

FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

FEBRUARY 20, 2024

COUNCIL CHAMBERS

ROLL CALL of 2024-2025 Councilmembers

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

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

Acceptance or changes to the February 6, 2024 Regular Session City Council meeting minutes.

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

PROCLAMATIONS: none

RECOGNITION/RETIREMENT RESOLUTIONS: none

PETITIONS:

Status of TR 230/CR 212 (Hat Trick) aka Buchanan (Sheetz) annexation

On December 11, 2023, annexation documents for the Town Road 230/County Road 212 (Hat Trick) aka Buchanan (Sheetz) annexation were received from the Hancock County Commissioner's Office and have been in the office of the City Clerk the required 60-days ending February 11, 2024. The zoning request will be on the March 14, 2024 the CITY PLANNING COMMISSION (CPC) and also the PLANNING & ZONING COMMITTEE (P&Z) for the zoning of 77.808 acres of land located on Township Road 230 and County Road 212 known as the Sheetz/Hat Trick/Buchanan annexation, being part of the east one-half (1/2) of the southwest one-quarter (1/4) of Section thirty-two (32), Allen Township, Ohio, owned by Stella Buchanan. Rooney & Ranzau, Ltd. Phil Rooney, Agent for the petitioner, is requesting this parcel be zoned I-1 Light Industrial (*see request letter under WRITTEN COMMUNICATIONS section below*). Upon the CITY PLANNING COMMISSION and the PLANNING & ZONING COMMITTEE's approval during their 3/14/24 meetings, legislation to accept and approve the annexation, and also to provide this parcel with the requested zoning classification will be available for its first reading during the 4/2/2024 Regular Session City Council meeting. Resolution No. 024-2023 for the services the City will provide if annexed into City limits was adopted during the 11/8/23 Regular Session City Council meeting. Needs to be referred to the 3/14/24 CITY PLANNING COMMISSION and the PLANNING & ZONING COMMITTEE.

ORAL COMMUNICATIONS: none

WRITTEN COMMUNICATIONS:

TR 23/CR 212 (Hat Trick) aka Buchanan (Sheetz) annexation – zoning request

Philip Rooney, Rooney & Ranzau, Ltd., agent for the petitioner for the Buchanan annexation to the City of Findlay, Ohio is requesting the property in question upon annexation to the City of Findlay as a I-1 Light Industrial zoned area. Needs to be referred to the 3/14/24 CITY PLANNING COMMISSION and the PLANNING & ZONING COMMITTEE.

AEP Ohio WSP, representing AEP Ohio Outreach Stephanie Eisenberg – Fostoria – East Lima Transmission Line Rebuild Project

AEP Ohio mailed a letter to President of Council Harrington to update City Council about a component of a proposed electric transmission project in the area and because the City owns property or lives in the area where AEP Ohio representatives plan to upgrade the local power grid. This update is on the Fostoria-East Lima Transmission Line Rebuild Project. AEP Ohio representatives announced plans in spring 2023 to rebuild approximately forty-two (42) miles of one hundred thirty-eight (138) kilovolt (kV) transmission line between west end Fostoria and East Lima substations. The nearly one hundred (100) year old transmission line has shown significant deterioration and has exceeded the expected lifespan. The project involves replacing deteriorating towers with modern steel poles to improve reliability and resiliency of the local electric system. If approved, company representatives expect construction to begin spring 2024 and conclude late 2026.

AEP has filed two (2) Letters of Notification with the Ohio Power Siting Board (OPSB) for this project:

1. Fostoria – East Lima 138 kV Transmission Line Rebuild Project (East Lima – North Woodcock and New Liberty-west end Fostoria), Public Utilities Commission of Ohio Case No. **24-0076-EL-BLN**.
This Letter of Notification awaits OPSB review for rebuilding 27 miles of 138-kV transmission line between East Lima and North Woodcock substations and New Liberty and west end Fostoria substations.
2. Fostoria – East Lima 138 kV Transmission Line Rebuild Project (North Woodcock-New Liberty), Public Utilities Commission of Ohio Case No. **24-0077-EL-BLN**.
This Letter of Notification awaits OPSB review for rebuilding 15 miles of 138-kV transmission line between North Woodcock and New Liberty substations.

Please see the attached Letters of Notification that they must submit to the OPSB when they make certain changes to their transmission facilities. The submission complies with Rule 4906-6-01, et. seq. of the Ohio Administrative Code. The Letters of Notification to construct, operate and maintain these facilities await OPSB review. AEP asks that President of Council Harrington make this Letter of Notification available to the public and that they are also communicating with landowners in the project area. Contact Ms. Eisenberg 614-259-8201 or Outreach@AEPOhioTransmission.com for an electronic copy of the Letter of Notification and/or any questions about this project.

email from Robert (Bobbi) Balser – support of assisting migrants

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Ohio Springs Inc. dba Sheetz located on North Main Street and County Road, Findlay, Ohio for a C1 liquor permit. This requires a vote of Council.

James H. Mathias, Chief of Police is unable to provide background check(s) for the criminal record(s) for those that applied for this liquor permit due to no applicant name(s) or social security number(s) were provided by the Division of Liquor Control stating that this is a master file, therefore, Division of Liquor Control does not provide name(s) or social security number(s) for master files.

Treasurer’s Reconciliation Report – January 31, 2024.

City Planning Commission minutes – December 14, 2023; **staff report** – February 8, 2024; **agenda** – February 8, 2024.

A set of summary financial reports for January 31, 2024:

- Summary of Year-To-Date Information as of January 31, 2024
- Open Projects Report as of January 31, 2024
- Cash & Investments as of January 31, 2024

Findlay Municipal Court Activities Report – January 2024.

Board of Zoning Appeals minutes – December 14, 2023.

Service-Safety Director Martin – insurance payment for repairs of a vehicle from an accident

The City of Findlay has received an additional payment for the repair of a vehicle from an accident from the City’s insurance company in the amount of one thousand twenty-seven dollars and thirty-three cents (\$1,027.33) that has been deposited into the General Fund. Legislation to appropriate funds is requested. Ordinance No. 2024-022 was created.

FROM:	General Fund	\$ 1,027.33
TO:	Police Department #21012000-other	\$ 1,027.33

Mayor Muryn – appointment to Hancock Regional Planning Commission Board

Mayor Muryn is appointing Dave Murphy to serve on the Hancock Regional Planning Commission Board. His appointment will be effective through December 31, 2025. This appointment requires Council’s confirmation.

City Auditor Staschiak – Rockwell Avenue Improvement Special Assessment debt

In 2011, the City of Findlay made the final debt payment on the Rockwell Avenue Improvement Special Assessment debt, however, there were several property owners that had been granted deferrals on payment of the assessment due to personal reasons, and that the City of Findlay would not receive payment until such time that the property changed hands and/or sold. The City of Findlay had to cover the costs of the debt payments with General Fund money and was to be reimbursed when the assessments were finally made. The one thousand seven hundred twelve dollars and two cents (\$1,712.02) requested amount represents the amount of money that was received for the final deferred parcel from this project. This money should now be returned to the General Fund. Legislation to move the funds is requested. Ordinance No. 2024-023 was created.

FROM:	Special Assessment Payments (28010000)	\$ 1,712.02
TO:	General Fund	\$ 1,712.02

Service-Safety Director Martin - granting employees administrative leave or the total solar eclipse

The City of Findlay will experience a total solar eclipse on April 8, 2024. Findlay is located within the path of totality and is located roughly twenty (20) miles from the epicenter. Due to this, Hancock County and the City of Findlay are anticipating a large influx of visitors to Findlay and the region for a number of days surrounding this event. City of Findlay leadership, along with Hancock County and State agencies, have been diligently preparing for this event for over two (2) years and believe the City is in a strong position to handle what may come. While considering all the variables of managing such an event, the City recognizes the challenge of travel during these days to and from work, therefore, City departments who have non-essential roles in City functions pertaining to the eclipse will be closed on April 8, 2024. Due to the different responsibilities or the City’s work force, many employees will be required to work that day. In an attempt to be fair and equitable, a decision has been made to provide every employee eight (8) hours of administrative leave regardless of their responsibilities or work schedule on April 8, 2024. Individuals who are directed to stay home that day will utilize the eight hours of administrative leave. Individuals who are required to work will be credited eight (8) hours to use on a future date at their discretion. These eight (8) hours may be combined with accrued vacation time, comp time, or holiday time to match an employee’s schedule and must be used by 12/7/2024 which is the last paid day that will be included in a 2024 paid period. The Administration worked with the Deputy Auditor Sampson to discuss the conceptual aspect of this to assure payroll practices were maintained and a standardized process would be followed. Legislation to create an Administrative Leave – solar eclipse bucket – to be used for tracking the use of eight (8) hours of administrative leave for each City of Findlay employee to be used by 12/7/24 is created to ensure a clean audit process. Ordinance No. 2024-024 was created.

Mayor Muryn – administer Village of McComb income tax collection services

In late 2023, the Income Tax Administrator for the Village of McComb abruptly quit, so the village subsequently reached out to the City of Findlay Income Tax Department and Income Tax Board to evaluate if the City of Findlay would provide income tax collection services for McComb. The Income Tax Board voted to approve putting forward legislation to city Council authorizing the Mayor to enter into a Collection Services Agreement with the Village of McComb. The McComb Village Council passed Ordinance No. 2024-02 on February 12, 2024. Currently, the City of Findlay provides income tax collection services to Arlington, Mount Cory, Vanlue, Carey, Mount Blanchard, and Jenera. These services are provided based on the following calculation:

$$\begin{aligned}
 & \text{Entity Fee} \\
 & = \\
 & \text{City of Findlay Income Tax Department} \\
 & \text{Operational Costs for previous calendar year} \\
 & \times \\
 & (\# \text{ Entity Accounts} \div \text{Total} \# \text{ Accounts})
 \end{aligned}$$

For example, for services in calendar year 2022, the City of Findlay Received approximately eighty-five thousand dollars (\$85,000) for collection services, helping offset City of Findlay Income Tax Department costs. It is the recommendation of the City of Findlay Income Tax Administrator that he approximately eight hundred (800) accounts can be easily absorbed into the City of Findlay’s regular workflow. The City of Findlay currently processes approximately thirty-four thousand (34,000) accounts. Additionally, the Village of McComb understands that they will pay for any costs associated with getting their accounts loaded into the City of Findlay’s new software system. It is the Mayor’s and Administrator Price’s intention to evaluate the fee structure associated with all of the City of Findlay’s existing Collection Services Agreements this year for potential change in calendar year 2025. All agreements are annual agreements with a 6-month out clause. This request of the Village of McComb is an easy opportunity for the City of Findlay to be a good neighbor, offset some of the City of Findlay’s operational costs, and create a more efficient process for taxpayers who may be filing with both the City of Findlay and other local villages. Legislation authorizing the entering into a Collection Services Agreement with the Village of McComb is requested (*see attached February 8, 2024 Income Tax Board minutes for discussion on this matter*). Ordinance No. 2024-025 was created.

City Auditor Staschiak – City Income Tax Administration Fund

One of the primary roles of the City Auditor is to monitor receipts and appropriations throughout the year to ensure the City complies with State Budgetary Law. Last year, income tax receipts came in slightly higher than the final projection. This increase in revenue necessitates an appropriation of money within the City Income Tax Administration Fund to the General Fund. This appropriation will have the effect of increasing the transfer thereby increasing the projected General Fund year-end balance by the amount below. It has no impact on CIT operations or the CIT-Capital Improvements Fund Restricted Account.

This process happens annually as part of the budget process. Legislation to appropriate funds to include the emergency clause is requested. Ordinance No. 2024-026 was created.

FROM:	City Income Tax Administration Fund	\$ 872,793.27
TO:	City Income Tax Administration #27047000-other	\$ 872,793.27

Mayor Muryn – renewal of City’s insurance policies

The City’s insurance policies expire in July of this year. The City desires to rebid these policies for the renewal period of July 2024 through July 2028. Legislation to bid and enter into a contract(s) to renew various insurance policies to be adopted on an emergency basis so that ample time is given for advertisement of this bid opening is requested. Ordinance No. 2024-027 was created.

City Engineer Kalb – replace 2010 sanitary vactor

As part of Ordinance No. 2023-034, money was appropriated to the Water Pollution Control (WPC) for the purchase of a new sanitary vactor. At the time of that appropriation, there was not a vactor available for purchase and WPC was unable to obtain a vactor in 2023. In the past couple of months, WPC has been working with a vendor to obtain a vactor in 2024. A vactor is available for purchase, so in order to ensure the purchase of that vactor in time, it is request to appropriate the funds to WPC so that a purchase order can be granted. Legislation authorizing the Mayor, Service-Safety Director, and/or City Engineer to advertise for bids and enter into contracts, as well as appropriate funds is requested. Ordinance No. 2024-028 was created.

FROM:	Sewer Fund	\$ 600,000.00
TO:	Water Pollution Control #25061000-other, Replace 2010 Sanitary Vactor	\$ 600,000.00

COMMITTEE REPORTS:

The **WATER AND SEWER COMMITTEE** met on February 5, 2024 to determine policies and procedures for instituting utility billing rate changes. *We recommend continued discussions.*

The **STRATEGIC PLANNING COMMITTEE** met on February 6, 2024 to review Strategic Planning action items. *We recommend that Council amend Council’s Rules to form the STRATEGIC PLANNING COMMITTEE as follows: The committee will be made up of the selected chairperson, a representative of each of the other standing committees, and the Mayor as voting members. The City Auditor and a Hancock Regional Planning Commission (HRPC) representative will be advisory, non-voting members.*

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Rockwell Invested Group, LLC to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between Lots 10, 11, 12 and 13 of the Whiteley M C Addition Block 17.

We recommend to approve the request as presented to the committee.

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Rockwell Invested Group, LLC to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue north of Blanchard Avenue. This right-of-way is located between Lots 11, 12, and 13 of the Whiteley M C Addition Block 17, and Lot 1 of the Whiteley M C Addition, Block 18.

We recommend to approve the request as presented to the committee.

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, February 12, 2024 to discuss flood mitigation funding.

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss the sale of 515 Prospect Avenue (parcel no. 570000921770).

We recommend that the Administration move forward with the sale of the property with the following stipulations:

1. *\$25,000 minimum reserve bid*
2. *Sealed bid auction*
3. *Deed restricted to residential*
4. *Environmental disclosure*

LEGISLATION:

RESOLUTIONS:

RESOLUTION NO. 007-2024 (CDBG Findlay Hope House - for The Homeless Inc) **requires three (3) readings** **third reading**

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, HANCOCK COUNTY, STATE OF OHIO TO EXECUTE AN AGREEMENT WITH FINDLAY HOPE HOUSE FOR THE HOMELESS, INC. TO PROVIDE FAIR HOUSING SERVICES FOR RESIDENTS OF THE CITY OF FINDLAY RETROACTIVE TO JANUARY 1, 2024.

RESOLUTION NO. 008-2024 (no PO) **requires one (1) reading** **first reading**

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

ORDINANCES:

ORDINANCE NO. 2024-011 (Downtown Recreation Area Environmental next steps) **requires three (3) readings** **third reading**

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR ADDITIONAL WORK FOR ENVIRONMENTAL REVIEW OF THE DOWNTOWN RECREATION AREA, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-012 (CDBG administration) **requires three (3) readings** **third reading**

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2024 AND 2025 RETROACTIVE TO JANUARY 1, 2024, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-013 (Technology Drive name change) **requires three (3) readings** **third reading**

AN ORDINANCE CHANGING THE NAME OF TECHNOLOGY DRIVE, IN THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-014 (seized drug investigation funds) **requires three (3) readings** **second reading**

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

ORDINANCE NO. 2024-016 (ODOT FY24 HAN-Bigelow Avenue) **requires three (3) readings** **second reading**

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

ORDINANCE NO. 2024-017 (HAN-Greenway Trail Phase II) **requires three (3) readings** **second reading**

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

ORDINANCE NO. 2024-020 (Blanchard Street waterline, Phase II- OPWC) **requires three (3) readings** **second reading**

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR THE CONSTRUCTION OF THE BLANCHARD STREET WATERLINE, PHASE II-OPWC, PROJECT NO. 35740500, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-021 (*sale of 515 Prospect St parcel no. 570000921770*) **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 SELL CITY-OWNED PROPERTY LOCATED AT 515 PROSPECT STREET (PARCEL NO. 570000921770) BY PUBLIC AUCTION, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-022 (*insurance payment for repairs of a vehicle from an accident*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-023 (*Rockwell Avenue Improvement Special Assessment debt*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-024 (*administrative leave for City employees – total solar eclipse*) **requires three (3) readings** *first reading*
AN ORDINANCE TO AUTHORIZE THE CITY AUDITOR OF THE CITY OF FINDLAY, OHIO TO CREATE A BANK OF EIGHT (8) HOURS FOR EACH FULL-TIME EMPLOYEE OF THE CITY OF FINDLAY, OHIO FOR THE TOTAL SOLAR ECLIPSE EVENT ON APRIL 8, 2024, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-025 (*administer Village of McComb income tax collection services*) **requires three (3) readings** *first reading*
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A COLLECTION SERVICES AGREEMENT WITH THE VILLAGE OF McCOMB TO ADMINISTER, ENFORCE, AND COLLECT TAXES LEVIED BY McCOMB ON CERTAIN INCOMES AND NET PROFITS OF RESIDENTS, NON-RESIDENTS, AND BUSINESS ENTITIES OPERATING OR CONDUCTING BUSINESS IN McCOMB, OHIO IN ACCORDANCE WITH SAID VILLAGE INCOME TAX ORDINANCE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-026 (*City Income Tax Administration Fund*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-027 (*extend current contracts for City insurance policies*) **requires three (3) readings** *first reading*
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO TAKE BIDS AND ENTER INTO CONTRACTS FOR INSURANCE COVERAGE FOR AIRPORT LIABILITY, AUTOMOBILE, BOILER MACHINERY, CONTRACTOR'S EQUIPMENT, CRIME INSURANCE, POLICE PROFESSIONAL LIABILITY, PUBLIC OFFICIAL'S ERRORS AND OMISSION LIABILITY, REAL AND PERSONAL PROPERTY, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-028 (*replace 2010 sanitary vactor*) **requires three (3) readings** *first reading*
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR THE PURCHASE OF A REPLACEMENT SANITARY VACTOR, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS



Philip L. Rooney
Christie L. Ranzau

rooney & ranzau, ltd.
attorneys at law
320 s. main st.
findlay, ohio 45840
419-425-3821
flagcitylaw.com

January 29, 2024

Denise DeVore
Clerk of Council
City of Findlay, Ohio
Municipal Building
Findlay, Ohio 45840

Re: Buchanan Annexation

Dear Denise:

The undersigned is agent for the petitioner for the Buchanan Annexation to the City of Findlay, Ohio. Please accept this letter as my client's request to the zone the property in question upon annexation to the City of Findlay as a I-1 Light Industrial zoned area.

If you have any questions after your review of this information, please feel free to contact me at your convenience.

Sincerely,

ROONEY & RANZAU, LTD.



Philip L. Rooney



AEP Ohio
8500 Smiths Mill Road
New Albany, OH 43054

RECEIVED
FEB 08 2024
MAYOR'S OFFICE

February 7, 2024

City of Findlay Council President
John Harrington
318 Dorney Plaza, Room 114
FINDLAY, Ohio 45840

RE: Letters of Notification
Fostoria- East Lima Transmission Line Rebuild Project
Filed as: Fostoria-East Lima 138 KV Transmission Line Rebuild Project (East Lima – North Woodcock and New Liberty- West End Fostoria) and (North Woodcock-New Liberty)
Case Nos. 24-0076-EL-BLN and 24-0077-EL-BLN

Dear John Harrington:

You are receiving this letter because we wanted to update you about a component of a proposed electric transmission project in your area.

You are receiving this letter because you own property or live in the area where AEP Ohio representatives plan to upgrade the local power grid. I am writing to provide an update on the Fostoria-East Lima Transmission Line Rebuild Project.

AEP Ohio representatives announced plans in spring 2023 to rebuild approximately 42 miles of 138-kilovolt (kV) transmission line between West End Fostoria and East Lima substations. The nearly 100-year-old transmission line has shown significant deterioration and has exceeded the expected lifespan. The project involves replacing deteriorating towers with modern steel poles to improve reliability and resiliency of the local electric system. If approved, company representatives expect construction to begin spring 2024 and conclude late 2026.

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2. Fostoria- East Lima 138 KV Transmission Line Rebuild Project (North Woodcock-New Liberty), Public Utilities Commission of Ohio Case No. **24-0077-EL-BLN**.

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Please see the attached Letters of Notification, which we must submit to the OPSB when we make certain changes to our transmission facilities. The submission complies with Rule 4906-6-01, et. seq., of the Ohio Administrative Code.

The Letters of Notification to construct, operate and maintain these facilities await OPSB review. Please make these Letters of Notification available to the public. We are also communicating with landowners in the project area.

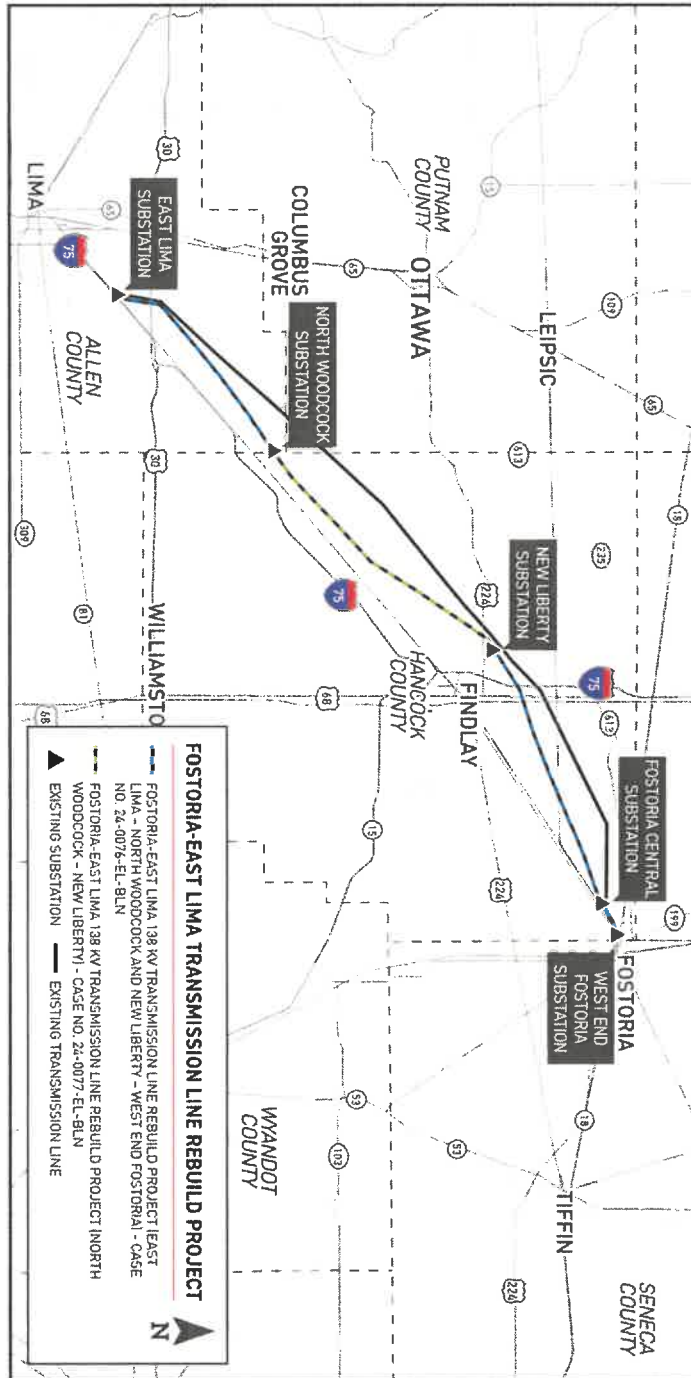
Please contact me at (614) 259-8201 or Outreach@AEPOhioTransmission.com if you would like an electronic copy of the Letter of Notification or if you have any questions about this project.

Sincerely,

Stephanie Eisenberg

Stephanie Eisenberg

WSP, representing AEP Ohio Outreach



Denise Devore

From: Bobbi Balser <bbalser@cservei.com>
Sent: Wednesday, February 14, 2024 9:27 AM
To: City Council - All
Subject: [EXTERNAL]Letter sent to Mayor and Council
Attachments: Letter to council..docx

Importance: High

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

I sent this letter to each member of council and to the Mayor and I am requesting that it be read at the next City Council meeting and made part of the record of the meeting.

Sincerely,

Robert (Bobbi) Balser
Findlay, OH
419/343-0849

Roberta (Bobbi) Balser

2140 Milestone Dr. Findlay, Oh 45840

419/343-0849

Mayor Muryn and City Council

It was with great dismay that I read the letter that the Mayor presented to council in support of assisting migrants who have entered our country illegally and found their way to our community. As I understand it, they are being lodged at various motels/hotels in this area. I also understand that there is a staffing agency that is assisting these illegals with getting documentation that allows them to get a work visa and that there are various businesses in our area that are employing these individuals. These illegals are also finding ways to obtain vehicles, generally they give the money to a legal citizen who then purchases the vehicle on their behalf. These illegals additionally do not have auto insurance, that is a requirement in order to get a license.

Mayor Muryn has stated that we are not a "Sanctuary" city, but she would like us to be a "Hub". Everything that her and her unidentified task force members are proposing is exactly what describes a "Sanctuary" city. So, if it looks like a duck, quacks like a duck, walks like a duck, then it is a duck, that is what our Mayor is wanting to make Findlay.

Community Priorities

- Recognize the challenges faced by our immigrant population. Why would this be a priority, the priority should be given by American citizens who are disadvantaged, i.e. Veterans, Senior Citizens, homeless. The Federal government and NGO's are taking care of the illegal immigrants with our tax dollars as it is.
- Food Insecurity. Many American citizens face this on a regular basis, we take care of them first. Again, it is my understanding that the Federal government and NGO's assist with getting the illegals food.
- Coalition. Who comprises this organization????? Why so secret???

