwest Court. The rest of the parcel would remain as a single parcel.

Two of the review items for a preliminary plat include the following:

- In the case where the subdivider wishes to subdivide a given area, but wishes to begin with only a portion of the total area, the preliminary plat shall include the proposed general layout for the entire area. The part which is proposed to be subdivided first shall be clearly superimposed upon the overall plan in order to illustrate clearly the method of development which the subdivider intends to follow. Each subsequent plat shall follow the same procedure until the entire area controlled by the subdivider is subdivided.
- Statement of proposed use of lots, giving type and number of dwelling units and type of business or industry.

At the time of the report, the Preliminary Plat does not include a proposed general layout for the entire area. It also does not indicate the proposed future uses of the lots for the entirety of the site. Without this information, staff recommends that the request be tabled.

Staff Recommendation

Staff recommends **tabling of APPLICATION FOR PRELIMINARY PLAT #PP-02-2023 filed by Mardic Investments, Inc, for a commercial subdivision and creation of a public roadway in Pt. SW ¼ of Section 36 in Allen Township.**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

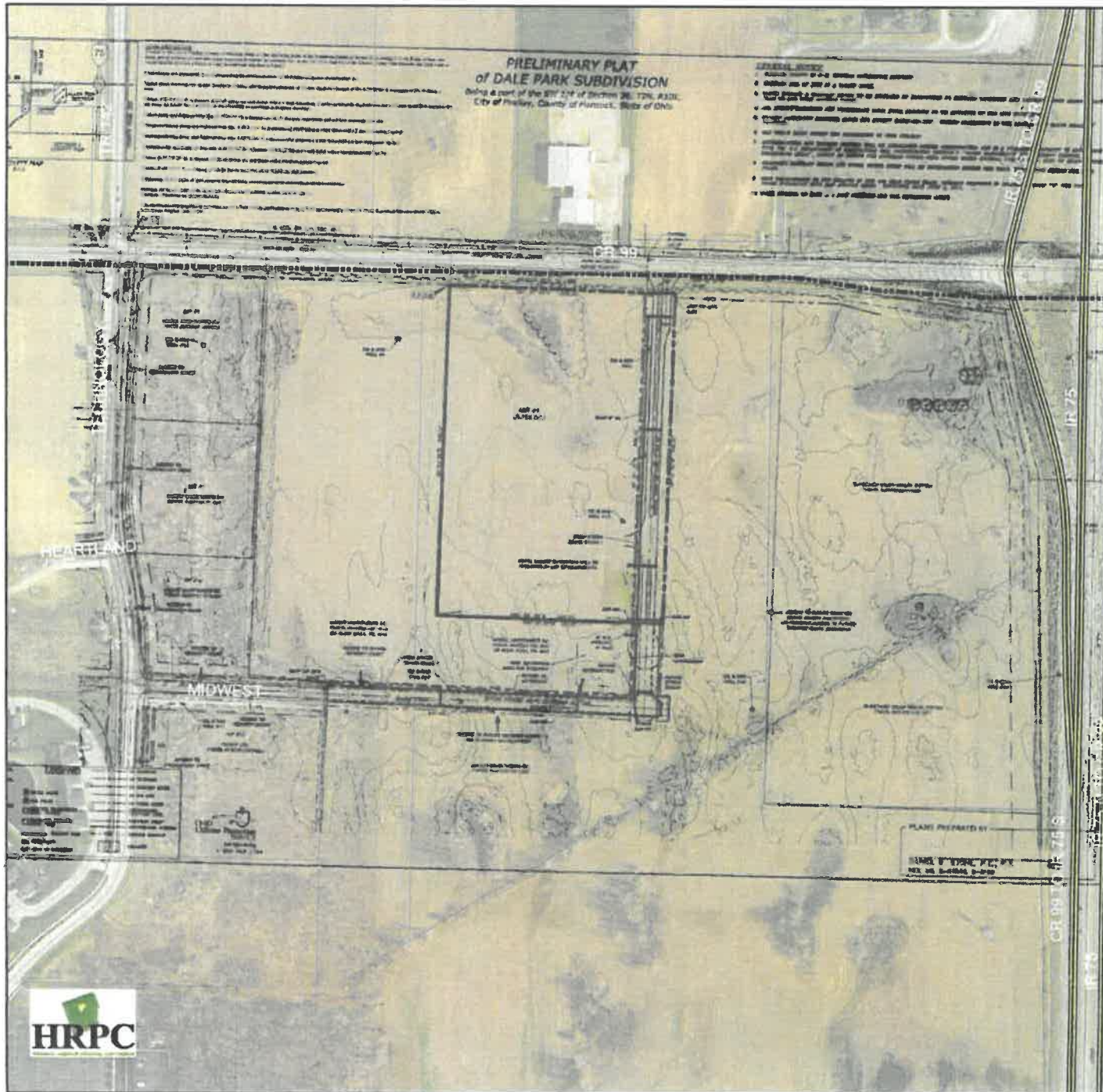
Staff recommends tabling of APPLICATION FOR PRELIMINARY PLAT #PP-02-2023 filed by Mardic Investments, Inc, for a commercial subdivision and creation of a public roadway in Pt. SW ¼ of Section 36 in Allen Township.

PP-02-2023

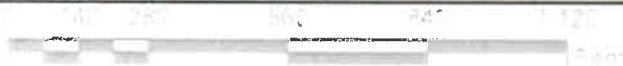
APPLICATION FOR
PRELIMINARY PLAT
filed by Mardic Investments, Inc,
for a commercial subdivision
and creation of a public roadway
in Pt. SW ¼ of Section 36 in
Allen Township.

Legend

- Parcels
- Road Centerline



Findlay Locator Map

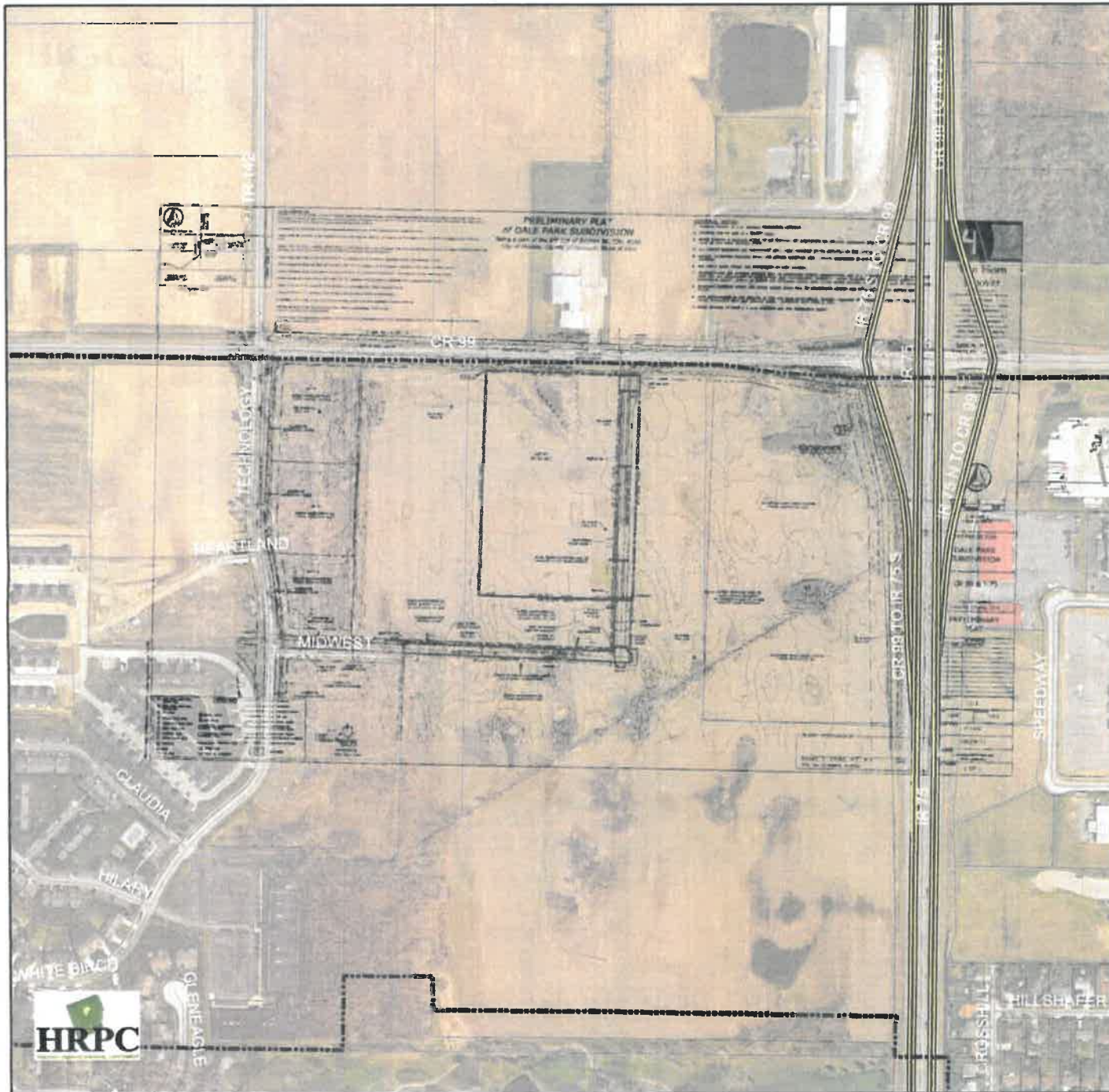


PP-02-2023

APPLICATION FOR
PRELIMINARY PLAT
filed by Mardic Investments, Inc,
for a commercial subdivision
and creation of a public roadway
in Pt. SW ¼ of Section 36 in
Allen Township.

Legend

- Parcels
- Road Centerline



Findlay Locator Map



5. APPLICATION FOR ZONING AMENDMENT #ZA-08-2023; filed by Dr. Lai, RaceTrac Petroleum LLC, 11600 County Road 99 LLC, and 11732 County Road 99 LLC to provide initial zoning for 57.691 acres of property in Allen Township upon annexation into Findlay.

CPC STAFF

General Information

This request is located on the north side of north of County Road 99, just east of I-75. To the south and east along CR 99, it is zoned C-2 General Commercial. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designated the parcel as Regional Commercial along County Road 99 and Industrial to the north.

Parcel History

The only buildings that are currently in the request are on 11732 County Road 99 and 11600 County Road 99. Flag City Furniture Too occupies 11600 CR 99, while Kan-Do's Production facility is located at 11732 CR 99. The rest of the site is currently vacant.

Staff Analysis

The applicants have requested that the entire site be zoned I-1 Light Industrial, except for 11732 County Road 99 LLC's parcel and the east 1.351 acres of 11600 County Road 99 LLC's parcel that abuts it. The west 1.315 acres of 11600 County Road 99's parcel will be split and sold to RaceTrac to provide the land for the Speedway Drive expansion north.

When considering rezoning requests, the Findlay Land Use Plan is one of the key components to consider. The Findlay Land Use Plan designates the land along CR 99 as Regional Commercial and the land north as Industrial. Given that the request is in line with the Land Use Plan, staff is supportive of the rezone request.

Staff Recommendation

Staff recommends that FCPC recommend **APPLICATION FOR ZONING AMENDMENT #ZA-08-2023; filed by Dr. Lai, RaceTrac Petroleum LLC, and 11600 County Road 99 LLC, and 11732 County Road 99 LLC to provide initial zoning for 138 acres of property in Allen Township upon annexation into Findlay.**

ENGINEERING

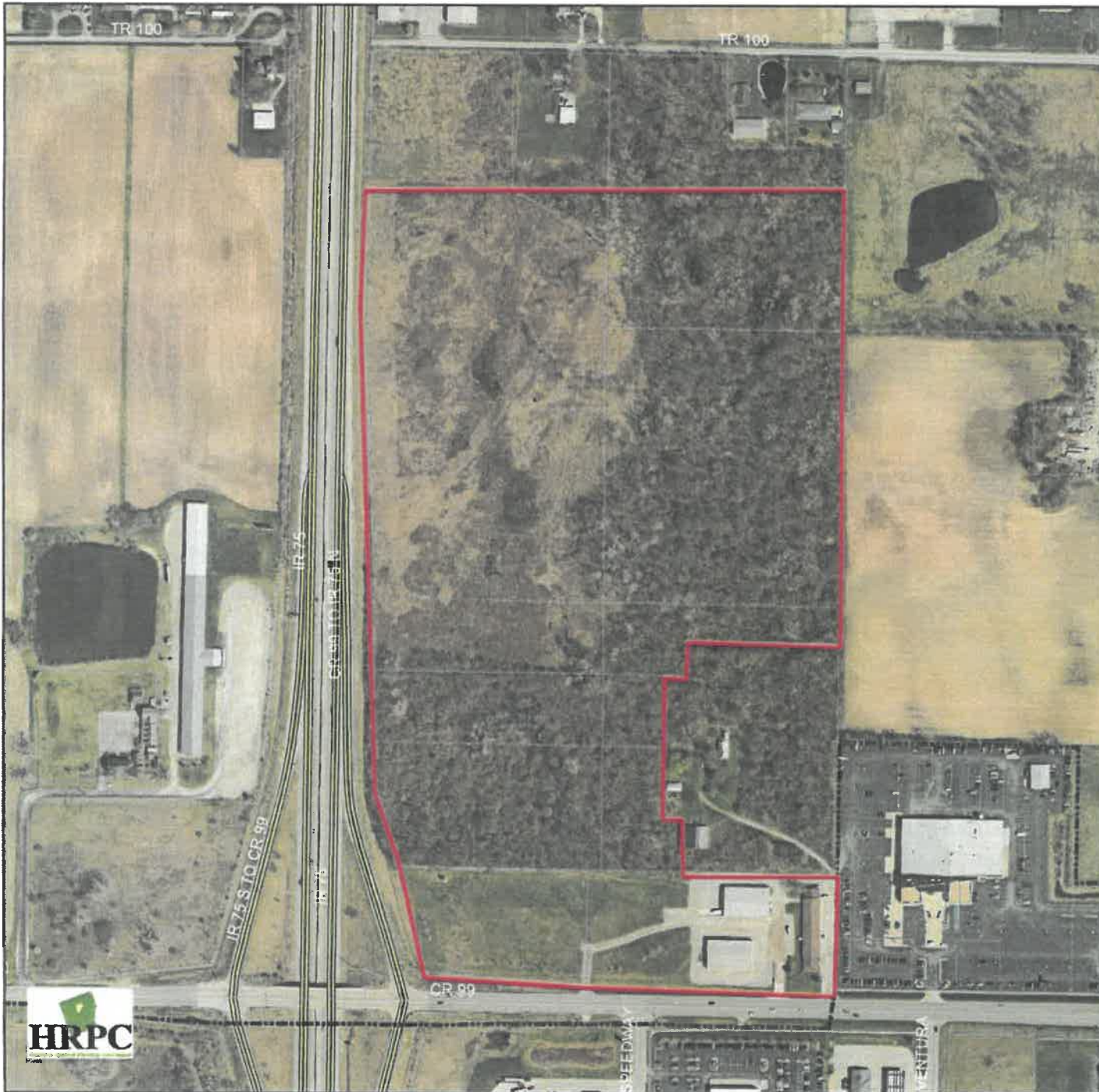
- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends that FCPC recommend approval of **APPLICATION FOR ZONING AMENDMENT #ZA-08-2023; filed by Dr. Lai, RaceTrac Petroleum LLC, 11600 County Road 99 LLC, and 11732 County Road 99 LLC to provide initial zoning for 138 acres of property in Allen Township upon annexation into Findlay.**



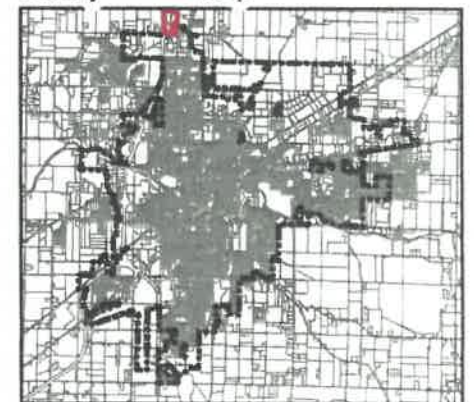
ZA-08-2023

APPLICATION FOR ZONING AMENDMENT
 filed by Dr. Lai,
 RaceTrac Petroleum LLC,
 11600 County Road 99 LLC,
 and 11732 County Road 99 LLC
 to provide initial zoning for
 57.691 acres of property in
 Allen Township upon
 annexation into Findlay.

