

FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

MAY 7, 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 April 16, 2024 Regular Session City Council meeting minutes.

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

PROCLAMATIONS: none

RECOGNITION/RETIREMENT RESOLUTIONS: none

PETITIONS:

Alley vacation request – Tappan Avenue

Ron King is requesting a vacation of Tappan Street from LaGrange Street to the north dead end. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

ORAL COMMUNICATIONS: none

WRITTEN COMMUNICATIONS:

Mike Mallet – downtown parking garage

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Treasurer's Reconciliation Report – March 31, 2024.

Attorney at Law Feighner – collective bargaining process

Mr. Feighner attended the April 16, 2024 City Council meeting for Law Director Rasmussen. An issue arose at the meeting regarding any Council role or attendance in collective bargaining process that is coming up between the City and union employees. Via this letter, in brief, set forth the process and roles of the players in collective bargaining.

1. All matters pertaining to wages, hours, or terms and other conditions of employment and continuation, modification or deletion of an existing provision of a collective bargaining agreement are subject to collective bargaining between the public employer (City) and the public employee representative. (ORC 4117.08(A)).
2. The public employee representatives of concern are Matt Cooper, President of IAFF Local 381 for the Fire Department and Officer Doug Marshall, President of the Ohio Patrolmen's Benevolent Association for the Police Department. They handle the negotiations for their departments.
3. The Chief Executive Officer (otherwise known as Mayor Muryn) or her designated representative (Rob Martin) are responsible for negotiations in the collective bargaining process for the City. (ORC 4117.19(C)).
4. The legislative body (City Council), approves or disapproves of the agreement after negotiations have taken place and a tentative agreement has been reached and submitted to Council. (ORC 4117.10(B)).
5. What this amounts to is an example of the different obligations of the executive/administrative branch of government versus the legislative branch (City Council). This is the separation of powers.
6. "The Mayor along is authorized to select his representative for negotiations with the union. The union negotiations are the exclusive domain of the executive branch and Council may only reject or deny the entire labor agreement after the Mayor and the union agree on it". Thomas J. Coyne v. Richard A. Salvatore, 2002-Ohio-5819, Eight District Court of Appeals, Cuyahoga County.

7. As to separation of powers concept, “The separation also has a very practical application because it places the legislative body who must accept or reject the collective bargaining agreement, above the fray of the often emotionally charged bargaining process. Thus, legislative bodies, which are elected by the populace, are removed from the rigors and direct political pressures that can generate in a bargaining confrontation”. State Employment Relations Board, et al. v. City of Martin Ferry, Ohio, Seventh District Court of Appeals, 1991 WL 98694.
8. Bottom line, a member of City Council should not be present at the collective bargaining negotiations. Mr. Feighner’s research would show that even if requested to be present by the Mayor, the presence of a Councilmember would not be appropriate under the current status of law.
9. Mr. Feighner supposes the reason the City does not have a policy regarding collective bargaining procedures is that the Ohio Revised Code has provide for same under Chapter 4117.

Immigration Task Force meeting minutes – April 17, 2024.

City Planning Commission agenda – May 9, 2024; staff report – May 9, 2024; minutes – April 11, 2024

City Income Tax Monthly Collection Report – April 2024.

Traffic Commission minutes – April 15, 2024.

Findlay Fire Department Activities Report – April 2024.

City Engineer Kalb – WTP generator replacement, project no. 35725300

Over the past year, the City Engineer Kalb has been working with the generator supplier to finalize the switchgear design that is needed for the specified generator. With the final switchgear design, additional surge arresters and racking for the generator, as well as an automatic transfer switch to properly function is needed. Legislation to appropriate and transfer funds is requested. Ordinance No. 2024-058 was created.

| | | |
|-------|--------------------------------------|--------------|
| FROM: | Water Fund | \$ 38,000.00 |
| TO: | WTP Generator Replacement (35725300) | \$ 38,000.00 |

City Engineer Kalb – West Park sanitary extension/septic removal project no. 35642500