Language

- Provide ESL classes, expand locations with volunteer help, acquire local translators. Immigrants who enter our country legally do not get this assistance, they find classes and enroll to learn our language, or many that I know have learned from watching television, movies, etc. This is not something that our city should have a hand in.

- Illegal immigrants that have children are putting them into our school system, even though they cannot speak or understand our language, this poses an undo burden on our educators and school system.

Culture

- It is the responsibility of illegal and legal immigrants to assimilate to our culture. American citizens are not expected to assimilate to other cultures, simply just recognize that there are other cultures within America.
- I also recognize that there are many able bodies American citizens that are pros at gaming our welfare system, and that system must be amended. We certainly do not need to add to the welfare system with people who entered our country illegally.

Housing

- Lack of affordable housing has been an issue for several years, but little if anything has been done to correct the situation. We need affordable housing for people that cannot afford to live in Findlay, but have to commute from other areas that are more affordable, we need affordable housing for seniors, veterans, low-income citizens, etc. Illegal migrants come last, if at all.
- Landlords have every right to determine who may rent their homes, apartments, condos, etc. I do agree that landlords should perform background checks on who they rent to, but that also, is their decision.
- Are the number people occupying a single-family dwelling enforced now, if not, it should be.

Transportation

- What good would it do to have State and DMV provide manuals in other languages, if the immigrant cannot read English? They are not able to read road signs, directions, etc.
- An illegal or legal immigrant should be able to get a driver's license unless they can show proof of vehicle insurance. As it stands now, an illegal immigrant gets into a car accident, and they are at fault, they simply get a fine, meanwhile that other person has to get repairs to their vehicle or have vehicle totaled and that in turn causes additional stress, health issues along with their insurance rate being increased even though they were not at fault. Between recreational marijuana and uninsured motorists, automobile insurance is skyrocketing.
- There are already several buses that are transporting illegals to and from places of employment. Let the employer that wants to hire these people take care of the transportation.

Risk to health

- These illegals coming into our country and our city are not vetted. We have no idea what health issues they may have and could pass on to the citizens of this city.
- As I understand it, illegals are already overwhelming some of our health care systems. Many times, they show up with forged documents.

Other risks imposed by the Mayor's plan

- Human trafficking – is on the increase and our area already is a hub for this activity
- Child abuse/trafficking – Illegal immigrants with children, we do not ensure that these children belong to the people they are with. Will they be trafficked, turned into sex slaves for pedophiles.
- Crime is increasing throughout our country in horrific numbers, as it stands now, I have been told by law enforcement that they cannot arrest an illegal immigrant for anything less than a felony.
- When illegals enter our country, they are recruited by gangs and cartels. Do we know if this is occurring in our city?
- Are illegal immigrants what we want to attract to our city. They, for the most part are unskilled; unable to speak our language, overwhelming our education and health care system. I think not.
- Immigration hearings are now being scheduled 5 years out from time of application, will they even show up or disappear within our country.
- Work visas now expire in 5 years, normally they are only good for a short period of time.
- Sometime in the future, maybe very near future our country will start deporting these illegal immigrants back to where they come from. How will the city handle that?

I sincerely, pray that our council will take a stand and put a stop to this insanity now. The Mayor's proposal is a tremendous risk to our community that we are ill-equipped to handle.

Sincerely,

Roberta (Bobbi) Balsers

Roberta (Bobbi) Balsers

**NOTICE TO LEGISLATIVE
AUTHORITY**

OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

65215090820 <small>PERMIT NUMBER</small>		NEW <small>TYPE</small>	OHIO SPRINGS INC	
01 25 2024 <small>ISSUE DATE</small>		DBA SHEETZ		
01 25 2024 <small>FILING DATE</small>		N MAIN ST & CTY RD		
C1 <small>PERMIT CLASSES</small>		FINDLAY OH 45840		
32 <small>TAX DISTRICT</small>	044 <small>PERMIT CLASSES</small>	A <small>PERMIT CLASSES</small>	E08104 <small>RECEIPT NO.</small>	

RECEIVED
FEB 05 2024
MAYOR'S OFFICE

FROM **02/02/2024**

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



MAILED **02/02/2024**

RESPONSES MUST BE POSTMARKED NO LATER THAN. **03/04/2024**

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 6521509-0820**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

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



TREASURER'S OFFICE

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

Treasurer's Reconciliation for January 31, 2024

Susan Jo Hite Findlay City Treasurer

TREASURER

Fifth Third Initial Balance	4,652,423.05
- Withdrawals ()	(7,732,707.57)
+ Deposits	7,496,429.95
Ending Balance	4,416,145.43

(-Outstanding checks)	(174,525.08)
Deposit in Transit	1,173.45
Deposit in Transit	60.00
Deposit in Transit	1,097,052.71
Correction Pending	(65.00)

Treasurer's Checking Bal	5,339,841.51
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Investment Principal	95,600,110.08
Accrued Interest	

Treasurer's Total Cash and Investments	100,939,951.59
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AUDITOR

Auditor's Checking Bal	5,339,841.51
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Auditor's Total Cash and Investments	100,939,951.59
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Respectfully submitted,

Treasurer

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

Minutes

MEMBERS:

Mayor Muryrn
Rob Martin
Dan DeArment
Jackie Schroeder
Dan Clinger

STAFF ATTENDING:

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

GUESTS:

Sammie Fleegle, Lindsay and Cade Harris, Scott Breicheisen, Brandon Metzger, Kareem Amr, Josh Long, Bill Webber

CALL TO ORDER

ROLL CALL

The following members were present:

Rob Martin
Dan DeArment
Jackie Schroeder
Dan Clinger

SWEARING IN

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

APPROVAL OF MINUTES

Dan Clinger motioned to approve the minutes for the November 12, 2023 meeting with an amendment to fix a description for the Andek project. Dan DeArment seconded. Motion approved 4-0-0.

NEW ITEMS

- 1. APPLICATION FOR SITE PLAN REVIEW #SP-29-2023 filed by CESO for a new Sheetz gas station, convenience store, and car wash to be located at parcel number 020001015352 at the northeast corner of the intersection between County Road 220 and County Road 99.**

CPC STAFF

General Information

This is located at the northeast corner of N. Main Street and CR 99. The parcel is located in unzoned Allen Township. The neighboring parcels inside the City of Findlay are zoned C-2 General Commercial. The City of Findlay Land Use Plan designates the area as regional commercial. It is not located within the 100-year flood plain.

Parcel History

The site is vacant.

Staff Analysis

The applicant is proposing to construct a gas station, convenience store, and car wash at the location. The gas station would feature 12 pumps and the convenience store/restaurant would be 6,139 sf in size. The convenience store would have a made to order section that would feature a drive-thru. A 1,649-sf car wash facility would be located on the east side of the property.

While it is not located in the City of Findlay, staff did review the site based on C-2 General Commercial Zoning standards. The plans met the code for parking, drive thru stacking, and landscaping. The applicant did request a pylon sign, but on the plans, they show a monument sign on the landscaping sheet. Staff would recommend a ground mounted sign for the site.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-29- 2023 filed by Sheetz for a new gas station located at parcel number 020001015352 at the northeast corner of the intersection between County Road 220 and County Road 99.**

ENGINEERING

Access-

Site will be access by one drive off of CR 220 and two drives off of CR99. Since the site is outside of the City Limits the curb cuts will need to approved by the County Engineer. Looking at the distances of the two drives on CR99 and the County's Access Management Manual, they will unlikely to approve both drives, but that will be determined through the County Engineer

Water Service -

The site plans are proposing a 2-inch Water Service to come off of the existing mainline on CR220. The City of Findlay Water Department will work with the contractor to finalize the location of the Water Meter prior to placement.

Sanitary Service -

The site plans are proposing a sanitary lateral to come off of the existing sanitary sewer on CR220. Looking at the plans the site also has a grease interceptor as part of the plans. The approval of the grease interceptor will be through the Health Department.

Stormwater Management -

The property is outside of City Limits so City of Findlay Drainage Detention does not apply. If the applicant does annex into the City, the site will need to comply with the City of Findlay Storm Detention Requirements (Chapter 931 and 937).

MS4 Requirements -

The property is outside of the City Limits so the MS4 requirements do not apply. If the applicant does annex into the City, the site will need to comply with City of Findlay Stormwater Standards (Chapter 931).

Recommendations:

Approval of the Site-

Permits Required Before Construction Can Start:

- Water Service
- 2-inch Domestic

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends approval of approval of APPLICATION FOR SITE PLAN REVIEW #SP-29-2023 filed by Sheetz for a new gas station located at parcel number 020001015352 at the northeast corner of the intersection between County Road 220 and County Road 99.

DISCUSSION

Karem Amr of Skilken Gold Development, and Josh Long from CESO were present on behalf of the application. Bill Weber from Sheetz was present as well. Mr. Amr added for the commission that they were excited about the project and thought it would be a hallmark location, as Sheetz has future plans to open their first distribution center in Ohio further down County Road 99, which will employ over 300 people. He highlighted that the elevations they provided were their prototypical design with four-sided architecture. For the land, it is outside the city limit, but they worked to meet the City standards as if it were in the city limits. For the access points, they are working on a traffic impact study for the location, so it is subject to change. One access will be eliminated or restricted dependent on the outcome of the study. He noted that their site plan is only a portion of the site, and they do not have future plans at the moment.

Dan Clinger said that with the one entrance being a problem, he wondered if they flipped the site layout, they would have a better site flow for one access onto County Road 99. Mr. Amr said that their firm has people who work on the flow, and they could look into it.

Mr. Clinger asked Jeremy Kalb about the detention, since it is located outside the city. Mr. Kalb confirmed that it does not have any at the moment, but he did send them the requirements the City would look at. He has not seen their calculations on flow at this point. With their calculations, that will show what that rate is, what the size of the pipe is, and all that kind of stuff. It's not going to be a 12-inch pipe running full bore into that. It's going to be a meter. Mr. Clinger asked if there could be a catch basin. Mr. Kalb said that it won't and will be a detained system. Mr. Clinger thought it would be better to do all that detention up front before the annexation rather than have to deal with it later. Mr. Kalb said that they are working on it and plan to be good with the city standards.

Dan DeArment asked why there were not any conditions for approval. Matt Cordonnier said that the Planning Commission is reviewing this because they need water and sewer, which limits the scope of review. He did say the City has the ability to allow people outside the city to connect to water service. They could also say to come back once they are annexed, so that the city standards are being enforced. Mr. Martin said that would be a rigid stance on these projects. They are excited about the future Sheetz Distribution project. Mr. Martin said it would be short-sighted not to follow our zoning processes and rules, with the likelihood it will be annexed in the future. He thought they would have higher costs in the future if they don't comply with them up front. Mr. Cordonnier said that it is a fine line that walk. They tried having conditions on a site plan outside the city, and the County had words about it. Mr. Martin said that he understood and wants to work with the applicant to have a safe project and make sure it's a good impact on the area. Mr. Amr agreed thinking the annexation process would slow things down, so they appreciate the modified process. Mr. DeArment asked if they could make recommendations. Mr. Cordonnier said yes. He added that they could condition annexation if they chose. He envisioned they could condition they start annexation, and make some recommendations on site plan. Then the applicant can go to the County Engineer about access and things like that. They have submitted plans to meet that the meet the standards.

Mr. Cordonnier moved forward with discussion on the proposed signage. They submitted a traditional pylon sign and understands that they wish to have a bit of height due to their distance from the interstate highway. Mr. Cordonnier said that they did remove the pylon signs from the zoning code. Erik Adkins said that the maximum height for a monument is eight feet high. They have requested a twenty-five-foot (25') sign. Mr. Cordonnier noted Turkey Hill and Casey's went in with monument signs rather than pylons. Mr. Amr added they did consider this request a lot, but with the distance and competition in the area, they wanted to request a higher sign. Mr. Cordonnier added that traditionally they could request a variance, however, they can't in this case because they are not annexed. Mr. Adkins asked how often Sheetz plans to change their branding. Mr. Amr said they only changes to the sign would be the price of the gasoline. Mr. Adkins said that there was a clause that says any pylon sign that needs modification after

2034 will need to be removed, and that will apply to every pylon in the city. They could request a variance at that point, but it would be up to the BZA to determine whether they get it or not.

Mr. Clinger asked if they should see a revised site plan with the proposed recommendations. Mr. Martin said since it is not in the city, ultimately, they are only reviewing the water and utilities. They can make recommendations with the hope they annex in the future. Mr. DeArment said he wished they could have another shot at it, but agreed with Mr. Martin.

Mr. Adkins said that if they get approval today and go to Wood County Building Department for their permits. If Wood County calls for a permit, he would need to tell them they do not have a permit number. He asked the group if he should ask to review their final plans against the city's recommendations.

Mr. DeArment started to summarize the recommendations. First, they would like them to start the annexation process. Second, Mr. Clinger said they should meet the drainage detention standards of the city. He added they should be compliant with the new code for signage. He further recommended that they should consider modifications to the site layout to have the best access from County Road 99.

Mr. Clinger said that he has experienced traffic backing up at this intersection. Mr. Amr said that is definitely part of the analysis and will use drone and traffic counts to complete the analysis.

Mr. Cordonnier asked if they have plans for the rest of the site in the future. He wondered if the access on County Road 99 could act as a shared access point for both sites. Mr. Amr said they have done them in the past and it's something they can look into. It would depend on the future use. Mr. Cordonnier just recommended they consider that because there may not be another curb cut in this stretch in the future.

MOTION

Rob Martin made motion for CPC to recommend approval of **APPLICATION FOR SITE PLAN REVIEW #SP-29-2023 filed by CESO for a new Sheetz gas station, convenience store, and car wash to be located at parcel number 020001015352 at the northeast corner of the intersection between County Road 220 and County Road 99 with the following recommendations:**

- Start the annexation process.
- Meet the drainage detention standards of the city.
- Be compliant with the new code for signage.
- Consider modifications to the site layout to have the best access from County Road 99

2nd: Dan DeArment

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

2. APPLICATION FOR SITE PLAN REVIEW #SP-28-2023 filed by Dan Maciejewski for a parking lot expansion at 315 N. Blanchard Street.

CPC STAFF

General Information

This request is located on the east side of N Blanchard Street south of the intersection with Tiffin Avenue. It is rezoned to C-1 Local Commercial earlier in the year. To the north and west, it is zoned C-1 Local Commercial. To the south and east, it is zoned R-3 Small Lot Residential. It is located within the 100-year flood plain.

Parcel History

The site is currently vacant after a fire destroyed the home on site in October 2022.

Staff Analysis

The applicant is proposing extend the existing parking lot into the lot. The lot was only 37 feet by 45 feet, making it unlikely to be developed. The dimensions of the new parking lot would measure 37.71' x 44.80' and have four parking spaces. The parking lot has planters at the south end to ensure nobody enters/exits through the alleyway to the south.

The parking lot does project into the setback. Parking lots not permitted to be within 5 feet of a side lot line or 10 feet from any front or rear lot line. In this case, the applicant is has proposed a zero foot setback along Blanchard Avenue, a two foot setback on the south side, and a three foot setback on the east. While the applicant has proposed the zero foot setback along N. Blanchard Street, it has a grass buffer and roughly 3 feet of distance from the roadway. The code also requires for dead end parking to have a dead end turn radius area, which has not been included. Staff did not have concerns about the configuration, as long as they received the appropriate variances from the BZA.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-28-2023 filed by Dan Maciejewski for a parking lot expansion at 315 N. Blanchard Street with the following condition:**

- **Receive the setback variances from the BZA**

ENGINEERING

Access-

Site will be accessed from existing drive coming off of N. Blanchard Street.

Water Service -

No proposed service.

Sanitary Service -

No proposed service.

Stormwater Management-

Due to no increase in impervious area, detention is not required.

MS4 Requirements -

The disturbed area is less than 1 acre so the applicant does not need to comply with the City of Findlay's Erosion & Sediment Control Ordinance.

Recommendations:

Approval of the Site-

FIRE PREVENTION

- No Comment

RECOMMENDATION

CPC Staff recommends CPC recommend approval of APPLICATION FOR SITE PLAN REVIEW #SP-28-2023 filed by Dan Maciejewski for a parking lot expansion at 315 N. Blanchard Street with the following condition:

- Receive the setback variances from the BZA

DISCUSSION

Mr. DeArment noted that the parking was already paved, but did not have any concerns about the parking lot. Mr. Clinger noted that he would like to see something a bit more substantial to help keep the traffic from going through and also to protect the guide wire in the right-of-way.

MOTION

Dan DeArment made motion for APPLICATION FOR SITE PLAN REVIEW #SP-28-2023 filed by Dan Maciejewski for a parking lot expansion at 315 N. Blanchard Street approval of with the following condition:

- Receive BZA variance on the setback
- Have a substantial barrier to help discourage traffic

2nd: Dan Clinger

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

3. APPLICATION FOR CONDITIONAL USE #CU-19-2023 filed by Kade & Lindsay Harris to establish a cat cafe at 125 E. Crawford Street.

CPC STAFF

General Information

This request is located on the south side of E. Crawford Street. It is in an area of C-3 Downtown Commercial. It is located within the 100-year flood plain. The City of Findlay Land Use Plan designates the parcel as Downtown Commercial.

Parcel History

This is the site is currently vacant, but has served as an office space in the past.

Staff Analysis

The applicant has requested to start a cat cafe in the space. A cat cafe operates as a normal cafe would, but with the addition of a few cats that are housed at the site. The applicant indicated they intended to house the cats in the rear of the space, and would have somewhere between 5-7 cats at a time. These cats would also be adoptable as well.

In the C-3 Downtown Commercial District, there is a note on Veterinary Clinics that notes no kennels are permitted. While this is not a kennel, due to the hybrid nature of the business staff advised that this needed to be reviewed as a conditional use. An appropriate condition for the business would be a limit on the number of cats allowed.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-19- 2023 filed by Kade & Lindsay Harris to establish a cat cafe at 125 E. Crawford Street with the following condition:**

- **No more than 5 cats are allowed to be housed at the cafe.**

ENGINEERING

- **No Comment**

FIRE PREVENTION

- **No Comment**

RECOMMENDATION

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-19-2023 filed by Kade & Lindsay Harris to establish a cat cafe at 125 E. Crawford Street with the following condition:**

- **No more than 5 cats are allowed to be housed at the cafe.**

DISCUSSION

Jacob Mercer added in his comments that their office did contact the Health Department, and they did confirm they would need to review this as part of next steps if they are given approval. Mr. DeArment asked why they would get involved. Matt Cordonnier said it's because of the café part of the business.

Mr. Cordonnier read a letter from the owner of the Kirk Building into the record:

Dear Planning Commission,

Kirk Building LLC is the owner of the property commonly known as the Kirk Building, located at 129 East Crawford Street, which abuts two properties that have submitted application for conditional use items two and three on your agenda for the December 14th meeting. Kirk hereby submits comments and concerns regarding these applications and request these comments be

read into the meeting record. , application for Conditional Use Q 19 2023 Re 125 East Crawford Street. First, the Commission should know that 125 East Crawford Street has no bathroom facility on the premises. And to the best of Kirk's knowledge, no running water or sewer connection. Although there is an agreement that purports to allow the current owner of 125 East Crawford the ability to use a bathroom located in the neighboring Kirk building. The validity. The validity of that agreement is in dispute and subject to interpretations that, among other things, may not allow guests and visitors to 125 East Crawford Street to use the Kirk bathroom facilities. This is neither desirable nor practical for either. For either of the intended uses, which comprise items two and three of your agenda. Moreover, the Kirk building is for sale, and there is no assurance that a new owner may wish to redevelop or repurpose the. Property will decide to maintain the bathroom facilities for the use of its neighbors, or that neighbors, or that the current or similar building structures will continue to exist on the property itself cannot provide any assurances that the building/property will continue to exist in its current form.

As such, it would be foolish for neighboring property owners to base development decisions on a presumption that Kirk will supply their bathroom. Additionally, the lack of running water and sewer facilities at 125 East Crawford Street creates an obvious problem for activities. Activities normally associated with the operation of a café such a food and beverage preparation, cleaning and sanitation, and the proper disposal of liquid waste. To be sure, Kirk is under no obligation to provide water, plumbing or sewer sewage support or assistance to its neighbors to engage in such activities or operations. The operation of a cat café will generate solid waste from cats residing on the premises, as well as from the cafe's food and beverage operations. How will this waste be stored and disposed of Cat feces and urine emit a strong odor that could easily create a public nuisance and or health problem. There is no obvious area to properly store such waste outside the premises. There is no adjoining alley, and the outdoor area behind the premise is under different ownership and currently occupied by a parking lot, wheelchair ramp and outdoor seating area for the Bourbon Affair. It would also be inappropriate to store such waste on the sidewalk at the front of the building, and Kirk is concerned the temporary storage of cat and food or beverage waste may attract rodents pests to the Kirk building. Finally, while limiting the number of cats to five is a prudent condition, placing such a limit may be ineffective.

Absent a mechanism to assure monitoring and compliance with the limit. Kirk asked the Commission to insist upon the following conditions of approval of the subject. Application. Require the application to an install, an appropriate bathroom facility and kitchen food prep area for the use of owners. Guests of 125 East Crawford. Require the applicant to develop an appropriate solution for storage and disposal of animal and food beverage waste in a manner that does not create a health risk, odor hazard, or nuisance. Require a system of reporting, monitoring, and compliance to assure the number of cats does not exceed the Commission's limit of five. Application for conditional use CU- 20-2023 123 East Crawford Street, similar to the property at 125 East Crawford. The property at 123 East Crawford does not have a bathroom or water and sewer sewage system. Besides serious questions regarding whether 125 East Crawford has any rights to use the bathroom, this property's bathroom challenge are further complicated because currently its owners cross through the neighbor's property at 123 East Crawford to gain

access to a corridor that leads to the Kirk Building. Obviously, using the bathroom of your neighbor's neighbor is not a practical arrangement for residents. The only practical solution is for the applicant to build their own bathrooms on their own premises, which appears to be the direction they propose to go. However, Kirk asks that the commission explicitly require the applicant to install bathrooms on the applicant's premise as a condition of approval of their application. Thank you for your consideration.

Sincerely,
Mike Harrington Kirk Building, LLC.

Jacob Mercer followed up that the real estate agent for the property did submit the cross-access agreement for the record. Mr. Cordonnier did not think the City should intervene on that because it was a civil matter.

Matt Cordonnier wanted to frame the conversation regarding the zoning discussion. We are looking at things like parking appropriateness and fit in a downtown area. A café is an appropriate use in the downtown commercial district. The concern from staff was that we did not want this to turn into a boarding situation, because that would be defined as kenneling, which is prohibited in the C-3 district. That's our focus, and we will let the health department deal with the mix of housing cats in a venue that sells food.

Lindsay and Cade Harris were present on behalf of the application. They said that they would be in both halves of the building. They would need to get water into the building, which will determine which half is the café side. Mr. DeArment asked if the cat's would be in the same side of the building. Ms. Harris said the cafe and the cats are one entity, but there is a complete separation both for health code violations, for the safety of cats, their mischievous creatures. They're going to get into anything they can also for their benefit as well, if they get overwhelmed or if there is a time when we like, if we do decide to go through like specific feeding times, or even if cats just need a break and we just need to close it off, it allows for the cafe side to stay open and then the cat side to just have a break. It also allows for us to monitor the amount of people that are in interacting with the cats so that we can have them come in on a rotation if that's what needs to happen or cap it off until a specific time where we have to ask some people to swap out so that others can come back in and interact. You come for a specific allotted period of time, and then once your time is up, you do have to leave. They do have full intentions of putting in a bathroom. We also had an idea of how to use it if we did have access to the other side as well, since there is a current agreement. Both sides have the ability so that you would go through a two-door process to get to the cats. As you all pretty much have seen through the layout, one side is a rectangle and one is an L shape. That L shape does have two doors to get into either side, and that would be the way the pathway they would have to go through to get to the cats through as a way to prevent the cats from going into the cafe on an accident. Similar to how if you went to the zoo and you went into the butterfly exhibit, they have a two door process to make sure the butterflies don't escape.

Mr. Cordonnier asked if they could clarify. Lindsay Harris confirmed they would like to purchase both 123 and 125 E. Crawford Street, and were not associated with the application for the apartment in the following case. Mr. Kalb asked the applicant, DJ Brennan, for item 3 if they also intended to purchase the entire building as well. He added that their conditional use was just for half of the building. The listing agent, Sammie Fleegle, confirmed that seller was good with either use, and wanted to see if they would get approval. Matt Cordonnier said he thought the proper way to move forward would be to listen to both cases, and then each applicant would know if they would have approval from the CPC.

Mr. Cordonnier asked how many cats they would have on the site. Ms. Harris said based on similar sized facilities if the café side was on one side it would be 7 and if it was the larger side, it would be 10.

Mr. Martin asked if we needed a floor plan for the approval. Mr. Cordonnier said it was not really part of their review. He said really, they are just reviewing the use. With the number, he thought they just needed to clarify whether it was 7 on one side or 10 on the other. He didn't want a scenario where 7 plus 10 equals 17 cats.

Mr. Clinger said that he sees their only access is in the front since the property behind was a different owner. He wondered if they could construct an area for an interior trash receptacle. Mr. Cordonnier noted that this building has operated this way for a long time. He said that the previous tenants were able to make the trash work in the past. He imagined that it would be curb side service. He thought maybe the condition is to store the trash bins inside. Mr. Martin thought that might be a health department issue. Mr. Cordonnier said he thought they could condition that.

Mr. DeArment asked who would own the cats. Ms. Harris said they would partner with a local organization and host cats that they provide. That way they would have worked through their vet services, so nobody would be bringing in strays or board their cats.

Mr. DeArment asked what hours they would operate. Ms. Harris said that they would be open six days a week, so that they could deep clean for a day each week.