Legend

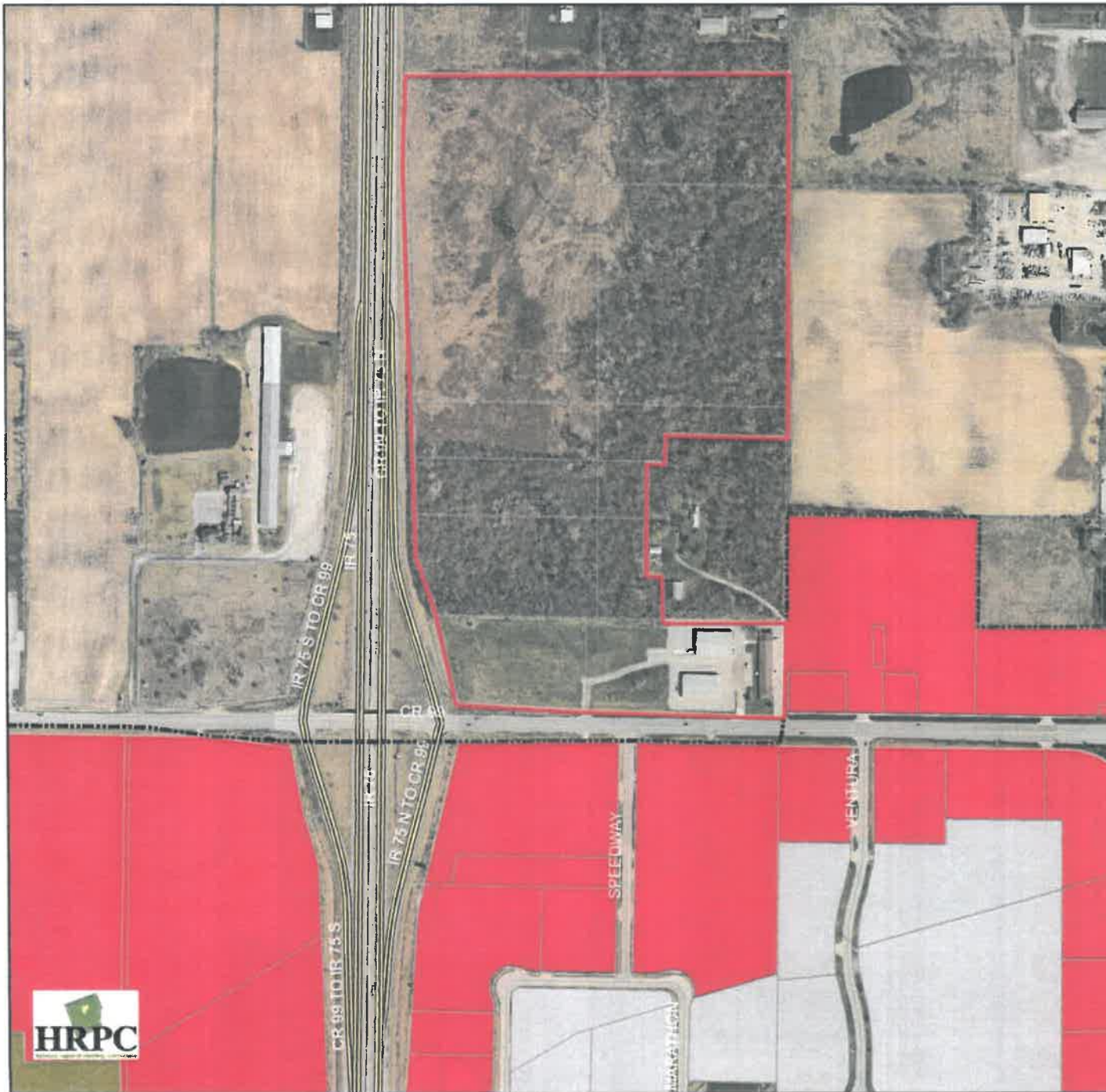
- CR99AnnexationArea
- Parcels
- Road Centerline

Findlay Locator Map



ZA-08-2023

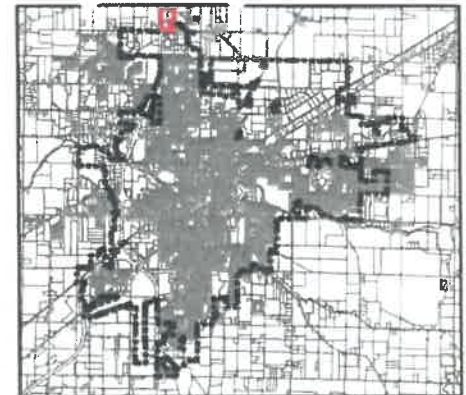
APPLICATION FOR
ZONING AMENDMENT
filed by Dr. Lai,
RaceTrac Petroleum LLC,
11600 County Road 99 LLC,
and 11732 County Road 99 LLC
to provide initial zoning for
57.691 acres of property in
Allen Township upon
annexation into Findlay.



Legend

- CR99 Annexation Area
- Parcels
- Road Centerline
- Large Lot Residential, R-1
- Medium Lot Residential, R-2
- Small Lot Residential, R-3
- Duplex/Triplex, R-4
- Local Commercial, C-1
- General Commercial, C-2
- Downtown Commercial, C-3
- Office/Institution, O-1
- Light Industrial, I-1
- Heavy Industrial, I-2
- Condominium, CD
- Multi-Family, Low Density, M-1
- Multi-Family, High Density, M-2
- Parks and Open Space, PO
- Mobile Home, MH

Findlay Locator Map



6. APPLICATION FOR ZONING AMENDMENT #ZA-09-2023; filed by Nipper Industrial Holdings LLC, to rezone lots 1, 5, and 6 of the Findlay Center for Business & Technology, 1700 Fostoria Avenue, from C-2 General Commercial to I-1 Light Industrial.

CPC STAFF

General Information

This request is located on the north side of W. Lincoln Street between S. West Street and S. Cory Street. It is zoned R-3 Small Lot Residential. To the east of S. Cory Street, it is zoned C-3 Downtown Commercial. To the west of S. Cory Street, there is a mix of R-3 Small Lot Residential, R-4 Duplex/Triplex, and M-1 Multi-Family Low Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designated the parcel as Regional Commercial.

Parcel History

The site is currently home to Shelley Company and Metzger Breicheisen LLC. It has housed a number of businesses over the years since the closing of RCA. Originally the parcel was zoned Industrial for the RCA site. In 2004, it was part of a Planned Unit Development, that had a mix of commercial and industrial uses. Lots 1, 5, and 6 were listed as Business Technology zoning which allowed for a mix of commercial and industrial uses. After the PUD's were removed from the code, the parcel was given C-2 General Commercial Zoning in 2011.

Staff Analysis

The history of the site shows that the use of the site has primarily been industrial since it was originally constructed. Although it is currently zoned commercial, some light-industrial activities have always been a part of the site. Given the history of zoning and the use of the site, staff is supportive of rezoning back to I-1 Light Industrial to better reflect the use of the site.

Staff Recommendation

Staff recommends approval of **APPLICATION FOR ZONING AMENDMENT #ZA-09-2023; filed by Nipper Industrial Holdings LLC, to rezone lots 1, 5, and 6 of the Findlay Center for Business & Technology, 1700 Fostoria Avenue, from C-2 General Commercial to I-1 Light Industrial.**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends that FCPC recommend approval of **APPLICATION FOR ZONING AMENDMENT #ZA-09-2023; filed by Nipper Industrial Holdings LLC, to rezone lots 1, 5, and 6 of the Findlay Center for Business & Technology, 1700 Fostoria Avenue, from C-2 General Commercial to I-1 Light Industrial.**

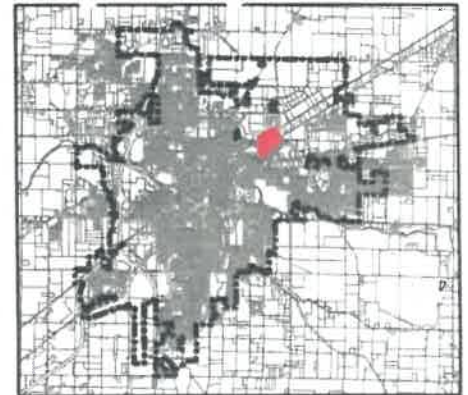
ZA-09-2023

APPLICATION FOR
ZONING AMENDMENT
filed by
Nipper Industrial Holdings LLC,
to rezone lots 1, 5, and 6 of the
Findlay Center for
Business & Technology,
1700 Fostoria Avenue, from
C-2 General Commercial
to I-1 Light Industrial.

Legend

- 1700 Fostoria Avenue
- Parcels
- Road Centerline
- Large Lot Residential, R-1
- Medium Lot Residential, R-2
- Small Lot Residential, R-3
- Duplex/Triplex, R-4
- Local Commercial, C-1
- General Commercial, C-2
- Downtown Commercial, C-3
- Office/Institution, O-1
- Light Industrial, I-1
- Heavy Industrial, I-2
- Condominium, CD
- Multi-Family, Low Density, M-1
- Multi-Family, High Density, M-2
- Parks and Open Space, PO
- Mobile Home, MH

Findlay Locator Map



HRPC





AUDITOR'S OFFICE

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

JIM STASCHIAK II
CITY AUDITOR

Friday, September 15, 2023

The Honorable Council
Findlay, Ohio

Council Members,

A set of summary financial reports for the prior month follows including:

Summary of Year-To-Date Information as of August 31, 2023
Open Projects Report as of August 31, 2023
Cash & Investments as of August 31, 2023
Financial Snapshot as of August 31, 2023

Respectfully Submitted,

A handwritten signature in blue ink, which appears to read "Jim Staschiak II". The signature is fluid and cursive, with a long horizontal line extending to the right.

Jim Staschiak II
City Auditor

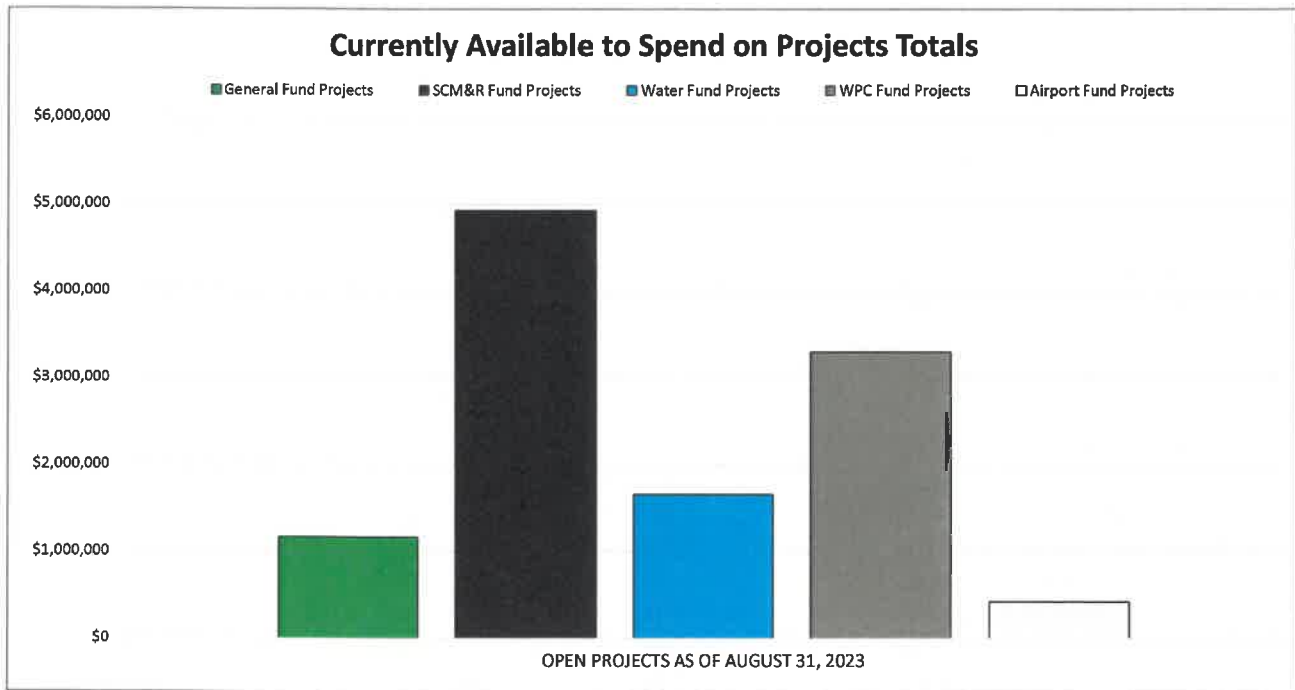
CITY OF FINDLAY
SUMMARY OF YEAR-TO-DATE INFORMATION AS OF AUGUST 31, 2023

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
COUNCIL	245,711	148,369	60.4%	2,500	1,825	73.0%
MAYOR'S OFFICE	345,019	219,879	63.7%	2,900	3,725	128.4%
AUDITOR'S OFFICE	933,039	560,047	60.0%	450,197	237	0.1%
TREASURER'S OFFICE	31,344	21,121	67.4%	-	-	0.0%
LAW DIRECTOR	830,239	563,806	67.9%	152,560	132,933	87.1%
MUNICIPAL COURT	2,803,489	1,521,523	54.3%	1,307,275	1,087,822	83.2%
CIVIL SERVICE OFFICE	123,751	69,989	56.6%	-	-	100.0%
PLANNING & ZONING	156,883	156,793	99.9%	-	-	0.0%
COMPUTER SERVICES	661,455	384,123	58.1%	661,445	662,278	100.1%
GENERAL EXPENSE	4,641,057	3,226,367	69.5%	-	-	0.0%
GENERAL REVENUE	-	-	0.0%	26,872,812	25,611,194	95.3%
POLICE DEPARTMENT	9,827,730	5,434,121	55.3%	458,205	146,010	31.9%
DISASTER SERVICES	66,801	60,874	91.1%	-	-	0.0%
FIRE DEPARTMENT	8,922,453	5,413,548	60.7%	333,918	91,173	27.3%
DISPATCH CENTER	1,293,965	774,929	59.9%	-	-	0.0%
HUMAN RESOURCES	184,408	104,092	56.4%	-	651	0.0%
SERVICE DIRECTOR	325,499	171,764	52.8%	-	-	0.0%
ENGINEERING OFFICE	913,616	534,059	58.5%	122,000	86,925	71.2%
PUBLIC BUILDING	737,354	311,259	42.2%	-	120	0.0%
ZONING	414,729	213,602	51.5%	87,350	76,534	87.6%
PARK MAINTENANCE	1,304,064	738,788	56.7%	108,735	107,453	98.8%
RESERVOIR RECREATION	14,688	3,126	21.3%	-	-	0.0%
RECREATION MAINTENANCE	1,560	-	0.0%	-	-	0.0%
RECREATION FUNCTIONS	1,130,396	693,642	61.4%	836,902	518,591	62.0%
CEMETERY DEPARTMENT	660,283	329,082	49.8%	178,300	116,283	65.2%
TOTAL GENERAL FUND	36,569,533	21,654,902	59.2%	31,575,099	28,643,754	90.7%

CONTINUED ON REVERSE

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
SCM&R STREETS	4,171,715	1,985,115	47.6%	3,366,798	2,515,580	74.7%
TRAFFIC-SIGNALS	631,785	345,526	54.7%	103,431	113,998	110.2%
TOTAL SCM&R FUND	4,803,500	2,330,640	48.5%	3,470,229	2,629,579	75.8%
SCM&R HIWAYS	195,995	159,887	81.6%	205,100	133,387	65.0%
TOTAL SCM&R HIWAYS FUND	195,995	159,887	81.6%	205,100	133,387	65.0%
AIRPORT OPERATIONS	1,513,602	818,909	54.1%	1,201,251	862,690	71.8%
TOTAL AIRPORT FUND	1,513,602	818,909	54.1%	1,201,251	862,690	71.8%
WATER TREATMENT	4,271,435	2,184,737	51.1%	46,300	55,551	120.0%
WATER DISTRIBUTION	3,026,687	1,436,314	47.5%	98,200	69,901	71.2%
UTILITY BILLING	2,228,065	1,221,693	54.8%	8,669,008	6,088,335	70.2%
SUPPLY RESERVOIR	1,277,162	374,804	29.3%	19,879	5,359	27.0%
TOTAL WATER FUND	10,803,349	5,217,549	48.3%	8,833,387	6,219,147	70.4%
SANITARY SEWER MAINT	1,385,997	637,271	46.0%	1,000	1,565	156.5%
STORMWATER MAINT	322,133	141,186	43.8%	790,500	528,869	66.9%
WATER POLLUTION CONTROL	4,781,207	2,642,714	55.3%	9,137,700	6,296,800	68.9%
TOTAL SEWER FUND	6,489,337	3,421,170	52.7%	9,929,200	6,827,234	68.8%
PARKING	145,946	89,679	61.4%	131,785	105,966	80.4%
TOTAL PARKING FUND	145,946	89,679	61.4%	131,785	105,966	80.4%
SWIMMING POOL	138,750	71,562	51.6%	109,003	109,003	100.0%
TOTAL SWIMMING POOL FUND	138,750	71,562	51.6%	109,003	109,003	100.0%
CIT ADMINISTRATION	25,826,642	20,823,160	80.6%	28,229,300	24,504,642	86.8%
TOTAL CIT FUND	25,826,642	20,823,160	80.6%	28,229,300	24,504,642	86.8%