As authorized by Ordinance No. 2024-047, a bid opening was held for this project on May 1, 2024. Bids were received from three (3) potential contractors with the bid amounts ranging from \$230,620.00 to \$301,741. The lowest and best bid was received from Rocky Edge Excavating LLC of Findlay, Ohio. Two (2) of the three (3) bids that were received were under the Engineer’s estimate of \$262,470. \$1,000.00 was previously appropriated to the project for advertising, and now an additional appropriation is needed to cover the construction cost and provide a contingency for the project. Ordinance No. 2024-059 was created.

| | | |
|--------|---|---------------|
| FROM : | Sewer Fund | \$ 275,000.00 |
| TO: | West Park Sanitary Extension-Septic Removal, Project No. 35642500 | \$ 275,000.00 |

City Engineer Kalb – Blanchard Street waterline phase II project no. 35740500/Hemphill waterline replacement project no. 35740300

Prior to construction of the two (2) respective waterlines, the plans will need to be submitted and approved by the Ohio Environmental Protection Agency (EPA). The permitting and approval process fee is based off of the project amount. In order to keep moving forward with the projects, it is desired to appropriate additional funds to the projects so that the plans can be submitted to the EPA for approval. Legislation to appropriate and transfer funds for the capital expenditures is requested. Ordinance No. 2024-060 was created

| | | |
|-------|---|-------------|
| FROM: | Water Fund | \$ 4,200.00 |
| TO: | Blanchard Street Waterline Phase II, Project No. 35740500 | \$ 4,200.00 |
| FROM: | Water Fund | \$ 1,200.00 |
| TO: | Hemphill Waterline Replacement, Project No. 35740300 | \$ 1,200.00 |

Income Tax Board minutes – February 8, 2024.

Findlay Police Department Activities Report – April 2024.

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

The City of Findlay has received payment for the repair of a vehicle from an accident from the City's insurance company in the amount of two thousand two hundred eighty-eight dollars and ninety-four cents (\$2,288.94) that has been deposited in the General Fund. Legislation to appropriate funds is requested. Ordinance No. 2024-061 was created.

| | |
|---------------------------------------|-------------|
| FROM: General Fund | \$ 2,288.94 |
| TO: Police Department #21012000-other | \$ 2,288.94 |

COMMITTEE REPORTS:

An **AD HOC COMMITTEE** met on May 3, 2024 to finalize the 2024-2025 Council Rules of Procedures. The AD-HOC COMMITTEE previously meet on March 13, 2024, March 26, 2024, and April 9, 2024 for the review and discussion of said rules of procedures.

We recommend a one hour public comment meeting. Participants will get four (4) minutes plus question and answer time.

LEGISLATION:

RESOLUTIONS:

RESOLUTION NO. 014-2024 (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. 2024-038 **requires three (3) readings** **tabled after third reading on 4/16/24**

(Swale Benching property)

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH THE HANCOCK COUNTY COMMISSIONERS TO PURCHASE REQUIRED LAND WITHIN THE BENCHING AREA IN ORDER TO FINISH PHASE I OF THE BENCHING PROJECT, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-040 (YMCA vacation) **requires three (3) readings** **third reading**

AN ORDINANCE VACATING A CERTAIN PORTION OF A CERTAIN ALLEY (HEREINAFTER REFERED TO AS THE YMCA VACATION) IN THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2024-042 **requires three (3) readings** **third reading**

(FDY Rehabilitate Runway 7/25 Construction FAA Grant authorization (3-39-0034-036-2024)

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR FUNDING THROUGH THE FEDERAL AVIATION ADMINISTRATION FOR THE REAHBILITATION OF RUNWAY 7/25 IN ORDER TO RECEIVE FUNDS FOR THE CONSTRUCTION PORTION OF THE REHABILITATION OF RUNWAY 7/25 CONSTRUCTION AT THE CITY OF FINDLAY AIRPORT, AND IF FUNDS ARE AWARDED, TO ENTER INTO A GRANT AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-043 (*second 2024 Capital Improvement appropriation*) **requires three (3) readings** *third reading*
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDANCE WITH THE 2024 DEPARTMENT EQUIPMENT LIST, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-044 (*Tall Timbers 3rd Addition subdivision plat*) **requires three (3) readings** *third reading*
AN ORDINANCE ACCEPTING THE DESIGNATED AREA AS SHOWN ON THE TALL TIMBERS 3RD ADDITION SUBDIVISION PLAT WHICH HAS BEEN ACCEPTED BY THE CITY PLANNING COMMISSION.