Mr. Martin said his biggest concern was making sure they have running water. The Health Department will tackle that issue, so it is outside their purview. Matt Cordonnier added that they could put conditions for connecting for utilities and adding a restroom, so that we are being mindful of the neighbor. Mr. Martin asked if he thought Wood County would require bathrooms. Mr. Cordonnier said he was unsure because they might point to the cross-access agreement and be okay. Mr. Martin said he understood, and thought he leaned towards a condition of water and utility hookup.

Ms. Harris said she understood and that they will try to make it work. They were only here to make sure that the City of Findlay was okay with this use at this location. Mr. Clinger asked if

they had talked to the Health Department. Ms. Harris said no, but they have heard from other locations in different cities. They said that it was a similar process to what had been described today. Mr. Cordonnier noted there is one in Bowling Green, as well as other bigger cities in Ohio like Columbus and Cleveland.

Mr. Clinger asked what types of food would they be selling. Ms. Harris said planned on drinks and light fare. They would like to add a basic liquor license to add to the selection. Based on the setup, she did not think an oven would be beneficial. She wanted to try and get partnerships with other bakeries to sell their goods.

Mr. DeArment asked why there is not water currently in the building. Mr. Kalb said it's not hard to connect, but if it was all owned by one person and used to share access agreements.

Mr. Cordonnier asked the next applicant if the conditions would be appropriate for their proposed use. Scott Brecheisen of Metzger Brecheisen Company, said that for them, they try to pull off a line from the Kirk Building. Mr. Kalb said that would be okay but didn't want a situation where they turn off your water and you don't have any.

Erik Adkins added this site is in the 100-year flood plain. After a certain dollar amount is invested for renovations, that they would need to pour a concrete floor to lift it out of the base flood elevation. He added Findlay Brewing had added 7 inches to lift it out.

MOTION

Dan DeArment made a motion **for approval of APPLICATION FOR CONDITIONAL USE #CU-19-2023 filed by Kade & Lindsay Harris to establish a cat cafe at 125 E. Crawford Street with the following condition:**

- **Trash receptacle be stored inside the building**
- **Not to exceed 7 cats on the east portion of the building, or 10 cats on the west portion**
- **No kenneling**
- **Installation of water/sewer**
- **Each unit provide a restroom.**

2nd: Rob Martin

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

- 4. APPLICATION FOR CONDITIONAL USE #CU-20- 2023 filed by David Brennan to convert 123 E. Crawford Street into residential.**

CPC STAFF

General Information

This request is located on the south side of E. Crawford Street. It is in an area of C-3 Downtown Commercial. It is located within the 100-year flood plain. The City of Findlay Land Use Plan designates the parcel as Downtown Commercial.

Parcel History

This is the site is currently vacant, but has served as an office space in the past.

Staff Analysis

The applicant would like to convert this property into a 3-bedroom living unit. This site has had difficulties in the past due to a lack of a bathroom. Both 123 and 125 E. Crawford Street have a corridor at the rear of the building that connects to the Kirk Building to the east for a restroom. This conversion to residential would add bathrooms back to this side of the building.

In the C-3 Downtown Commercial District, residential is a conditional use. On Main Street and Main Cross Street, first floor residential is strictly prohibited. While E. Crawford Street is not included in that, staff notes that this street is in the heart of downtown Findlay. The space however is a small 3,750 sf, I-story building, so its impact to the commercial core would be limited.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-20- 2023 filed by David Brennan to convert 123 E. Crawford Street into residential.**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

CPC Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU- 20-2023 filed by David Brennan to convert 123 E. Crawford Street into residential.

DISCUSSION

Scott Brecheisen and Brandon Metzger of Metzger Brecheisen Company were present on behalf of Mr. Brennan's application. Mr. Metzger noted that they were led to believe they needed a schematic for their City Planning Application. His client spent money on this and felt unfairly misled that they did not need to provide them at this point. He added that the Kirk Building needed to tread lightly because the shared hallway provides the Kirk Building's ADA compliance.

Mr. Brecheisen continued to say that the number of bathrooms would be dependent on the type of use in the commercial space. He noted there is a crawl space under the shared access hallway, where they could connect plumbing to the Kirk Building. He asked if the existing concrete slab

would work for the flood compliance. Mr. Adkins said it could but they would need to have a surveyor confirm that.

Mr. Martin asked if their applicant would purchase both halves of the building. Brandon Metzger said that they did, and that the left side of the building was geared for commercial activity,

Mr. Clinger said that the sketch showed storefront windows on the west side. They said that they did not intend to make any changes to the face of the building, and it was something that the architect left in by mistake.

Mr. Cordonnier said that for the last applicant, they were concerned about kenneling. In this case, the residential being on the first floor was the concern. If this was a big storefront, a big upgrade would need to be made. From a staff standpoint, they did not have any concerns about the use of the right side as residential, and the left side could remain commercial.

Mr. Clinger asked if they had any plans for parking. Mr. Brecheisen said that they had not gotten that far, but there is a parking garage across the street. Mr. Cordonnier said that there are no parking requirements for the downtown district. Mr. Clinger asked if they planned to rent this as a unit on like Air BnB. Mr. Metzger said that the applicant is planning to live in the space. He does business in town, so he wanted to have a location.

Mr. Martin asked if they would need to come back to planning commission for a site plan. Mr. Cordonnier confirmed they would not, it was just a conditional use.

Mr. Clinger asked how the City would address an issue with the water line in the future. Mr. Kalb said that they would maintain the meter, and they would need to work who is responsible for taking care of the line. Mr. Clinger asked if they had an issue in the Kirk Building, and they shut off water to this building, would it be something the City need to address. Mr. Kalb said it was a civil matter.

MOTION

Dan DeArment made a motion to **approval of APPLICATION FOR CONDITIONAL USE #CU-20- 2023 filed by David Brennan to convert 123 E. Crawford Street into residential with the following conditions**

- **Installation of water/sewer**
- **Each unit provide a restroom.**

2nd: Rob Martin

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

5. APPLICATION FOR SPECIAL REVIEW #SR-01-2023 filed by the City of Findlay for new restroom facilities at Swale Park and Rawson Park.

CPC STAFF

The City of Findlay is proposing an upgrade to the bathroom facilities at Swale Park and Rawson Park. The Rawson Park bathroom would be located on the west side of Broad Avenue, just north of River Road. This would be a small family bathroom.

For Swale Park, they are proposing three different bathroom sites. One is a renovation of an existing bathroom, nearby the baseball fields. They are proposing a second bathroom facility nearby the group of four baseball diamonds, which would be a small family bathroom. They also have a third bathroom proposed by the east side of the park by the parking lot.

All the bathroom facilities fit with the Parks and Open Space district, and are well inside the parks, limiting their impact on the neighboring community.

DISCUSSION

Jeremy Kalb added that they were planning to do one at Rawson and Swale each due to the cost of material estimates. For Swale, they are planning on the restroom south of the existing is the one they bidded out. That would allow the existing bathroom to remain open, and when it's done, it can act as a trailhead. The rest would be listed as alternates.

Dan DeArment asked if there would be water fountains. Mr. Kalb said that they would and noted that all the features would be touchless. The funding for this came from a Covid relief grant to help facilities upgrade to touchless. Dan DeArment asked when they close bathroom facilities. Mr. Martin said it was weather dependent. Mr. DeArment asked if they are closed daily. Mr. Kalb said they would be closed and are set up for security cameras. They've had graffiti issues in the past. Mr. Martin said that typically they have dawn to dusk hours.

Jackie Schroeder asked if the existing facilities would be refurbished or rebuilt. Mr. Kalb confirmed it was a complete teardown and rebuild.

Mr. Martin motioned for the project to proceed with no comment from the CPC. Ms. Schroeder seconded.

Lastly, Mr. Martin ended the meeting by thanking Dan DeArment for his time on the Planning Commission. Mr. Cordonnier echoed the sentiment and said that he thinks this has been the best City Planning Commission that he has worked with. Mr. DeArment said he has been on for eight years and they were the greatest eight years of his life.

There being no further business, Mr. Martin adjourned the meeting.

FINDLAY CITY PLANNING COMMISSION



STAFF REPORT February 8, 2024

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
February 8th, 2024 – 9:00 AM
AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

TABLED ITEMS

NEW ITEMS

1. **APPLICATION FOR ALLEY VACATION #AV-01-2024** filed by John Crates to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between lots 10, 11, 12, and 13 of the Whiteley M C Addition Block 17.
2. **APPLICATION FOR ALLEY VACATION #AV-02-2024** filed by John Crates to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue, north of Blanchard Avenue. This right-of-way is located between lot 1 of the Whiteley M C Addition Block 18 , and lots 11, 12, and 13 of the Whiteley M C Addition Block 17.
3. **APPLICATION FOR FINAL PLAT #FP-01-2024** filed by Reingard Enterprises LLC to replat lot 3 of the Tall Timbers 3rd Addition to create an additional lot.
4. **APPLICATION FOR SITE PLAN REVIEW #SP-02-2024** filed by Reingard Enterprises LLC to construct a new 187,500 sf industrial building with associated parking and utilities on the newly created lot 5 of the Tall Timbers 3rd Addition .
5. **APPLICATION FOR SITE PLAN REVIEW #SP-03-2024** filed by Sheetz Distribution Services for a new 511,704 sf building encompassing warehouse production facility, administrative offices, and wellness center, to be located at the northwest corner of the intersection of County Road 212 and Township Road 230.
6. **APPLICATION FOR SITE PLAN REVIEW #SP-04-2024** filed by the JDP Ventures LLC for two spec buildings, measuring 28,500 sf and 20,000 sf, on parcel number 630001022615 along County Road 236.

ADMINISTRATIVE APPROVALS

ADJOURNMENT

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday, February 8, 2024– 9:00 a.m.

COMMENTS

NEW ITEMS

- 1. APPLICATION FOR ALLEY VACATION #AV-01-2024 filed by John Crates to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between lots 10, 11, 12, and 13 of the Whiteley M C Addition Block 17.**

CPC STAFF

General Information

This request is located on the west side of Strong Avenue, north of Blanchard Avenue. It is a fifteen-foot (15') wide right-of-way that measures 135 feet long. It is not located within the 100-year flood plain.

Staff Analysis

The applicant has indicated they would like to vacate this right-of-way to help clean up the right-of-way in the area. The right-of-way on the east side of Strong Avenue, were previously vacated in 1996. The applicant also plans to realign lots 11, 12, and 13 of the Whiteley MC Addition, Block 17. Currently the lots are north/south oriented, but they would like to turn them east/west to face Strong Avenue. All the abutting property owners have signed the petition for the vacation request.

Staff had no concerns about the request.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR ALLEY VACATION #AV-01-2024 filed by John Crates to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between lots 10, 11, 12, and 13 of the Whiteley M C Addition Block 17.

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends CPC recommend approval of APPLICATION FOR ALLEY VACATION #AV-01-2024 filed by John Crates to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between lots 10, 11, 12, and 13 of the Whiteley M C Addition Block 17.

AV-01-2024

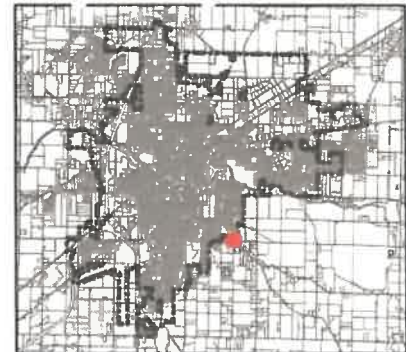
**APPLICATION FOR
ALLEY VACATION**
filed by John Crates to vacate
a fifteen foot (15') unimproved
right-of-way on the west side of
Strong Avenue. This right-of-way is
located between lots 10, 11, 12, and
13 of the Whiteley M C
Addition Block 17.

Legend

- Parcels
- AV012024
- Road Centerline



Findlay Locator Map



- 2. APPLICATION FOR ALLEY VACATION #AV-02-2024 filed by John Crates to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue, north of Blanchard Avenue. This right-of-way is located between lot 1 of the Whiteley M C Addition Block 18, and lots 11, 12, and 13 of the Whiteley M C Addition Block 17.**

CPC STAFF

General Information

This request is located on the west side of Strong Avenue, north of Blanchard Avenue. It is a fifteen-foot (60') wide right-of-way. It is not located within the 100-year flood plain.

Staff Analysis

The applicant has indicated they would like to vacate this right-of-way to help clean up the right-of-way in the area. This right-of-way would have stretched east from Strong Avenue to a platted street; however, that portion was vacated in 2018. The applicant also plans to realign lots 11, 12, and 13 of the Whiteley MC Addition, Block 17. Currently the lots are north/south oriented, but they would like to turn them east/west to face Strong Avenue. All the abutting property owners have signed the petition for the vacation request.

Staff had no concerns about the request.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR ALLEY VACATION #AV-02-2024 filed by John Crates to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue, north of Blanchard Avenue. This right-of-way is located between lot 1 of the Whiteley M C Addition Block 18, and lots 11, 12, and 13 of the Whiteley M C Addition Block 17.

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends CPC recommend approval of approval of APPLICATION FOR ALLEY VACATION #AV-02-2024 filed by John Crates to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue, north of Blanchard Avenue. This right-of-way is located between lot 1 of the Whiteley M C Addition Block 18, and lots 11, 12, and 13 of the Whiteley M C Addition Block 17.

AV-02-2024

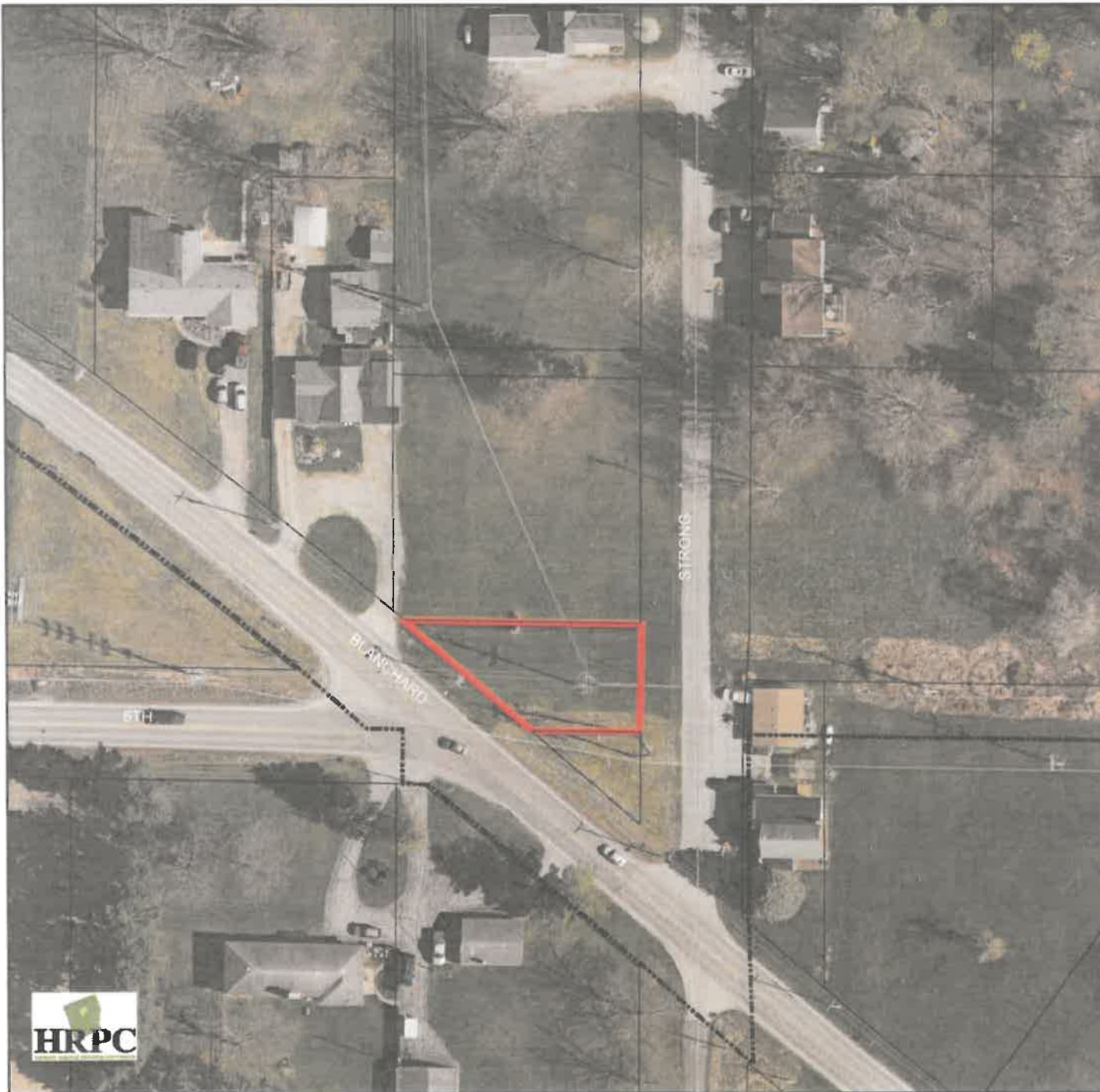
APPLICATION FOR ALLEY VACATION

filed by John Crates to vacate a
sixty foot (60') unimproved
right-of-way on the west side of
Strong Avenue, north of
Blanchard Avenue.

This right-of-way is located between
lot 1 of the Whiteley M C Addition
Block 18, and
lots 11, 12, and 13
of the Whiteley M C Addition
Block 17.

Legend

-  Parcels
-  AV022024
-  Road Centerline



Findlay Locator Map



3. APPLICATION FOR FINAL PLAT #FP-01-2024 filed by Reingard Enterprises LLC to replat lot 3 of the Tall Timbers 3rd Addition to create an additional lot.

CPC STAFF

General Information

This request is in the Tall Timbers 3rd Addition just south of County Road 212. This location is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Industrial.

Parcel History

This is currently vacant. It previously was heard as a Final Plat in August 2022.

Staff Analysis

The proposed plat would subdivide this area into two parcels. The dividing line of the parcels goes diagonally from the northwest corner of the lot to the southeast corner. This would create Lot 5 on the southwest side of the site, measuring 10.206 acres, and Lot 6 on the northeast side of the site, measuring 11.152. With the split they will have the required frontage of 100 feet for the I-1 Light Industrial district.

There will be two access easement areas as part of the plat. They will allow Lot 6 to have access to the main driveway on Lot 5 and get to the curb cut on the cul-de-sac. The second will allow Lot 5 truck traffic to access a driveway to the south end of their site, which goes onto Lot 6. Staff would just recommend that the easements get recorded with the Final Plat.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-01-2024 filed by Reingard Enterprises LLC to replat lot 3 of the Tall Timbers 3rd Addition to create an additional lot.**

ENGINEERING

Access –

The proposed building will have access from the new cul-de-sac that will be coming off of CR212. The cul-de-sac has not been constructed yet, but it is assumed that it will be built as part of this site plan.

Water Service –

If desired the site can run one 10-inch or 8-inch mainline over to the building that will service the hydrant and the domestic line. Engineering will work with the Site Designer to come up with the final location and sizing.

Sanitary Service –

The proposed sanitary service will connect to the existing sanitary sewer located on the SE site of the cul-de-sac

Stormwater Management –

Engineering will work with the Site Consultant for SP-02 and SP-04 to ensure that drainage calculations and requirements work for both properties. With both of these properties being in the same drainage area, Engineering wants to ensure that both sites work with the current pond design.

MS4 Requirements –

The site will disturb more than one (1) acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. As part of the plans the developer has submitted a SWPPP plan.

Recommendations:

Approval of the Site

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Waterline Service Tap Permit x 2
- Drive/Curb Cut x1
- Storm Tap Permit x1

FIRE PREVENTION

No Comment




RECOMMENDATION

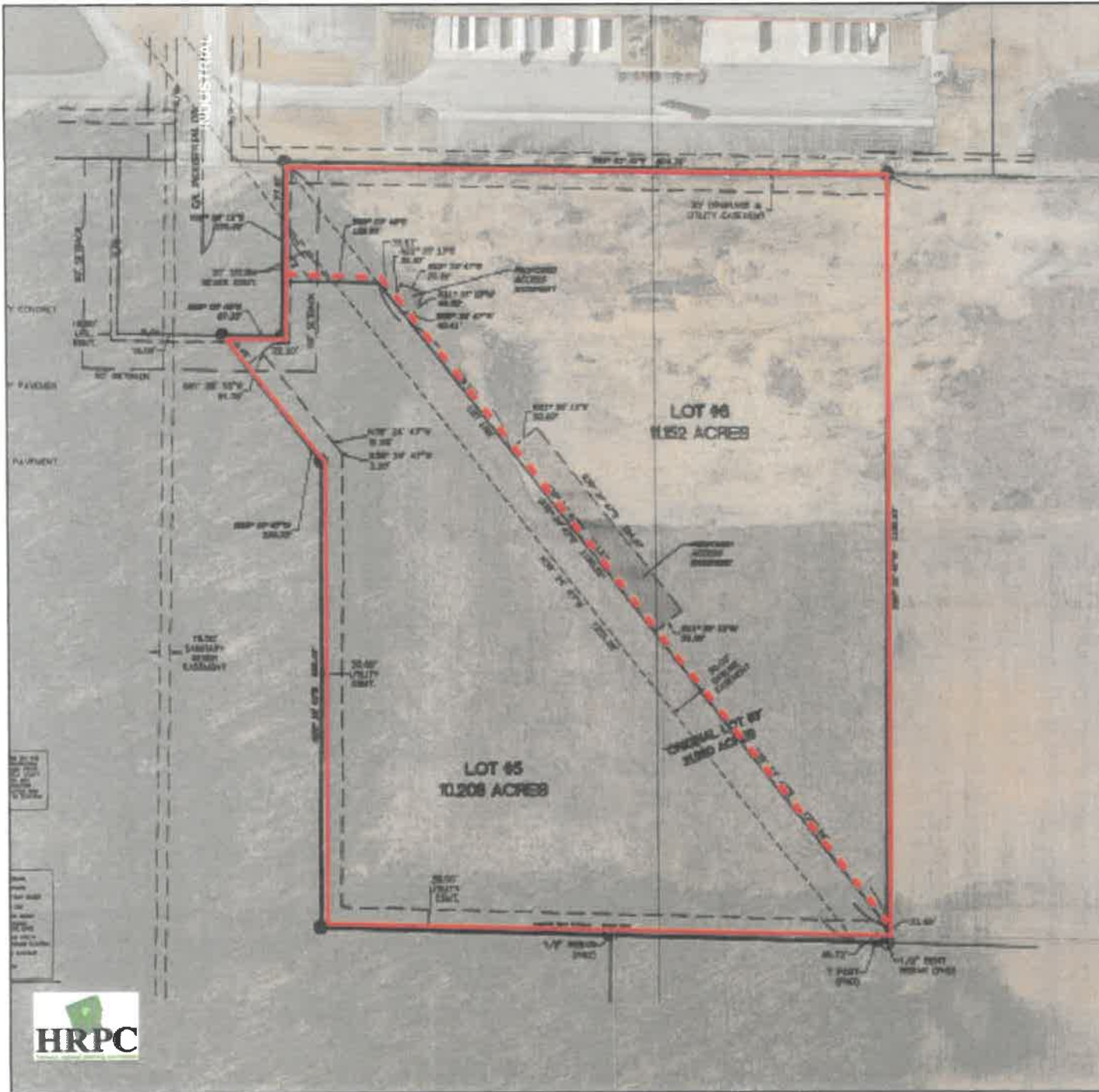
Staff recommends approval of APPLICATION FOR FINAL PLAT #FP-01-2024 filed by Reingard Enterprises LLC to replat lot 3 of the Tall Timbers 3rd Addition to create an additional lot.

FP-01-2024

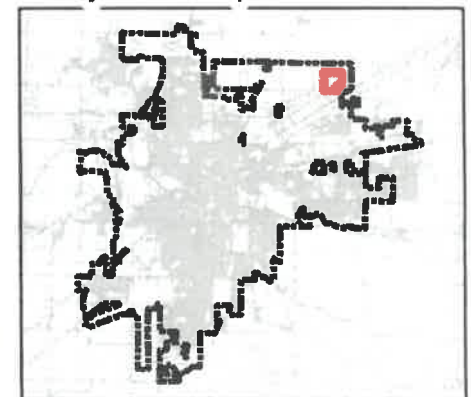
APPLICATION FOR
FINAL PLAT
filed by Reingard Enterprises LLC
to replat lot 3 of the
Tall Timbers 3rd Addition to
create an additional lot.

Legend

-  Reingard site
-  Parcels_Merged
-  Road Centerline



Findlay Locator Map



4. APPLICATION FOR SITE PLAN REVIEW #SP-02-2024 filed by Reingard Enterprises LLC to construct a new 187,500 sf industrial building with associated parking and utilities on the newly created lot 5 of the Tall Timbers 3rd Addition.

CPC STAFF

General Information

This request is in the Tall Timbers 3rd Addition just south of County Road 212. This location is not located within the 100-year floodplain. It is in an area zoned I-1 Light Industrial. The City of Findlay Land Use Plan designates the area as Industrial.

Parcel History

This is currently vacant. There was a site plan that received approval for a 100,000 square foot warehouse in June 2022. One of the conditions for approval was recording the final plat.

Staff Analysis

The applicant has expanded the original proposal from a 100,00 square foot warehouse to a 187,500 square foot warehouse. It will occupy the same spot on the site, but now extend further eastward to accommodate the expansion. They have increased the parking from 21 spots to 31 spots. This would accommodate 28 employees at peak shift.

The building height was not included on the plans, but staff would remind the applicant the maximum height in the I-1 district is sixty feet.

As previously mentioned, the driveway will have 2 access easements. One will allow the Lot 6 to have access to the curb cut onto the cul-de-sac. The second will allow the truck traffic for the Lot 5 to have access to an access to a driveway that goes onto Lot 6. Staff would like to make sure that easements are recorded with the plat.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-02-2024 filed by Reingard Enterprises LLC to construct a new 187,500 sf industrial building with associated parking and utilities on the newly created lot 5 of the Tall Timbers 3rd Addition with the following condition:**

- **Record the Final Plat**

ENGINEERING

Access –

The proposed plans are showing two new drives to come off of TR230. The Engineering Department has been working with Sheetz over the past couple of months to widen TR230 for this new development. As part of the process, Sheetz is completing a traffic impact study for the area to ensure no additional improvements will be needed.