CITY OF FINDLAY OPEN PROJECTS AS OF AUGUST 31, 2023



PROJECT NUMBER	PROJECT NAME	TOTAL APPROPRIATED	TOTAL EXPENSED	TOTAL PENDING PURCHASE ORDERS	CURRENTLY AVAILABLE TO SPEND
		INCEPTION TO DATE	INCEPTION TO DATE		
31912000	PARKER TRAINING/RESTROOM REMODEL	322,559	62,617	9,615	250,327
31912500	TRAFFIC/FABRICATION SHOP	97,750	88,144	6,350	3,256
31912800	TYLER EXECUTIME IMPLEMENTATION	150,000	133,826	16,174	-
31913400	21 UPGRADE SHELTER 15	155,000	143,082	-	11,918
31913700	DOWNTOWN RECREATION AREA	105,775	100,775	-	5,000
31920700	22 ORC REQUIRED PD TRAINING	24,203	23,226	-	977
31920800	ENG/ZONING FILE SCANNING	92,000	66,206	2,750	23,044
31920900	MUNI BLDG ELEVATOR REPLACEMENT	382,200	6,050	373,500	2,650
31921900	SECURITY CAMERAS	91,130	88,370	1,171	1,589
31922200	2022 GIS FUNCTIONALITY GROWTH	80,000	43,274	9,684	27,042
31922400	MUNI BLDG BATHROOM UPGRADES	50,000	17,662	-	32,338
31923000	CUBE BLDG GENERATOR	165,000	-	-	165,000
31924300	RIVERSIDE DAM MODIFICATIONS	80,000	72,488	7,512	-
31924400	MUNI CT COURTMASTER EFILING	19,650	-	19,650	-
31924700	CASC	58,000	41,300	16,700	-
31924800	MLK MURAL	15,000	-	-	15,000
31925000	CITY ADA TRANSITION PLAN	300,000	-	298,800	1,200
31925100	CITY RESTROOM ACCESSIBILITY	45,000	-	17,800	27,200
31925400	TECHNOLOGY IMPROVMENTS	70,000	66,946	-	3,054
31925500	CIT SOFTWARE	190,000	-	170,415	19,585
31925600	TREE PLANTING	100,000	-	-	100,000
31925800	DEMOLITION PROGRAM	400,000	100,000	-	300,000
31926400	HPD GRANT FY 2023	14,780	14,780	-	-
31930200	FFD#2 ROOF REPLACEMENT	50,000	49,950	-	50
31930600	FFD AFG FY 2021	58,184	15,337	41,161	1,686
31930700	PD BODYWORN CAMERAS	167,116	141,996	-	25,120
31930900	ARPA POLICE VEHICLES 2023	284,700	228,273	53,162	3,265

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED	EXPENSED	PENDING	AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
31931100	3RD FLOOR CONF ROOM REMODEL	38,000	37,342	600	58
31931200	EMORY FT FINDLAY PLAY UPGRADE	620,000	32,872	36,450	550,678
31931300	2023 ENGINEERING REMODEL	68,000	67,216	250	534
31931400	RIVERSIDE PARK/POOL CONCRETE	60,000	60,000	-	-
31931800	RESERVOIR DOCKS	70,000	-	-	70,000
31931900	GREENWAY TRL P3 PID117097	165,000	46,790	118,210	-
31932000	TEMPORARY SALT STRUCTURE	90,000	28,851	61,149	-
31932100	DARK DISPATCH UPGRADES	20,000	-	-	20,000
31932200	REMOTE OFFICES DOOR LOCKS	75,000	-	-	75,000
31932400	REPLACE BACKUP SERVER/NETWORK	45,000	-	-	45,000
31932600	2024 ARPA POLICE VEHICLES	322,500	-	-	322,500
31932700	2023 SIDEWALK IMPROVEMENTS	40,000	-	-	40,000
31933000	PHASE 2 BENCHING ENVIRONMENTAL	100,000	-	-	100,000
31933100	FFD FY2022 AFG	64,423	-	-	64,423
31933300	RAWSON/SWALE RESTROOM CONST	996,400	-	70,400	926,000
31948200	OHIO 629 - MARATHON	250,000	18,676	15,350	215,974
31955300	ROWMARK 629 ROADWORK	100,000	1,516	-	98,484
31966800	2017 ORC PD REQUIRED TRAINING	39,556	4,000	-	35,556
31977900	PUBLIC SAFETY SOFTWARE SYSTEM	731,770	726,451	2,086	3,233
31993600	KEEP ACTIVE KEEP HEALTHY PROG	100,000	98,614	-	1,386
31993800	RVR GREENTRAIL TO RIVERBEND	3,224,509	1,681,196	1,453,451	89,862
31994900	FIRE STRICT FACILITY	2,440,500	1,951,716	462,270	26,514
GENERAL FUND PROJECTS		13,228,705	6,259,540	3,264,661	3,704,504
32542300	OIL DITCH CLEANING	170,000	-	-	170,000
32549500	HOWARD RUN DITCH CLEANING	6,000	-	-	6,000
32811100	I75/CR99 INTERCHANGE PID10237	420,000	420,000	-	-
32821400	HAN-INTERSTATE & FHS TRAILS	135,000	78,407	32,926	23,667
32822000	ODOT FY23 RESURF PID1087776	903,320	688,026	61,590	153,705
32823100	S MAIN/HARDIN INTERSECTION	120,000	69,682	39,490	10,828
32823200	S MAIN/CRAWFORD INTERSECTION	100,000	37,815	46,457	15,728
32823400	W MAIN CROSS/CORY INTERSECTION	100,000	54,144	41,663	4,193
32830300	2023 STREET PREV MAINT	550,000	318,965	174,204	56,831
32830400	23 ANNUAL RESURFACING/CURB	1,427,000	900,734	437,771	88,495
32831000	2023 CITY SIDEWALKS/RAMS	75,000	2,756	47,244	25,000
32852700	W SANDUSKY/WESTERN AVENUE	190,000	113,139	3,936	72,925
32864600	CR212/CR236 WIDENING	3,667,500	225,413	25,674	3,416,413
32872100	S MAIN/LINCOLN INTERSECTION	125,000	104,098	254	20,648
32876000	BLANCHARD/LINCOLN BIKE LANE	3,471,500	2,558,104	50,002	863,394
SCM&R FUND PROJECTS		11,460,320	5,571,283	961,212	4,927,826

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
35202300	AIP-28 REHAB TAXIWAY A	432,624	402,630	25,263	4,731
35210500	AIRPORT NORTH APRON REHAB	189,046	175,046	1,924	12,076
35222100	TERMINAL BLDG MOVE/REHAB	126,000	119,807	4,265	1,929
35224000	AIP-33 NORTH APRON REHAB CONS	2,283,995	1,898,304	334,349	51,342
35225200	AIP-34	306,000	211,369	94,216	415
35231700	AIRPORT FUEL FARM REPAIRS	100,000	-	-	100,000
35232300	AIRPORT SNOW REMVL EQUIP BLD	250,000	-	-	250,000
35293200	AIP-27 RUNWAY 7/25 REHAD CRACK SEAL	136,618	133,370	-	3,248
AIRPORT FUND PROJECTS		3,824,283	2,940,526	460,016	423,740
35512100	WASHINGTON AVE STORM UPGRADE	40,000	18,227	9,400	12,373
35521700	W LINCOLN STORM SWR	220,000	119,306	86,603	14,091
35532800	S MAIN/MCPHERSON STORM	130,000	2,045	126,160	1,795
35601300	WPC CLARIFIER 3&4 REHAB	1,080,845	651,127	360,000	69,718
35610700	2021 COMBINED SEWER OVERFLOW	40,000	29,289	10,711	-
35611600	SPRINGLAKE SANITARY UPGRADE	625,000	513,155	57,250	54,595
35622800	CLARIFIERS WEIR BRUSH REPLACE	100,000	87,100	-	12,900
35626200	CSO LTC PLAN AMENDMENT 22	390,000	61,840	296,680	31,480
35630100	WPC AUTOMATIC TRANSFER SWITCH	300,000	1,110	254,000	44,890
35630500	2023 MANHOLE ADJUST PROGRAM	70,000	-	10,000	60,000
35631500	PROJECT HAT TRICK	3,000,000	-	-	3,000,000
35691900	WEST MAIN CROSS SAN SEWER	20,000	18,891	1,109	-
SEWER FUND PROJECTS		6,015,845	1,502,090	1,211,914	3,301,841
35710100	RECTOR AVE WATERLINE REPLACE	444,147	8,091	381,410	54,646
35720200	HARRISON ST WL REPLACEMENT	71,000	3,418	54,515	13,067
35722700	RESERVOIR PAINT/REPAIR	30,000	-	-	30,000
35723800	SMALL WATERLINE UPGRADES	5,000	1,095	500	3,405
35725300	WTP GENERATOR	1,685,000	-	1,652,847	32,153
35730800	LAUREL LAKE W/L REPLACEMENT	5,000	1,592	-	3,408
35732500	23 BILLING/DIST ROOF REPLACE	155,000	-	154,969	31
35781800	WTP SCADA SYSTEM UPGRADES	585,600	505,565	62,150	17,885
35782600	WTP & RES SECURITY CAMERAS	150,000	106,939	-	43,061
35782800	RESERVOIR TRANSFER LINE REHAB	1,957,881	95,335	1,621,535	241,011
35783300	WATER METER SYSTEM REPLACE	2,092,622	1,267,622	-	825,000
35790800	WTP CO2 TANKS REPLACEMENT	450,000	45,881	6,324	397,795
WATER FUND PROJECTS		7,631,250	2,035,538	3,934,250	1,661,462

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

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CITY OF FINDLAY
CASH & INVESTMENTS AS OF AUGUST 31, 2023

<u>AMOUNT</u>	<u>DESCRIPTION AND COUPON RATE</u>	<u>BANK/FIRM</u>
\$ 899,000.00	STAR OHIO @ 5.480%	
133,904.26	STAR OHIO @ 5.480%	
51,003,500.00	STAR OHIO @ 5.480%	
1,663,801.75	STAR OHIO @ 5.480%	
29,505,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
997,804.87	US TREASURY @ 0.750% COUPON	FIFTH THIRD BANK
803,615.40	FFCB @ 1.60% COUPON	KEY BANK
946,835.94	US TREASURY @ 0.250% COUPON	HUNTINGTON BANK
964,023.44	US TREASURY @ 0.125% COUPON	FIFTH THIRD BANK
970,940.00	US TREASURY @ 1.500% COUPON	KEY BANK
964,453.13	US TREASURY @ 0.875% COUPON	HUNTINGTON BANK
982,460.94	US TREASURY @ 2.500% COUPON	HUNTINGTON BANK
995,234.38	US TREASURY @ 4.250% COUPON	HUNTINGTON BANK
962,539.06	US TREASURY @ 2.375% COUPON	HUNTINGTON BANK
969,843.75	US TREASURY @ 2.500% COUPON	PNC BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 4.290%	PREMIER BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 5.000%	WATERFORD BANK
<hr/>		
\$93,252,956.92	INVESTMENT TOTAL	
5,215,561.46	5/3 BANK ACCOUNT BALANCE	
-	ACCRUED INVESTMENT INTEREST	
<hr/>		
<u>\$98,468,518.38</u>	TOTAL CASH & INVESTMENTS	

UNAPPROPRIATED FUND BALANCES (CURRENT CASH BALANCES ON REVERSE)

GENERAL	\$ 22,612,388
SCM&R	1,361,168
SCM&R HIWAY	371,441
SEVERANCE PAYOUT RESERVE	1,720,145
ARPA	63,402
AIRPORT	215,124
WATER	4,872,253
SEWER	11,552,493
STORMWATER	2,104,421
PARKING	50,797
CIT ADMINISTRATION	200,000
CIT CAPITAL IMPROVEMENT	3,656,711

CITY OF FINDLAY
BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF AUGUST 31, 2023

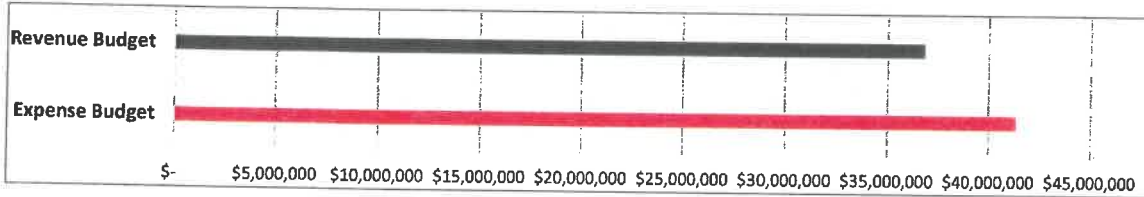
\$36,790,643.44	General Fund
1,500,000.00	General Fund Restricted Rainy Day
4,271,782.14	General Fund Projects
2,104,604.03	SCM&R Fund
3,660,937.69	SCM&R Fund Projects
-	County Permissive License Fund
335,662.54	State Highway Fund
934.39	Law Enforcement Trust Fund
3,445.93	Drug Law Enforcement Trust Fund
354,672.22	ID Alcohol Treatment Fund
52,364.91	Opioid Abatement Fund
75,022.36	Enforcement & Education Fund
979,929.04	Court Special Projects Fund
167,481.91	Court Computerization Fund
2,109.56	METRICH Drug Law Enforcement Trust Fund
174,565.02	Alcohol Monitoring Fund
187,038.64	Mediation Fund
111,808.50	Electronic Imaging Fund
20,789.13	Legal Research Fund
1,666,055.05	Severance Payout Fund
63,402.31	ARPA Fund
94,611.17	Debt Service Fund
53,834.08	CR 236 TIF Fund
1,037,093.50	Municipal Court Improvement Fund
570,594.70	Airport Fund
658,446.23	Airport Fund Projects
8,676,453.34	Water Fund
936,517.97	Water Fund Restricted
3,482,866.17	Water Fund Projects
11,953,463.36	Sewer Fund
5,153,989.41	Sewer Fund Restricted
4,390,065.12	Sewer Fund Projects
83,003.18	Parking Fund
-	Parking Fund Projects
74,946.88	Swimming Pool Fund
22,112.22	Internal Service Central Stores Fund
246,361.78	Internal Service Workers Comp Fund
936,345.62	Internal Service Self Insurance Fund
2,473,011.44	CIT Fund
2,104,055.12	CIT Fund- Restricted Capital Improvements
345,979.87	Police Pension Fund
345,979.87	Fire Pension Fund
69,015.04	Unclaimed Monies Fund
207,369.78	Tax Collection Agency Fund
1,719,217.55	Cemetery Trust Fund
167,535.81	Private Trust Fund
140,647.26	Guaranteed Deposits
1,712.02	Special Assessments Pavements Fund
-	Special Assessments Sidewalks Fund
-	Special Assessments Sidewalks Fund Projects
41.08	Special Assessments Storm Fund
<u>\$98,468,518.38</u>	TOTAL CASH & INVESTMENTS

GENERAL FUND REVENUES & EXPENSES

Prior Year Ending Cash Balance – Unappropriated		\$	27,141,763
Revenue and Receipts Projection General Fund	\$	36,846,656	
Expenses Appropriated General Fund <i>(assumes \$0.00 returned by departments)</i>	\$	41,376,031	

BUDGETED OPERATIONAL SURPLUS/(DEFICIT) **(4,529,375)**

BUDGETED UNENCUMBERED YEAR END GENERAL FUND BALANCE **\$ 22,612,388**



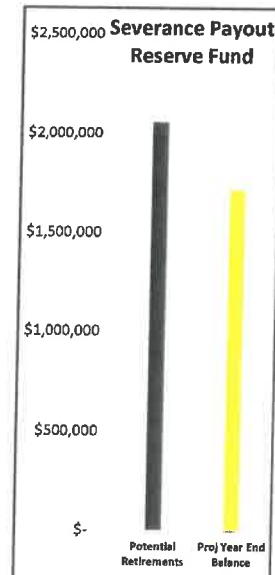
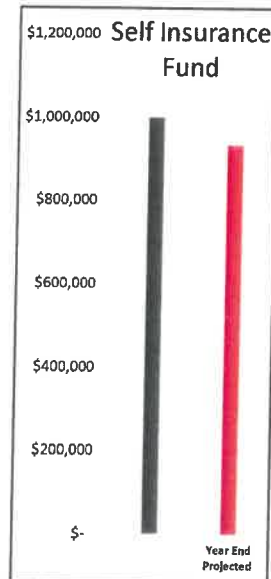
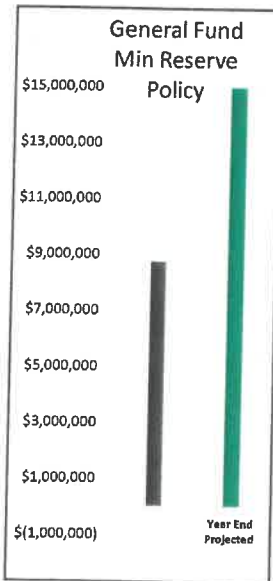
MONITORING INTANGIBLE / ANTICIPATED ITEMS

POSSIBLE LIKELY

- Revenue Differential + / (-)
- Expense Differential + / (-)
- 2020 Proposed Capital Improvements Plan General Fund Dollars
- Fund Subsidies + / (-)

FINANCIAL POLICY AMOUNTS

			Year End Projected	Over/(Short)
Minimum Reserve Balance General Fund	\$	8,747,726	\$ 22,612,388	\$13,864,662
General Fund Rainy Day Reserve Account #10000000-818002	\$	1,500,000	\$ 1,500,000	\$0
Self Insurance Fund (\$1MM reserve)	\$	1,000,000	\$ 935,659	(\$64,341)
Severance Payout Reserve Fund & Potential Retirements through 2022	\$	2,055,602	\$ 1,720,145	(\$335,457)





Committee Members:

- John Harrington, President of Council
- Brian Bauman, Ward 5
- Holly Frische, Ward 1
- Randy Greeno, At-Large
- Dennis Hellmann, Ward 2
- Jim Niemeyer, Ward 6
- Josh Palmer, Ward 7
- Grant Russel, At-Large
- Jim Slough, Ward 4
- Beth Warnecke, Ward 3
- Jeff Wobser, At-Large

Staff:

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

Meeting Start Time: 5:05 pm
Meeting End Time: 5:45 pm

Guests:

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

1. mid-year review

Adjournment



 Grant Russel, At Large

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

A **COMMITTEE OF THE WHOLE** meeting was held on Tuesday, September 5, 2023 to discuss the City's mid-year review.