ORDINANCE NO. 2024-045 (*Sheetz/Hat Trick/Buchanan annexation zoning*) **requires three (3) readings** *third reading*
AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS I-1 LIGHT INDUSTRIAL (HEREINAFTER REFERRED TO AS THE SHEETZ/HAT TRICK/BUCHANAN ANNEXATION).

ORDINANCE NO. 2024-046 **requires three (3) readings** *third reading*
(*Sheetz/Hat Trick/Buchanan annexation – accept and approve*)
AN ORDINANCE ACCEPTING AND APPROVING AN APPLICATION FOR ANNEXATION OF TERRITORY SITUATED IN THE TOWNSHIP OF ALLEN, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHWEST QUARTER OF SECTION 32, T2N, R11E, A TRACT OF LAND CONSISTING OF 77.808 ACRES OF LAND, MORE OR LESS (HEREINAFTER REFERED TO AS THE COUNTY ROAD 230/212 (SHEETZ/HAT TRICK/BUCHANAN ANNEXATION).

ORDINANCE NO. 2024-050 (*small waterline upgrades*) **requires three (3) readings** *second reading*
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-056 (*approve 2023 ordinances & resolutions changes*) **requires three (3) readings** *second reading*
AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE FINDLAY CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-058 (*WTP generator replacement*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-059 (*West Park sanitary extension-septic removal*) **requires three (3) readings** *first reading*
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-060 **requires three (3) readings** *first reading*
(*Blanchard St waterline phase II/Hemphill waterline replacement*)
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-061 **requires three (3) readings** *first reading*
(*insurance payment for repairs of a Police Department vehicle from an accident*)
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS:

OLD BUSINESS

NEW BUSINESS

ALLEY/STREET VACATION PETITION

FEE PAID _____

DATE 5-1-24

ADVERTISING AND FILING FEES PAID _____

DATE _____

HONORABLE MAYOR AND COUNCIL, CITY OF FINDLAY, OHIO:

We, the undersigned, being owners of property abutting the requested alley vacation shown on the attached plat, respectfully petition (street/alley) your Honorable Body to vacate the alley described as: street/alley

Being further described as abutting the following described LOTS in the SUBDIVISION of:

Parcel - 600001002210, 0 Tappan Ave

A \$75.00 fee is submitted to pay for the cost of vacating the above-described (street or alley)

We agree to pay all cost and/or assessments that are now or have been constructed serving this property. Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner. A plat of the area showing the portion to be vacated & a list of all property owners on that portion of the alley running from street to street, but not in the request for vacation are attached.

| OWNER | ADDRESS | LOT NUMBER |
|--------------------------------|---------|--------------------------------------|
| <u>Ron & Brigitte King</u> | | <u>600001002210</u> |
| <u>King Development Ltd.</u> | | <u>60000 270000051320</u> |
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TO: **Applicants for Street or alley Vacation**
FROM: **Council Clerk**

City law requires persons requesting the vacation of a street or alley to file a petition with City Council. Council then refers the request to the City Planning Commission and the Planning & Zoning Committee for their findings. These Committees file their report with Council, who in turn makes the final ruling on the request.

APPLICATION REQUIREMENTS

Petition forms are available in the Council Clerk's Office. It requires the signature of a majority of the property owners that abut the requested vacation. A plat of the area shall accompany the application indicating the street or alley to be vacated. This plat can be obtained from the City Engineer's Office.