Water Service –

The proposed site will be pulling two waterlines off of the existing 20-inch water main on CR212. The fire and domestic lines will be running to a pump house that will then distribute the water to the private water lines within the site. To ease of access the City prefers to have the master meter for the domestic line to be installed in the pump house, and install a backflow preventor and tattle tale on the fire line. Looking

throughout the plans the City suggest to place backflow preventors on all connections going into the buildings (domestic and fire). This will help isolate areas in the event of a line break or line contamination.

Sanitary Service –

The proposed sanitary service will connect to a new sanitary sewer line that is located on the north side of the site.

Storm Water Management –

The site will be utilizing the new detention ponds for storm water management. The consultant has provided detention calculations for the site and the calculations comply with City Standards.

MS4 Requirements –

The site will disturb more than one (1) acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. As part of the plans the developer has submitted a SWPPP plan.

Recommendations:

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Storm Tap Permit x1
- Waterline Tap Permit x 2
- Curb Cut Permit x2

FIRE PREVENTION

- Obtain all of the permits need for construction
- Schedule all needed inspections required during construction

RECOMMENDATION




Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-02-2024 filed by Reingard Enterprises LLC to construct a new 187,500 sf industrial building with associated parking and utilities on the newly created lot 5 of the Tall Timbers 3rd Addition with the following condition:**

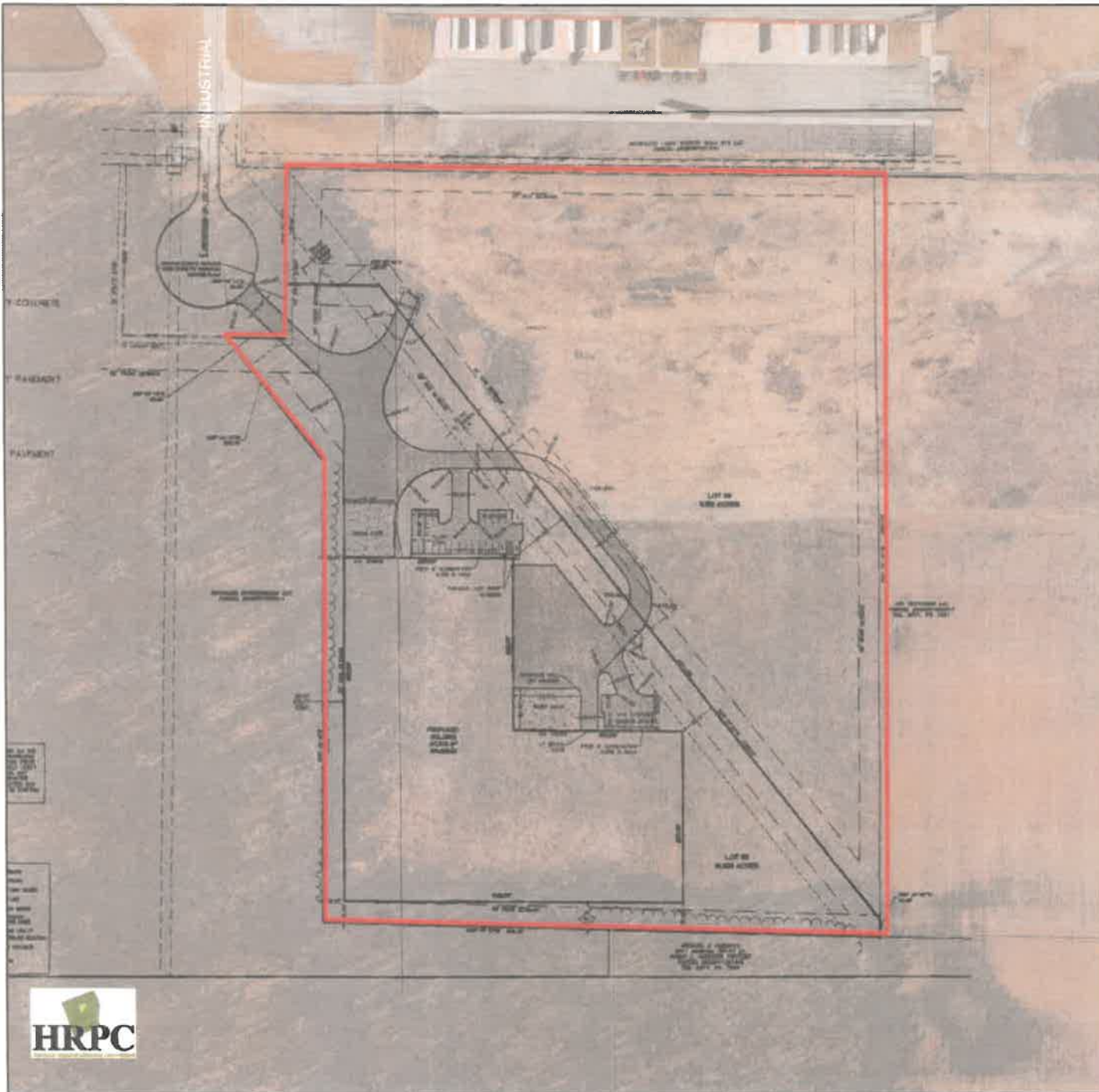
- **Record the Final Plat**

SP-02-2024

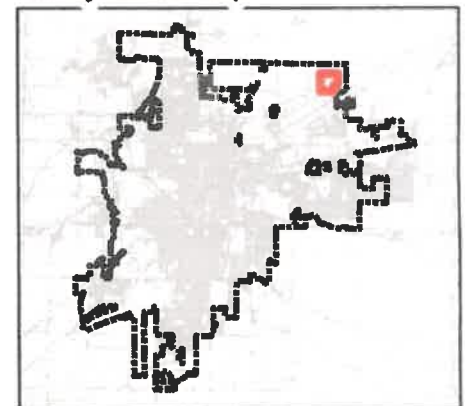
APPLICATION FOR
SITE PLAN REVIEW]
filed by Reingard Enterprises LLC
to construct a new 187,500 sf industrial
building with associated parking
and utilities.

Legend

-  Reingard site
-  Parcels_Merged
-  Road Centerline



Findlay Locator Map



5. APPLICATION FOR SITE PLAN REVIEW #SP-03-2024 filed by Sheetz Distribution Services for a new 511,704 sf building encompassing warehouse production facility, administrative offices, and wellness center, to be located at the northwest corner of the intersection of County Road 212 and Township Road 230.

CPC STAFF

General Information

This request is located at the northwest corner of the intersection of County Road 212 and Township Road 230 in Allen Township. This site is currently vacant. Inside the city limit on the south side of CR 212, it is zoned I-1 Light Industrial and O-1 Office Institution. The City of Findlay Land Use Plan designates the property as Industrial.

Parcel History

The site is currently vacant land.

Staff Analysis

Staff reviewed the following application using the City of Findlay's I-1 Light Industrial district. The recommendations and conditions would only be applicable after the annexation of the site is completed.

Sheetz Distribution Services has proposed a 511,704 square building which will encompass warehousing, a production facility, administrative offices, and a wellness center. There will be 554 parking spots in the employee parking lot, located on the south side of the building. 12 of those spots are designated handicap accessible. This can accommodate 503 employees at peak shift in the I-1 Light Industrial District. There is also a 1,488 square foot concrete pad south of the parking lot that is designated for motorcycle parking. The truck parking lot on the north of the building has parking stalls for 128 trucks and 24 vehicles. This parking area also includes a canopy fueling station with 6 pumps.

They have submitted a landscaping packet for review. Along the north side of the site, rather than providing 20 shrubs, they have substituted ornamental trees at a 1 tree for 5 shrub ratio. Staff was okay with the substitution given the size of the site, and the visual barrier it would help create for the neighboring residential. They have also provided a 6-foot mound along their driveway to help screen the facility.

A photometric sheet was submitted and they have a zero-foot candle at their property line adjacent to residential. They have also submitted elevations and are within the sixty-foot height maximum for the site.

They have requested two driveways to help with traffic flow on the site. One driveway on the north is for the truck traffic, and a south entrance for employee parking.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-03-2024 filed by Sheetz Distribution Services for a new 511,704 sf building encompassing warehouse production facility, administrative offices, and wellness

center, to be located at the northwest corner of the intersection of County Road 212 and Township Road 230

ENGINEERING

Access –

The proposed plans are showing two new drives to come off of TR230. The Engineering Department has been working with Sheetz over the past couple of months to widen TR230 for this new development. As part of the process, Sheetz is completing a traffic impact study for the area to ensure no additional improvements will be needed.

Water Service –

The proposed site will be pulling two waterlines off of the existing 20-inch water main on CR212. The fire and domestic lines will be running to a pump house that will then distribute the water to the private water lines within the site. To ease of access the City prefers to have the master meter for the domestic line to be installed in the pump house, and install a backflow preventor and tattle tale on the fire line. Looking throughout the plans the City suggest to place backflow preventors on all connections going into the buildings (domestic and fire). This will help isolate areas in the event of a line break or line contamination.

Sanitary Service –

The proposed sanitary service will connect to a new sanitary sewer line that is located on the north side of the site.

Storm Water Management –

The site will be utilizing the new detention ponds for storm water management. The consultant has provided detention calculations for the site and the calculations comply with City Standards.

MS4 Requirements –

The site will disturb more than one (1) acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. As part of the plans the developer has submitted a SWPPP plan.

Recommendations:

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Storm Tap Permit x1
- Waterline Tap Permit x 2
- Curb Cut Permit x2

FIRE PREVENTION

- Obtain all of the permits need for construction
- Schedule all needed inspections required during construction



RECOMMENDATION

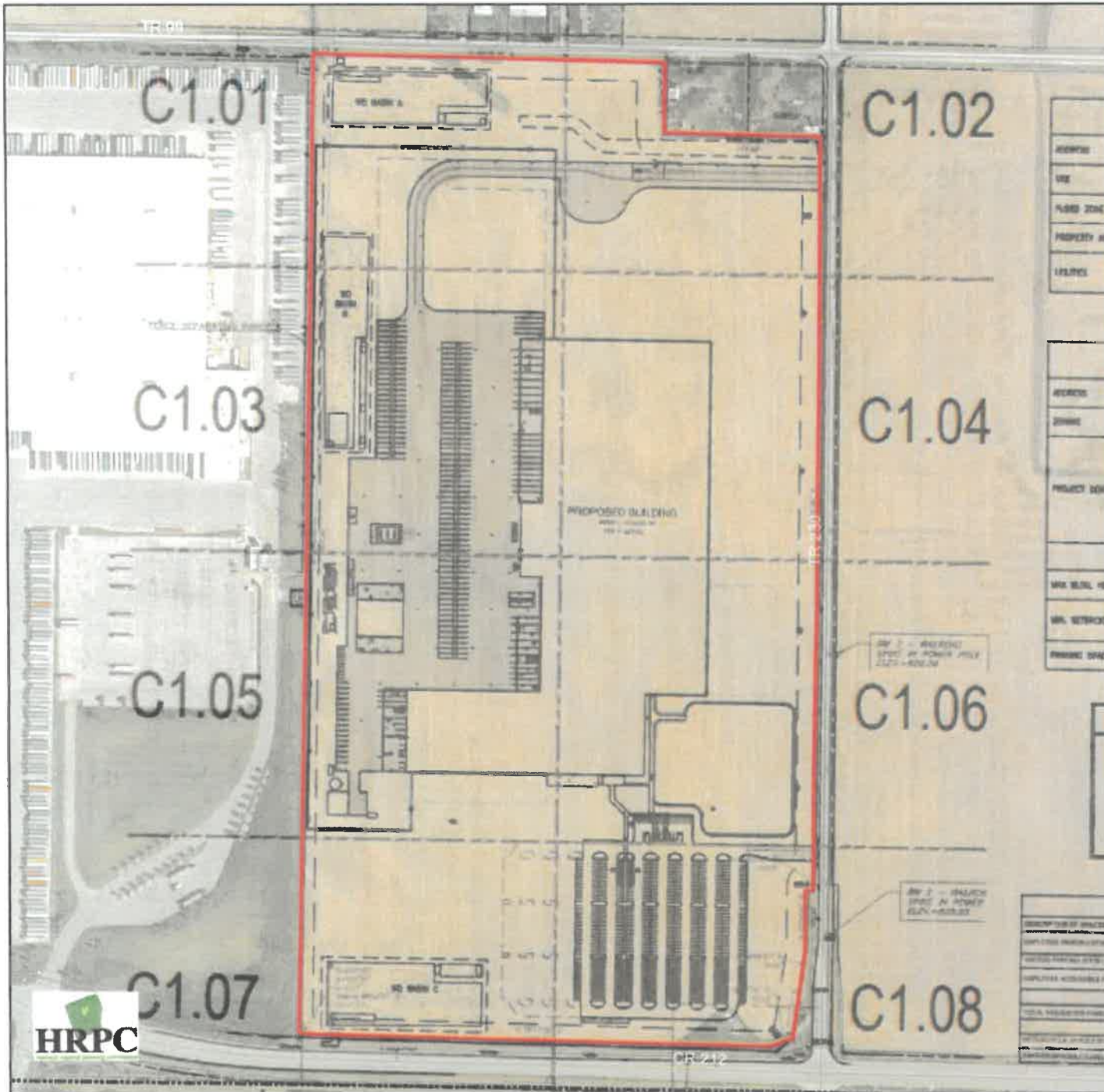
Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-03-2024 filed by Sheetz Distribution Services for a new 511,704 sf building encompassing warehouse production facility, administrative offices, and wellness center, to be located at the northwest corner of the intersection of County Road 212 and Township Road 230

SP-03-2024

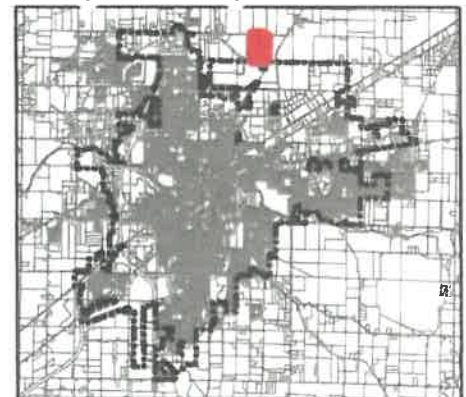
APPLICATION FOR
SITE PLAN REVIEW
filed by Sheetz Distribution
Services for a new 511,704 sf
building encompassing
warehouse production facility,
administrative offices, and
wellness center, to be located
at the northeast corner of the
intersection of County Road 212
and Township Road 230.

Legend

-  SP-03-2024
-  Parcels
-  Road Centerline



Findlay Locator Map



6. APPLICATION FOR SITE PLAN REVIEW #SP-04-2024 filed by the JDP Ventures LLC for two spec buildings, measuring 28,500 sf and 20,000 sf, on parcel number 630001022615 along County Road 236.

CPC STAFF

General Information

This request is located along the west side of County Road 236, south of County Road 212. It is in an area zoned I-1 Light Industrial. Across the street to the east, is zoned Agriculture in Marion Township. The City of Findlay Land Use Plan designates the property as Industrial.

Parcel History

The site is currently vacant land.

Staff Analysis

The applicant would like to construct two spec buildings on the site, along with a private drive. There would be a parking lot located on the east side of the site that could accommodate 135 cars with 7 being handicap accessible. The elevations submitted show that the height of the buildings would be nineteen and a half feet tall (19 ½'), which is below the maximum sixty feet.

The driveway was shown as being a private drive that would be a sixty-foot (60') ingress/egress and utility easement. Staff would like to see the driveway dedicated as a public street to allow for orderly future development on the site.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-04-2024 filed by the JDP Ventures LLC for two spec buildings, measuring 28,500 sf and 20,000 sf, on parcel number 630001022615 along County Road 236 with the following condition:**

- **Dedicate the public right-of-way for the road and cul-de-sac.**

ENGINEERING

Access –

The site will be accessed by a new Ingress/Egress cul-de-sac that is coming off of CR236. It is assumed that the cul-de-sac is a private driveway. In an effort to clean up some of the City Limits throughout the City, Engineering desires that the remaining portion of the property to be annexed into the City. Per County Regulations the City Corp Limit should be taken to the center line of the road. To clean up these areas as much as possible it is desired to annex the remaining strip of land from the ROW to the centerline of road. Once that portion is annexed the site contractor or owner can obtain a drive/ curb cut permit from the City of Findlay.

Water Service –

The current design is showing a new service line to feed the north building and a new watermain that will run down the middle of the cul-de-sac. This new design will be creating a dead end waterline that the City would like to have eventually looped with the dead end line on the cul-de-sac of Industrial Drive. If the water line is going to be public, Engineering is requesting an easement to extend to the west property line. The line will not need to be extended at this time, but with future development the line will need to be

extended at that time. Engineering will work with the Consultant to finalize the waterline location and fittings.

Sanitary Service –

The proposed site will be extending the existing sanitary to the site to service the buildings. The sanitary is shown in an easement so it is assumed that the sanitary line will be a public sewer.

Storm Water Management –

Engineering will work with the Site Consultant for SP-02 and SP-04 to ensure that drainage calculations and requirements work for both properties. With both of these properties being in the same drainage area, Engineering wants to ensure that both sites work with the current pond design.

MS4 Requirements –

The site will disturb more than one (1) acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. As part of the plans the developer has submitted a SWPPP plan.

Recommendations:

Condition: Property Owner to Annex the remaining portion of the property. Per County Regulations the City Corp Limit should be taken to the center line of the road. To clean up these areas as much as possible it is desired to annex the remaining strip of land from the ROW to the centerline of road.

The following permits may be required prior to construction:

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

FIRE PREVENTION

- Obtain all of the permits need for construction
- Schedule all needed inspections required during construction

RECOMMENDATION




Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-04-2024 filed by the JDP Ventures LLC for two spec buildings, measuring 28,500 sf and 20,000 sf, on parcel number 630001022615 along County Road 236 with the following condition:**

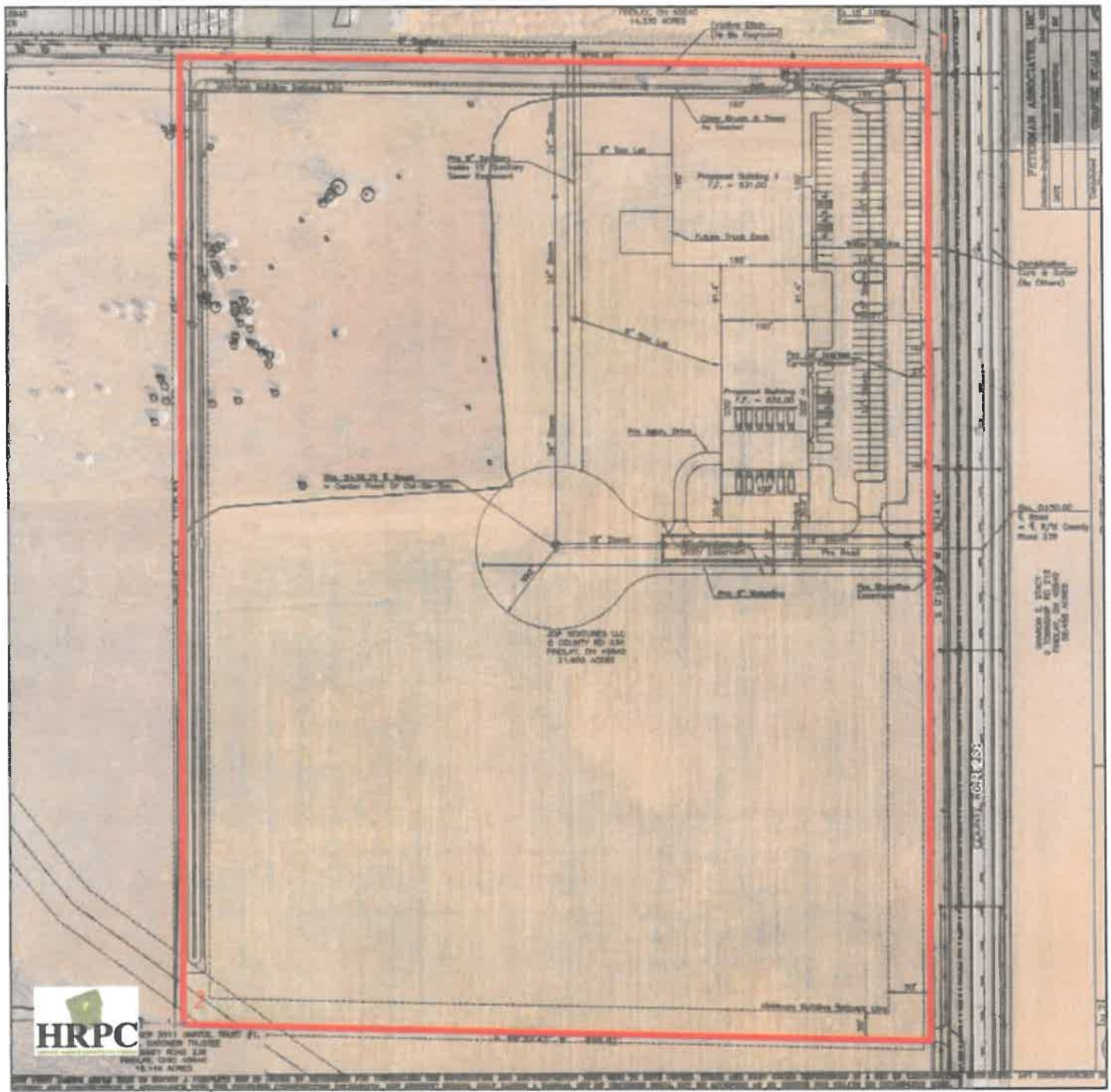
- **Dedicate the public right-of-way for the road and cul-de-sac (HRPC)**
- **Annex the remaining right-of-way to the centerline of CR 236 (Engineer)**

SP-04-2024

APPLICATION FOR
SITE PLAN REVIEW
filed by the JDP Ventures LLC
for two spec buildings, measuring
28,500 sf and 20,000 sf, on parcel
number 630001022615
along County Road 236.

Legend

-  SP-04-2024
-  Parcels
-  Road Centerline



Findlay Locator Map

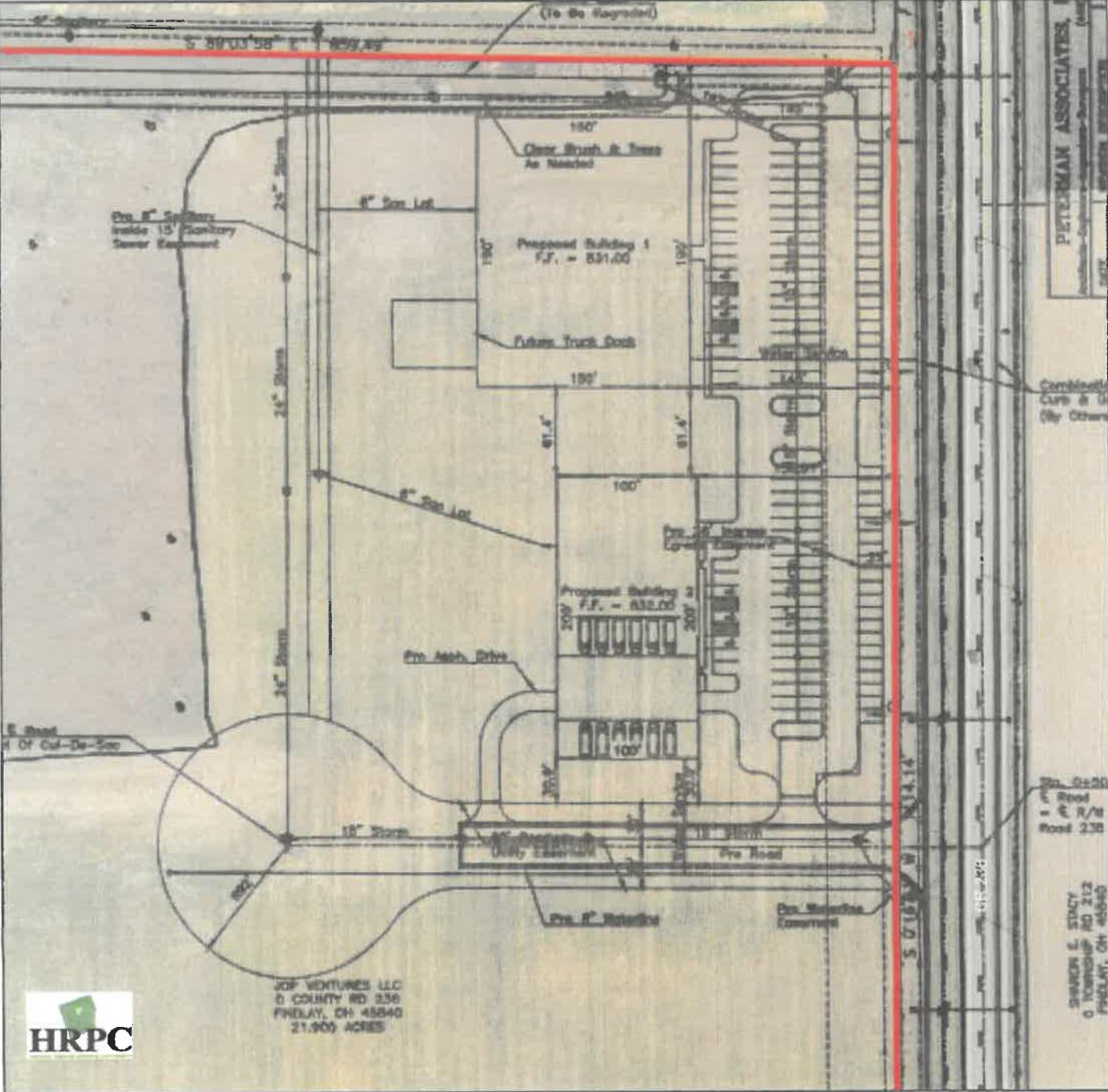


SP-04-2024

APPLICATION FOR
SITE PLAN REVIEW
filed by the JDP Ventures LLC
for two spec buildings, measuring
28,500 sf and 20,000 sf, on parcel
number 630001022615
along County Road 236.