Grant Russel, At-Large

COMMITTEE OF THE WHOLE

DATED: September 5, 2023

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

An **AD HOC COMMITTEE** met on September 12, 2023 to review land transfer request from Habitat for Humanity (Carlin property).

We recommend

that the administration will work on a plan for possible development.

Aye Nay

Brian Bauman

Brian Bauman

Aye Nay

Josh Palmer

Josh Palmer

Aye Nay

Beth Warnecke - chair

Beth Warnecke

Aye Nay

Jeff Wobser

Jeff Wobser

AD-HOC COMMITTEE

LEGISLATION: _____

DATED: September 12, 2023

Committee Members:

- John Harrington, President of Council
- Brian Bauman, Ward 5
- Holly Frische, Ward 1
- Randy Greeno, At-Large
- Dennis Hellmann, Ward 2
- Jim Niemeyer, Ward 6
- Josh Palmer, Ward 7
- Grant Russel, At-Large
- Jim Slough, Ward 4
- Beth Warnecke, Ward 3
- Jeff Wobser, At-Large

Staff:

- Christina Muryn, Mayor
- Donald Rasmussen, Law Director
- Rob Martin, Service-Safety Director
- Jeremy Kalb, City Engineer
- Jim Staschiak, City Auditor
- MATT CORDONIERA, HRP*
- ERIC ADKINS, BOILING*
-

Meeting Start Time: *5:00 pm*

Guests:

Meeting End Time: *6:09 pm*

Agenda:

*+ Harrington, Frische
- Hellmann asked to be excused*

Call to Order

Roll Call

Approval of Minutes

*- presentation by HRP Exec Director
Matt Cordoniera
- presentation to be part
of minutes*

New Items

1. Zoning Code updates

Adjournment

Grant Russel

Grant Russel

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

A **COMMITTEE OF THE WHOLE** meeting was held on Tuesday, September 12, 2023 to discuss Zoning Code updates.


Grant Russel

COMMITTEE OF THE WHOLE

DATED: September 12, 2023



Committee Members:

- Randy Greeno, at-large – Committee Chair
- Joshua Palmer, Ward 7
- Grant Russel, at-large

Staff:

- Tammy Kirkpatrick, Billing Supervisor
- Jason Phillips, Water Treatment & Distribution Superintendent
- Dave Beach, WPCC Superintendent
- Jeremy Kalb, City Engineer

Meeting Start Time: 4:02

Meeting End Time: 4:24

Guests:

- Tim Staschiak
- Brian Bauman
- Dan DeArment
- Wanda Wertz-Froth
- Rob Martin

Agenda:

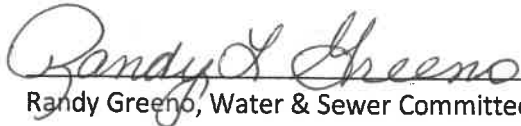
Call to Order

Roll Call

New Items

Discuss State of Ohio waterline to Van Buren State Park

Adjournment


 Randy Greeno, Water & Sewer Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **WATER AND SEWER COMMITTEE** met on September 13, 2023 to discuss the State of Ohio waterline to Van Buren State Park.

We recommend

The administration pursue ~~expanding~~
the ~~state~~ agreement with the ^{village of} Van Buren
~~state park~~ for a water line and to
increase the proposed 6" line to an 8"
line to Van Buren State Park.

Aye Nay

Randy Greeno
Randy Greeno, Chairman

LEGISLATION: _____

Aye Nay

Josh Palmer Motion
Josh Palmer

DATED: September 13, 2023

Aye Nay

Grant Russel 2nd
Grant Russel

COMMITTEE:
WATER & SEWER

Committee Members:

- Grant Russel, at large – Committee Chair
- Brian Bauman, Ward 5
- Holly Frische, Ward 1
- Dennis Hellmann, Ward 2
- Jim Slough, Ward 4

Staff:

- Eric Adkins, Zoning Supervisor
- Matt Cordonnier, HRPC Director
- Don Rasmussen, Law Director
- Jacob Mercer, HRPC
- Jeremy Kalb, City Engineer

Meeting Start Time: 12:02

Meeting End Time: 12:38

Guests: DAVE RHODES, VPW Post COMMANDER
-CASE #2 - WALNUT
BRENDON SEXTON - CACETRAC

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

1. CR 220 annexation zoning
2. 315 Walnut Street rezone
3. 1700 Fostoria Avenue rezone — *tabled by CPC*

*Frische & Hellmann informed the
chair that they would be
absent*

Adjournment



Grant Russel, Planning & Zoning Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **PLANNING & ZONING COMMITTEE** to whom was referred a request for two (2) parcels totaling 138.018 acres on County Road 220 that are both situated in Allen Township, County of Hancock, State of Ohio that are currently in the process of being annexed into the City of Findlay, Ohio limits, to be zoned as I-1 Light Industrial, except for parcel # 020001030280 and the eastern 1.351 acres of parcel #020001030251.

We recommend

Approval as requested and per reference to the attached map

PUBLIC HEARING:

Aye Nay *Grant Russel* MOTION
Grant Russel, Chairman

Aye Nay *Brian Bauman* SECOND
Brian Bauman

PLANNING & ZONING COMMITTEE

LEGISLATION: _____

DATED: September 14, 2023

Aye Nay ABSENT
Holly Frische

Aye Nay ABSENT
Dennis Hellmann

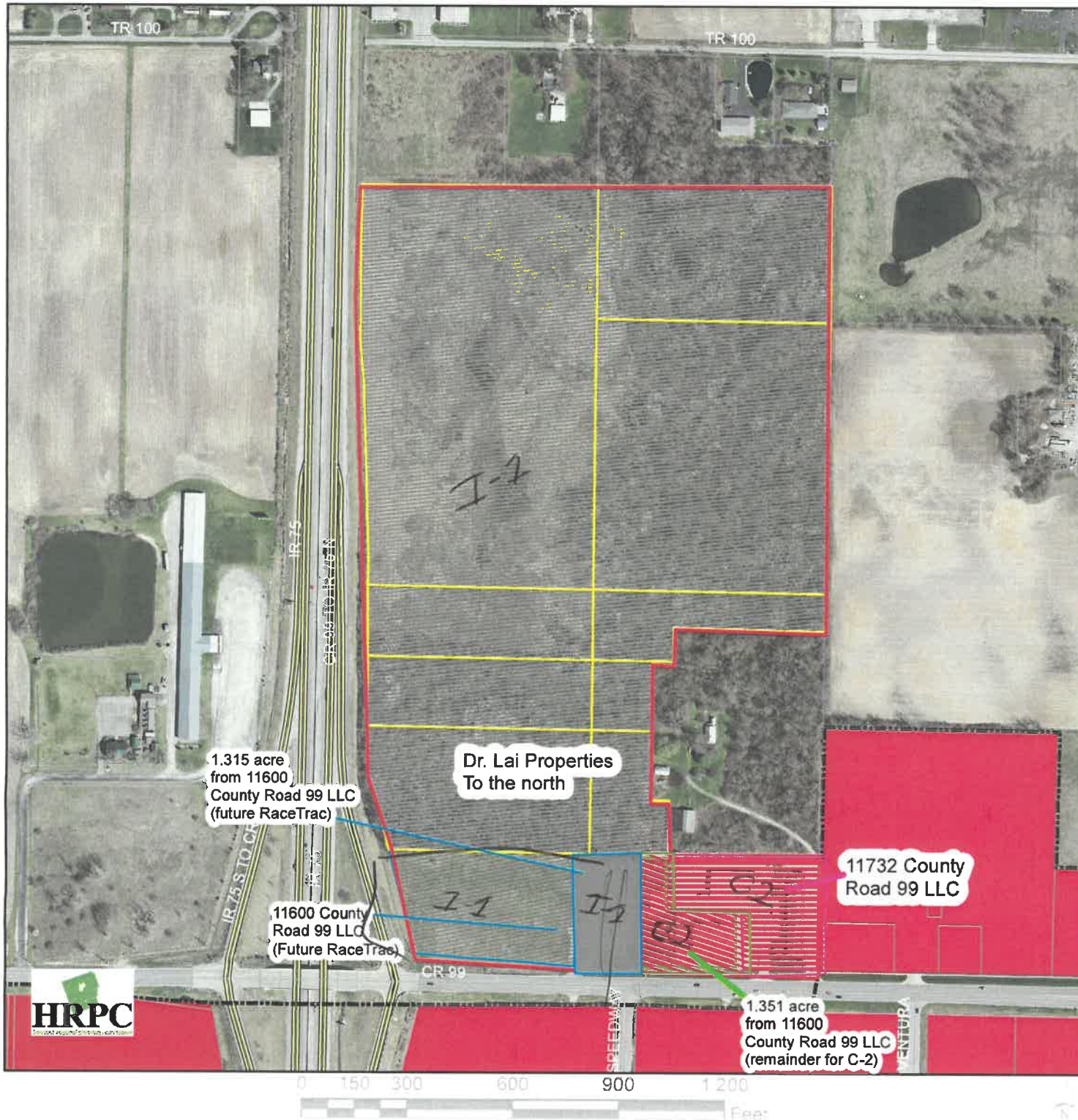
Aye Nay *James Slough*
James Slough

ZA-08-2023

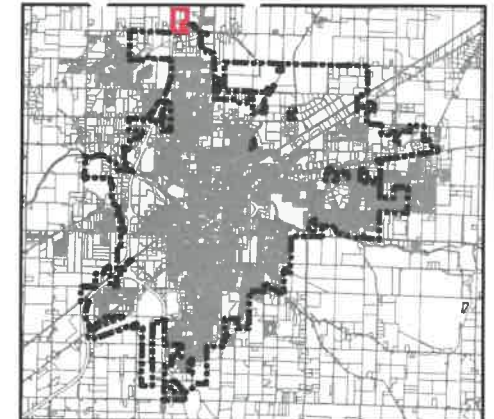
APPLICATION FOR
ZONING AMENDMENT
filed by Dr. Lai,
RaceTrac Petroleum LLC,
11600 County Road 99 LLC,
and 11732 County Road 99 LLC
to provide initial zoning for
57.691 acres of property in
Allen Township upon
annexation into Findlay.

Legend

- CR99AnnexationArea
- Dr. Lai Yellow Outline- I-1
- 11600 CR 99 LLC Blue Outline - I-1
- 1.351 Ac of 11600 CR 99 LLC Green Outline - C-2
- 11732 CR 99 LLC Pink Outline - C-2
- 11600 County Road 99 LLC
- Parcels
- Road Centerline



Findlay Locator Map



COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Commander David Rhodes of VFW Post 5645 to rezone 315 Walnut Street from R3 Small Lot Residential to C1 Local Commercial.

We recommend

APPROVAL AS REQUESTED

PUBLIC HEARING:

Aye Nay *Grant Russel*
Grant Russel, Chairman

Aye Nay *Brian Bauman* *SECOND*
Brian Bauman

Aye Nay *ABSENT*
Holly Frische

Aye Nay *ABSENT*
Dennis Hellmann

Aye Nay *James Slough* *NOTION*
James Slough

PLANNING & ZONING COMMITTEE

LEGISLATION: _____

DATED: September 14, 2023

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Dan Stone, Van Horn, Hoover & Associates, Inc. on behalf of Nipper Industrial Holdings, LLC to rezone 1700 Fostoria Avenue from C-2 Commercial to I-1 Light Industrial.

We recommend

table

PUBLIC HEARING:

Aye Nay *Grant Russel* *MOTION*
Grant Russel, Chairman

Aye Nay *Brian Bauman* *SECOND*
Brian Bauman

Aye Nay *ABSENT*
Holly Frische

Aye Nay *ABSENT*
Dennis Hellmann

Aye Nay *James P. Slough*
James Slough

PLANNING & ZONING COMMITTEE

LEGISLATION: _____

DATED: September 14, 2023

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
SEPTEMBER 19, 2023**

RESOLUTION NO. 021-2023 (*bulk trash and tire drop off event*) **requires three (3) readings** **second reading**
A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-043 (*Phase 2 benching project*) **requires three (3) readings** **tabled after third reading on 5/16/23**
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ACCEPT PERMANENT OWNERSHIP OF PROPERTIES IN ORDER FOR THE BOARD OF COMMISSIONERS OF HANCOCK COUNTY, OHIO, TO TRANSFER THE PARCELS LISTED ON THE ATTACHED EXHIBIT TO THE CITY OF FINDLAY, OHIO AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-071 **requires three (3) readings** **tabled after third reading on 8/15/23**
(*Downtown Recreation Area – design & engineering*)
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH STRAND & ASSOCIATES, INC. TO PROVIDE DESIGN AND ENGINEERING SERVICES OF THE DOWNTOWN RECREATION AREA PHASE II BENCHING OF THE BLANCHARD RIVER, PROJECT NO. 31913700, APPROPRIATING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-076 (*OPWC grant application – Morrival Blvd waterline replacement*) **requires three (3) readings** **third reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR AND EXECUTE THE NECESSARY GRANT APPLICATION(S) AND AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION FOR A REPLACEMENT WATERLINE ON MORRIVAL BOULEVARD FROM I-75 TO BLISS AVENUE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-081 (*farmland lease*) **requires three (3) readings** **third reading**
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO A LEASE AGREEMENT(S) TO FARM APPROXIMATELY ONE HUNDRED EIGHTY-ONE (181) ACRES IN THE VICINITY OF THE AIRPORT, APPROXIMATELY SIXTY-FOUR (64) ACRES IN THE VICINITY OF THE RESERVOIRS, ALL OWNED BY THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-082 (*PUCO Hazmat training grant award*) **requires three (3) readings** **third reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-084 (*200 W Lincoln St rezone*) **requires three (3) readings** **second reading**
AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 200 WEST LINCOLN STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R-3 SMALL LOT RESIDENTIAL" TO "C-3 DOWNTOWN COMMERCIAL".

ORDINANCE NO. 2023-087 (*jake braking and noise pollution*) **requires three (3) readings** **second reading**
AN ORDINANCE DECLARING THE PRACTICE OF ENGINE BRAKING, OTHERWISE KNOWN AS "JAKE BRAKING", TO BE PROHIBITED WITHIN THE CORPORATE LIMITS OF THE CITY OF FINDLAY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-088 (*DFID MOU*) **requires three (3) readings** **second reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-089 (*solar eclipse event*) **requires three (3) readings** **second reading**
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-090 (*Cemetery sanitary sewer*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS FOR THE INSTALLATION OF A SEPARATE SANITARY LINE TO ALLOW FOR A DEDICATED SANITARY AND STORM SEWER FOR THE CITY OF FINDLAY'S MAPLE GROVE CEMETERY BUILDING, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-091 (*Laurel Lane waterline replacement*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS WITH HELMS & SONS EXCAVATING, INC. FOR A REPLACEMENT WATERLINE ON LAUREL LANE, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2023-096 (*WTP CO₂ Tanks Replacement*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS WITH KIRK BROTHERS CONSTRUCTION, INC. FOR THE REPLACEMENT OF CO₂ TANKS AT THE CITY OF FINDLAY WATER TREATMENT PLANT, PROJECT NO. 35790800, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 021-2023

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

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

SECTION 1: That the Auditor of the City of Findlay, Ohio is hereby authorized to transfer the following sums to the following accounts and/or projects:

FROM:	Demolition Program, <i>Project No. #31925800-other</i>	\$ 20,000.00
TO:	Bulk Trash & Tire Drop Off, <i>Project No. #31934300-other</i>	\$ 20,000.00

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason, it is immediately necessary to authorize said transfer of funds so that costs associated with an additional bulk trash and tire drop off event may be paid.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-043

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ACCEPT PERMANENT OWNERSHIP OF PROPERTIES IN ORDER FOR THE BOARD OF COMMISSIONERS OF HANCOCK COUNTY, OHIO, TO TRANSFER THE PARCELS LISTED ON THE ATTACHED EXHIBIT TO THE CITY OF FINDLAY, OHIO 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 of the City of Findlay, Ohio be and she is hereby authorized to execute any and all documents as necessary to accept ownership from the Board of Commissioners of Hancock County, Ohio to transfer the parcels listed on the attached Exhibit to the City of Findlay, 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 that it is immediately necessary to authorize the said signing of a contract or contract so that the listed parcels may be transferred to the City of Findlay.