In addition to the petition for an alley vacation being signed by the abutting property owners, which is notice, if said proposed alley vacation is less than the full alley running from street to street, either north and south or east and west as the case may be, then the Clerk will also send notices to the abutting property owners on that portion of the alley extended but not in the request for vacation. For example, if an alley runs from north to south from street A to street B, intersected by a east-west alley, and the request is to vacate the alley running from street A to the intersecting east-west alley, then the abutting property owners on the remaining portion of that north-south alley between street A and street B shall also receive notice of the petition to vacate from the Council Clerk. (Rules of Procedure, as amended, of Findlay City Council).

Ideally, the petition must be signed by all abutting property owners. If not, a Public Notice of Consideration to Vacate has to be advertised in the Courier for six consecutive weeks. The cost of the advertising shall be paid by the petitioner. Anyone wishing to address Council concerning the petition may do so as a result of the publication. This can occur at any of the three readings which Council must give an Ordinance that vacates right-of-way.

FEE

At the time of submitting the request to the Council Clerk, a **\$75.00 non-refundable fee** shall accompany the petition. This is to off-set some of the City's expenses. **Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner.**

ASSESSMENTS

By law, if there were assessments to the abutting properties for improvements to the street or utilities, the petitioners are to pay the assessment fee for the property being vacated. These assessments, if any, are recorded in the City Engineer's Office. They are requested to be researched for the property upon legislation request. The petitioners will be invoiced for the total expense, and it must be paid before Council will vacate the street or alley.

PLANNING COMMISSION ACTION

Planning Commission action on vacation petitions will be in the form of a recommendation to City Council. Council may then either concur with the Commission's recommendation or override it. Concurring action may be accomplished with a simple majority vote, while overriding action requires a two-thirds (2/3) vote of Council. Notice of the Planning Commission Meeting will be sent from the Engineer's Office to the filer of the petition advising him/her when the request shall be heard.

COMMITTEE ACTION

This Committee's action will be in the form of a recommendation to City Council. Council may then either concur with the Committee's recommendation or override it. Action is a simple majority vote to concur or override the Committee report. Notice of the Planning & Zoning Committee Meeting will be sent by the Council Clerk to the petitioners advising them when the request shall be heard.

CITY COUNCIL ACTION

Once the petition is placed on Council's agenda, it will be referred to the City Planning Commission and the Committee with all documentation submitted. Both the City Planning

Commission and the Planning & Zoning Committee shall review the request. Upon their findings, Council will request legislation and give it three (3) separate readings if the vacation is to proceed.

In order to vacate a public right-of-way, City Council must adopt an ordinance doing so. Normally, legislation is prepared when the Planning & Zoning Committee recommends that an action be taken. However, appropriate legislation can be drawn at the request of any Council member, whether or not the vacation is supported by the Committee. Ordinances require three readings prior to adoption, and this normally occurs over the course of three consecutive meetings of Council.

A majority affirmative vote of at least five (5) members is necessary to enact a vacation ordinance. If Council disagrees with the Planning Commission's recommendation, it will take six (6) affirmative votes of members of Council to enact a vacation ordinance. The ordinance is not effective until at least 30 days after signing by the Mayor.

Revised 12-05

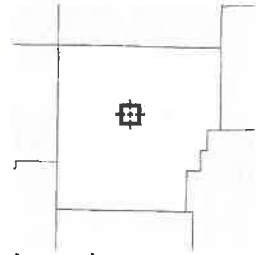
Name of Contact Person Row King
Mailing Address 1525 Lima Ave Findlay OH 45840
Phone No. (Home) 5-1-24 (Business) 419-722-0019
(date) (Signature of Contact Person)

OFFICE USE ONLY

r King @ Kingenvironmental.com



Overview



Legend

- RowDims
- USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Ramp
- Parcels
- Parcel Numbers
- Road Centerlines
- Corporate Limits
- Low Level
- Landhooks
- Lot Lines
- Lot Numbers
- Lot Dimensions
- Blocks
- MiscText

| | | | | | |
|------------------------------|---|---------------------|--|----------------------|------------------------------|
| Parcel ID | 600001002210 | Alternate ID | 101023402004000 | Owner Address | KING RONALD D & KING BRYNN D |
| Sec/Twp/Rng | n/a | ID | | | 1525 LIMA AVE |
| Property Address | 0 TAPPAN ST FINDLAY | Class | 500 RESIDENTIAL VACANT PLATTED LAND | | FINDLAY OH 45840 |
| | | Acreage | n/a | | |
| District | 21 Findlay Corp - Findlay CSD | | | | |
| Brief Tax Description | THORPE & ANDREW ADD L9065-67 PT ST & L9094-96 PTSTSN (Note: Not to be used on legal documents) | | | | |