Legend

-  SP-04-2024
-  Parcels
-  Road Centerline



JDP VENTURES LLC
0 COUNTY RD 236
FINDLAY, OH 45840
21.900 ACRES



Findlay Locator Map



City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
February 8th, 2024 – 9:00 AM
AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

TABLED ITEMS

NEW ITEMS

1. **APPLICATION FOR ALLEY VACATION #AV-01-2024** filed by John Crates to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between lots 10, 11, 12, and 13 of the Whiteley M C Addition Block 17.
2. **APPLICATION FOR ALLEY VACATION #AV-02-2024** filed by John Crates to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue, north of Blanchard Avenue. This right-of-way is located between lot 1 of the Whiteley M C Addition Block 18 , and lots 11, 12, and 13 of the Whiteley M C Addition Block 17.
3. **APPLICATION FOR FINAL PLAT #FP-01-2024** filed by Reingard Enterprises LLC to replat lot 3 of the Tall Timbers 3rd Addition to create an additional lot.
4. **APPLICATION FOR SITE PLAN REVIEW #SP-02-2024** filed by Reingard Enterprises LLC to construct a new 187,500 sf industrial building with associated parking and utilities on the newly created lot 5 of the Tall Timbers 3rd Addition .
5. **APPLICATION FOR SITE PLAN REVIEW #SP-03-2024** filed by Sheetz Distribution Services for a new 511,704 sf building encompassing warehouse production facility, administrative offices, and wellness center, to be located at the northwest corner of the intersection of County Road 212 and Township Road 230.
6. **APPLICATION FOR SITE PLAN REVIEW #SP-04-2024** filed by the JDP Ventures LLC for two spec buildings, measuring 28,500 sf and 20,000 sf, on parcel number 630001022615 along County Road 236.

ADMINISTRATIVE APPROVALS

ADJOURNMENT



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

Tuesday, February 06, 2024

The Honorable Council
Findlay, Ohio

Council Members,

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

Summary of Year-To-Date Information as of January 31st, 2024
Financial Snapshot for General Fund as of January 31st, 2024
Open Projects Report as of January 31st, 2024
Cash & Investments as of January 31st, 2024

Respectfully Submitted,

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

Jim Staschiak II
City Auditor

CITY OF FINDLAY
SUMMARY OF YEAR-TO-DATE INFORMATION AS OF JANUARY 31, 2024

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
COUNCIL	271,553	18,482	6.8%	2,500	400	16.0%
MAYOR'S OFFICE	447,083	27,337	6.1%	2,900	260	9.0%
AUDITOR'S OFFICE	985,566	35,084	3.6%	553,298	31	0.0%
TREASURER'S OFFICE	34,363	986	2.9%	-	-	0.0%
LAW DIRECTOR	937,606	59,429	6.3%	140,900	-	0.0%
MUNICIPAL COURT	2,958,774	160,086	5.4%	1,411,800	178,882	12.7%
CIVIL SERVICE OFFICE	147,711	1,073	0.7%	30,000	-	100.0%
PLANNING & ZONING	158,262	-	0.0%	-	-	0.0%
COMPUTER SERVICES	725,536	67,273	9.3%	715,718	-	0.0%
GENERAL EXPENSE	4,119,244	505,279	12.3%	-	-	0.0%
GENERAL REVENUE	-	-	0.0%	29,034,921	593,827	2.0%
POLICE DEPARTMENT	9,996,068	516,755	5.2%	456,155	22,244	4.9%
DISASTER SERVICES	63,844	43,843	68.7%	-	-	0.0%
FIRE DEPARTMENT	9,326,812	433,365	4.6%	337,000	20	0.0%
DISPATCH CENTER	1,394,988	143,444	10.3%	-	-	0.0%
HUMAN RESOURCES	221,526	5,785	2.6%	-	-	0.0%
SERVICE DIRECTOR	375,250	7,660	2.0%	-	-	0.0%
ENGINEERING OFFICE	972,128	29,928	3.1%	244,500	7,314	3.0%
PUBLIC BUILDING	821,817	8,834	1.1%	-	-	0.0%
ZONING	411,867	10,776	2.6%	70,000	1,855	2.7%
PARK MAINTENANCE	1,660,856	60,761	3.7%	144,638	575	0.4%
RESERVOIR RECREATION	20,311	190	0.9%	-	-	0.0%
RECREATION FUNCTIONS	1,186,060	33,954	2.9%	936,388	81,967	8.8%
CEMETERY DEPARTMENT	646,528	22,612	3.5%	184,600	7,768	4.2%
TOTAL GENERAL FUND	37,883,753	2,192,935	5.8%	34,265,318	895,142	2.6%

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	3,784,432	157,194	4.2%	3,336,701	219,399	6.6%
TRAFFIC-SIGNALS	549,778	42,078	7.7%	-	809	0.0%
TOTAL SCM&R FUND	4,334,210	199,272	4.6%	3,336,701	220,209	6.6%
SCM&R HIWAYS	196,095	3,825	2.0%	206,020	17,085	8.3%
TOTAL SCM&R HIWAYS FUND	196,095	3,825	2.0%	206,020	17,085	8.3%
AIRPORT OPERATIONS	1,470,456	74,294	5.1%	1,342,062	74,278	5.5%
TOTAL AIRPORT FUND	1,470,456	74,294	5.1%	1,342,062	74,278	5.5%
WATER TREATMENT	4,953,264	224,893	4.5%	44,258	27,256	61.6%
WATER DISTRIBUTION	2,926,787	83,227	2.8%	79,200	201	0.3%
UTILITY BILLING	1,961,183	225,315	11.5%	12,331,546	657,192	5.3%
SUPPLY RESERVOIR	1,520,179	15,339	1.0%	23,126	762	3.3%
TOTAL WATER FUND	11,361,413	548,774	4.8%	12,478,130	685,411	5.5%
SANITARY SEWER MAINT	1,302,970	64,504	5.0%	1,000	-	0.0%
STORMWATER MAINT	320,506	8,826	2.8%	800,800	68,834	8.6%
WATER POLLUTION CONTROL	3,840,393	93,864	2.4%	9,545,983	862,376	9.0%
TOTAL SEWER FUND	5,463,869	167,194	3.1%	10,347,783	931,209	9.0%
PARKING	120,589	11,428	9.5%	95,781	8,456	8.8%
TOTAL PARKING FUND	120,589	11,428	9.5%	95,781	8,456	8.8%
SWIMMING POOL	185,265	4	0.0%	170,097	97	0.1%
TOTAL SWIMMING POOL FUND	185,265	4	0.0%	170,097	97	0.1%
CIT ADMINISTRATION	23,899,583	65,584	0.3%	29,381,000	2,330,907	7.9%
TOTAL CIT FUND	23,899,583	65,584	0.3%	29,381,000	2,330,907	7.9%

SNAPSHOT Revenues/Expenditures & Key Balances Snapshot PROJECTED:

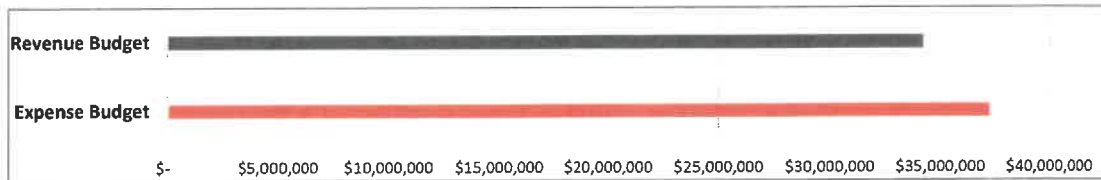
1/31/2024

GENERAL FUND REVENUES & EXPENSES

Prior Year Ending Cash Balance – Unappropriated		\$	30,381,992
Revenue and Receipts Projection General Fund	\$	34,265,318	
Expenses Appropriated General Fund <i>(assumes \$0.00 returned by departments)</i>	\$	37,256,427	

BUDGETED OPERATIONAL SURPLUS/(DEFICIT) **(2,991,109)**

BUDGETED UNENCUMBERED YEAR END GENERAL FUND BALANCE **\$ 27,390,883**



MONITORING INTANGIBLE / ANTICIPATED ITEMS

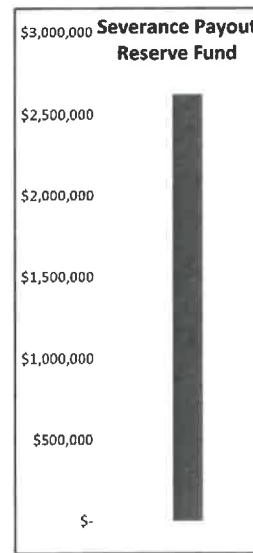
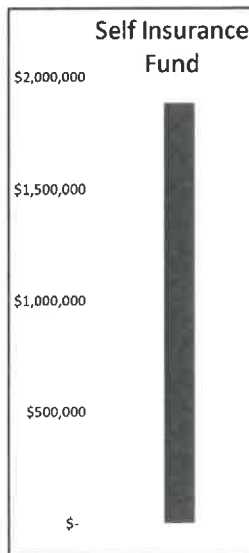
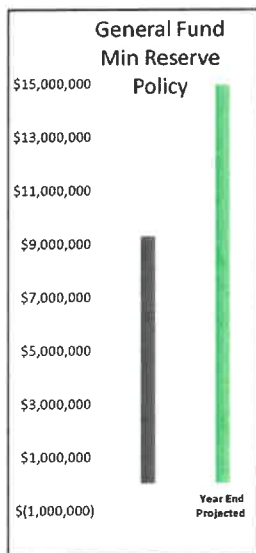
POSSIBLE

LIKELY

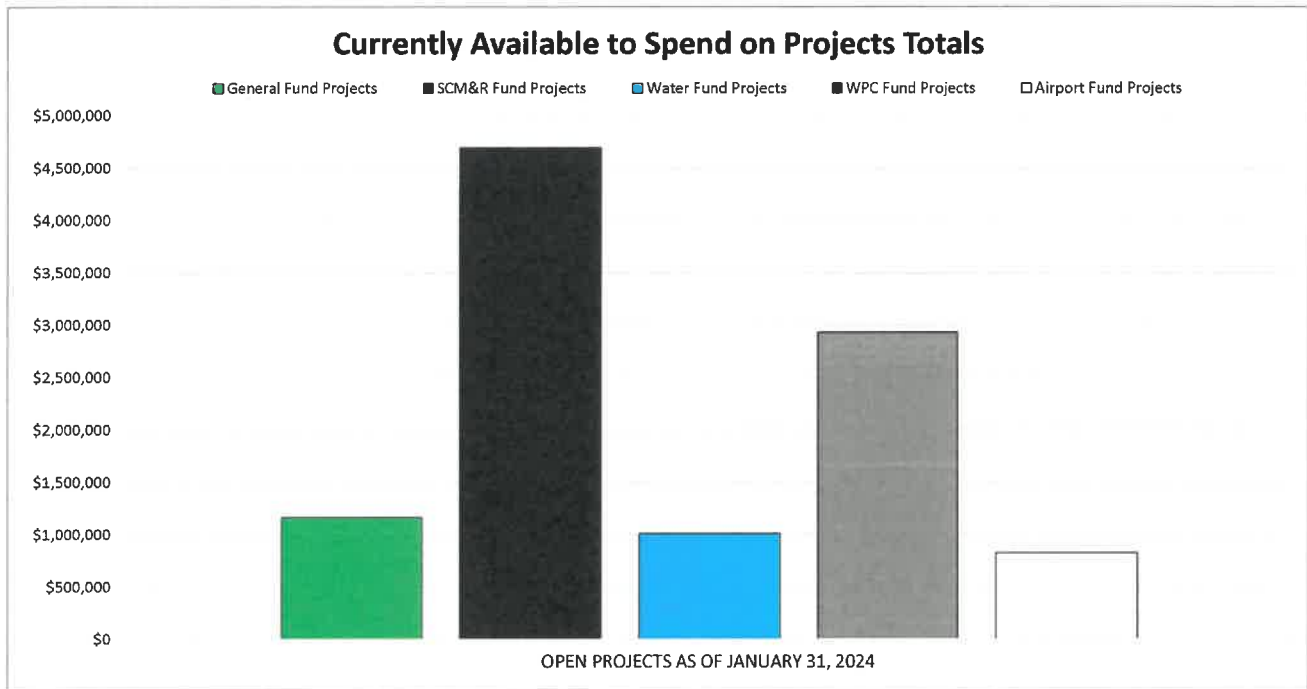
- Revenue Differential + / (-)
- Expense Differential + / (-)
- Additional Capital Improvements Plan General Fund Dollars
- Fund Subsidies + / (-)

FINANCIAL POLICY AMOUNTS

		Year End Projected	Over/(Short)
Minimum Reserve Balance General Fund	\$	9,311,758	\$ 27,390,883
General Fund Rainy Day Reserve Account (to be adjusted in February)			\$ 2,096,404
Self Insurance Fund			\$ 1,887,429
Severance Payout Reserve Fund & Potential Retirements			\$ 2,625,270



CITY OF FINDLAY OPEN PROJECTS AS OF JANUARY 31, 2024



PROJECT NUMBER	PROJECT NAME	TOTAL APPROPRIATED	TOTAL EXPENSED	TOTAL PENDING	CURRENTLY AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
31912000	PARKER TRAINING/RESTROOM REMODEL	322,559	66,782	211,450	44,327
31912500	TRAFFIC/FABRICATION SHOP	97,750	97,134	360	256
31912800	TYLER EXECUTIME IMPLEMENTATION	150,000	134,464	15,537	-
31913700	DOWNTOWN RECREATION AREA	1,605,775	100,775	-	1,505,000
31920700	22 ORC REQUIRED PD TRAINING	24,203	23,226	-	977
31920800	ENG/ZONING FILE SCANNING	92,000	72,414	2,901	16,685
31920900	MUNI BLDG ELEVATOR REPLACEMENT	382,200	286,824	93,375	2,001
31921900	SECURITY CAMERAS	91,130	88,370	1,171	1,589
31922200	2022 GIS FUNCTIONALITY GROWTH	80,000	47,008	30,950	2,042
31922400	MUNI BLDG BATHROOM UPGRADES	50,000	17,662	-	32,338
31923000	CUBE BLDG GENERATOR	165,000	-	127,837	37,163
31924300	RIVERSIDE DAM MODIFICATIONS	80,000	79,671	329	(0)
31924500	PARK/AIR RESTROOM CDBG	222,000	22,054	127,000	72,946
31924800	MLK MURAL	15,000	-	-	15,000
31925000	CITY ADA TRANSITIONAL PLAN	300,000	6,410	292,390	1,200
31925100	CITY RESTROOM ACCESSIBILITY	45,000	14,140	3,660	27,200
31925400	TECHNOLOGY IMPROVMENTS	70,000	66,946	2,545	510
31925600	TREE PLANTING	100,000	-	-	100,000
31925800	DEMOLITION PROGRAM	400,000	120,000	-	280,000
31930700	PD BODYWORN CAMERAS	171,216	167,043	-	4,173
31931200	EMORY FT FINDLAY PLAY UPGRADE	620,000	60,550	9,081	550,369
31931300	2023 ENGINEERING REMODEL	68,000	67,724	270	6

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
31931800	RESERVOIR DOCKS	70,000	-	67,887	2,113
31931900	GREENWAY TRAIL P3	165,000	138,196	26,804	-
31932100	DARK DISPATCH UPGRADES	20,000	5,355	6,753	7,892
31932200	REMOTE OFFICES DOOR LOCKS	75,000	-	-	75,000
31932400	REPLACE BACKUP SERVER/NETWORK	45,000	16,972	17,412	10,616
31932600	2024 ARPA POLICE VEHICLES	322,500	-	-	322,500
31932700	2023 SIDEWALK IMPROVEMENTS	40,000	-	-	40,000
31933000	PHASE 2 BENCHING ENVIRONMENTAL	100,000	96,873	2,627	500
31933200	PD QUICK RSPONSE GRANT FY2022	62,500	20,412	42,088	-
31933300	RAWSON/SWALE RESTROOM RECON	996,400	80,118	47,790	868,492
31933400	RAWSON PARK TENNIS COURTS	45,000	14,703	-	30,297
31933900	FFD PUCO HAZMAT TRAINING GRANT	23,500	11,750	11,750	-
31934000	SOLAR ECLIPSE 2024	20,000	5,770	-	14,230
31934300	BULK TRASH & TIRE DROPOFF (ARPA)	20,000	10,421	-	9,579
31934600	BROAD AVENUE BIKE PATH	150,000	-	-	150,000
31934700	HPD GRANT 2024	22,000	-	-	22,000
31948200	OHIO 629 - MARATHON	250,000	24,026	10,000	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	729,301	2,086	383
31993600	KEEP ACTIVE KEEP HEALTHY PROG	101,000	99,053	1,947	0
31993800	RVR GREENTRAIL TO RIVERBEND	3,224,509	2,754,130	395,112	75,267
31994900	FIRE STRICT FACILITY	2,440,500	2,153,796	276,711	9,993
GENERAL FUND PROJECTS		14,216,068	7,705,588	1,827,821	4,682,658
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	201,000	140,232	48,570	12,198
32823100	S MAIN/HARDIN INTERSECTION	160,000	69,682	72,478	17,840
32823200	S MAIN/CRAWFORD INTERSECTION	140,000	41,827	77,407	20,766
32823400	W MAIN CROSS/CORY INTERSECTION	143,000	60,574	71,071	11,356
32830300	2023 STREET PREV MAINT	625,000	607,100	6,587	11,313
32830400	23 ANNUAL RESURFACING/CURB	1,427,000	1,359,125	-	67,875
32831600	S WEST/MAIN CROSS INTERSECTION	175,000	34,058	116,381	24,562
32833800	ODOT FY24 BIGELOW RESURFACING	2,000	305	-	1,695
32852700	W SANDUSKY/WESTERN AVENUE	190,000	113,433	3,642	72,925
32864600	CR212/CR236 WIDENING	3,667,500	227,897	23,252	3,416,351
32876000	BLANCHARD/LINCOLN BIKE LANE	3,471,500	2,590,585	17,522	863,394
SCM&R FUND PROJECTS		10,798,000	5,664,817	436,909	4,696,273

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
35222100	TERMINAL BLDG MOVE/REHAB	126,000	119,807	3,260	2,933
35224000	AIP-33 NORTH APRON REHAB CONS	2,283,995	2,016,267	213,386	54,342
35225200	AIP-35	495,162	233,219	72,366	189,577
35231700	AIRPORT FUEL FARM REPAIRS	100,000	-	56,500	43,500
35232300	AIRPORT SNOW REMOVAL EQUIP BLDG	250,000	-	-	250,000
35234200	AIP-34	283,100	-	-	283,100
AIRPORT FUND PROJECTS		3,538,257	2,369,294	345,512	823,452
35512100	WASHINGTON AVE STORM UPGRADE	40,000	18,381	9,400	12,219
35601300	WPC CLARIFIER 3&4 REHAB	1,080,845	951,937	61,200	67,708
35611600	SPRINGLAKE SANITARY UPGRADE	625,000	531,797	42,250	50,953
35626200	CSO LTC PLAN AMENDMENT 22	390,000	182,996	181,860	25,144
35630100	WPC AUTOMATIC TRANSFER SWITCH	300,000	1,141	254,000	44,859
35631500	PROJECT HAT TRICK	3,000,000	3,587	265,608	2,730,805
35633600	2023 ANNUAL SEWER & MANHOLE	2,000	704	-	1,296
35633700	2023 LARGE DIAMETER SWR CLEAN	2,000	-	-	2,000
SEWER FUND PROJECTS		5,439,845	1,690,542	814,318	2,934,985
35710100	RECTOR AVE WATERLINE REPLACE	444,147	196,388	182,992	64,767
35723800	SMALL WATERLINE UPGRADES	505,000	19,521	15,500	469,979
35725300	WTP GENERATOR	1,685,000	-	1,683,047	1,953
35730800	LAUREL LANE WL REPLACEMENT	130,000	1,779	100,527	27,694
35732500	23 BILLING/DIST ROOF REPLACE	155,000	-	154,969	31
35732900	EAST ST WL REPAIR	2,000	-	-	2,000
35781800	WTP SCADA SYSTEM UPGRADES	585,600	540,850	26,865	17,885
35782800	RESERVOIR TRANSFER LINE REHAB	1,957,881	141,447	1,626,629	189,806
35783300	WATER METER SYSTEM REPLACE	4,723,622	1,267,622	3,267,147	188,853
35790800	WTP CO2 TANKS REPLACEMENT	1,250,000	52,701	1,149,464	47,835
WATER FUND PROJECTS		11,438,250	2,220,308	8,207,139	1,010,802

<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 JANUARY 31, 2024

<u>AMOUNT</u>	<u>DESCRIPTION AND COUPON RATE</u>	<u>BANK/FIRM</u>
\$ 1,964,000.00	STAR OHIO @ 5.540%	
134,104.26	STAR OHIO @ 5.540%	
51,003,500.00	STAR OHIO @ 5.540%	
1,675,651.75	STAR OHIO @ 5.540%	
34,505,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
946,835.94	US TREASURY @ 0.250% COUPON	HUNTINGTON BANK
970,940.00	US TREASURY @ 1.500% COUPON	KEY 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/>		
\$ 95,600,110.08	INVESTMENT TOTAL	
5,339,841.51	5/3 BANK ACCOUNT BALANCE	
-	ACCRUED INVESTMENT INTEREST	
<hr/>		
\$ 100,939,951.59	TOTAL CASH & INVESTMENTS	

UNAPPROPRIATED FUND BALANCES (CURRENT CASH BALANCES ON REVERSE)

GENERAL	\$ 27,390,883
SCM&R	1,170,559
SCM&R HIWAY	411,509
SEVERANCE PAYOUT RESERVE	2,625,270
ARPA	63,402
AIRPORT	287,558
WATER	6,177,839
SEWER	16,338,302
STORMWATER	2,465,534
PARKING	36,511
CIT ADMINISTRATION	1,834,879
CIT CAPITAL IMPROVEMENT	9,892,207
CIT FLOOD MITIGATION	2,500,000

CITY OF FINDLAY
BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF JANUARY 31, 2024

\$ 31,491,280.38	General Fund
1,500,000.00	General Fund Restricted Rainy Day
4,820,602.70	General Fund Projects
1,763,752.16	SCM&R Fund
2,925,113.16	SCM&R Fund Projects
-	County Permissive License Fund
413,696.19	State Highway Fund
934.39	Law Enforcement Trust Fund
3,044.03	Drug Law Enforcement Trust Fund
356,807.21	ID Alcohol Treatment Fund
56,798.22	Opioid Abatement Fund
75,678.06	Enforcement & Education Fund
1,072,150.99	Court Special Projects Fund
171,039.93	Court Computerization Fund
2,109.56	METRICH Drug Law Enforcement Trust Fund
179,246.93	Alcohol Monitoring Fund
192,965.38	Mediation Fund
95,111.20	Electronic Imaging Fund
9,581.63	Legal Research Fund
2,639,190.08	Severance Payout Fund
63,402.31	ARPA Fund
552,895.24	Debt Service Fund
-	CR 236 TIF Fund
1,101,418.82	Municipal Court Improvement Fund
469,298.66	Airport Fund
518,291.80	Airport Fund Projects
6,198,352.07	Water Fund
938,167.97	Water Fund Restricted
6,622,872.52	Water Fund Projects
12,740,137.15	Sewer Fund
5,453,625.96	Sewer Fund Restricted
3,640,613.03	Sewer Fund Projects
62,458.85	Parking Fund
-	Parking Fund Projects
14,296.07	Swimming Pool Fund
27,241.10	Internal Service Central Stores Fund
-	Internal Service Workers Comp Fund
2,015,729.37	Internal Service Self Insurance Fund
3,950,722.48	CIT Fund
3,965,875.64	CIT Fund- Restricted Capital Improvements
2,500,000.00	CIT Fund - Restricted Flood Mitigation
-	Police Pension Fund
-	Fire Pension Fund
66,481.47	Unclaimed Monies Fund
306,204.74	Tax Collection Agency Fund
1,679,326.75	Cemetery Trust Fund
172,576.95	Private Trust Fund
109,148.42	Guaranteed Deposits
1,712.02	Special Assessments Pavements Fund
-	Special Assessments Sidewalks Fund
-	Special Assessments Sidewalks Fund Projects
-	Special Assessments Storm Fund
\$ 100,939,951.59	TOTAL CASH & INVESTMENTS

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: **January 2024**

Date of completion of most
recent physical inventory

06/30/2023

	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	144	70	86	0	13	0	0	313	0
New cases filed	40	16	29	0	10	0	0	95	0
Cases transferred in, reactivated or redesignated	4	3	1	0	0	0	0	8	0
TOTAL (Add lines 1-3)	188	89	116	0	23	0	0	416	0
Jury trial	0	0	0	0	0	0	0	0	0
Court trial	0	0	1	0	0	0	0	1	0
Default				0	0	0	0	0	0
Guilty or no contest plea to original charge	14	18	22					54	1
Guilty or no contest plea to reduced charge	3	2	3					8	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	1	6	0	2	0	0	33	3
Transfer to another judge or court	2	0	0	0	1	0	0	3	0
Referral to private judge				0	0	0	0	0	0
Unavailability of party for trial or sentencing	0	0	1	0	0	0	0	1	0
Bankruptcy stay or interlocutory appeal	0	0	0	0	0	0	0	0	0
Other terminations	0	2	1	0	4	0	0	7	0
TOTAL (Add lines 5-16)	43	23	34	0	7	0	0	107	0
Pending end of period (Subtract line 17 from line 4)	145	66	82	0	16	0	0	309	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 2/7/2024