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 _____

TRANSFER TO CITY FOR ADD'L BENCH

PROPERTY ADDRESS PARCEL NO.

PURCHASED THROUGH FEMA GRANTS

130 MAIN STREET NORTH	570000200100
139 MAIN STREET NORTH	560000190510
321 CLINTON CT	560000171290
321 CLINTON CT	560000171300
321 CLINTON CT	560000191170
321 CLINTON CT	560001018760
321 CLINTON CT	210001028375

OTHER PURCHASES

108 JEFFERSON ST	210001028374
108 JEFFERSON ST	210001028376
127 TAYLOR ST	210001028864
127 TAYLOR ST	210001028865
131 MAIN ST NORTH	560000190490
133 MAIN ST NORTH	560000190500
122 JEFFERSON ST	560000191050
122 JEFFERSON ST	560000191110
117 TAYLOR ST	560000191120
122 JEFFERSON ST	560001008066
204 MAIN STREET NORTH	570000200060
202 MAIN STREET NORTH	570000200070
136 MAIN STREET NORTH	570000200080
0 MAIN ST NORTH	570000200090
129 MAIN ST NORTH	570000200110
0 MAIN ST NORTH	570000200120
0 MAIN ST NORTH	570000200130
0 MAIN ST NORTH	570000200140
0 MAIN ST NORTH	570000200150
0 MAIN ST NORTH	570000200160
0 MAIN ST NORTH	570000200170
131 CORY ST NORTH	570000200180
137 MEEKS AVE	570000200230
201 MEEKS CT	570000200240
206 MEEKS CT	570000200250
210 MEEKS CT	570000200260
0 MEEKS CT	570000200280
141 MEEKS AVE	570000200290
202 CORY ST NORTH	570000200310

TRANSFER TO CITY FOR ADD'L BENCH

<u>PROPERTY ADDRESS</u>	<u>PARCEL NO.</u>
200 CORY ST NORTH	570000200320
121 CLINTON CT	580000243220
123 CLINTON CT	580000243230
125 CLINTON CT	580000243240
133 CLINTON CT	580000243260
135 CLINTON CT	580000243270
201 CLINTON CT	580000243280
203 CLINTON CT	580000243290
207 CLINTON CT	580000243310
211 CLINTON CT	580000243320
215 CLINTON CT	580000243330
125 MAIN ST NORTH	590000280320
123 MAIN ST NORTH	590000280330
121 MAIN ST NORTH	590000280340
119 MAIN ST NORTH	590000280350
117 MAIN ST NORTH	590000280360
115 MAIN ST NORTH	590000280370
0 MAIN ST NORTH	590000280400
0 MAIN ST NORTH	590000280410
0 MAIN ST NORTH	590000923230
120 MAIN ST NORTH	590001021127
125 R N MAIN ST	610000340930
221 CLINTON CT	610000341270
122 TAYLOR ST	610000341280
219 CLINTON CT	610000341680
126 TAYLOR ST	610000342170
217 CLINTON CT	610000342380
123 R N MAIN ST	610000342510
117 R N MAIN ST	610000350000
0 MAIN ST NORTH	610000926450
115 R N MAIN ST	610000926891
0 CLINTON CT	610001000364
121 R N MAIN ST	610001000371
119 R N MAIN ST	610001000372
0 MAIN ST NORTH	610001013284

ORDINANCE NO. 2023-071

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH STRAND & ASSOCIATES, INC. TO PROVIDE DESIGN AND ENGINEERING SERVICES OF THE DOWNTOWN RECREATION AREA PHASE II BENCHING OF THE BLANCHARD RIVER, PROJECT NO. 31913700, APPROPRIATING FUNDS, 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 following sums be and the same are hereby appropriated:

FROM:	General Fund	\$ 1,500,000.00
TO:	Downtown Recreation Area, <i>Project No. 31913700</i>	\$ 1,500,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize said entering into a contract with Strand & Associates, Inc., and to appropriate said funds so that design and engineering services of the Downtown Recreation Area Phase II Benching of the Blanchard River project 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. 2023-076

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR AND EXECUTE THE NECESSARY GRANT APPLICATION(S) AND AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION FOR A REPLACEMENT WATERLINE ON MORRICAL BOULEVARD FROM I-75 TO BLISS AVENUE, AND DECLARING AN EMERGENCY.

WHEREAS, Council desires to authorize the Mayor, Service-Safety Director, and/or City Engineer of the City of Findlay, Ohio to apply for and execute the aforementioned grant application(s) and agreement(s) to receive grant funds from the Ohio Public Works Commission (OPWC) for a waterline replacement for the aforementioned area, and;

WHEREAS, said replacement waterline will be upgrading the current six inch (6") line to a twelve inch (12") main line for water quality and flow, and;

WHEREAS, there is no required City of Findlay matching share for this project.

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 apply for and execute the necessary grant application(s) and agreement(s) to receive grant funds from the Ohio Public Works Commission (OPWC) for the aforementioned waterline replacement project.

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

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 apply for and execute the aforementioned grant application(s) and sign the 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 _____

ORDINANCE NO. 2023-081

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO A LEASE AGREEMENT(S) TO FARM APPROXIMATELY ONE HUNDRED EIGHTY-ONE (181) ACRES IN THE VICINITY OF THE AIRPORT, APPROXIMATELY SIXTY-FOUR (64) ACRES IN THE VICINITY OF THE RESERVOIRS, ALL OWNED BY THE CITY OF FINDLAY, OHIO, 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 Service Director of the City of Findlay, Ohio be and he is hereby authorized to advertise for bids and enter into a lease agreement(s) for farmland areas owned by the City of Findlay, for a period of three (3) year beginning calendar year 2024.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to secure said bids so that said lease agreement(s) may be entered into prior to the 2024 spring planting.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-082

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: PUCO Hazardous Materials Training Grant Program \$ 23,500.00
TO: FFD PUCO Hazmat Training Grant #31933900 \$ 23,500.00

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 said funds to the City of Findlay Fire Department so that grant funds may be utilized,

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. 2023-084

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS 200 WEST LINCOLN STREET REZONE) WHICH PREVIOUSLY WAS ZONED "R-3 SMALL LOT RESIDENTIAL" TO "C-3 DOWNTOWN COMMERCIAL".

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

SECTION 1: That the following described parcel:

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

Being in the Vance and Cory's Addition Add Lots # 271-274 and the 200 feet and alley.

Be and the same is hereby rezoned from its respective zoning classifications to C-3 Downtown Commercial.

SECTION 2: That from and after the effective date of this ordinance, said parcel above described herein shall be subject to C-3 Downtown Commercial regulations.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-087

AN ORDINANCE DECLARING THE PRACTICE OF ENGINE BRAKING, OTHERWISE KNOWN AS "JAKE BRAKING", TO BE PROHIBITED WITHIN THE CORPORATE LIMITS OF THE CITY OF FINDLAY, 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 Council for the City of Findlay desires to control noise pollution and unnecessary traffic noise.

SECTION 2: *Definitions:* **Engine-Braking**, commonly known as **Jake-Braking**, shall mean the use or operation of any mechanical exhaust device designed to aid in the braking, decompression or deceleration of any motor vehicle which results in excessive, loud, unusual or explosive noise from such vehicle.

SECTION 3: *Prohibited Acts:* It shall be unlawful for the driver of any motor vehicle to use, or to operate or to be caused to be used or operated, at any time and on any street or road over which the City of Findlay has jurisdiction, any mechanical exhaust or decompression device which results in the practice known as "engine-braking" or commonly known as "jake-braking".

SECTION 4: *Exemptions:* The provisions of this Ordinance shall not apply to any motor vehicle responding to a bona fide emergency or avoiding a traffic accident.

SECTION 5: *Posting of Signs:* The City of Findlay Safety-Service Director or his/her designee is hereby authorized and directed to post, at reasonable locations within the City of Findlay or outside the corporate limits of the City of Findlay with ODOT approval, signs indicating the prohibitions set forth herein

SECTION 6: *Penalty:* Whoever violates this section is guilty of an unclassified misdemeanor offense and shall be fined up to \$100.00 for the first offense, up to \$250.00 for a second offense within two years of the first offense and up to \$500.00 for a third or subsequent offense within two years of the first offense.

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. 2023-088

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	\$ 40,000.00
TO:	General Expense #21010000-other	\$ 40,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that expenses incurred by the City of Findlay based upon the Memorandum of Understanding for services provided to the Downtown Findlay Improvement District 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. 2023-089

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	\$ 20,000.00
TO:	Solar Eclipse 2024, <i>Project No. 31934000-other</i>	\$ 20,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that costs associated with the solar eclipse event 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. 2023-090

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS FOR THE INSTALLATION OF A SEPARATE SANITARY LINE TO ALLOW FOR A DEDICATED SANITARY AND STORM SEWER FOR THE CITY OF FINDLAY'S MAPLE GROVE CEMETERY BUILDING, 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 following sums be and are hereby appropriated and transferred as follows:

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 55,000.00
TO:	Cemetery Sanitary Sewer, <i>Project No. 31934100</i>	\$ 55,000.00

SECTION 2: That the Mayor, Service-Safety Director, and/or City Engineering of the City of Findlay, Ohio be and they are hereby authorized to enter into contracts for the installation of a separate sanitary line, as well as appropriate and transfer funds, so that a separate sanitary and storm sewer may be dedicated for the City of Findlay's Maple Grove Cemetery building.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize entering into said contracts, as well as appropriate and transfer funds, so that a separate sanitary and storm sewer may be dedicated for the City of Findlay's Maple Grove Cemetery building.

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. 2023-091

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS WITH HELMS & SONS EXCAVATING, INC. FOR A REPLACEMENT WATERLINE ON LAUREL LANE, APPROPRIATING 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 following sums be and are hereby appropriated as follows:

FROM:	Water Fund	\$ 125,000.00
TO:	Laurel Lane Waterline Replacement, <i>Project No. 35730800</i>	\$ 125,000.00

SECTION 2: That the Mayor, Service-Safety Director, and/or City Engineering of the City of Findlay, Ohio be and they are hereby authorized to enter into contracts with Helms & Sons Excavating, Inc. for a replacement waterline on Laurel Lane.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize entering into said contracts with Helms & Sons Excavating, Inc., as well as appropriate funds so that construction costs and contingency for the aforementioned project 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. 2023-096

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO ENTER INTO CONTRACTS WITH KIRK BROTHERS CONSTRUCTION, INC. FOR THE REPLACEMENT OF CO₂ TANKS AT THE CITY OF FINDLAY WATER TREATMENT PLANT, PROJECT NO. 35790800, APPROPRIATING 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 following sums be and are hereby appropriated as follows:

FROM:	Water Fund	\$ 800,000.00
TO:	WTP CO ₂ Tanks Replacement, <i>Project No. 35790800</i>	\$ 800,000.00

SECTION 2: That the Mayor, Service-Safety Director, and/or City Engineering of the City of Findlay, Ohio be and they are hereby authorized to enter into contracts with Kirk Brothers Construction, Inc. for the replacement of CO₂ tanks at the City of Findlay Water Treatment Plant, Project No. 35790800.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize entering into said contracts with Kirk Brothers Construction, Inc., as well as appropriate funds so that construction costs and contingency for the aforementioned project 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 _____

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

SEPTEMBER 19, 2023

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, SEPTEMBER 19, 2023 MEETING.

RESOLUTIONS

023-2023 A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCES

2023-097 AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES, SALARY SCHEDULES AND OTHER MATTERS THAT MAY AFFECT PAY, FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2022-081, ORDINANCE NO. 2022-012, ORDINANCE NO. 2023-036 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

2023-098 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS AND DECLARING AN EMERGENCY.

RESOLUTION NO. 023-2023

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

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

SECTION 1: That the Auditor of the City of Findlay, Ohio is hereby authorized to transfer the following sums to the following accounts and/or projects:

FROM:	Service-Safety Director #21020000-other	\$ 20,000.00
TO:	Law Director #21005000-other	\$ 20,000.00

SECTION 2: That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason, it is immediately necessary to authorize said transfer of funds so that costs associated with an additional legal fees may be paid.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-097

AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES, SALARY SCHEDULES AND OTHER MATTERS THAT MAY AFFECT PAY, FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2022-081, ORDINANCE NO. 2022-012, ORDINANCE 2023-036 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HERewith, 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:

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SECTION 1: REPEAL

That Ordinance No. 2022-081, Ordinance No. 2022-112, Ordinance No. 2023-036, and all other Ordinances and/or parts of Ordinances in conflict herewith be repealed and Ordinance No. 2023-097 is hereby enacted establishing Job Classifications, Pay Ranges, Salary Schedules and other matters that may affect pay for all non-elected officers and employees of the City of Findlay, Ohio.

SECTION 2: UNCLASSIFIED SERVICE OF CIVIL SERVICE

The unclassified service of the civil service of the City shall include:

- A. All officers elected by the people.
- B. All directors or heads of departments.
- C. All officers and members of boards and commissions whose appointment is subject to concurrence by Council.
- D. One administrative assistant to each elective officer, one assistant to the Deputy Auditor and one assistant to the various directors or heads of departments, and one secretary and one assistant or clerk for each board or commission appointed by the Mayor.
- E. The City Clerk.
- F. The legal assistants to the Law Director.
- G. Four clerical/administrative support employees for the City Auditor, per ORC Section 124.11 (A)(8).
- H. Bailiffs, constables, clerks of court and deputy clerks of court, official stenographers, and other employees of courts.
- I. Physicians, nurses, engineers, veterinarians, and surveyors, or other comparable professions that require licensing under the laws of the State of Ohio.
- J. Those employees whose job duties require, as essential qualifications over and above technical competency requirements, a high degree of trust, confidence, reliance, integrity or fidelity and who perform non-ministerial, discretionary duties in the department heads place and stead.

SECTION 3: CLASSIFIED SERVICE OF CIVIL SERVICE

- A. The classified service shall comprise all positions not specifically included in Section 2, above

SECTION 4: RESIDENCY PROVISION

- A. Pursuant to Ohio Revised Code 9.481(B) (1), no political subdivision shall require any of its employees, as a condition of employment, to reside in any specific area of the State of Ohio. The only exceptions to

this residency requirement are elected officials who are required to live in the City of Findlay, as well as those employees appointed under the provisions of the Ohio Revised Code, which require residency in the City.

SECTION 5: PROMOTIONAL POLICY

Effective March 1, 2016, an employee who is promoted to or hired into a job classification that is in the “Administrative,” “Professional,” “Executive,” or “Computer” job classifications outlined in Section 6 of this ordinance, will be assigned a biweekly amount within the allowed range. Once the employee is assigned an amount within the range, future increases in the biweekly salary amount shall not exceed eight percent (8%) in any calendar year unless authorized by Council legislation.

SECTION 6: EXECUTIVE, ADMINISTRATIVE, PROFESSIONAL, AND COMPUTER JOB CLASSIFICATIONS AND BIWEEKLY SALARY RANGES

Effective January 7, 2024, the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio shall be declared as Executive, Administrative, Professional or Computer positions under provisions of the Fair Labor Standards Act and guidelines provided by the U.S. Department of Labor. These job classifications shall be exempted from the payment of overtime and shall be paid a bi-weekly salary as provided by law. These job classifications and biweekly pay amounts are to be used by full-time employees only, as defined in Section 13.

JOB CLASSIFICATION	BIWEEKLY PAY AS OF 01/07/2024	
	MINIMUM	MAXIMUM
Airport Director/Supervisor	\$2,472.00	\$3,932.80
Assistant City Engineer	\$2,718.40	\$4,065.60
Assistant Fire Chief	\$2,651.20	\$4,222.40
Assistant City Income Tax Administrator	\$2,180.00	\$3,750.40
City Clerk/Chief Assistant/Mayor's Office	\$2,203.20	\$3,773.60
City Engineer	\$3,046.40	\$4,516.80
Clerk of Municipal Court	\$2,203.20	\$4,222.40
Deputy City Auditor	\$2,670.40	\$5,006.40
Director of Public Safety	\$3,046.40	\$5,006.40
Director of Public Service	\$2,670.40	\$5,006.40
Engineer (EI)	\$2,118.40	\$3,680.00
Engineer Project Manager	\$2,118.40	\$3,643.20
Fire Chief	\$3,046.40	\$4,646.40
Flood Plain/Zoning Administrator	\$2,472.00	\$3,932.80
Human Resources Director	\$2,670.40	\$5,006.40
Income Tax Administrator	\$2,651.20	\$4,222.40
Information Systems Manager	\$2,783.20	\$4,516.80
Police Captain	\$2,651.20	\$4,222.40
Police Chief	\$3,046.40	\$4,646.40
Professional Civil Engineer	\$2,484.80	\$3,668.80
Professional Surveyor	\$2,156.00	\$3,387.20
Project Coordinator	\$2,118.40	\$3,535.20
Project Manager	\$2,180.00	\$3,739.20
Public Works Superintendent	\$2,651.20	\$4,222.40
Public Works Supervisor	\$2,118.40	\$3,643.20
Recreation Manager	\$2,472.00	\$3,932.80
Service-Safety Director	\$3,445.60	\$7,508.00
Sewer Maintenance Supervisor	\$2,118.40	\$3,643.20
Software Developer	\$2,118.40	\$3,643.20

Traffic Signal Supervisor	\$2,118.40	\$3,643.20
Utilities Billing Supervisor	\$2,118.40	\$3,643.20
Wastewater Treatment Supervisor	\$2,118.40	\$3,643.20
Water Distribution Supervisor	\$2,118.40	\$3,643.20
Water Pollution Control Supt	\$2,651.20	\$4,222.40
Water Treatment Plant Supt	\$2,651.20	\$4,222.40
Water Treatment Supervisor	\$2,118.40	\$3,643.20

SECTION 7: EXCEPTED PAY RANGES

That from and after January 7, 2024 the following job classifications and salaries are hereby established exempt and as an exception to all other pay ranges outlined in this ordinance.

