

**ORDINANCE NO. 2024-012**


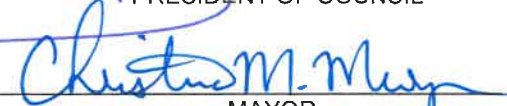
**AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO AN AGREEMENT WITH THE HANCOCK REGIONAL PLANNING COMMISSION (HEREINAFTER REFERRED TO AS HRPC) FOR THE FACILITATION AND PREPARATION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM YEARS 2024 AND 2025 RETROACTIVE TO 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 February 20, 2024

ATTEST Deise DeBore  
CLERK OF COUNCIL

APPROVED February 20, 2024

**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 of recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The HRPC agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- (2) The HRPC will, in all solicitations or advertisements for employees placed by or on behalf of the HRPC, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- (3) The HRPC will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicant for employment.
- (4) The HRPC will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- (5) The HRPC will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965 and by the rules, regulations and orders of the Secretary of Labor or pursuant thereto and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- (6) In the event of the HRPC's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965 or by rule, regulations or order of the Secretary of Labor or as otherwise provided by law.

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

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

ATTEST:

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CITY OF FINDLAY, OHIO

  
Christina Muryn, Mayor

HANCOCK REGIONAL PLANNING COMMISSION

ATTEST:

\_\_\_\_\_

  
Brett Gies, President

  
Matt Cordonnier, Director