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

ALAN D HACKENBERG _____ Date _____
Preparer's name and telephone number if other than judge (print or type) _____ Date _____
STEPHANIE M BISHOP _____ Date _____

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

Court: **FINDLAY MUNICIPAL COURT** Judge: **STEPHANIE M BISHOP**

Report for the month of: **January 2024**

	A	B	C	D	E	F	G	H	I	T	
	Felony	Misdemeanors	O.M.V.I.	Other Traffic	Personal Injury & Property	Contracts	F.E.D.	Other Civil	Small Claims	TOTAL	
Pending beginning of period	1	4	69	10	362	6	498	61	0	140	1150
New cases filed	2	8	104	29	590	1	111	21	0	89	953
Cases transferred in, reactivated or redesignated	3	0	33	0	82	0	1	0	0	2	118
TOTAL (Add lines 1-3)	4	12	206	39	1034	7	610	82	0	231	2221
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults	5	0	14	2	39	0	115	20	0	0	190
Hearing by Magistrate (Include guilty or no contest pleas and defaults	6		5	0	26	0	0	0	0	24	55
Transfer (Include waivers of preliminary hearing and individual judge assignments	7	7	87	27	52	0	20	1	0	0	194
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	8	0	0	0	0	0	16	0	0	0	16
Other dismissals (Include dismissals at preliminary hearing)	9	0	9	2	105	0	13	11	0	30	170
Violations Bureau	10		0		205						205
Unavailability of party for trial or sentencing	11	0	28	0	116	0	0	0	0	0	144
Bankruptcy stay or interlocutory appeal	12	0	0	0	0	0	0	0	0	0	0
Other terminations	13	0	7	0	226	0	2	0	0	0	235
TOTAL (Add lines 5-13)	14	7	150	31	769	0	166	32	0	54	1209
Pending end of period (Subtract line 14 from line 4)	15	5	56	8	265	7	444	50	0	177	1012
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 2/7/2024

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 _____

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: **January 2024**

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	186	74	84	1	14	0	0	359	0
New cases filed	2	47	11	23	0	10	1	0	92	0
Cases transferred in, reactivated or redesignated	3	7	2	3	0	0	0	0	12	0
TOTAL (Add lines 1-3)	4	240	87	110	1	24	1	0	463	0
Jury trial	5	0	0	0	0	0	0	0	0	0
Court trial	6	0	0	0	0	0	0	0	0	0
Default	7				0	0	0	0	0	0
Guilty or no contest plea to original charge	8	21	9	21				51	3	
Guilty or no contest plea to reduced charge	9	6	0	2				8	0	
Dismissal for lack of speedy trial(criminal) or want of prosecution (civil)	10	0	0	0	0	0	0	0	0	
Other Dismissals	11	27	4	3	0	0	0	34	2	
Transfer to another judge or court	12	0	0	0	0	1	0	1	0	
Referral to private judge	13				0	0	0	0	0	
Unavailability of party for trial or sentencing	14	2	0	2	0	0	0	4	0	
Bankruptcy stay or interlocutory appeal	15	0	0	0	0	0	0	0	0	
Other terminations	16	1	0	0	0	3	0	4	0	
TOTAL (Add lines 5-16)	17	57	13	28	0	4	0	102	0	
Pending end of period (Subtract line 17 from line 4)	18	183	74	82	1	20	1	0	361	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 2/7/2024

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
STEPHANIE M BISHOP	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 January, 2024

PAGE 1

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CASES FILED:				
TRAFFIC	619	619	738	738
TRAFFIC COMPANION	94	94	124	124
CRIMINAL	112	112	130	130
CRIMINAL COMPANION	10	10	13	13
SEARCH WARRANT	7	7	5	5
CIVIL	133	133	118	118
SMALL CLAIMS	89	89	98	98
EXTRADITION	2	2	3	3
HABITUAL TRAFFIC VIOLATOR	1	1	-	-
OTHER	15	15	7	7
TOTALS	1,082	1,082	1,236	1,236
COURT PROCEEDINGS:				
ABILITY TO PAY	2	2	3	3
Admin License Suspension	5	5	3	3
Arraignment	834	834	859	859
Attachment	2	2	1	1
BOND VIOLATION	2	2	-	-
Civil Status Conference	-	-	4	4
COMMUNITY SERVICE REVIEW	-	-	10	10
Contempt of Court	17	17	40	40
CONTESTED DUS CONTEMPT HEARING	1	1	-	-
Contested Small Claims	1	1	2	2
Continued	722	722	755	755
Damages	-	-	1	1
Debtors Examination	51	51	48	48
Default	-	-	2	2
Desk Review	152	152	88	88
DIVERSION PLEA	6	6	3	3
DUS DIVERSION REVIEW	1	1	4	4
Extradition	1	1	-	-
Forcible Detention	21	21	10	10
Garnishment	1	1	2	2
Hearing on Motion	-	-	7	7
HEARING ON MOTION TO SEAL RECORD	10	10	4	4
HEARING ON WARRANT	-	-	27	27
Marriage	5	5	3	3
Mediation	1	1	-	-
Miscellaneous	7	7	1	1
Motion to Dismiss	-	-	1	1
Plea	105	105	91	91
Preliminary	5	5	13	13
Pre-Trial	193	193	125	125
Pre-Trial with Judge	76	76	48	48
Revivor	4	4	1	1
Revocation	7	7	6	6
SECOND PRETRIAL	124	124	130	130
Sentencing	3	3	5	5
Small Claims	58	58	66	66

FINDLAY MUNICIPAL COURT Monthly Report for January, 2024

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
STATUS CONFERENCE	1,395	1,395	1,445	1,445
Suppression	6	6	1	1
TELEPHONE PRETRIAL	22	22	16	16
Trial	5	5	4	4
WRIT OF RESTITUTION	10	10	9	9
WRITTEN PLEA	7	7	15	15
TOTALS	<u>3,862</u>	<u>3,862</u>	<u>3,853</u>	<u>3,853</u>

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CRIMINAL VIOLATIONS:				
ASSAULT	6	6	7	7
BURGLARY	3	3	2	2
CRIMINAL DAMAGING	2	2	1	1
CRIMINAL TRESPASS	-	-	1	1
DISORDERLY CONDUCT	6	6	6	6
DOMESTIC VIOLENCE	18	18	14	14
DRUG ABUSE	4	4	46	46
OPEN CONTAINER PROHIBITED	1	1	2	2
OVI	1	1	-	-
RESISTING ARREST	-	-	3	3
TELEPHONE HARASSMENT	-	-	1	1
THEFT	31	31	15	15
UNDERAGE CONSUMPTION	-	-	2	2
OTHER CRIMINAL	50	50	43	43
TOTALS	122	122	143	143
TRAFFIC VIOLATIONS:				
ACD/SPEED	17	17	22	22
DISOBEYING TRAFFIC CONTROL DEV	11	11	11	11
DRIVING UNDER SUSPENSION	34	34	38	38
EXPIRED REGISTRATION	29	29	37	37
FAIL TO MAINTAIN CONTROL	47	47	56	56
FAILURE TO YIELD RIGHT OF WAY	7	7	10	10
LEAVING SCENE OF AN ACCIDENT	5	5	8	8
LEFT OF CENTER	1	1	3	3
OVERLOAD	24	24	63	63
OVI	41	41	70	70
PASSING A STOPPED SCHOOL BUS	2	2	3	3
RECKLESS OPERATION	1	1	1	1
SEAT BELT	39	39	38	38
SPEEDING	303	303	321	321
OTHER TRAFFIC	152	152	181	181
TOTALS	713	713	862	862

NOTE: SEARCH WARRANTS NOT INCLUDED IN VIOLATION TOTALS

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

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

ARRESTING AGENCY:

PATROL

OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	411	411	454	454
OMVI	19	19	23	23
CRIMINAL FELONIES	-	-	3	3
CRIMINAL MISDEMEANORS	2	2	29	29
SEARCH WARRANTS	2	2	1	1

FINDLAY P.D. (BY ORDINANCE)

OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	170	170	204	204
OMVI	10	10	30	30
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	73	73	67	67
SEARCH WARRANTS	-	-	-	-

FINDLAY P.D. (BY ORC)

OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	-	-	1	1
OMVI	-	-	-	-
CRIMINAL FELONIES	7	7	14	14
CRIMINAL MISDEMEANORS	19	19	16	16
SEARCH WARRANTS	3	3	3	3

SHERIFF

OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	85	85	131	131
OMVI	13	13	17	17
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	10	10	12	12
SEARCH WARRANTS	2	2	1	1

OTHERS

OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	6	6	2	2
OMVI	-	-	-	-
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	10	10	2	2
SEARCH WARRANTS	-	-	-	-

TOTALS	<u>842</u>	<u>842</u>	<u>1,010</u>	<u>1,010</u>
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PROBATION:

ESTABLISHED	29	29	34	34
TERMINATED	37	37	28	28
CURRENT	7	7	17	17

TOTALS	<u>73</u>	<u>73</u>	<u>79</u>	<u>79</u>
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	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ACTIVITIES ORDERED:				
ALCOHOL EVALUATION	-	-	1	1
ALCOHOL/SUBSTANCE EVAL	8	8	12	12
ANGER MANAGEMENT	1	1	-	-
BENCH WARRANT TO AGENCY	125	125	233	233
COMMUNITY SERVICE CITY	2	2	5	5
COMMUNITY SERVICE COUNTY	11	11	3	3
COMMUNITY SERVICE INDIVIDUAL	18	18	14	14
DIP	15	15	20	20
ELECTRONIC HOME MONITORING	-	-	1	1
FORM 95	1	1	2	2
JAIL	12	12	5	5
Jail Term Suspended Condition	3	3	1	1
NO CONTACT WITH VICTIM	-	-	5	5
Pay Restitution	-	-	5	5
Probation	8	8	20	20
SCRAM	3	3	8	8
STAR Program	4	4	1	1
TREATMENT FRC	5	5	7	7
TREATMENT MISCELLANEOUS	6	6	8	8
VIP	17	17	19	19
TOTALS	239	239	370	370

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

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

RECEIPTS DEPOSITED:

ALCOHOL MONITORING	\$1,986.60	\$1,986.60	\$2,329.01	\$2,329.01
BOND FEES	\$125.00	\$125.00	\$100.00	\$100.00
CIVIL DEPOSIT TENDERS	\$1,888.93	\$1,888.93	\$245.00	\$245.00
COURT COST	\$66,769.22	\$66,769.22	\$49,116.87	\$49,116.87
DUI ENFORCEMENT	\$2,595.35	\$2,595.35	\$2,713.30	\$2,713.30
ELECTRONIC IMAGING	\$3,758.03	\$3,758.03	\$3,765.47	\$3,765.47
FINES & FORFEITURES	184,412.27	\$184,412.27	169,403.55	\$169,403.55
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$461.99	\$461.99	\$443.30	\$443.30
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$171.94	\$171.94	\$144.83	\$144.83
JAIL HOUSING	\$17,665.57	\$17,665.57	\$14,533.78	\$14,533.78
JAIL REIMBURSEMENT	\$68.57	\$68.57	\$231.38	\$231.38
LEGAL RESEARCH	\$4.00	\$4.00	\$3.00	\$3.00
MEDIATION	\$1,177.00	\$1,177.00	\$1,182.00	\$1,182.00
MISCELLANEOUS	\$26,440.24	\$26,440.24	\$22,190.61	\$22,190.61
MUNI COURT COMPUTERIZATION	\$6,155.70	\$6,155.70	\$6,127.70	\$6,127.70
MUNI COURT IMPROVEMENT	\$15,889.21	\$15,889.21	\$15,748.47	\$15,748.47
RESTITUTION	\$394.76	\$394.76	\$214.50	\$214.50
SPECIAL PROJECTS	\$25,662.31	\$25,662.31	\$25,744.41	\$25,744.41
STATE PATROL	\$20,928.34	\$20,928.34	\$19,931.99	\$19,931.99
TRAFFIC/CRIMINAL BONDS	\$9,112.70	\$9,112.70	\$13,785.02	\$13,785.02
	<u>385,667.73</u>	<u>\$385,667.73</u>	<u>347,954.19</u>	<u>\$347,954.19</u>

DISTRIBUTIONS:

ALCOHOL MONITORING	\$1,986.60	\$1,986.60	\$2,329.01	\$2,329.01
BOND FEES	\$125.00	\$125.00	\$100.00	\$100.00
CIVIL DEPOSIT TENDERS	\$0.00	\$0.00	\$245.00	\$245.00
COURT COST	\$66,368.22	\$66,368.22	\$49,082.87	\$49,082.87
DUI ENFORCEMENT	\$2,571.62	\$2,571.62	\$2,709.91	\$2,709.91
ELECTRONIC IMAGING	\$3,737.03	\$3,737.03	\$3,762.47	\$3,762.47
FINES & FORFEITURES	182,538.21	\$182,538.21	166,997.77	\$166,997.77
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$461.99	\$461.99	\$443.30	\$443.30
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$171.94	\$171.94	\$144.83	\$144.83
JAIL HOUSING	\$17,665.57	\$17,665.57	\$14,533.78	\$14,533.78
JAIL REIMBURSEMENT	\$68.57	\$68.57	\$231.38	\$231.38
LEGAL RESEARCH	\$4.00	\$4.00	\$3.00	\$3.00
MEDIATION	\$1,170.00	\$1,170.00	\$1,181.00	\$1,181.00
MISCELLANEOUS	\$35,936.16	\$35,936.16	\$32,966.69	\$32,966.69
MUNI COURT COMPUTERIZATION	\$6,120.70	\$6,120.70	\$6,122.70	\$6,122.70
MUNI COURT IMPROVEMENT	\$15,798.21	\$15,798.21	\$15,735.47	\$15,735.47
RESTITUTION	\$360.90	\$360.90	\$788.41	\$788.41
SPECIAL PROJECTS	\$25,515.31	\$25,515.31	\$25,723.41	\$25,723.41
STATE PATROL	\$20,670.34	\$20,670.34	\$19,931.99	\$19,931.99
	<u>381,270.37</u>	<u>\$381,270.37</u>	<u>343,032.99</u>	<u>\$343,032.99</u>

DISTRIBUTED TO:

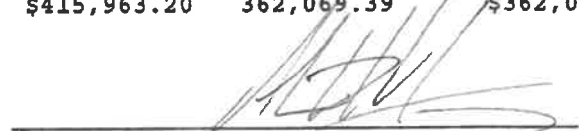
*****CURRENT YEAR*****
 MTD YTD

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

CITY OF FINDLAY	176,209.85	\$176,209.85	151,445.02	\$151,445.02
HANCOCK COUNTY	\$18,902.41	\$18,902.41	\$18,269.91	\$18,269.91
OTHERS	169,316.51	\$169,316.51	142,081.19	\$142,081.19
STATE OF OHIO	\$51,534.43	\$51,534.43	\$50,273.27	\$50,273.27
	<u>415,963.20</u>	<u>\$415,963.20</u>	<u>362,069.39</u>	<u>\$362,069.39</u>



STEPHANIE M. BISHOP, JUDGE



ALAN D. HACKENBERG, JUDGE

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

Board of Zoning Appeals

December 14, 2023

Members present: Phil Rooney, Chairman; Kerry Trombley; Scott Brecheisen; Brody Yingling; and Alex Treece.

Mr. Rooney called the meeting to order at 6:00 p.m. and the general rules were reviewed.

The following was introduced by Mr. Erik Adkins:

Case Number: BZA-37-2023-64502

Address: 319 N. Blanchard Street

Zone: C-1 Local Commercial

Filed Dan Maciejewski, regarding a variance from section 1161.11.4(A)(2) of the City of Findlay Zoning Ordinance for an expansion to the existing commercial parking lot at 319 N. Blanchard Street. The applicant has proposed to expand the parking lot by continuing the existing setbacks which are: 0-foot setback to the west, 3.7-foot setback to the east, and 2-foot setback to the south. This section requires a 10-foot setback to the west and south property lines, and a 5-foot setback from the east property line.

This matter came before the City Planning Commission in December.

The expansion continues along existing payment, except for along N. Blanchard Street, which it is inside the property line.

This use to be the site of a fire damaged property, that was demolished and replaced with a parking lot. The pavement for this lot has already been installed due to asphalt season ending, and the need for parking at the beginning of the year.

The city will not oppose the board's decision.

Mr. Rooney asked if there are any communications on this case.

Mr. Adkins stated he received an email on this case. He read the email letter from Cathy Weygandt into record. She stated she is against the variance request. He stated that to address one of the concerns, the City Planning Commission did require a green barrier be put along the South side, along the alleyway. He stated he spoke with the applicant and he may put a concrete planter with arborvitaes trees inside it.

Mr. Trombley asked if there plans on being any screening along the West property line?

Mr. Maciejewski, owner of 319 N. Blanchard Street, was sworn in. He stated that on the alleyway side, the South side, they cannot do anything since it is December. He stated he is going to do something, he has a row of arborvitaes now and may just continue them to the alleyway.

Mr. Trombley stated there is a chain link fence right now along the property line.

Mr. Maciejewski stated it was put in by the property owner next to him to separate the house that burnt down from their property.

Mr. Trombley asked if there will be something to provide a barrier from his property and the residential property.

Mr. Maciejewski stated that was correct.

Mr. Trombley asked if that would go all the way on the East side of the property?

Mr. Maciejewski stated it would go to the alleyway and down the alleyway is where they are talking about putting the concrete barrier.

Mr. Adkins stated the reason they wanted to put it up was because of the guide wire coming down from the telephone pole.

Mr. Trombley made a motion to approve the requested variance subject to obtaining the required permits within 60 days.

Mr. Brecheisen seconded the motion.

Motion to approve the requested variance subject to obtaining the required permits within 60 days, 5-0.

The following was introduced by Mr. Erik Adkins:

Case Number: BZA-38-2023-64503

Address: 802 Cherry Street

Zone: R-3 Small Lot Residential

Filed by John Richter, regarding a variance from section 1123.05(A) of the City of Findlay Zoning Ordinance for a proposed addition to the dwelling at 802 Cherry Street. The applicant is proposing to construct an addition continuing the existing building line which is 6.3-feet from the Carnahan Avenue right-of-way. This section requires a setback to be half of the distance of the neighbor's dwellings to the property line, which is approximately 9.5-feet from the Carnahan Avenue right-of-way.

The owner is looking to extend the existing building line to the north, but it encroaches into the required front yard setback. Being the dwelling is already existing, this request is minimal.

The city will not oppose the board's decision.

John Richter, 802 Cherry Street, was sworn in. He stated it is an existing wall on the house that has been there probably 50 years. They are going to tear off the kitchen and put a nicer kitchen on.

Mr. Brecheisen asked if the back porch in the photo is what is getting torn off?

Mr. Richter stated the steps and the whole back structure is going away.

Mr. Brecheisen asked if that porch is 12-feet?

Mr. Richter stated that porch is only about 9-feet.

Mr. Brecheisen asked if it will go out to about where the steps end?

Mr. Richtie stated that is correct.

Mr. William Baker, 718 Cherry Street, was sworn in. He stated he has no problem with them doing what they are doing.

Mr. Rooney asked if there are any communications on this case.

Mr. Adkins stated there are no communications on this case.

Mr. Trombley made a motion to approve the requested variance contingent on required permits be obtained within 60 days.

Mr. Brecheisen seconded the motion.

Motion to approve the requested variance contingent on required permits be obtained within 60 days, 5-0.

The following was introduced by Mr. Erik Adkins:

Case Number: BZA-39-2023-64506

Address: 628 Rector Avenue

Zone: R-3 Small Lot Residential

Filed by David Rader, regarding a variance from section 1161.01.1(C)(2) of the City of Findlay Zoning Ordinance for a proposed 24 X 36 detached garage at 628 Rector Avenue. The applicant is proposing to build a 996-square foot detached garage, which would exceed the allowable roofed area for accessory structures by 96-square feet. This section allows for the maximum total allowed roofed area for an accessory structure is 900-square feet.

The owner is looking to keep the existing 132-square foot shed on site after the garage is completed, which is the reason for the request. Had the shed been removed, a variance would not be needed.

The city will not oppose the board's decision.

Mr. Adkins stated it is 996 square feet total including the shed.

Mr. David Rader was present but did not speak.

Mr. Rooney asked if there are any communications on this case.

Mr. Adkins stated there are no communications on this case.

Mr. Trombley made a motion to approve the requested variance contingent on required permits be obtained within 60 days.

Mr. Yingling seconded the motion.

Motion to approve the requested variance contingent on required permits be obtained within 60 days, 5-0.

Ms. Mathias stated that Mr. Rader has already gotten a permit, so the current permit will be amended.

The following was introduced by Mr. Erik Adkins:

Case Number: BZA-40-2023-64512

Address: 118 Defiance Avenue

Zone: R-3 Small Lot Residential

Filed by Mark Ward, regarding a variance from section 1161.01.1(D)(2) of the City of Findlay Zoning Ordinance for a detached garage rebuild at 118 Defiance Avenue. The applicant has proposed to rebuild a 280-square foot garage that was destroyed in a fire, which was 1.3-feet from the side property line and 4.4-feet from the rear property line. This section requires a 3-foot setback from the side property line, and a 5-foot setback from the rear property line.

Being that the original structure burnt down in a fire, and the owner is looking to rebuild the garage in the same location, this request is minimal.

The city will not oppose the board's decision.

Mr. Mark Ward was present but did not speak.

Mr. Rooney asked if there are any communications on this case.

Mr. Adkins stated there are no communications on this case. He clarified the rebuild is the same square footage that was there before it burnt down.

Mr. Trombley made a motion to approve the requested variance contingent on required permits be obtained within 60 days.

Mr. Treece seconded the motion.

Motion to approve the requested variance contingent on required permits be obtained within 60 days, 5-0.

Mr. Rooney thanked Mr. Trombley for his years of service on the Board of Zoning Appeals, as he will be leaving to serve on City Planning Commission.

The November 09, 2023 meeting minutes were approved.

The meeting was adjourned.



Chairman



Secretary



OFFICE OF
THE MAYOR
CHRISTINA M. MURYN

Rob Martin BSN, MBA
Service-Safety Director

February 7, 2024

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

The City has received additional payment for the repair of a vehicle from an accident from the City's insurance company in the amount of \$1,027.33. It has been deposited in the General Fund.

An appropriation is respectfully requested as follows for the repair of the vehicle:

FROM:	General Fund (insurance proceeds)	\$1,027.33
TO:	Police Department 21012000-other	\$1,027.33

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

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rob Martin'.

Rob Martin
Service-Safety Director

cc: Donald J. Rasmussen, Director of Law
Jim Staschiak II, City Auditor
Police Chief James Mathias



OFFICE OF
THE MAYOR
CHRISTINA M. MURYN

Rob Martin BSN, MBA
Service-Safety Director

February 7, 2024

Honorable City Council
City of Findlay, Ohio

RE: Appointment to Hancock Regional Planning Commission Board

Dear Council Members:

This letter will serve as my request for your confirmation of Dave Murphy to the Hancock Regional Planning Commission Board for the City of Findlay.

Mr. Murphy has expressed a desire and willingness to serve the community as a member of the Hancock Regional Planning Commission Board. This appointment is effective through December 31, 2025.

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

Sincerely,


Christina M. Muryn
Mayor



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, February 09, 2024

The Honorable Council
Findlay, Ohio

Dear Council Members,

In 2011 the City made the final debt payment on the Rockwell Avenue Improvement Special Assessment debt. However, there were several property owners that had been granted deferrals on payment of the assessment due to personal reasons and the City would not receive payment until such time that the property changed hands and/or sold. The City had to cover the costs of the debt payments with General Fund money and was to be reimbursed when the assessments were finally made. The \$1,712.02 represents the amount of money that was received for the final deferred parcel from this project. This money should now be returned to the General Fund.

FROM: Special Assessments Pavements (28010000)	\$1,712.02
TO: General Fund	\$1,712.02

With Respect,

Jim Staschiak II – City Auditor



February 8, 2024

RE: Granting Employees Administrative Leave for the Total Solar Eclipse

Dear Council Members,

As you are all aware, on April 8th, 2024 our community will experience a total solar eclipse. Findlay is located within the path of totality and is located roughly 20 miles from the epicenter. Due to this, Hancock County and the City are anticipating a large influx of visitors to Findlay and the region for a number of days surrounding this event. City leadership along with County and State Agencies have been diligently preparing for this event for over two years and we believe the City is in a strong position to handle what may come.

While considering all the variables of managing such an event, the City recognizes the challenge of travel during these days to and from work. Therefore, departments who have non-essential roles in City functions pertaining to the Eclipse will be closed on April 8th. Due to the different responsibilities of our work force, many employees will be required to work that day. In an attempt to be fair and equitable, a decision has been made to provide every employee eight (8) hours of administrative leave, regardless of their responsibilities or work schedule on April 8th. Individuals who are directed to stay home that day will utilize the eight hours of administrative leave. Individuals who are required to work will be credited eight hours to use on a future date at their discretion. These eight hours may be combined with accrued vacation time, comp time, or Holivac time to match an employee's schedule, and must be used by 12/7/24, which is the last paid day that will be included in a 2024 paid period. Administration worked with the Deputy Auditor to discuss the conceptual aspect of this to assure payroll practices were maintained and a standardize process would be followed.

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will create an Administrative Leave - Solar Eclipse bucket. This will be used for tracking of use of the eight (8) hours of Administrative leave to each City employee to be used by 12/7/24. This will ensure a clean audit process.

Thank you for your support and understanding during this unique time.

Sincerely,

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

Rob Martin
Service-Safety Director

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



OFFICE OF
THE MAYOR
CHRISTINA M. MURYN

Rob Martin, BSN, MBA
Service-Safety Director

February 14, 2024

Dear Honorable Council,

In late 2023, the Income Tax Administrator for the Village of McComb abruptly quit. The Village subsequently reached out to the City of Findlay Income Tax Department and Income Tax Board to evaluate if the City of Findlay would provide income tax collection services for McComb.