JOB CLASSIFICATION	BIWEEKLY PAY AS OF 01/07/2024
Assistant Director of Law I	\$2,456.86
Assistant Director of Law II	\$2,263.86
Assistant Director of Law III	\$2,079.39
Assistant Director of Law IV	\$1,887.90
Member – Civil Service Commission	\$229.05

SECTION 8: OVERTIME ELIGIBLE EMPLOYEE CLASSIFICATIONS PAID WITHIN A RANGE OF HOURLY RATES

Effective January 7, 2024 the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as non-exempt and overtime eligible positions pursuant to Section 16 herein. These job classifications are to be used for part-time and full-time employees as defined in Section 13 or as noted below.

JOB CLASSIFICATION	HOURLY PAY RATE AS OF 01/07/2024	
	MINIMUM	MAXIMUM
Computer Support Technician	12.76	23.12
Network Administrator	23.94	41.84
Senior Network Administrator	25.09	45.91
Code Enforcement Officer I	22.31	29.89
Code Enforcement Officer II	28.54	37.01
Fire Inspector/Part Time	28.54	35.17
Mechanic – Fire Department	18.56	33.78
Operations Coordinator	22.82	31.96
Assistant to Director of Law/Council Clerk	22.04	32.90
Auditor Staff Accountant	24.69	45.18

SECTION 9: HOURLY JOB CLASSIFICATIONS AND PAY RANGES

Effective January 7, 2024 the following non-exempt and overtime eligible hourly job classifications and pay ranges of the various non-elected officers and employees of the City of Findlay, Ohio, shall be as follows:

Employees hired on or before August 21, 2003 shall be placed in a pay range which begins with a zero (0). Those

hired after August 21, 2003 shall be placed in a pay range that begins with a nine (9). Seasonal employees will be placed in a pay range that begins with an eight (8).

These job classifications and pay ranges are to be used for full-time, part-time and temporary employees as defined in Section 13. The employees in these classifications shall be paid on an hourly basis as provided by law and shall be non-exempt and eligible for overtime pursuant to Section 16 herein.

JOB CLASSIFICATIONS	PAY	RANGES
Administrative Assistant I	0120	9120
Administrative Assistant II	0130	9130
Administrative Assistant III	0140	9140
Administrative Assistant IV	0150	9150
Administrative Assistant V	0160	9160
Administrative Assistant VI	0170	9170
Administrative Assistant VII	0180	9180
Administrative Assistant VIII	0190	9190
Administrative Assistant IX	0200	9200
Airport Line Service Technician	0130	9130
Airport Lead Line Service Technician	0140	9140
Airport Senior Lead Line Service Technician	0160	9160
Assistant Recreation Supervisor	0170-0200	9170-9200
Assistant Utilities Billing Supervisor	0170-0200	9170-9200
Building & Grounds Maintenance Tech	0160-0190	9160-9190
Building Maintenance Tech	0150	9150
Clerk I	0080	9080
Clerk II	0110	9110
Clerk III	0120	9120
Clerk IV	0140	9140
Chief Construction Inspector	0190	9190
Construction Inspector I	0160	9160
Construction Inspector II	0170	9170
Construction Inspector III	0180	9180
Engineer Graduate	0170	9170
Engineering Technician	0180	9180
Engineering - CAD I	0110	9110
Engineering - CAD II	0130	9130
Engineering Tech I	0150	9150
Engineering Tech II	0170	9170
Firefighter (Part-Time Only)	N/A	9080,9090,9100,9100,9110
Fleet Maintenance Manager	0120	9120
Groundskeeper	0030-0140	9030-9140
Lab Technician I – Class II License	0182	N/A
Lab Technician I – Class III License	0183	N/A
Lab Technician I – Class IV License	0184	N/A
Lab Technician I	N/A	9200
Lab Technician II – Class II License	0192	N/A

Lab Technician II – Class III License	0193	N/A
Lab Technician II – Class IV License	0194	N/A
Lab Technician II	N/A	9210
MS4 Coordinator	0170	9170
Operations/Scheduler	0160	9160
Public Maintenance Mechanic I	0160	9160
Public Maintenance Mechanic II	0170	9170
Public Maintenance Mechanic III	0180	9180
Public Works Maintenance Worker I	0110	9110
Public Works Maintenance Worker II	0120	9120
Public Works Maintenance Worker III	0130	9130
Public Works Maintenance Worker IV	0140	9140
Public Works Maintenance Worker V	0150	9150
Public Works Maintenance Worker VI	0160	9160
Public Works Cemetery Foreman	0170	9170
Public Works Foreman I	0170	9170
Public Works Foreman II	0180	9180
Public Works Foreman III	0190	9190
Public Works Foreman IV	0200	9200
Public Works Foreman V	0210	9210
Parking Enforcement Officer	0110	9110
Secretary I	0120	9120
Secretary II	0140	9140
Secretary III	0150	9150
Sewer Maintenance Worker I	N/A	9120
Sewer Maintenance Worker II	N/A	9130
Sewer Maintenance Worker III – No License	0160	N/A
Sewer Maintenance Worker III – Class I License	0161	N/A
Sewer Maintenance Worker III – Class II License	0162	N/A
Sewer Maintenance Worker III	N/A	9140
Sewer Maintenance Worker IV	0150	9150
Sewer Maintenance Worker V	0160	9160
Sewer Maintenance Worker VI	0170	9170
Sewer Maintenance Foreman I	0180	9180
Sewer Maintenance Foreman II	0190	9190
Sewer Maintenance Foreman III	N/A	9200
Sewer Maintenance Foreman IV	N/A	9210
Tax Administrator Agent I	0120	9120
Tax Administrator Agent II	0130	9130
Traffic Signal Electrician I	0160	9160
Traffic Signal Electrician II	0180	9180
Traffic Signal Electrician III	0190	9190
Traffic Signal Electrician Assistant I	0120	9120
Traffic Signal Electrician Assistant II	0140	9140
Truck Driver I	0110	9110

Truck Driver II	0120	9120
Utilities Billing Clerk I	0110	9110
Utilities Billing Clerk II	0120	9120
Utilities Billing Clerk III	0130	9130
Utilities Billing Clerk IV	0140	9140
Utility Grounds Maintenance Worker I	0110	9110
Utility Grounds Maintenance Worker II	0120	9120
Utility Grounds Maintenance Worker III	0130	9130
Utility Grounds Maintenance Worker IV	0140	9140
Utility Grounds Maintenance Worker V	0150	9150
Utility Grounds Maintenance Worker VI	0160	9160
Utility Maintenance Mechanic I	0140	9140
Utility Maintenance Mechanic II	0150	9150
Utility Maintenance Mechanic III	0160	9160
Utility Maintenance Mechanic IV	0170	9170
Utility Maintenance Mechanic V	0180	9180
Utility Maintenance Mechanic VI	0190	9190
Water Meter Maintenance Worker	0130	9130
Water Meter Technician I	0120	9120
Water Meter Technician II	0140	9140
Water Meter Technician III	0150	9150
Waterline Maintenance Technician Assistant	N/A	9150
Waterline Maintenance Technician	N/A	9160
Waterline Maintenance Worker I	N/A	9120
Waterline Maintenance Worker II	N/A	9130
Waterline Maintenance Worker III – No License	0160	N/A
Waterline Maintenance Worker III – Class I License	0161	N/A
Waterline Maintenance Worker III – Class II License	0162	N/A
Waterline Maintenance Worker III	N/A	9140
Waterline Maintenance Worker IV	0150	9150
Waterline Maintenance Worker V	0160	9160
Waterline Maintenance Worker VI	0170	9170
Waterline Maintenance Foreman I	0180	9180
Waterline Maintenance Foreman II	0190	9190
Waterline Maintenance Foreman III	N/A	9200
Waterline Maintenance Foreman IV	N/A	9210
Water Treatment Plant Operator Assistant	N/A	9140
Water Treatment Plant Operator – No License/OIT	0160	9160
Water Treatment Plant Operator - Class I License	0161	9170
Water Treatment Plant Operator – Class II License	0162	9180
Water Treatment Plant Operator – Class III License	0163	9190
W/W Treatment Plant Operator Assistant - No License	0140	N/A
W/W Treatment Plant Operator Assistant – Class I License	0141	N/A
W/W Treatment Plant Operator Assistant – Class II License	0142	N/A
W/W Treatment Plant Operator Assistant - Class III License	0143	N/A

W/W Treatment Plant Operator Assistant	N/A	9140
W/W Treatment Plant Operator – No License/OIT	0160	9160
W/W Treatment Plant Operator - Class I License	0161	9170
W/W Treatment Plant Operator – Class II License	0162	9180
W/W Treatment Plant Operator – Class III License	0163	9190

SEASONAL JOB CLASSIFICATIONS

Effective January 7, 2024, the following job classifications and pay ranges are to be used for seasonal employees as defined in Section 13. Overtime eligibility shall be determined pursuant to Section 16 of this ordinance and under the applicable provisions of the Fair Labor Standards Act.

PAY RANGES

Seasonal Support Staff.....8010 – 8160

HOURLY PAY RATE AS OF 01/07/2024

JOB CLASSIFICATION	MINIMUM	MAXIMUM
Learn to Skate Instructor	11.42	34.25

SECTION 10: LICENSE STIPENDS/SHIFT DIFFERENTIAL/EMERGENCY CONTACT PAY

- A. Effective January 7, 2024 employees who are in the following classifications shall be paid an annual license stipend upon providing proof of the license level obtained: Sewer Maintenance Supervisor, Water Treatment Superintendent, Water Pollution Control Superintendent, Water Distribution Supervisor, Water Treatment Supervisor, Wastewater Treatment Supervisor, Waterline Maintenance Foreman I and II and Sewer Maintenance Foreman I and II.

Effective January 7, 2024, employees hired after August 21, 2003 and who are in the following classifications will be paid an annual license stipend upon providing proof of the license level obtained: Sewer Maintenance Foreman I, II, III and IV, Waterline Maintenance Foreman I, II, III and IV, Waterline Maintenance Technician Assistant, and Waterline Maintenance Technician.

The license stipends will be paid on the first payday in July of each year to active employees:

Class I License	\$ 250.00
Class II License	\$ 500.00
Class III License	\$ 750.00
Class IV License	\$ 1,000.00

- B. Effective January 8, 2023, employees of the Water Distribution Department who are required to carry a cell phone designated for emergency contact and who must be available to co-ordinate response to an emergency situation will receive twenty dollars (\$20.00) per day for each day that they serve in the capacity as the department's emergency contact.
- C. Effective May 8, 2023, employees with the titles of Water Treatment Plant Operator, Water Treatment Plant Operator Assistant, Lab Technician I and II, Wastewater Treatment Plant Operator and Wastewater Treatment Plant Operator Assistant shall be paid an hourly shift differential during the afternoon and overnight shifts.

Eligible employees shall receive one dollar forty cents (\$1.40) per hour for each complete hour worked between 4 p.m. and midnight, and they shall receive (\$1.00) per hour for each complete hour worked between midnight and 8 a.m. These amounts shall be prorated and rounded to each quarter of an hour during the hours named above.

When an eligible employee works between the hours of 4 p.m. and 8 a.m. on the holidays outlined in Section

23, Paragraph D, or when an operator is working overtime during the hours of 4 p.m. through 8 a.m., appropriate shift differential will be paid at the same factoring rate as the base wage.

- D. Effective May 14, 2023, an employee of the Water Treatment Plant who is assigned the duty of gathering water samples for testing shall be granted one-half hour (thirty minutes) of paid time for completing that task.
- E. Effective May 14, 2023, an employee who is assigned the duty of opening and/or closing the Findlay Maple Grove Cemetery gates on days scheduled by the Public Works Superintendent or the Public Works Supervisor shall receive ¾ hour (45 minutes) for each instance of opening or closing the gates. If the employee is eligible for overtime, the Public Works Superintendent or Public Works Supervisor may mandate upon acceptance of the gate opening/closing duty that the time received be converted to compensatory time and be subject to the rules of the compensatory time accruals.

SECTION 11: CELL PHONE AND UNIFORM ALLOWANCES

- A. Uniform Allowances are to be paid twice per year, on the first pays of January and July. All forms must be received in the Auditor’s office by the deadline for the associated payrolls listed on the pay outline. No proration or retroactive payment will be issued. Refer to policy for details of allowance amount and criteria.
- B. Cell Phone Allowances are paid once per month on the first pay of the month. No proration or retroactive payment will be issued. Refer to policy for details of allowance amount and criteria.

SECTION 12: PAY RANGES

- A. As of January 7, 2024, the following pay ranges are hereby established for the non-elected officials and employees of the City of Findlay, Ohio, and all of said non-elected officials and employees shall be non-exempt and paid hourly on a bi-weekly basis, as provided by law, except as noted in Sections 6, 7 and 8.

Completed Years of Service		0	1-2	3-4	5-6	7	8
Pay Range	Step	A	B	C	D	E	F
0030		12.61	13.91	14.54	15.26	15.90	16.73
0050		15.20	16.66	17.37	18.21	19.02	19.83
0060		15.85	17.37	18.21	19.02	19.83	20.79
0070		16.55	18.21	19.02	19.83	20.79	21.67
0080		17.35	19.02	19.83	20.79	21.67	22.61
0090		18.12	19.83	20.79	21.67	22.61	23.76
0100		18.89	20.79	21.67	22.61	23.76	24.75
0110		19.79	21.67	22.61	23.76	24.75	25.91
0120		20.59	22.61	23.76	24.75	25.91	27.08
0125		21.05	23.19	24.18	25.36	26.50	27.70
0130		21.52	23.76	24.75	25.91	27.08	28.38
0140		22.59	24.75	25.91	27.08	28.38	29.68
0141		23.54	25.91	27.08	28.38	29.68	29.68
0142		24.65	27.08	28.38	29.68	29.68	29.68
0143		25.81	28.38	29.68	29.68	29.68	29.68
0150		23.54	25.91	27.08	28.38	29.68	31.09
0151		24.65	27.08	28.38	29.68	31.09	31.09
0160		24.65	27.08	28.38	29.68	31.09	32.60
0161		25.81	28.38	29.68	31.09	32.60	33.22
0162		27.02	29.68	31.09	32.60	33.22	33.83

0163		28.27	31.09	32.60	33.22	33.83	34.54
0170		25.81	28.38	29.68	31.09	32.60	34.17
0171		27.02	29.68	31.09	32.60	34.17	34.17
0172		28.27	31.09	32.60	34.17	34.17	34.17
0173		29.62	32.60	34.17	34.17	34.17	34.83
0174		31.05	34.17	34.17	34.17	34.17	34.83
0180		27.02	29.68	31.09	32.60	34.17	35.69
0181		28.27	31.09	32.60	34.17	35.69	35.69
0182		29.62	32.60	34.17	35.69	35.69	35.69
0183		31.05	34.17	35.69	35.69	35.69	35.69
0184		34.17	35.69	35.69	35.69	35.69	35.69
0190		28.27	31.09	32.60	34.17	35.69	37.41
0191		29.62	32.60	34.17	35.69	37.41	37.41
0192		31.05	34.17	35.69	37.41	37.41	37.41
0193		32.52	35.69	37.41	37.41	37.41	37.41
0194		35.69	37.41	37.41	37.41	37.41	37.41
0200		29.61	32.60	34.17	35.69	37.41	39.20
9030		12.61	13.25	13.63	14.04	14.32	14.64
9050		15.20	15.92	16.39	16.89	17.27	17.62
9060		15.85	16.64	17.15	17.65	17.99	18.34
9070		16.55	17.35	17.86	18.40	18.79	19.16
9080		17.35	18.24	18.77	19.35	19.73	20.12
9090		18.12	19.00	19.57	20.17	20.56	21.00
9100		18.89	19.82	20.41	21.04	21.46	21.90
9110		19.79	20.80	21.42	22.05	22.50	22.94
9120		20.59	21.61	22.28	22.93	23.40	23.89
9130		21.52	22.60	23.28	23.99	24.48	24.94
9140		22.59	23.71	24.42	25.13	25.67	26.19
9150		23.54	24.75	25.49	26.25	26.77	27.31
9160		24.65	25.86	26.66	27.46	28.03	28.59
9170		25.81	27.12	27.93	28.76	29.36	29.94
9180		27.02	28.36	29.24	30.10	30.71	31.31
9190		28.27	29.65	30.58	31.48	32.10	32.75
9200		29.59	31.07	32.01	32.96	33.95	34.97
9210		30.96	32.52	33.49	34.50	35.54	36.60

ALL SEASONAL EMPLOYMENT POSITIONS PAY AT STEP A

Rates outlined below for seasonal employees shall be changed at the beginning of the first full pay period which includes federal and/or state effective dates for the minimum wage rate.