Date created: 5/1/2024
Last Data Uploaded: 5/1/2024 1:07:00 AM

RECEIVED
APR 30 2024
MAYOR'S OFFICE

Date: 4/26/24

To: City Council and Mayer Muryn

From: Michael Mallett

Subject: Downtown Parking Garage

Dear City Council and Mayer Muryn,

Thank you for your leadership and for working hard to make our city the best it can be.

I know you are looking at the downtown parking situation again and I wanted to offer the city the same offer that I proposed to the County Commissioners. As discussed in the county commissioner meeting on 4/25/24, the commissioners stated they had no interest in being part of a new city parking garage. The mayor stated that she understood and would continue to look at the possibilities of building it without them.

As the owner of the Findlay City Parking Garage on Crawford Street, I can tell you that much of the city's parking problem is more of a perception problem. The DFID spent a lot of work on this over the last decade securing downtown parking spots for visitors of downtown and creating signage to find these locations. In addition, most communities charge a large ticket fee for parking violations. A \$5 fee does not detour business owners and employees of downtown businesses from rolling their cars every two hours. A \$50 fee would end that and open up plenty of additional parking downtown. There are free parking areas for these people to park at, but it would require them to walk a few blocks.

As for the City and County needs, I am unsure. But I do have a garage that is a 30-second walk to the Municipal building, and it is underutilized. I could offer the city 100 spots in the garage at a price of \$5 a day. This is a much more cost-efficient parking plan than spending millions on a new garage that would be underutilized as well. In addition, I have recently invested a lot in the garage with a new gate system and plenty of masonry work.

If you have any interest in a formal offer, please let me know.

Thank you,

Mike Mallett

419-306-5532



FINDLAY TREASURER'S OFFICE

318 Dorey Plaza, Room 313
Findlay, OHIO 45840-3346
Telephone: 419-424-7106
Fax: 419-424-7866

Treasurer's Reconciliation for March 31, 2024

Susan Jo Hite • Findlay City Treasurer

TREASURER

| | |
|---|-----------------------|
| Fifth Third Initial Balance | 5,647,106.70 |
| - Withdrawals () | (10,246,087.91) |
| + Deposits | 7,934,130.34 |
| | 3,335,149.13 |
| (-Outstanding Checks) | (827,365.33) |
| Deposit in Transit | 951.50 |
| Deposit in Transit | 54.50 |
| Correction Pending | (100.00) |
| Treasurer's Checking Bal | 2,508,689.80 |
| Investment Principal | 99,635,620.08 |
| Accrued Interest | |
| Treasurer's Total Cash and Investments | 102,144,309.88 |

AUDITOR

| | |
|---|-----------------------|
| Auditor's Checking Bal | 2,508,689.80 |
| Auditor's Total Cash and Investments | 102,144,309.88 |

Respectfully submitted,

Susan Jo Hite

OFFICE OF THE ASSISTANT DIRECTORS OF LAW CITY PROSECUTORS

314 WEST CRAWFORD STREET P.O. BOX 1544 FINDLAY, OHIO 45839
TELEPHONE (419) 424-7139

DONALD J. RASMUSSEN
Director of Law

ROBERT E. FEIGHNER, JR.
ELLIOTT T. WERTH
MARSHALL WM. FINELLI
KALINA D. VAJSKOP
Assistant Directors of Law
City Prosecutors

April 18, 2024

Rob Martin/City Council

RE: Collective Bargaining Process

Dear Mr. Martin/Council:

I attended the April 16, 2024 City Council Meeting for Law Director Rasmussen. An issue arose at the meeting regarding any Council role or attendance in the collective bargaining process that is coming up between the City and Union Employees. I will, via this letter, in brief, set forth the process and roles of the players in collective bargaining.