The Income Tax Board voted to approve putting forward legislation to City Council authorizing the Mayor to enter into a Collection Services Agreement with the Village of McComb. McComb Village Council passed Ordinance 2024-02 on February 12, 2024. Currently the City of Findlay provides income tax collection services to Arlington, Mount Cory, Vanlue, Carey, Mount Blanchard and Jenera. These services are provided based upon the following calculation:

$$\begin{aligned} & \textit{Entity Fee} \\ & = \\ & \textit{City of Findlay Income Tax Department} \\ & \textit{Operational Costs for previous calendar Year} \\ & \times \\ & (\# \textit{ Entity Accounts} \div \textit{ Total \# Accounts}) \end{aligned}$$


For example, for services in calendar year 2022, the City of Findlay received approximately \$85,000 for collection services, helping offset City of Findlay Income Tax Department costs.

It is the recommendation of the City of Findlay Income Tax Administrator, Mary Price, that the approximately 800 accounts can be easily absorbed into our regular workflow. For perspective the City currently processes about 34,000 accounts. Additionally, the Village of McComb understands that they will pay for any costs associated with getting their accounts loaded into our new software system.

It is the intention of myself and Administrator Price that we will evaluate the fee structure associated with all of our existing Collection Services Agreements this year for potential change in calendar year 2025. All agreements are annual agreements with 6-month out clauses.

I believe that this is an easy opportunity for the City of Findlay to be a good neighbor, offset some of our operational costs, and create a more efficient process for taxpayers who may be filing with both the City and other local villages. I have requested Law Director Rasmussen to prepare the necessary legislation to authorize entering into a Collection Services Agreement with the Village of McComb.

Sincerely,


Christina M. Muryn
Mayor

COLLECTION SERVICES AGREEMENT

This Agreement made and entered into by and between The City of FINDLAY, Ohio, 318 Dorney Plaza, Findlay, Ohio 45840, hereinafter referred to as "FINDLAY", and the Village of MCCOMB, Ohio, Hancock County, Ohio, hereinafter referred to as "MCCOMB", WITNESSETH:

WHEREAS, pursuant to Ordinance Number 2024-____, adopted _____, 2024, FINDLAY agreed to enter into an Agreement with MCCOMB for services to administer, enforce, and collect taxes levied by MCCOMB on certain incomes and net profits of residents and non-residents, and on net profits of business entities operating or conducting business in MCCOMB in accordance with Ordinance Number 2024-____ of the Village of MCCOMB; and

WHEREAS, the term of the Agreement is for the period commencing January 1, 2024; and

WHEREAS, this Agreement sets forth specific terms as to the fee to be paid to FINDLAY for the collection services provided to MCCOMB by FINDLAY;

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES HEREIN CONTAINED, IT IS UNDERSTOOD AND AGREED BETWEEN FINDLAY AND MCCOMB that from and after the first day of January 2024 unless otherwise terminated in accordance with the provisions herein, FINDLAY shall administer, enforce, collect, and receive for MCCOMB all municipal income tax returns and money due to MCCOMB under the following terms and conditions:

1. Thirty days after an annual invoice is issued by FINDLAY, MCCOMB shall pay FINDLAY a collection service fee to be determined each year as compensation for the services rendered herein. The total annual costs to operate the FINDLAY Income Tax Department shall be determined and shall include, but are not limited to actual and encumbered operational expenses (excluding refunds and court costs) assigned to the Income Tax Department's operations budget, applicable annual capital improvement expenditures, and applicable annual special project costs. To this total shall be applied a percentage determined as follows: the average number of withholding, individual, and business taxpayer records administered for MCCOMB for the year as the numerator and the average number of withholding, individual, and business taxpayer records administered by the Income Tax Department for all municipalities for the year as the denominator. The invoice shall also include any other costs associated with provide Income Tax Collection Services specific to the Village of McComb.
2. FINDLAY shall remit to MCCOMB, by the 15th of each month, the money collected in the previous month under this Agreement with an accounting of the money collected. FINDLAY shall provide to MCCOMB a monthly report disseminating the collection information for withholders, individuals, and businesses, respectively.
3. FINDLAY shall have the authority to accept checks in payment of income tax, penalties, interest, and court costs made payable to the Village of MCCOMB or reasonably-acceptable alternatives.
4. FINDLAY shall process refund requests on behalf of MCCOMB and submit a report to MCCOMB on a weekly basis, if refunds exist. MCCOMB shall issue refund checks directly to its taxpayers. MCCOMB shall notify FINDLAY by December 31st of each year of any unissued and unclaimed checks for proper 1099-G reporting requirements. FINDLAY shall prepare and issue 1099-G forms on behalf of MCCOMB.
5. MCCOMB shall adopt legislation providing that FINDLAY is authorized to administer, enforce, and collect said income tax money and that no employee of MCCOMB is to make any such collections. MCCOMB shall indemnify and hold harmless City of Findlay and its employees, representatives, and elected officials to the

extent the City and its employees, representatives, and elected officials are performing their duties administering, enforcing, and collecting the MCCOMB Income Tax Code.

6. MCCOMB shall adopt legislation authorizing the Income Tax Administrator of FINDLAY to act as the Income Tax Administrator of MCCOMB, and authorize such Administrator to administer and enforce the Ordinance and the rules and regulations of the collection of the income tax as provided by MCCOMB and to make reports to the Finance Committee of MCCOMB's council or its duly authorized representative from council. The Income Tax Administrator of MCCOMB shall seek legal advice from the MCCOMB Village Solicitor, who will be responsible to provide the same.
7. Excluding the tax rate, and to the extent allowable by Chapter 718 of the Ohio Revised Code, MCCOMB shall adopt legislation which mirrors the FINDLAY Income Tax Ordinance and the Rules and Regulations, which complement the ordinance regarding, but not limited to forms and methods of compensation; estimate payment requirements; penalty and interest rates for past-due tax; taxability of individuals ages 16 and/or 17; partnerships, limited partnerships, LLCs, and S corporations, and all other pass-through entities, and the respective owners of such pass-through entities; lottery and gambling winnings/losses; carry-forward losses; netting sole proprietors' business and rental activities with wages; employer withholding remittance due dates; sales of real estate and tangible personal property used in business; and non-qualified deferred compensation plans. The legislation must be compliant with Substitute House Bill 5 of the 130th Ohio General Assembly.
8. MCCOMB may adopt legislation to establish a Local Board of Tax Review pursuant to Section 718.11 of the Ohio Revised Code. Unless otherwise prohibited by Chapter 718 of the Ohio Revised Code, and pursuant to FINDLAY Ordinance Number 2015-101, the members of FINDLAY'S Local Board of Tax Review are authorized to hear cases on behalf of MCCOMB.
9. MCCOMB shall issue an annual purchase order to encumber funds and to authorize FINDLAY to design, write, and secure the annual income tax forms from a vendor to be selected by FINDLAY. FINDLAY may invoice MCCOMB directly for any costs incurred for tax forms specific to MCCOMB.
10. FINDLAY shall post all of MCCOMB's tax forms on FINDLAY's web site pursuant to Section 718.07 of the Ohio Revised Code.
12. FINDLAY shall be responsible for the retention and destruction of MCCOMB's official tax records received after the commencement of this Agreement in accordance with Section 149.351 of the Ohio Revised Code.
13. FINDLAY shall be responsible for and prosecute all legal action on delinquent accounts, either through civil or criminal action in a court of competent jurisdiction. These actions shall include the negotiation of any and all penalties and interest applicable in accordance with the MCCOMB income tax code. All money and revenues collected as a result of such legal action shall be paid to FINDLAY and shall be included as part of the gross income tax proceeds collected as provided herein. Court costs incurred by FINDLAY as a result of such legal actions shall be paid by MCCOMB in a manner prescribed by FINDLAY.
14. Under the supervision and control of FINDLAY'S Director of Law, FINDLAY is empowered and authorized to assign estimated and actual pre-judgment and post-judgment past-due income and withholding taxes to a collection agency, attorney, or firm as may be approved by FINDLAY'S Director of Law.
15. This Agreement may be amended by mutual agreement between FINDLAY and MCCOMB upon reasonable notification of either party hereto of its desire to negotiate an amendment or amendments to said Agreement.

16. This Agreement may be terminated by either party to said Agreement upon six (6) months written notice which shall cause this Agreement to terminate on December 31st of the calendar year ending six months or more after receipt of said written notice. In other words, if written notification is received by either party on or after July 1 of any calendar year, then said Agreement shall not terminate until December 31st of the following calendar year.

IN WITNESS WHEREOF, the City of Findlay, Ohio, pursuant to Ordinance Number 2024-__ has caused these presents to be executed on this ____ day of _____, 2024 and in the Village of MCCOMB, Ohio, pursuant to Ordinance Number 2024-02 has caused these presents to be executed on this ____ day of _____, 2024.

Signed in the presence of:

CITY OF FINDLAY, OHIO

Christina Muryn, Mayor

VILLAGE OF MCCOMB, OHIO

Cathy Schroll, Mayor

APPROVED AS TO FORM:

Donald J. Rasmussen, Director of Law
City of Findlay, Ohio

INCOME TAX BOARD

City of Findlay
February 8, 2024

MINUTES

ATTENDANCE

Members Present: Mayor Christina Muryn, Don Rasmussen, Susan Hite, Jim Staschiak II, Jeff Wobser.

Staff Present: Mary Price and Kathy Launder.

Guests Present: Melissa Patch and Gregg Like, Village of McComb.

APPROVAL OF MINUTES

Motion to approve minutes of the November 1, 2024, meeting as presented, by Councilman Wobser, second by Law Director Rasmussen. Motion passed 5-0.

OLD BUSINESS

McComb Income Tax Service: Mayor Muryn reiterated that late last year the Village of McComb made a request of the City of Findlay to provide income tax collection services because their income tax administrator abruptly resigned. At the November Income Tax Board meeting there was discussion and concerns were brought up. Without being able to schedule another Income Tax Board meeting since then, McComb has been in limbo and asking for an update if this is a service we will be able to provide. Mayor Muryn asked Price to gather information to determine if her team would be able to add McComb's income tax collections to their workload with the implementation of the new software system and does she have the staff to support it short term and long term. Price reached out to the software vendor to see if it was possible for McComb to be added. It is possible and the software vendor is willing to do it. McComb has approximately 800 accounts which is minimal for Price's staff. Price sees no issues with adding McComb. Mayor Muryn stated that McComb would be responsible for paying for the implementation and uploading of data. Mayor Muryn inquired if it is legally possible to pass an ordinance to change the tax filing deadline for McComb residents for 2023 tax year to push it back a couple weeks? That will give a bit more time for implementation and notification processes. Mayor Muryn stated that we will have to work through the process with Findlay City Council if we move forward. A concern that was brought up at the last meeting was overall operations for the department and to make sure that we are below the RITA cost of operation. Price went over the breakdown of costs that she provided to the Board that shows the department's operating costs and percentage of accounts. Mayor Muryn stated that the operation cost for collections for 2022 was 1.257% and for 2023 was 1.485% which is well below the 2% rate that RITA charges for collection. Mayor Muryn further stated that our operations are efficient and with the implementation of the new software will continue to improve. Helping McComb makes sense. It is not a burden to our team. Currently the contracted rate is based off of percentage of accounts. Mayor Muryn stated that we can look if there is an administrative fee that we should charge in addition or other opportunities in the future to make sure that it is equitable to the City of Findlay taxpayers for Findlay to provide income tax collection services for villages. Price is researching how other communities do it to make sure that an increase in cost is not a huge surprise to the villages we currently work with, but also provide a buffer for the City of Findlay in offsetting our costs. Auditor Staschiak asked how costs are done today. Price stated that she multiplies the Account Summary Percentage by the total of operational costs plus the village specific costs. Auditor Staschiak asked how the villages are charged for court cases/appearances. Price stated that they are charged the court costs only, not specifically the time associated with filing the cases. Price further stated that the salaries of those filing the cases are included in the overall collection cost charged to the villages. Price stated that there are maybe one or two court cases filed per week for the villages. Auditor Staschiak asked if McComb received a quote from RITA. McComb

has not. Auditor Staschiak is interested to know what RITA would charge them and what Findlay's charge would be. Auditor Staschiak asked if McComb would have to bid out the service because it would equal over the \$75,000 threshold over multiple years. He further stated that we should not be charging any less than RITA is charging. Don't know whether they are allowed to be here to ask us to do this service to a point we would offer a contract without going through a bid process.

Auditor Staschiak's questions to be answered by the Village of McComb:

Is the Village of McComb required to go out for bid for income tax collection services?

Where is McComb in the process?

What legislation has been passed allowing them to be at the Findlay Income Tax Board meeting?

Does McComb have a bid from RITA?

Mayor Muryn stated that the agreements with the other villages that Findlay is providing income tax collections are renewable annual agreements with a six month notice of terminating agreement or making changes to the agreement. Mayor Muryn stated that we are waiting on discussing a change in the rate structure for income tax collection services until after the implementation of the new software; gathering other types of fee structures; and gathering how RITA's fee structure works since they do a variety of tiered structures, additional fees based on your numbers, and different levels of customer service.

Motion to recommend City of Findlay enter into a contract with the Village of McComb for one year to provide income tax collection services, by Mayor Muryn, second by Councilman Wobser.

Discussion:

Rasmussen stated that none of the villages that Findlay currently works with for income tax collection services were customers of RITA. Mayor Muryn asked Price if she has any concerns with operations with her team taking on the Village of McComb income tax collection services without it being a significant burden to her team. Price stated there are no significant concerns, but would recommend that McComb pass legislation to extend the due date for McComb income tax filing. Price reiterated that none of the villages were RITA customers. The Village of Carey was a Central Collections Agency customer out of Cleveland. There are several reasons they moved to Findlay. One of the reasons they stopped using them is to have someone closer administer the income tax collections. Auditor Staschiak stated that he feels it would be irresponsible to move forward because we don't have an obligation to do it and there are more things that should be done to be prepared, and we are constantly seeing things that not prepared in terms of presentation and action being taken, we have not reviewed fee structure. He further stated that there's a perception in the county right now that the City is overstepping its bounds by a number of people who are working in the city and that we are putting our noses in places it doesn't belong. Auditor Staschiak stated that he agrees with some of the comments he gets from the general public and reads online in regard to that subject. Thinks it will be not well thought of the City. He stated we are ill prepared because we haven't had the complete package of information presented and haven't had a complete discussion on the proper way for us to do this if we are going to do it, the circumstances in which we should do it. We are just haphazardly grabbing everything that comes our way and he stands against that not only for the taxpayer of Findlay in general but just as a principal in regard to our municipal authority of what we should and shouldn't be doing.

Motion passed 3-2. Ayes: Mayor Christina Muryn, Councilman Jeff Wobser, Law Director Don Rasmussen. Nays: Auditor Jim Staschiak II, Treasurer Susan Hite.

Compliance Process: Mayor Muryn stated that at the last meeting it was discussed how to better communicate to the public the process to ensure income tax collection compliance. Price presented the written process for compliance measures that will be added to the website. Auditor Staschiak suggested to add obtaining permit reports from Wood County Building Inspector. Price also checks the solicitor license list regularly and contacts them. Price stated that if a person new to Findlay, if they

don't file a state income tax form the year prior, the only thing we would catch is if they work in Findlay and their employer withholds the tax. Mayor Muryn stated that regarding the influencers and Etsy vendors, the federal government passed legislation that if you transfer over a certain dollar amount you will get a federal tax statement from the entity. Price stated that the amount is \$600 and a 1099 would be created to report to the federal government. Mayor Muryn stated that we will be able to capture additional taxable income through the new business data bill that was passed at the federal level where all business entities have to report the individual owner's names. The state will have a much more thorough database when they file because you have to get back to the individual person not just additional entities.

NEW BUSINESS

Year-To-Date Collections: Price reported that collections were down 4.537%. She stated that the mail has been behind which could account for the month to date numbers being skewed in the individual withholdings.

Collections, Estimates, Delinquencies: Price stated that due to the training and implementation of the new income tax software system, the Income Tax Department did not file new court cases for a two-three week period. This could also account for individual collections being down.

Legal Actions in Process and Contemplated: Price stated that due to the training and implementation of the new income tax software system, the Income Tax Department did not file new wage garnishments for a two-three week period.

OTHER BUSINESS

Next Meeting: Meeting schedule for 2024: May 1, August 7, and November 6. All meetings will be held at 2:30pm in the third floor conference room of the Municipal Building.

Being no further business, the meeting adjourned.

Respectfully submitted,

Kathy K. Launder
City Clerk



AUDITOR'S OFFICE

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

JIM STASCHIAK II - CITY AUDITOR

Thursday, February 15, 2024

The Honorable Council
Findlay, Ohio

Dear Council Members,

One of the primary roles of the City Auditor is to monitor receipts and appropriations throughout the year to ensure the City complies with State Budgetary Law. Last year income tax receipts came in slightly higher than the final projection.

This increase in revenue necessitates an appropriation of money within the City Income Tax Administration Fund to the General Fund. This appropriation will have the effect of increasing the transfer thereby increasing the projected General Fund year-end balance by the amount below. It has no impact on CIT operations or the CIT-Capital Improvements Fund Restricted Account.

The appropriation should appear as follows:

FROM:	City Income Tax Administration Fund	\$872,793.27
TO:	City Income Tax Administration 27047000 – other	\$872,793.27

This process happens annually as part of the budget process. By copy of this letter I request the Director of Law to draft the appropriate legislation with the emergency clause included.

Respectfully submitted,

Jim Staschiak II
City Auditor

CC: D. Rasmussen



OFFICE OF
THE MAYOR
CHRISTINA M. MURYN

Rob Martin BSN, MBA
Service-Safety Director

February 9, 2024

Honorable City Council
City of Findlay, Ohio

Dear Honorable Council Members:

The City's insurance policies expire in July of this year. The City desires to re-bid these policies for the renewal period of July 2024-July 2028.

By copy of this letter, I have requested the Director of Law to prepare legislation for your consideration to authorize the taking of bids and contracting for the above item. This legislation would need to be adopted on an emergency basis so that ample time is given for advertisement of this bid opening.

Thank you for your consideration of this matter.

Sincerely,

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

Christina M. Muryn
Mayor

Honorable City Council
Findlay, OH 45840

February 15, 2024

RE: Replace 2010 Sanitary Vactor

Dear Council Members:

As part of Ordinance 2023-034 money was appropriated to Water Pollution Control for the purchase of a new Sanitary Vactor. At the time of appropriation there was not a vactor available for purchase and WPC was unable to obtain a vactor in 2023. In the past couple of months WPC has been working with a vendor to obtain a vactor in 2024.

It has been brought to our attention that a vactor is available for purchase, to ensure that we can purchase the vactor in time it is desired to appropriate the funds to WPC so that a purchase order can be generated.

By copy of this letter, the Law Director is requested to prepare the necessary legislation to authorize the Mayor, Service Safety Director, and/or City Engineer to advertise for bids and enter into contracts for construction and to appropriate and transfer funds as follows:

FROM: Sewer Fund	\$600,000
To: Water Pollution Control-25061000-Other Replace 2010 Sanitary Vactor	\$600,000

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

Sincerely,



Jeremy Kalb, PE
City Engineer

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

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **WATER AND SEWER COMMITTEE** met on February 5, 2024 to determine policies and procedures for instituting utility billing rate changes.

We recommend

continued discussions

Aye Nay

Grant Russel MOTION

Grant Russel, Chairman

Aye Nay

Brian Bauman

Brian Bauman

Aye Nay

Dan DeArment

Dan DeArment

LEGISLATION: _____

DATED: February 5, 2024

Aye Nay

Randy Greeno

Randy Greeno

COMMITTEE:
WATER & SEWER

Aye Nay

Josh Palmer SECOND

Josh Palmer

Committee Members:

- Grant Russel, at-large – Committee Chair
- Brian Bauman, Ward 5
- Dan DeArment, Ward 4
- Randy Greeno, at-large
- Joshua Palmer, Ward 7

Staff:

- Rob Martin, Safety Service Director
- Jeremy Kalb, City Engineer
- Jason Phillips, Water Treatment Superintendent
- Dave Beach, WPC Supervisor
- Jaquelyn Holman, Project Manager for Office of Mayor

Meeting Start Time: 4:15 p.m.**Meeting End Time:** 5:18 p.m.**Guests:**

- Jim Staschiak, City Auditor
- Holly Frische, Ward 1 Council Rep

Agenda:**Call to Order**

- Note: Technical difficulties prevented the meeting's video stream to work; the audio of the meeting was recorded and streamed.

Roll Call**New Items****1. Determine policies and procedures for instituting utility billing rate changes**

Russel welcomed the group and noted that the committee member numbers are now at 5 up from 3 members in the previous term. This meeting is not to discuss the 2023 business of raising rates but will discuss the process for rate review moving forward. He does not expect that conclusions will come from one or two meetings but will be an ongoing discussion. All utilities will be discussed including water, wastewater, and stormwater. Also, inside and outside rates will be discussed.

Russel sees the issues broken down into three general questions:

1. Who should have the authority to adjust utility rates in the future?
2. What is the process for calculating utility rates?
3. What is the frequency for reviewing rates?

And fourth, how is this presented to Council? Does it come in the form of legislation, changes to Water and Sewer Rules, or in some other form?

Russel opened for comments from committee members.

Greeno agrees and said that the frequency will be the easiest to decide upon. Deciding where the authority and the process will take time.

DeArment agrees that the outline is what should be followed.

Palmer concurred. Bauman concurred and said that the fourth question gets answered when deciding what the process will look like.

Martin agrees with the path and wants to make sure that the committee is aware that numbers and expenses are constantly reviewed, and that the adjustment of rates needed to happen. The change to water rates was not going to be made until there were some projects that were completed (i.e. meters).

Russell said that there has been discussion of doing a capital analysis of the water plant and is wondering where the construction of those plans fit into these conversations. What is the sequence for this committee's work and long-term capital planning; can you do them in parallel? Russel also asked for an update as to where we are in the Long-term Control Plan (LTCP) for stormwater & wastewater and where we are in getting those projects kicked off?

Martin said that certain years of water projects have been planned and because of costs they could not look too much further because of where the fund was projected to be previously. We need experts to look at the "what if" situations going out 15-20 years, we know how to run on the daily. There are big decisions in the next 10 years that are just pertaining to the current system, not to mention potential growth. They will be able to also discuss what the rates should be in order to fund such projects.

Russel asked how long the long-term capital planning for the water system will take and when it will happen. Kalb said roughly 18 months and there will be a bid out soon. Kalb said that we need to push water line replacement because it has not been a focus the past few years, a lot of catch up will need to occur while the master plan is being conducted. Russel asked what the timeline is for the RFQ. Kalb said Q2 2024, we could expect to be in contract by the end of Q2. Russel asked if those who apply will get a tour during the process of picking the contractor. Russel asked when they would ask Council for money to begin the process. Kalb said around Q3 and roughly \$1 million is the cost depending on how detailed we would like to see.

DeArment asked how far out we do capital planning. Martin said that we currently have a ten-year capital plan. DeArment asked if the plan takes into account grant funding. Kalb said that you can, but it is

hard to plan past three years. DeArment asked who developed the process. Kalb said he and Martin did. Kalb said that it would be beneficial to have the planners include rate appraisals in the plan. DeArment asked if we feel confident in the model we are using. Martin and Kalb said yes. DeArment asked if we want the planner to give suggestions for rates. Martin said that would be part of the conversation with the vendors. DeArment suggested that the model used to find the rates should be public. Russel asked how long the plan should look out. Phillips said at least 20, a true evaluation would be helpful because we are reaching the 100-year mark of the water plan. Greeno said that it will need to be a living document that is continually looked at.

Russel moved the conversation to wastewater and stormwater. He asked if the LTCP is more wastewater focused. Kalb said that we have to decide if it's going to ultimately sanitary or storm. Russel asked if it's fair for the wastewater and storm master plan will be the same. Martin said one of the goals is creating capacity for the wastewater plant. Russel asked where we are in the process. Kalb said they are refining the data and building a model off of it, at the end of 2025 the final plan is due to the EPA. Russel asked if over the next two years there will be additional projects that will be actionable and if those will be in the capital plan. Kalb said yes. Kalb wants to ensure that there is a plan in place that works for the next people who will be leading these departments or council. DeArment suggested having a review plan for the models being used.

Russel re-visited the initial three questions that were asked. The Ohio Revised Code gives guidance on who can change rates and the question to the committee is given that there is agreement on the framework, how do we want to proceed. Greeno said that all the committee members need to be very aware on the codified ordinances and the committee rules on these topics.

Russel asked if this should be split up a bit, would it right to have DeArment and Greeno take a more detailed look at the process and how things are being calculated. Russel said he is happy to focus on the first question. The third question is dependent on what is found out by answering the second question. DeArment wanted to know what the committee would be interested in seeing. Martin offered to walk DeArment and Bauman through the modeling that has been used.

DeArment asked if we see costs going down and it seems that the balance of the funds is dependent on the capital plan items. Phillips said that the industry expects material and chemical costs to remain how they are currently.

DeArment asked if the City has considered debt. Phillips said that the model takes into account debt and once it rolls off that will be a decision that is made by this group, Admin, and Council. DeArment said you have to leverage grant money and pay before failure.

Russel asked if stormwater and wastewater are so similar that they don't need their own discussions. Is there a model for it? Martin said that there was modeling for storm rates awhile back taking into consideration projects and are conversations that need to be had in the future. Stormwater is its own category when it comes to rate structure. Greeno said that when the combined sewer overflow (CSO) LTCP comes out we don't know what is going to be in the plan and could be expensive long-term. Russel said that this committee's work is trying to make sure we have the ability to handle big projects when we need to. He had come back to stormwater because it hadn't been discussed. He asked if it is right to include stormwater at this time or does it bog everything down. Kalb agreed that it should be discussed. Green and Martin agreed. Martin said it is important to have the conversation and look at the information.

Russel summarized the next steps as:

- agreement that water, wastewater and stormwater will be discussed for both inside and outside of the City
- the three questions to be discussed have been agreed upon
- next steps are that Greeno, DeArment, and Bauman will look at the modeling with the Administration to better understand
- Palmer and Russel will look at question number one.