- 8010 Minimum Wage
- 8020 5% over Minimum Wage
- 8030 5% over Pay Range Directly Above
- 8040 5% over Pay Range Directly Above
- 8050 5% over Pay Range Directly Above

8060	5% over Pay Range Directly Above
8070	5% over Pay Range Directly Above
8080	5% over Pay Range Directly Above
8090	5% over Pay Range Directly Above
8100	5% over Pay Range Directly Above
8110	5% over Pay Range Directly Above
8120	5% over Pay Range Directly Above
8130	5% over Pay Range Directly Above
8140	5% over Pay Range Directly Above
8150	5% over Pay Range Directly Above
8160	5% over Pay Range Directly Above

SECTION 13: STEPS

- A. The pay ranges established in Section 11 above establish six (6) steps, and each step within each pay range states the hourly rate. Advancement from Step A shall be based upon the individual employee's completed years of service with the City of Findlay, Ohio on the following schedule:

<u>Completed Years of Service</u>	<u>Step</u>
0	A (0)
1, 2	B (1, 2)
3, 4	C (3, 4)
5, 6	D (5, 6)
7	E (7)
8 or more	F (8 +)

- B. Service time credit with the City shall be carried with the employee when transferring between departments, or when changing job classifications, except that no service time credit shall apply to the Police or Fire Departments in the positions of sworn police officer or sworn firefighter for new employees at these departments after February 26, 1984.

Service time credit shall only apply to regular, full-time employees, and shall not apply to temporary, seasonal, or part-time help. Service time credit is used in the calculations of pay rate and longevity eligibility. Service time credit does not apply to vacation accrual.

New employees may receive service credit for previous employment when such previous employment is determined to be equivalent or similar to the city position. Such service credit shall be awarded on the following basis:

<u>Years of Experience</u>	<u>Service Credit</u>
5 or More	2 years
2, 3, 4	1 year
1 or less	0

SECTION 14: DEFINITIONS

Effective January 7, 2024 for the purpose of interpreting this ordinance;

- A. Full time employees shall be those employees having completed their regular work schedule of thirty (30) hours or more per week on a twelve (12) months per calendar year basis. Full time employees are eligible for step pay increases.
- B. Part-time employees shall be those employees having completed their **regular work schedule** of less

than thirty (30) hours per week on a twelve (12) months per calendar year basis. Part-time employees **shall** receive paid holidays per Section 26. Part-time employees are **NOT** eligible for vacation accruals. Part-time employees are eligible for step pay increases.

- C. Seasonal employees shall be those employees who work **intermittently** an **average** of less than thirty (30) hours per week in a calendar year. Seasonal employees are **NOT** eligible for paid holidays nor vacation accruals. Seasonal employees are **NOT** eligible for wage step increases. Seasonal employees shall be paid under a pay range that begins with an eight (8)

- D. Temporary employees shall be those employees who work less than twelve (12) months in a calendar year. Temporary employees shall work less than 1,500 hours in one twelve (12) month period. Temporary employees are **NOT** eligible for paid holidays or vacation accrual. Temporary employees shall **NOT** be eligible for wage step increases. Temporary employees shall be paid under a pay range that begins with an eight (8) or a nine (9).

SECTION 15: COMPENSATION FOR ACTING POSITIONS

When an employee is appointed to an acting role to fill a higher paying position on a temporary basis, due to a temporary leave of the incumbent, the employee will be paid the salary of the position, as designated by the salary ordinance, after thirty (30) work days of continuous employment. However, if the acting role is on an interim basis due to a permanent separation, the employee shall receive the salary upon the first day of appointment to the acting role. Once the higher paying position is filled permanently, the acting employee will return to the position and pay they held prior to appointment in the acting role.

SECTION 16: LONGEVITY EFFECTIVE AS OF THE FIRST PAY DATE OF JANUARY 2023

- A. All full-time employees who have completed nine (9) or more years of continuous full-time service shall accrue a longevity fund of seventy dollars (\$70) per bi-weekly pay period in addition to their regular rate of pay.

- B. All full-time employees who have completed fifteen (15) or more years of continuous full-time service shall accrue a longevity fund of ninety dollars (\$90) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual provided for in Paragraph A of this Section.

- C. All full-time employees who have completed twenty (20) or more years of continuous full-time service shall accrue a longevity fund of one hundred dollars (\$100) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual provided for in Paragraph B of this Section.

- D. All full-time employees who have completed twenty-five (25) or more years of continuous full-time service shall accrue a longevity fund of one hundred and twenty dollars (\$120) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual provided for in Paragraph C of this Section.

- E. Accrued longevity funds shall be paid separately from the biweekly pay and will be issued annually on the same date as the last payday in the calendar year.

- F. Longevity accruals under this section shall be included in any calculation of overtime pay rates.

- G. Longevity accruals shall be included in wage rates on a one-time basis, at the time of retirement or death, to calculate unused holivac, vacation and/or sick leave payments.

- H. The classifications of Assistant Director of Law I through Assistant Director of Law IV, inclusive, shall accrue longevity as set forth in this section.

SECTION 17: OVERTIME PAY EFFECTIVE JANUARY 7, 2024

- A. Each eligible non-exempt City employee who works more than forty (40) hours per calendar week shall be compensated at the rate of time and one half (1-1/2) his regular hourly rate for any hours worked in excess of forty (40) hours per calendar week.
- B. Overtime pay shall be calculated to include holidays, vacation, and sick leave as part of the straight time determination. Call back/Call-in hours as provided in Section 18 shall not be considered as part of the straight time determination.
 - 1. An employee who is eligible for overtime may elect to earn compensatory time (comp time) off instead of overtime pay for any overtime worked. The compensatory time shall be granted by the employee's supervisor on a time and one half (1-1/2) basis (i.e. for one hour of overtime, one- and one-half hours of comp time will be granted). Employees can maintain a balance of up to 140 hours of unused comp time and may, with written approval of the hiring authority, accumulate and maintain a balance in excess of 140 hours of unused comp time no longer than 90 days. After 90 days, the excess hours will be paid as overtime in the next available pay.
 - 2. When an employee who has been eligible for overtime receives a promotion and accepts a position that is exempt from the payment of overtime, the employee will be paid for all unused accumulated compensatory time hours at the time of the promotion. The payment will be made using the base rate of pay in effect prior to the employee's promotion.

SECTION 18: CALL BACK/ CALL-IN PAY EFFECTIVE JANUARY 7, 2024

- A. An employee who is called-in to work from off duty, shall be paid at least three (3) hours' pay at one and one half (1 ½) times the employee's regular rate of pay. The employee may elect to earn compensatory time(comp time) off instead of overtime pay. An employee must have completed (forty) 40 hours of straight time determination as defined in Section 17 to be eligible for call-in pay.
- B. Call-in pay begins at the time the employee arrives at the worksite to begin work or to retrieve necessary equipment and supplies.
- C. No hours worked or paid under this section shall be counted in the straight time determination pursuant to Section 17 as paid hours worked as part of the employee's regular work week.
- D. There shall be no duplication of overtime pay during the same three (3) hour call-in period.

SECTION 19: DISCRETIONARY LEAVE EFFECTIVE JANUARY 8, 2023

Discretionary leave is paid time off that may be awarded to an overtime exempt employee to recognize extra time spent to accomplish goals and/or objectives of the City. Discretionary time will be awarded at one hour for every hour earned and approved by the hiring authority.

- A. Discretionary leave time will be automatically credited to the leave balance up to (eighty) 80 hours per year. The nature and duration of the hours for which discretionary time may be awarded must be included in bi-weekly timekeeping records. Exempt employees must outline their actual hours worked each pay period. The hiring authority can reject or modify the discretionary leave balance. Any modifications must be given to the Auditor's Office.
- B. Eligible employees may accrue a maximum of 80 hours per accrual year, which are the pay periods that are included in the paydays in each year. Any discretionary leave balance will be forfeited after the last payday of each year.
- C. A maximum of up to 8 hours of discretionary leave can be used in each work week (Sunday through Saturday).
- D. Discretionary leave has no cash value and shall not be paid at the time of retirement, resignation or termination from city employment.

SECTION 20: PAID LEAVES

Administrative leave, educational leave, civic leave, and any other types of paid leave must follow the guidelines and procedures defined in the employee handbook and city policies.

SECTION 21: SICK LEAVE PAYMENT; UNUSED SICK LEAVE PAYMENT

In addition to the sick leave provided for in O.R.C. Sec. 124.38, the following policy on sick leave payment is established for all employees of the City. As used in this section, "retirement" means disability or service retirement under any state or municipal retirement system in this state.

- A. Any employee experiencing a non-duty related sickness or disability shall receive sick leave with full pay, subject to accumulated sick leave.
- B. An employee experiencing a duty related sickness or injury shall receive sick leave with full pay for the maximum period as prescribed for total temporary disability in the Ohio Revised Code unless extended by City Council upon recommendation of the employee's hiring authority. Sick leave used under these conditions, and subject to worker's compensation payments, shall be reinstated to accumulated sick leave, provided that the employee completes the proper application for worker's compensation benefits and refunds to the City all funds received as a result of the application. Reinstated sick leave shall be computed on a basis of one hour of accumulated sick leave for each one hour missed from the regular scheduled shift as a result of sickness or disability. There shall be no reinstatement for sick leave not subject to workers compensation reimbursement.
- C. Any City employee hired on or **before** August 21, 2003 and paid directly by warrant by the City Auditor may elect at the time of retirement from active service with the City, or death, and with ten (10) or more years of service with the State or any of its political subdivisions, to be paid in cash one fourth (1/4) the value of the first 960 hours of accrued but unused sick leave credit and, if applicable, to be paid in cash one-half (1/2) the value of all accrued but unused sick leave credit in excess of 960 hours. Payment shall be contingent upon 30 days written notice prior to retirement. In the event an employee has more than one thousand nine hundred twenty (1,920) hours of unused sick leave, all such sick leave shall be paid at the rate of one-half (1/2) of said leave. The accumulated but unused sick leave payment provided for herein shall be based on the employee's rate of pay at the time of retirement and shall eliminate all sick leave credit accrued but unused by the employee at the time payment is made

Any City employee hired **after** August 21, 2003 and paid directly by warrant by the City Auditor may elect at the time of retirement from active service with the City, or death, and with ten (10) or more years of service with the State or any of its political subdivisions, to be paid in cash one fourth (1/4) the value of 960 hours of accrued but unused sick leave credit. Payment shall be contingent upon 30 days written notice prior to retirement. The accumulated but unused sick leave payment provided for herein shall be based on the employee's rate of pay at the time of retirement and shall eliminate all sick leave credit accrued but unused by the employee at the time payment is made.

SECTION 22: DONATED LEAVE POLICY

This policy sets forth the process to allow employees to voluntarily provide donated leave to co-workers, or receive donated leave, if there is a critical need due to a serious health condition or injury of an employee. This policy would apply to full-time and part-time permanent employees only.

- A. To Request Donated Leave

In order to determine if an employee is eligible to receive donated leave as a result of their serious illness or injury, the employee must provide sufficient documentation to establish the existence of a serious health condition.

An employee requesting donated leave will complete the "Application to Request Donated Leave" form. It is the responsibility of the employee to provide documentation for certification. Leave donation requests will not be processed until all necessary documentation is provided.

An employee may receive donated leave up to the number of hours the employee is scheduled to work each pay period only, if the employee who is to receive donated leave:

1. has a serious health condition,
2. has utilized all accrued vacation/holovac and sick hours, and
3. has applied for any paid leave, workers compensation or other benefits program for which the employee is eligible. Donated leave may be used to satisfy the waiting period for these benefits.

B. Certification of Eligibility

Upon receiving the "Application to Request Donated Leave", the Human Resources Director shall review all documents submitted including necessary medical documentation, but excluding any Protected Health Information (PHI), to ensure any such application meets both the standard for sick leave usage and the criteria for donated leave. So long as all the requirements of this section have been met, the Human Resources Director shall approve any such application for donated leave.

For this section, a "serious health condition" is defined as:

1. an illness, injury, impairment or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility, or
2. a period of incapacity of more than seven (7) days that also involves:
 - a. treatment by a health care provider in connection with such inpatient care, or
 - b. the constant supervision of the health care provider, or
 - c. a condition which is permanent or long-term for which treatment may not be effective.

C. Donation Process

An employee of the City of Findlay may voluntarily donate accrued, unused sick and/or vacation/holovac hours to another employee of the City who has no accrued leave and, who has a critical need for it due to a serious health condition. Employees wishing to donate leave to a fellow employee must complete the "Leave Donation Donor Form" and certify the following information:

1. the name of the employee for whom the leave is intended,
2. that the employee voluntarily elects to donate leave and does so with the understanding the donated leave will not be returned,
3. willingness to donate a minimum of 8 hours, and
4. that they will retain a combined leave balance of sick and vacation/holovac hours of 480 or more.

D. Establishing Need and Utilization of Donated Leave

Upon establishing the need and utilization of donated leave, the Auditor's Office will perform the following functions:

1. notify the donating employee of the specific pay period it will be used in and the amount of leave to be used, and
2. inform the requesting employee of the amount of leave that will be used from donations.

E. Administering the Donation Program

The leave donation program shall be administered on pay period by pay period basis under the following guidelines:

1. Employees using donated leave shall be considered in active pay status and shall accrue leave and any other benefits to which they would otherwise be entitled.
2. Leave accrued by an employee while using donated leave shall be used, if necessary, in the following pay period before additional donated leave may be received.
3. Donated leave shall not count toward the probationary period.
4. Donated leave shall never be converted to a cash benefit.
5. Donated leave or the leave accrued by the use of the donation is not eligible for reimbursement when used to satisfy the waiting period for workers compensation

benefits.

- 6. If the leave meets the FMLA criteria, the leave time will also be charged against the employee's yearly entitlement as outlined by FMLA and the employee handbook.

- F. The City of Findlay shall respect an employee's right of privacy. However, the City may, with permission of the employee who is in need of leave, inform employees of their co-worker's critical need for leave. In addition, supervisors and all other employees are **prohibited from directly soliciting** leave donations from co-workers to ensure that no employees are coerced to donate leave.

SECTION 23: MEDICAL INSURANCE

- A. The City agrees to share in the cost of providing health and prescription drug insurance for full-time employees. Employees hired before November 1, 2013 may choose between a Core Plan and a High Deductible Health Plan (HDHP). Employees hired after November 1, 2013 may only enroll in the High Deductible Health Plan (HDHP).

- B. Except as otherwise provided herein, the cost of health and prescription drug insurance coverage shall be shared between the employer and full-time employees, whether the employee selects family, employee/children, employee/spouse, or single coverage. The employer's share of the monthly premium, regardless of the plan option(s) selected by the employee, shall be shared on the following basis:

Employer's Share 90% of monthly premium
 Employee's Share 10% of monthly premium

In order to continue to qualify for the ten percent (10%) premium contribution discount above for medical and prescription drug coverage, employees must participate in the employer's annual wellness program each year which includes a wellness screening and attendance of one open enrollment meeting. Proof of participation is required to be submitted to the Auditor's office by the deadline provided each year. If the employee does not participate or turn in valid proof by the provided deadline, the employer's share of the premium contribution for medical and prescription drug coverage shall be eighty percent (80%) and the employee's share of the premium for medical and prescription drug coverage will increase to twenty percent (20%).

Employees hired after May 1, 2016 shall be given an opportunity to participate in the wellness program upon hire as part of the onboarding and pre-employment process. Employees hired after May 1, 2016 that choose not to participate in the wellness program upon hire shall have a premium contribution of twenty percent (20%) and the City's share of the premium shall be eighty percent (80%). All employees on the City's health plan shall have an opportunity to participate in the wellness program.

- C. The City shall contribute to the health savings account of an employee who elects coverage under the HDHP. The contribution amount will be approved by Council annually. These amounts shall be distributed across 24 pay periods. The employee must be in active paid status to receive these contributions.
- D. The City assesses a premium surcharge for employees who enroll in the City's health insurance who declare tobacco use by themselves or a covered spouse. The surcharge is to be paid by the employee, however the City will not be required to pay a portion of this surcharge in addition to the employee's share.
- E. The City shall make available to employees an optional dental and/or vision coverage, if selected by the employee. The monthly premium cost shall be shared:

Employer's Share 90% of monthly premium
 Employee's Share 10% of monthly premium

- F. The employee's share of premiums shall be deducted from the payroll of each participating employee.
- G. Participation in the plan will begin as of the first day of the month coinciding with or next following completion

of the waiting period provided all election and enrollment forms are properly submitted. An employee must be on the payroll of the City for a 30 day waiting period before becoming eligible for the medical insurance and contributions provisions contained herein.