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2. The public employee representatives of our concern are Matt Cooper, President of IAFF Local 381 for the fire department and Officer Doug Marshall, President of the Ohio Patrolmen's Benevolent Association for the police department. They handle the negotiations for their departments.
3. The chief executive officer (otherwise known as Mayor Muryn) or her designated representative (Rob Martin) are responsible for negotiations in the collective bargaining process for the City. (ORC 4117.10(C)).
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Respectfully:



Robert E. Feighner, Jr.
Attorney at Law



Immigration Task Force Meeting Minutes

Wednesday, April 17, 9am-10am

ATTENDEES

| First | Last | Affiliation |
|-----------|------------|---|
| Bill | Bateson | Commissioner |
| Kaleb | Brown | United Way of Hancock County |
| Laura | Casati | Hope House |
| Sarah | Clevidence | Findlay Hancock Public Library |
| Mary | Cruz Lucio | volunteer currently working with immigrants |
| Belinda | Ernst | Mission Possible |
| Joanne | Fyfe | Ohio State University Extension |
| Hachemy | Gabriel | Empowering Integration Solutions |
| Sterling | Helms | BVHS |
| Charity | Hensley | City Mission |
| Bill | Kose | BVHS |
| Rob | Martin | COF |
| James | Mathias | Findlay Police Department |
| Christina | Muryn | City of Findlay |
| Wendy | McCormik | Habitat for Humanity |
| Tracy | McMath | Findlay First Presbyterian Church |
| Cheryl | Miller | Hancock Public Health |
| Dionne | Neubauer | Chamber of Commerce |
| Natalie | Phoenix | Director of Emergency Services, BVH |
| Stephanie | Renn | Director of Student Services, FCS |
| Ron | Rooker | Executive Director, CHOPIN Hall |
| Jena | Roth | Hancock County WIC |
| Crystal | Weitz | HHWP Community Action Commission |
| Jennifer | Little | OSU Extension |
| Holly | McGhee | Chopin Hall |
| Amy | Fox | First Presbyterian Church |
| Cassie | Turner | The Community Foundation |
| David | Zuber | YWCA CCR+R |



| | | |
|----------|-----------|---|
| Jaclynn | Hohman | City of Findlay |
| Nancy | Hiser | College First Church |
| Justin | Hendren | Findlay Police Department, Captain |
| Dustin | Fuller | Habitat for Humanity FOC |
| Evila | Saldana | The Associated Charities |
| Rebecca | Padron | Hope House |
| Kurt | Bishop | Bishop-Kandel Rentals; Mission Possible |
| Anita | Bishop | BVHS |
| Shawn | Carpenter | Probate and Juvenile Court |
| Aly | Casto | ADAMHS |
| Jennifer | Davis | Hancock Public Health |
| Rene | Gabriel | Mission Possible |

NEW BUSINESS

Mayor Muryn welcomed the group. She reminded the group that the majority of individuals we are seeing are documented and that we are not paying for them or bringing them here. People are looking for better lives. Let's make sure we take care of people while protecting our systems and continue to make sure that they continue to work for the community. We need to be advocating for change at the federal level. We need to make sure that people understand the social services. She encouraged the group to take time to learn the process so that they can better help people in the immigration process. She reviewed a few slides that outline the complexity of the federal immigration process.

Zach Thomas presented the draft strategic plan (Attachment A) and explained that it was compiled based on the conversations that have been occurring in the community. It is still in draft mode because we wanted to present it to the group first for input and feedback. This has been presented at the No Wrong Door event. This work should be used as a way to navigate clear communication to the community. Mayor Muryn shared a story of orphanages in Haiti and the current status of affairs in the country including the lack of government and overall gang control.