Russel called for the next meeting on this issue for Monday, April 1 at 4pm in the mayor's conference room. DeArment wanted to confirm what the deliverable looks like. Russel said that as they dig in, they will be able to decide what they think.

Motion:

- Recommend that the Water & Sewer Committee continue to discuss this issue
- Motion Russel; Second Palmer
- Motion passed (5-0)

Adjournment*Grant C Russel*

Grant Russel, Water & Sewer Committee Chair

Committee Members:

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

Staff:

- Jaclyn Hohman*
-
-
-

Guests:

Meeting Start Time: 4:33 PM
Meeting End Time: 5:24 PM

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

- review action items

Adjournment



Jeff Wobser, Strategic Planning Committee Chair


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

The **STRATEGIC PLANNING COMMITTEE** met on February 6, 2024 to review Strategic Planning action items.

We recommend: *That council amend council rules to form the Strategic Planning Committee as follows.*

The committee will be made up of the selected chairperson, the chairpersons of the representative of each of the other standing committees, and the Mayor as voting members. The Auditor and HRPC representative will be advisory, non-voting, members.

Aye Nay


Jeff Wobser, Chairman *(written)*

Aye Nay


Randy Greeno *(2nd)*

Aye Nay


Dennis Hellmann


Aye Nay


Grant Russel

Aye Nay


Beth Warnecke

Aye Nay


Mayor Muryn

Aye Nay

present at beginning left due to open meeting & Roberts Rules Concerns expressed during beginning
Auditor Staschiak

LEGISLATION: _____

DATE: February 6, 2024

COMMITTEE: STRATEGIC PLANNING

Committee Members:

- Brian Bauman, Ward 5 – Committee Chair
- Dan DeArment, Ward 4
- Dennis Hellmann, Ward 2
- Jim Niemeyer, Ward 6
- Grant Russel, at large

Staff:

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

Meeting Start Time: 12:10 PM

Meeting End Time: 12:21 PM

Guests: JOHN CRATES

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

1. Sixth St/Strong Ave vacation ✓
2. Rockwell Ave vacation ✓

Adjournment



Brian Bauman, 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 from Rockwell Invested Group, LLC to vacate a fifteen foot (15') unimproved right-of-way on the west side of Strong Avenue. This right-of-way is located between Lots 10, 11, 12 and 13 of the Whiteley M C Addition Block 17.

We recommend

*MOTION TO APPROVE REQUEST AS PRESENTED
TO THE COMMITTEE.*

PUBLIC HEARING:

Aye Nay *Brian Bauman* *MOTION*
Brian Bauman, Chairman

Aye Nay *Dan DeArment* *SECOND*
Dan DeArment

Aye Nay *ABSENT*
Dennis Hellmann

Aye Nay *Jim Niemeyer*
Jim Niemeyer

Aye Nay *ABSENT*
Grant Russel

PLANNING & ZONING COMMITTEE

LEGISLATION: _____

DATED: February 8, 2024

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **PLANNING & ZONING COMMITTEE** to whom was referred a request from Rockwell Invested Group, LLC to vacate a sixty foot (60') unimproved right-of-way on the west side of Strong Avenue north of Blanchard Avenue. This right-of-way is located between Lots 11, 12, and 13 of the Whiteley M C Addition Block 17, and Lot 1 of the Whiteley M C Addition, Block 18.

We recommend

To APPROVE THE REQUEST AS PRESENTED
TO THE COMMITTEE.

PUBLIC HEARING:

Aye Nay Brian Bauman
Brian Bauman, Chairman

Aye Nay Dan DeArment *NOTED*
Dan DeArment

PLANNING & ZONING COMMITTEE

Aye Nay ABSENT
Dennis Hellmann

LEGISLATION: _____

Aye Nay Jim Niemeyer
Jim Niemeyer

DATED: February 8, 2024

Aye Nay ABSENT
Grant Russel

SECOND

Committee Members:

- John Harrington, President of Council *Absent*
- Brian Bauman, Ward 5
- Dan DeArment, Ward 4 *Absent*
- Holly Frische, Ward 1
- Randy Greeno, At-Large
- Dennis Hellmann, Ward 2
- Jim Niemeyer, Ward 6
- Josh Palmer, Ward 7
- Grant Russel, At-Large *Absent*
- 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
- Jaclyn Hohman*
-
-

Meeting Start Time: 4:00 PM

Guests:

Meeting End Time: 4:32 PM

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

1. flood mitigation funding

Adjournment



Jeff Wobser

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

A **COMMITTEE OF THE WHOLE** meeting was held on Monday, February 12, 2024 to discuss flood mitigation funding.



Jeff Wobser

COMMITTEE OF THE WHOLE

DATED: February 12, 2024



Committee Members:

- Jeff Wobser, at large – Committee Chair
- Holly Frische, Ward 1
- Randy Greeno, at-Large
- Josh Palmer, Ward 7
- Beth Warnecke, Ward 3

Staff:

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

Meeting Start Time: 4:00 PM

Meeting End Time: 4:30 PM

Guests:

Agenda:

Call to Order

Roll Call

Approval of Minutes

New Items

1. sale of 515 Prospect Ave (parcel no. 570000921770)

Adjournment

Jeff Wobser, Appropriations Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss the sale of 515 Prospect Avenue (parcel no. 570000921770).

We recommend That The administration move forward with The sale of The property with The following Stipulations:

1. \$25,000.00 minimum reserve bid
2. Sealed bid auction
3. Deed restricted to residential
4. Environmental disclosure


Aye Nay


Jeff Wobser, Chairman (Motion)

Aye Nay


Holly Frische

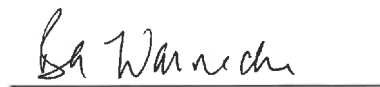
Aye Nay


Randy Greeno (Second)

Aye Nay


Josh Palmer

Aye Nay


Beth Warnecke

APPROPRIATIONS COMMITTEE

DATE: February 15, 2024

LEGISLATION _____

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
February 20, 2024**

RESOLUTION NO. 007-2024 (*CDBG Findlay Hope House - for The Homeless Inc*) **requires three (3) readings** **third reading**
A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, HANCOCK COUNTY, STATE OF OHIO TO EXECUTE AN AGREEMENT WITH FINDLAY HOPE HOUSE FOR THE HOMELESS, INC. TO PROVIDE FAIR HOUSING SERVICES FOR RESIDENTS OF THE CITY OF FINDLAY RETROACTIVE TO JANUARY 1, 2024.

ORDINANCE NO. 2024-011 (*Downtown Recreation Area Environmental next steps*) **requires three (3) readings** **third reading**
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR ADDITIONAL WORK FOR ENVIRONMENTAL REVIEW OF THE DOWNTOWN RECREATION AREA, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-012 (*CDBG administration*) **requires three (3) readings** **third reading**
AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2024 AND 2025 RETROACTIVE TO JANUARY 1, 2024, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-013 (*Technology Drive name change*) **requires three (3) readings** **third reading**
AN ORDINANCE CHANGING THE NAME OF TECHNOLOGY DRIVE, IN THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-014 (*seized drug investigation funds*) **requires three (3) readings** **second reading**
(insurance payment for repairs of a Police Department vehicle from an accident
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-016 (*ODOT FY24 HAN-Bigelow Avenue*) **requires three (3) readings** **second reading**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-017 (*HAN-Greenway Trail Phase II*) **requires three (3) readings** **second reading**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-020 (*Blanchard Street waterline, Phase II- OPWC*) **requires three (3) readings** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR THE CONSTRUCTION OF THE BLANCHARD STREET WATERLINE, PHASE II-OPWC, PROJECT NO. 35740500, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-021 (*sale of 515 Prospect St parcel no. 570000921770*) **requires three (3) reading** **second reading**
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO SELL CITY-OWNED PROPERTY LOCATED AT 515 PROSPECT STREET (PARCEL NO. 570000921770) BY PUBLIC AUCTION, AND DECLARING AN EMERGENCY

RESOLUTION NO. 007-2024

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, HANCOCK COUNTY, STATE OF OHIO TO EXECUTE AN AGREEMENT WITH FINDLAY HOPE HOUSE FOR THE HOMELESS, INC. TO PROVIDE FAIR HOUSING SERVICES FOR RESIDENTS OF THE CITY OF FINDLAY RETROACTIVE TO JANUARY 1, 2024.

WHEREAS, the City of Findlay receives Community Development Block Grant (CDBG) funds administered by the State of Ohio, Ohio Department of Development, Office of Housing and Community Partnerships, and;

WHEREAS, the Federal Government requires local government recipients of CDBG funds to provide certain fair housing services, and;

WHEREAS, Findlay's fiscal year 2024 CDBG Program includes the provision for Fair Housing Services for residents within the City of Findlay, and;

WHEREAS, the Findlay Hope House for the Homeless, Inc. has agreed to provide such services for an annual fee of up to one thousand five hundred dollars (\$1,500.00), and;

WHEREAS, an agreement outlining the scope of services has been prepared and is attached hereto as Exhibit A,

THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio, the majority of all members thereof concurring:

SECTION 1: That the Mayor of the City of Findlay, Ohio, be and she is hereby authorized to execute said agreement for Fair Housing Services on behalf of the City, and that such agreement shall retroactive to January 1, 2024.

SECTION 1: This Resolution 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 _____

AGREEMENT TO PROVIDE FAIR HOUSING SERVICES

This AGREEMENT is made and entered this 10th day of January 2024 by and between the City of Findlay at 318 Dorney Plaza in Findlay, Ohio 45840, hereinafter referred to as "City", and the Findlay Hope House for the Homeless, Inc., 1800 North Blanchard Street, Suite #106, Findlay, Ohio 45840, hereinafter referred to as "Provider".

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

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

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

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

ARTICLE I: TERM

- 1.1 This Agreement shall be effective, retroactively, as of January 1, 202~~4~~ and shall continue in effect for a primary term of one (1) year from the date of execution.
- 1.2 Upon expiration of the primary one (1) year term of this Agreement (January 1, 2024), this Agreement will be automatically renewed for an additional one (1) year term (January 1, 2025), unless either party hereto has submitted written notice of termination to the other at least thirty (30) days prior to the expiration date of the primary term.
- 1.3 Notwithstanding Sections 1.1 and 1.2, after this Agreement has been in effect for thirty (30) days, either party may, for good cause shown, terminate this Agreement by first submitting a written notice of termination to the other, which provides at least thirty (30) days notice of intent to terminate this Agreement.
- 1.4 Notwithstanding this foregoing, this Agreement shall immediately terminate upon written notice to the Provider that the City CDBG contract with the Office of Housing and Community Partnerships, Ohio Department of Development has been terminated, or that the source of funds used by The City of Findlay to compensate Provider for services rendered as a result of this Agreement are no longer available.

ARTICLE II: SCOPE

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

ARTICLE III: FAIR HOUSING PROGRAM

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

ARTICLE IV: COMPENSATION

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

ARTICLE V: REPORTING

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


ARTICLE VI: ASSURANCES

- 6.1 Provider assures that all employees that are involved in the execution of services and activities identified in this Agreement shall be properly trained in Fair Housing laws and appropriate methods of complaint processing.
- 6.2 Provider agrees it shall indemnify and hold harmless the City, its directors, employees, and agents, from and against any and all claims of loss, damage, or liability arising from any act of commission or omission of Provider in connection with the performance of this Agreement.
- 6.3 Notwithstanding the foregoing, City shall be entitled, if it so elects, and at its own expense, to representation by attorneys of its own selection. City, at its option, shall be the sole judge of the acceptability of any compromise or settlement of any claims or actions for which City will be solely liable.
- 6.4 Provider assures that all services and activities performed in connection with this Agreement will be done so without regard to race, national origin, color, creed, sex, age, handicapping conditions, or political or religious affiliation.
- 6.5 This Agreement sets forth all understandings between parties respecting the subject matter of this transaction, and no modifications or amendments of this Agreement shall be binding on either party unless in writing and signed by all parties concerned.

IN WITNESS WHEREOF, the parties hereto have caused their names to be signed hereto as of the 10th day of Jan, 202~~4~~

ATTEST: (Print Name Under Signature)

Findlay Hope House for the Homeless, Inc.

Signature: 
Name/Title: Susan Lehman, CEO
Date: 1.10.2024

ATTEST: (Print Name Under Signature)

City of Findlay, Mayor Christina M. Muryn

Signature:
Name/Title:
Date:

ORDINANCE NO. 2024-011

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR ADDITIONAL WORK FOR ENVIRONMENTAL REVIEW OF THE DOWNTOWN RECREATION AREA, 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 Mayor of the City of Findlay be and she is hereby authorized to enter into an agreement with Civil & Environmental Consultants, Inc. for additional work for environmental review of the Downtown Recreation Area.

SECTION 2: That to pay for the costs of said environmental review there is hereby appropriated the following sums:

FROM: General Fund	\$ 5,000.00
TO: Phase 2 Benching Environmental, <i>Project No. 31933000</i>	\$ 5,000.00

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to enter into an agreement with Civil & Environmental Consultants, Inc., as well as, appropriate funds so that additional work for environmental review of the Downtown Recreation Area may be completed,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-012

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2024 AND 2025 RETROACTIVE TO JANUARY 1, 2024, AND DECLARING AN EMERGENCY.

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

SECTION 1: That the Mayor of the City of Findlay, Ohio be and she is hereby authorized to enter into an agreement with HRPC for their facilitation and preparation of all activities involving the 2024 CDBG programs, retroactive to January 1, 2024.

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize said agreement so that current services provided by HRPC for the 2024 and 2025 CDBG programs, retroactive to January 1, 2024, may continue without interruption.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

AGREEMENT

THIS AGREEMENT entered into as of this _____ day of January 2024, by and between the CITY OF FINDLAY, OHIO (hereinafter referred to as the City) and the Hancock Regional Planning Commission (hereinafter referred to as the HRPC).

WITNESSETH:

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

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

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

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

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

I. Scope of Services

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

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

II. Time of Performance

The services of the HRPC are to commence as of January 1, 2024 and include all CDBG applications for the 2024 and 2025 calendar years and shall continue until the Programs have been completed.

III. Compensation

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

Director	\$54.78 per hour
Grant Administrator	\$48.27 per hour
Development Services Admin	\$45.98 per hour
Comm. Serv. Planner	\$44.51 per hour
Land Use Planner	\$44.51 per hour
Office Manager	\$28.90 per hour

IV. Method of Payment

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

V. Designation of Development Coordinator

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

VI. Equal Opportunity Employment

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

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

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

CITY OF FINDLAY, OHIO

ATTEST:

Christina Muryn, Mayor

HANCOCK REGIONAL PLANNING COMMISSION

ATTEST:

Brett Gies, President

Matt Cordonnier, Director

ORDINANCE NO. 2024-013

AN ORDINANCE CHANGING THE NAME OF TECHNOLOGY DRIVE, IN THE CITY OF FINDLAY, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, pursuant to Revised Code 723.04, the legislative authority, upon petition by a person owning property in the municipal corporation; and,

WHEREAS, Blanchard Valley Health System (BVHS) has purchased 3401 and 3411 Technology Drive and requests to change the name of their new campus. They are renovating both buildings at the aforementioned addresses to create a new multi-specialty clinic to bring primary care, rheumatology, endocrinology/diabetes, orthopedics, podiatry, imaging, outpatient labs, and both adult and pediatric rehabilitation (PT, OT, speech, etc.) to the north side of Findlay; and,

WHEREAS, Blanchard Valley Health System is requesting to change the name of Technology Drive to be renamed Wellness Park; and,

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

SECTION 1: That the name of Technology Drive be and the same is hereby changed to Wellness Park as requested by Blanchard Valley Health System.

SECTION 2: That 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. 2024-014

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:	General Fund (forfeited cash from case)	\$ 6,036.43
TO:	Police Department #21012000-other	\$ 6,036.43

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 funds seized from a drug investigation may be utilized within the City of Findlay Police Department.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-016

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:	ODOT	\$ 714,287.80
TO:	ODOT FY24 HAN-Bigelow Avenue, PID117611 <i>Project No. 32833800</i>	\$ 714,287.80
FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 160,000.00
TO:	ODOT FY24 HAN-Bigelow Avenue, PID117611 <i>Project No. 32833800</i>	\$ 160,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that the aforementioned project may proceed,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-017

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 Improvements Restricted Account \$ 50,000.00

TO: HAN-Greenway Trail Phase II, PID109009 \$ 50,00.00
Project No. 31993800

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer said funds so that the aforementioned project may proceed,

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-020

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR THE CONSTRUCTION OF THE BLANCHARD STREET WATERLINE, PHASE II-OPWC, PROJECT NO. 35740500, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

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

SECTION 1: That the Mayor, Service-Safety Director and/or City Engineer of the City of Findlay be and they are hereby authorized to advertise for bids and enter into contracts for the construction of the Blanchard Street Waterline Phase II-OPWC Project No. 35740500 with a new 16-inch waterline beginning at Sixth Street going south towards the south water tower.

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

FROM:	Water Fund	\$ 2,000.00
TO:	Blanchard Street Waterline, Phase II-OPWC, Project No. 35740500	\$ 2,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to advertise for bids and enter into contracts for the construction of the Blanchard Street Waterline Phase II-OPWC, Project No. 35740500, appropriating and transferring said funds, so that said construction 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 _____

ORDINANCE NO. 2024-021

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO SELL CITY-OWNED PROPERTY LOCATED AT 515 PROSPECT STREET (PARCEL NO. 570000921770) BY PUBLIC AUCTION, AND DECLARING AN EMERGENCY.

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

SECTION 1: That the Mayor, Service-Safety Director, and/or City Engineer of the City of Findlay, Ohio be and they are hereby authorized to sell City-owned property located at 515 Prospect Street (parcel no. 570000921770) by public auction.

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize the selling of the aforementioned City-owned property by public auction.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

City of Findlay

Office of the Director of Law

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

Donald J. Rasmussen
Director of Law

FEBRUARY 20, 2024

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, FEBRUARY 20, 2024 MEETING.

RESOLUTIONS

010-2024 A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

ORDINANCES

- 2024-022 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2024-023 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2024-024 AN ORDINANCE TO AUTHORIZE THE CITY AUDITOR OF THE CITY OF FINDLAY, OHIO TO CREATE A BANK OF EIGHT (8) HOURS FOR EACH FULL-TIME EMPLOYEE OF THE CITY OF FINDLAY, OHIO FOR THE TOTAL SOLAR ECLIPSE EVENT ON APRIL 8, 2024, AND DECLARING AN EMERGENCY.
- 2024-025 AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A COLLECTION SERVICES AGREEMENT WITH THE VILLAGE OF McCOMB TO ADMINISTER, ENFORCE, AND COLLECT TAXES LEVIED BY McCOMB ON CERTAIN INCOMES AND NET PROFITS OF RESIDENTS, NON-RESIDENTS, AND BUSINESS ENTITIES OPERATING OR CONDUCTING BUSINESS IN McCOMB, OHIO IN ACCORDANCE WITH SAID VILLAGE INCOME TAX ORDINANCE, AND DECLARING AN EMERGENCY.
- 2024-026 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2024-027 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO TAKE BIDS AND ENTER INTO CONTRACTS FOR INSURANCE COVERAGE FOR AIRPORT LIABILITY, AUTOMOBILE, BOILER MACHINERY, CONTRACTOR'S EQUIPMENT, CRIME INSURANCE, POLICE PROFESSIONAL LIABILITY, PUBLIC OFFICIAL'S ERRORS AND OMISSION LIABILITY, REAL AND PERSONAL PROPERTY, AND DECLARING AN EMERGENCY.
- 2024-028 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR THE PURCHASE OF A REPLACEMENT SANITARY VACTOR, APPROPRIATING FUNDS THERETO, AND DECLARING AN EMERGENCY.

RESOLUTION NO. 010-2024

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

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

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

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

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

VENDOR	VOUCHER	ACCOUNT	DEPARTMENT NAME	AMOUNT	REASON FOR EXPENSE	WHY
Campbell Inc	264632	21022000-331300	PUBLIC BUILDING	\$16,215.00	NO PURCHASE ORDER PREPARED	NO PURCHASE ORDER PREPARED

ORDINANCE NO. 2024-022

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 (insurance proceeds)	\$ 1,027.33
TO:	Police Department #21012000-other	\$ 1,027.33

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 a received insurance payment for the repair of a vehicle from an accident may be utilized within the City of Findlay Police Department.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-023

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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

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

FROM:	Special Assessments Pavement (28010000)	\$ 1,712.02
TO:	General Fund	\$ 1,712.02

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 monies received on the Rockwell Avenue Improvement Special Assessment debt may be paid back to the General Fund.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-024

AN ORDINANCE TO AUTHORIZE THE CITY AUDITOR OF THE CITY OF FINDLAY, OHIO TO CREATE A BANK OF EIGHT (8) HOURS FOR EACH FULL-TIME EMPLOYEE OF THE CITY OF FINDLAY, OHIO FOR THE TOTAL SOLAR ECLIPSE EVENT ON APRIL 8, 2024, AND DECLARING AN EMERGENCY.

WHEREAS, each full-time City of Findlay, Ohio employee will be given a balance of eight (8) hours of "Eclipse" time to be used on the April 8, 2024 Total Solar Eclipse event. For those City of Findlay, Ohio employees who are deemed essential and are required to work hours determined by their supervisor on the April 8, 2024 Total Solar Eclipse event, they will be able to utilize the "Eclipse" balance at a later time provided that those hours shall be requested and approved in advance by their supervisor.

WHEREAS, any "Eclipse" balance must be taken on or before December 7, 2024. Any remaining "Eclipse" balance not used on or before December 7, 2024 shall be forfeited and not be paid off, nor shall a balance be paid to any employee who terminates service with the City of Findlay, Ohio before December 7, 2024 if not otherwise used in lieu of paid work.

WHEREAS, the "Eclipse" time shall be paid at the normal hourly rate at the time of use in the same manner as an employee's holivac or vacation usage.

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: 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 provide an "Eclipse" balance to be used by City of Findlay, Ohio employees on the April 8, 2024 Total Solar Eclipse event or at a later time, as approved by a supervisor on or before December 7, 2024.

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. 2024-025

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A COLLECTION SERVICES AGREEMENT WITH THE VILLAGE OF McCOMB TO ADMINISTER, ENFORCE, AND COLLECT TAXES LEVIED BY McCOMB ON CERTAIN INCOMES AND NET PROFITS OF RESIDENTS, NON-RESIDENTS, AND BUSINESS ENTITIES OPERATING OR CONDUCTING BUSINESS IN McCOMB, OHIO IN ACCORDANCE WITH SAID VILLAGE INCOME TAX ORDINANCE, AND DECLARING AN EMERGENCY.

WHEREAS, The Village of McComb, Ohio desires to have the City of Findlay Income Tax Department administer its income tax ordinance and any complementing rules and regulations effective January 1, 2024, and;

WHEREAS, This Council hereby desires to authorize the Mayor of the City of Findlay, Ohio to enter into a Collection Services Agreement to effectuate said agreement.

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

SECTION 1: That the Mayor of the City of Findlay, Ohio be and she is hereby authorized to enter into a Collection Services Agreement with the Village of McComb for services to administer, enforce, and collect taxes levied by McComb under their Village Income Tax Ordinance on certain incomes and net profits of residents, non-residents, and business entities operating or conducting business in McComb, Ohio in accordance with said Ordinance.

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 enter into a Collection Services Agreement with the Village of McComb, Ohio in order to enact said Ordinance so that this agreement may be entered into and be in effect by January 1, 2024,

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

PASSED _____

PRESIDENT OF COUNCIL

ATTEST _____
CLERK OF COUNCIL

MAYOR

APPROVED _____

ORDINANCE NO. 2024-026

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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

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

FROM:	City Income Tax Administration Fund	\$ 872,793.27
TO:	City Income Tax Administration #27047000-other	\$ 872,793.27

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate said funds so that increased revenue from business net profit tax receipts may be available in the General Fund.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-027

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO TAKE BIDS AND ENTER INTO CONTRACTS FOR INSURANCE COVERAGE FOR AIRPORT LIABILITY, AUTOMOBILE, BOILER MACHINERY, CONTRACTOR'S EQUIPMENT, CRIME INSURANCE, POLICE PROFESSIONAL LIABILITY, PUBLIC OFFICIAL'S ERRORS AND OMISSION LIABILITY, REAL AND PERSONAL PROPERTY, AND DECLARING AN EMERGENCY.

WHEREAS, the aforementioned insurance policies expire during the calendar year 2024, and it is necessary to take bids so that new policies may be in effect upon the expiration of the old policies.

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

SECTION 1: That the Mayor and/or Service-Safety Director of the City of Findlay, Ohio be and he is hereby authorized to take bids and enter into contracts for insurance policies for airport liability, automobile, boiler machinery, contractor's equipment, crime insurance, police professional liability, public official's errors and omission liability, real and personal property for the renewal period of July 2024 up to July 2028.

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 that it is immediately necessary to secure bids on all of the afore described insurance coverages so that new policies may be acquired and in place upon expiration of the current policies.

WHEREFORE, this Ordinance shall take effect immediately upon its passage and approval by the Mayor.

PRESIDENT OF COUNCIL

MAYOR

PASSED: _____

ATTEST _____
CLERK OF COUNCIL

APPROVED: _____

ORDINANCE NO. 2024-028

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO CONTRACTS FOR THE PURCHASE OF A REPLACEMENT SANITARY VACTOR, 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 Mayor, Service-Safety Director and/or City Engineer of the City of Findlay be and they are hereby authorized to advertise for bids and enter into contracts for the purchase of a replacement sanitary vactor.

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

FROM:	Sewer Fund	\$ 600,000.00
TO:	Water Pollution Control #25061000-other	\$ 600,000.00
	Replace 2010 Sanitary Vactor	

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to advertise for bids and enter into contracts, as well as appropriate funds for the purchase of a replacement sanitary vactor.

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 _____