- H. A Health Insurance Committee will be formed and be comprised of thirteen (13) members consisting of two (2) representatives each from the Police Union and Fire Union, and eight (8) representatives from the non-union departments and one (1) representative of the employer. The Mayor, Auditor and/or other administrator of the employer health care plan will serve as ex officio members of the committee but shall not enjoy or exercise voting rights. In addition, the employer retains the right to invite advisory personnel to participate in all meetings for informational purposes only.
- I. The function of the committee will be to conduct regular meetings aimed at discussing the function, cost and financial condition of the health care plan. Whenever changes to the health care plan are due to an increase in health insurance cost of more than twelve percent (12%), the employer has the right to make plan design changes to lower the overall cost of the plan to twelve percent (12%). The employer will be required to share any proposed changes with the insurance committee and seek input from the committee prior to implementing any changes. Whenever changes to the health care plan are otherwise warranted or necessitated, the committee shall vote on which changes and/or provisions shall be implemented.
- J. A majority vote of the insurance committee shall bind all employees. In the event that the committee cannot reach a majority vote, after further discussion and consideration of said plan changes, only the proposed changes receiving a plurality of votes shall be considered and the plan receiving a majority of those votes shall bind all employees. In no event shall a plan change adopted by the committee impose a different effect or outcome on any single employee or group of employees.
- K. For the Mayor, Auditor, Director of Law, and the Judges of the Municipal Court, the City shall provide for a hospitalization and health insurance policy for those elected officials upon notification by such elected official that he/she desires such coverage. The policy shall be under the same group plan provided for non-elected City employees and the amount to be paid by the City shall be equal to that paid by the City for non-elected employees.
- L. The City Council may choose to appropriate additional funds for payments of health insurance costs upon the recommendation of the Auditor, if it is deemed necessary to meet the financial obligations related to health insurance costs. The funding would be in addition to the distribution of monthly premiums as outlined in Paragraphs B and C of this section.

SECTION 24: LIFE INSURANCE

- A. All full-time employees shall be covered under a group life insurance policy and shall receive double indemnity coverage under said policy.
- B. The Mayor, Auditor, Treasurer, Director of Law, Council Members, President of Council and the Judges of the Municipal Court, shall be furnished by the City a term life insurance policy in an amount and terms equal to the amount of term life insurance provided to non-elected employees.
- C. Such policy to insure the life of such full-time and elected officials with the aforementioned reserves the right to designate his beneficiary of the insurance on his life.
- D. The Mayor, subject to City Council approval, shall determine the amount of life insurance coverage provided to all full-time employees.

SECTION 25: REGULAR VACATION/HOLIVAC AND ACCRUAL SERVICE YEARS EFFECTIVE JANUARY 8, 2023

- A. Holivac is the combination of holidays and vacation hours into a single accrual. The holivac system recognizes twelve (12) holidays per year and the amount of vacation that the individual employee is entitled to receive.

- B. One year of service shall be computed on 26 biweekly pay periods. These weeks do not need to be consecutive. If there is a break in the employee's full-time service with the City, upon re-hire to a full-time position, the employee will be given credit for previous time for which vacation/holovac accrual was eligible. Positions listed in the Excepted Pay Ranges of this Ordinance are not eligible for vacation/holovac accrual credit upon re-hire.
- C. Each full-time employee, after completing service of six (6) months with the City shall have earned and receive forty (40) hours of vacation. After completing one (1) year of service, full-time employees will be given 40 hours of vacation, and will be due annually thereafter they shall accrue a maximum of eighty (80) hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0385 hours for each paid base hour for those entitled to a maximum of 80 hours per year. Employees subject to holovac shall accrue 0.0846 hours on each paid base hour.
- D. A full-time employee after completing five (5) or more years of service with the City shall have earned and receive forty (40) additional hours of vacation, and annually thereafter will be due a maximum of 120 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0577 hours on each base hour paid for those entitled to a maximum of 120 hours per year. Employees subject to holovac shall accrue 0.1038 hours on each paid base hour.
- E. A full-time employee after completing ten (10) or more years of service with the City shall have earned and receive forty (40) additional hours of vacation, and annually thereafter will be due a maximum of 160 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0769 hours on each paid base hour for those entitled to a maximum of 160 hours per year. Employees subject to holovac shall accrue 0.1231 hours on each paid base hour.
- F. A full-time employee after completing fifteen (15) or more years of service with the City shall have earned and receive forty additional hours of vacation, and annually thereafter be due a maximum of 200 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0962 hours on each paid base hour for those entitled to a maximum of 200 hours per year. Employees subject to holovac shall accrue 0.1423 hours on each paid base hour.
- G. A full-time employee after completing twenty (20) or more years of service with the City shall have earned and receive forty (40) additional hours of vacation, and annually thereafter will be due a maximum of 240 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.1154 hours on each paid base hour for those entitled to a maximum of 240 hours per year. Employees subject to holovac shall accrue 0.1615 hours on each paid base hour.
- H. Vacation/holovac leave is earned while on other paid leave provided by the City but vacation/holovac is not accrued when working overtime hours. Vacation/holovac leave is earned only while on active pay status with the City.
- I. During the first six months of service, no vacation shall be granted to an employee. During the six months of service, employees subject to holovac shall accrue their holidays at a rate of 0.0462 hours on each paid base hour. After six months of service, an employee may take vacation or holovac up to the number of hours accumulated at the time, subject to other limitations as specified by ordinance.
- J. To use vacation/holovac hours, employees must have approval of their supervisor. Supervisors must consider the request of employees for usage of these hours and approve those requests after considering the staffing needs of the department(s) affected.

Employees who have unused vacation or holovac leave to their credit may accumulate up to two (2) years credit with the approval of the department head. Employees shall forfeit their right to take or be paid for any vacation or holovac leave to their credit which is in excess of the accrual for two (2) years. Excess leave shall be eliminated from the employee's leave balance in the pay period in which the vacation anniversary date occurs. The hiring authority may approve exceptions to this provision. The two (2) year accrual limit shall be based on the accumulation of an employee who would be paid 40 base hours per week.

- K. A person employed with the City on or after May 21, 2017, other than as an elected officer, who was

previously employed by the State or any political subdivision of the State earning vacation credits is entitled to have his or her prior service with any of these employers counted as service with the City of Findlay for the purpose of computing the amount of the employee's vacation/holovac leave and their anniversary date. Upon approval of the appropriate hiring authority, a candidate seeking a position with the City may be permitted to transfer their accrued but unused vacation leave from a State employer or any political subdivision of the State. The hours to be transferred cannot exceed two years of accrual.

SECTION 26: HOLIDAYS

- A. As of November 2, 2021 a full or part-time employee, excluding temporary or seasonal employees, whose salary or wage is paid by the City shall not be required to work on days declared in this section to be holidays, unless in the opinion of the employee's responsible administrative superior failure to work on such holidays would impair the public service. Such holidays shall be:
1. The first day of January, known as New Year's Day;
 2. The third Monday of January, known as Martin Luther King, Jr. Day;
 3. The third Monday in February, known as Washington-Lincoln Day or President's Day;
 4. The last Monday in May, known as Decoration or Memorial Day;
 5. June 19, known as Juneteenth National Independence Day
 6. The Fourth Day of July, known as Independence Day;
 7. The first Monday of September; known as Labor Day;
 8. November 11, known as Veteran's Day;
 9. The fourth Thursday in November, known as Thanksgiving Day;
 10. The day after Thanksgiving;
 11. December 24, known as Christmas-Eve Day;
 12. December 25, known as Christmas Day; and
- B. In the event that any of the aforesaid holidays shall fall on Saturday, the Friday immediately preceding shall be observed as the holiday. In the event that any of the aforesaid holidays shall fall on Sunday, the Monday immediately succeeding shall be observed as the holiday.
- C. Any employee, not subject to holovac whose normal scheduled day off falls on one of the aforementioned holidays shall be granted a day off with pay to replace the holiday missed as a result of his normal work schedule during the pay period in which the legal holiday so missed falls.
- D. As of January 1, 2023, a non-union employee that is subject to holovac accruals and who is **required** to work on New Year's Day, July 4th, Thanksgiving, Christmas Day, or Christmas Eve as part of the employee's regular forty (40) hour schedule, shall be paid at double their regular rate of pay for hours worked on these holidays. A non-union employee that is subject to holovac accruals and is **required** to work on President's Day, Memorial Day, Labor Day, Martin Luther King Jr Day, Veteran's Day, Day After Thanksgiving, or Juneteenth as part of the employee's regular forty (40) hour schedule shall be paid at one and one half (1 ½) times their regular rate of pay. These payments will be made for the actual date of the holiday.
- E. A full-time or part-time employee who works less than forty (40) hours per week shall receive paid Holiday leave on a pro-rata basis at the same rate as the employee's average number of hours worked per day in the balance of the pay period which contains the holiday. Furlough days will be used in the calculation of the pro-ration.

SECTION 27: MILEAGE REIMBURSEMENT

- A. No elected official or employee of the various departments of the City of Findlay, Ohio, using the employee's personal private motor vehicle while on City business or in the performance of the employee's duties as an official or employee of the City, shall be paid mileage for such use, by the City, on a daily, weekly, monthly, or other period of time-only basis. All claims for reimbursement for mileage

shall be upon the basis of actual miles traveled.

- B. The Auditor of the City is hereby directed and authorized to make payment for reimbursement to City officials and employees for miles traveled using personal or private motor vehicles on City business at the rate set by the Internal Revenue Service at the time of business travel. No claims for reimbursement for mileage shall be allowed unless accompanied by a detailed report showing actual miles traveled on City business.

SECTION 28: BEREAVEMENT LEAVE

- A. In the event of the death in the immediate family of an employee, the employee shall be granted up to 3 work days off (24 hours of duty time off in the case of a Fire Department employee), without loss of pay, vacation, or accumulated sick leave, in order to attend the funeral or matters of the deceased. Should notification of death be received during working hours, the employee shall also receive, with the consent of the department head the balance of the shift off, without the loss of pay, vacation, holivac or accumulated sick leave, in addition to the aforementioned time off provisions.
- B. As of January 9, 2022, the immediate family shall be defined as the spouse, person residing with the employee as a spouse (must be approved by the hiring authority), child, mother, father, sister, brother, grandparent, grandchild, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, current stepchild and current stepparent. Immediate family will also apply to a person(s) with whom the employee has legal court ordered guardianship over.
- C. In the event of a death of a member of the employee's "extended family", the employee shall be granted up to three (3) days off without loss of pay for the purpose of attending the funeral, which shall be deducted from the employee's vacation, holivac, or accumulated sick leave. For purposes of this section, "extended family" shall be defined to include employee's aunt, uncle, cousin, and grandparent-in-law.
- D. Additional time off for a death in the immediate family shall be given with consent of the head of the department and shall be deducted from vacation, holivac or accumulated sick leave.
- E. Time off for a death other than the immediate family shall be given with the consent of the head of the department and shall be deducted from vacation, holivac or accumulated sick leave.

SECTION 29: TAX DEFERRAL PLAN FOR EMPLOYEE PENSION CONTRIBUTIONS

- A. The Mayor, Auditor, Service-Safety Director or the Directors of Public Safety and Service of the City are hereby authorized to execute all necessary documents with the Internal Revenue Service, the Ohio Public Employees Retirement System and the Ohio Police and Fire Pension Fund to qualify all public employee retirement payments made by the City for its employees as tax-deferred compensation under the Internal Revenue Service regulations.
- B. All employees of the City who are subject to either the Ohio Public Employees Retirement System or the Ohio Police and Fire Pension Fund shall not and do not have the option of choosing to receive the contributed amounts directly instead of having them paid by the City to the Ohio Public Employees Retirement System or the Ohio Police and Fire Pension Fund.
- C. Employee contributions to the Ohio Public Employees Retirement System or the Ohio Police and Fire Pension Fund will be paid by the City in lieu of the contributions being paid directly by the employee.

SECTION 30: UNION CONTRACTS

Provisions in this ordinance which are also covered in collective bargaining agreements shall be superseded by the terms of those agreements.

SECTION 31: EXCLUSION OF EMPLOYEES OF FINDLAY MUNICIPAL COURT

All employees of the Findlay Municipal Court other than the Clerk while still considered employees of the City shall be subject to classification as determined by the Judges of said Court and shall be subject to the orders of the Judges of said Court.

SECTION 32: MILITARY LEAVE

- A. (1) Permanent City employees who are members of the Ohio Organized Militia, or members of other reserve components of the armed forces of the United States, including the Ohio National Guard, are entitled to a leave of absence from their respective positions without loss of pay for the time they are performing service in the uniformed services, for periods of up to one month, for each calendar year in which they are performing service in the uniformed services.
- (2) As used in this section:
- (a) "Calendar year" means the year beginning on the first day of January and ending on the last day of December.
- (b) "Month" means twenty-two (22) eight (8) hour work days or one hundred seventy-six (176) hours, or for a public safety employee, seventeen (17) twenty-four hour days or four hundred eight (408) hours, within one calendar year.
- (c) "Permanent City employee" means any person holding a position in the employ of the City that requires working a regular schedule of twenty-six (26) consecutive biweekly pay periods or any other regular schedule of comparable consecutive pay periods which is not limited to a specific season or duration. "Permanent City employee" does not include student help; intermittent, seasonal, or external interim employees; or individuals covered by personal service contracts.
- (d) "Service in the uniformed services" means the performance of duty, on a voluntary or involuntary basis, in a uniformed service, under competent authority, and includes active duty, active duty for training, initial active duty for training, inactive duty for training, full-time national guard duty, and performance of duty or training by a member of the Ohio Organized Militia pursuant to Chapter 5923 of the Ohio Revised Code. "Service in the uniformed services" also includes the period of time for which a person is absent from a position of public or private employment for the purpose of an examination to determine the fitness of the person to perform any duty described in this division.
- (e) "Uniformed services" means the armed forces, the Ohio Organized Militia when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the Commissioned Corps of the Public Health Service and any other category of persons designated by the President of the United States in time or war or emergency.
- (f) "Public safety employee" means a permanent City employee who is employed as a Firefighter or Emergency Medical Technician.
- B. Any permanent City employee, who is entitled to the leave provided under division (A) of this section, and who is called or ordered to the uniformed services for longer than a month, for each calendar year in which the employee performed service in the uniformed services because of an executive order issued by the President of the United States, because of an act of Congress, or because of an order to perform duty issued by the Governor pursuant to section 5919.29 of the Ohio Revised Code is entitled, during the period designated in the order or act, to a leave of absence and to be paid during each monthly pay period of that leave of absence, the lesser of the following:
- (1) The difference between the permanent City employee's gross monthly wage or salary as a permanent City employee and the sum of the permanent City employee's gross uniformed pay received in the month; or
- (2) Five hundred dollars (\$500.00)
- C. No permanent City employee shall receive payments under division (B) of this section if the sum of the permanent City employee's gross uniformed pay received in a pay period exceeds the employee's

gross wage or salary as a permanent City employee for that period or if the permanent City employee is receiving pay under division (A) of this section.

- D. Each permanent City employee who is entitled to leave provided under division (A) of this section shall submit to the permanent City employee's appointed authority the published order authorizing the call or order to the uniformed services or a written statement from the appropriate military commander authorizing that service, prior to being credited with that leave.
- E. Any permanent City employee whose employment is governed by a collective bargaining agreement with provision for the performance of service in the uniformed services shall abide by the terms of that collective bargaining agreement with respect to the performance of that service, except that no collective bargaining agreement may afford fewer rights and benefits than are conferred under this section.

SECTION 33: DIRECT DEPOSIT

The City Auditor shall make all wage and benefit payments by direct deposit except when circumstances necessitate that any such direct deposit is not appropriate or prudent.

SECTION 34: BOND

- A. All officers and employees of the City, except the City Auditor, City Treasurer, Income Tax Administrator, Assistant Income Tax Administrator, Utilities Billing Supervisor, and Recreation Manager, shall be included in a public employees and public officers blanket bond or bonds indemnifying the City against loss due to the non-faithful performance of dishonest act or acts of such officer or employee. The specific employees outlined above shall be covered under public officials' surety bonds.
- B. All officers and employees shall be bonded under a blanket bond in the amount of not less than one-hundred thousand dollars (\$100,000).
- C. The blanket bond or bonds shall be purchased from a surety company licensed to issue such bonds in the State of Ohio and shall be in the penalty as set forth, and shall cover all elected officers, appointed officers, and all employees, whether full-time, part-time, casual, temporary or otherwise.

SECTION 35: DISCHARGE OF AN EMPLOYEE: PAYMENT

An employee leaving the service of the City for any reason shall be paid in full for all accumulated vacation hours, holivac hours, compensatory time and accrued longevity at the time of the termination.

SECTION 36: EFFECTIVE DATE

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 reasons that is immediately necessary for preparation and implementation of various changes in specific provisions which will go into effect as of January 7, 2024 or as noted in each Section.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____ CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2023-098

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: CIT Fund - Capital Improvement Restricted Account \$ 75,000.00
TO: 2023 Street Preventative Maintenance, *Project No. 32830300* \$ 75,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that maintenance of the City's existing roadway system may continue.

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 _____