Sarah Clevidence said wording on the second goal of the workforce section should be looked at. The representative from Chopin Hall asked for clarification on who First Diversity Staffing is. Mayor Muryn explained the functions of their organizations. Shawn Carpenter shared suggestion that there were no items in the strategic plan related to the youth. This should be addressed. Dr. Kose explained some of the challenges that the health care system has been experiencing. He highlighted the need for immigrant voices to be part of this conversation. There is a need for healthcare checkpoints, they are having conversations with Lima who has someone in their system who has devised a system that could be adopted. He believes that one of the asks would be to consider a community clinic for all individuals.



Mayor Muryn agrees that immigrants need to more involved in the conversation, we need to build relationships and trust. Commissioner Bateson asked if First Diversity has the resources to help with translation. Mayor Muryn said that they provide some initial assistance but limited capacity on assisting with translation services. She will follow back up to see if they may be able to provide financial support the for ESL classes. . We need people to review the plan and the next stages are reaching out to people who can really help get this off the ground. The group identified language as the greatest and most urgent need to address with translation resources. We are looking into ways that we could possibly get a community wide contract and what that could look like. If agencies can start to quantify what their need it that is helpful when considering what the true need is. Commissioner Bateson said that JFS has seen increase in translation expenses and the County will be supplementing for those costs.

Mayor Muryn said that there are certain items on the plan that a lead has not been identified and we will start having conversations with people who are interested in taking that on. Hachemy said that the translation services can work but people are better because the cultural differences can be missed in definitions. There are always people willing to learn if there is a place for them to do so and for them to sign up.

Zach said that the Delegation is focused on looking into ways to incorporate the voices that are needed into the work of the plan. It needs to be written in the plan that that is a priority.

Mayor Muryn thanked the group for the time and said that she would be in touch with the next meeting date as well as updates on the strategic plan.



Attachment A

GUIDING PHILOSOPHY OF THE IMMIGRATION TASK FORCE

- Treat humans as humans.
- Look for efficiencies in our existing system.
- Engage the local community of volunteers.
- Advocate for immigration reform at the federal level.
- Embrace the positive contributions that immigrant populations offer to the community.
- The work of the Immigration Task Force is to provide a short-term process to assist in the enhancement of the existing social-service network to meet the needs of the growing immigrant populations. It is to be explicitly known that the work of the Immigration Task Force does not advocate for the redistribution of any social services from local community members. In fact, the work of the Immigration Task Force has highlighted areas of disparity among our local community members and supports efforts to sustain, improve, and increase the delivery of social services to all residents of Findlay-Hancock County.

CHALLENGE STATEMENT

Findlay-Hancock County is experiencing an increase in the number of residents who have immigrated from other countries. This increase in immigrant populations has created a significant strain on social services agencies. It is imperative that Findlay-Hancock County respond to this challenge through a collective response because not doing so will result in social services becoming overwhelmed and unable to effectively provide support to community members.

THEORY OF CHANGE

If Findlay-Hancock County develops and implements a coordinated strategy to effectively and efficiently address challenges resulting from increasing immigrant populations, then the community will be able to provide an appropriately scaled response through a streamlined social services network that offers support to and promotes the health, wellness, and safety of all residents.

ROOT CAUSE

- Approximately 5.0% (588,840) of Ohio's residents are foreign-born.¹
- 18.0% (106,151) of the immigrant population in Ohio is undocumented.¹
- 6.2% (371,038) percent of Ohio's labor force is comprised of immigrants.¹
- 1.10% (4,081) of the employed immigrant population in Ohio is undocumented.¹
- Approximately 63,741 refugees live in Ohio.¹
- Approximately 93.40% (59,534) of refugees are employed in Ohio.¹

LOCAL CONDITION

- Based on current estimates, Findlay-Hancock County currently has an immigrant population of 300-500 individuals that are living and/or working in the community.²
- Based on discussions with social services agency leaders and the Center for Civic Engagement Coalition Chairs, the following areas of concern were identified: Language; Culture, Housing; Transportation; and Food Security.² Each of these areas have unique and shared challenges which must be addressed in order to effectively maintain a robust and reliable social services network for all residents of Findlay-Hancock County.
- There is a critical need to develop a comprehensive data collection process to provide relevant and accurate data related to immigration populations in Findlay-Hancock County.

OUTCOMES

- **Short Term – Change in Awareness & Knowledge (1-2 years)**
 - Residents of Findlay-Hancock County are aware of the true scope of challenges resulting from the increase in immigrant populations.
 - Immigrant populations of Findlay-Hancock County are aware of social services available and where else to access appropriate supports in times of need.

- **Mid-Term – Change in Behavior (2-5 years)**
 - Residents of Findlay-Hancock County can appropriately and effectively respond to social services needs of immigrant populations.
 - Residents of Findlay-Hancock County can appropriately respond to the cultural differences of immigrant populations.
 - Immigrant populations of Findlay-Hancock County can appropriately access social services.
 - Immigrant populations of Findlay-Hancock County can appropriately engage in the community.
- **Long-Term – Change in Status (5+ years)**
 - Findlay-Hancock County can support, maintain, and increase the social services network for all residents.

| |
|-------------------|
| STRATEGIES |
|-------------------|

Highlighted action items have been identified as priority by the Center for Civic Engagement Coalition Chairs, based on action items recommended by the Immigration Task Force (February 5, 2024)³.

| ACTION ITEM | LEAD ORGANIZATION | OUTCOME TYPE | TIMELINE | CURRENT PROGRESS/NOTES |
|---|---|--------------|----------|---|
| GENERAL | | | | |
| Complete a thorough cross walk of all social services offered in the community with references to services offered to immigrant populations | Immigration Task Force; CCE Coalition Chairs | Short-Term | | |
| Determine healthcare barriers among immigrant populations; develop appropriately scaled response to reduce barriers | Health Coalition; Blanchard Valley Health System; Hancock Public Health | Short-Term | | Currently, immediate health care needs (e.g. BVHS ED) are met. Concerns regarding preventative and perinatal care, and payment of such services are being addressed by health system. |

Immigration Task Force
Strategic Plan

Drafted: March 8, 2024, Updated April 17, 2024

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| Develop/implement a Community Liaison position at Hancock Public Health | Health Coalition; Hancock Public Health | Long-Term | | This position would employ a member of the immigrant population. |
| Create a comprehensive data collection process to measure the impact of immigrant communities and allow for a continued appropriately scaled response | | Long-Term | | |
| Ensure the voices of immigrant communities are included in all aspects of community planning | Immigration Task Force; The Delegation | Long-Term | | To ensure we are successfully understanding culture, meeting needs of immigrant communities, and developing positive relationships, immigrant voices must be included in all discussions |
| Support schools in meeting needs of immigrant children and families (including addressing preparation for workforce, secondary education, childcare, transcripts, etc.) | Immigration Task Force | Long-Term | | |
| WORKFORCE | | | | |
| Increase cooperation of First Diversity staffing agency to address unintended consequences | | Short-Term | | Opportunity: Office of the Mayor to meet with First Diversity to discuss unintended consequences of |

Immigration Task Force
 Strategic Plan
 Drafted: March 8, 2024, Updated April 17, 2024

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| of recruiting immigrant population workforce | | | | recruiting immigrant population workforce. |
| Increase cooperation of all employers to participate in efforts to address unforeseen challenges of hiring immigrant populations | Workforce Coalition; Raise the Bar | Short-Term | | Opportunity: Department of Development convene state-wide meeting to discuss unintended consequences; best practices of managing increasing immigrant population workforce. Opportunity: Convene meeting with local manufacturers/employers to discuss unintended consequences. |
| Determine appropriate ways to assist immigrant populations with barriers to gainful employment | Workforce Coalition; | Mid-Term | | |
| LANGUAGE | | | | |
| Create language cards with common phrases (distribute broadly throughout community; social service agencies) | | Short-Term | | |
| Create a summary document of translation services and resources (apps, organizations, phone services, etc.) | Immigration Task Force | Short-Term | | IDENTIFIED AT AS TOP PRIORITY BY IMMIGRATION TASK FORCE (4.17.24) |
| Create an informal translators list (individuals | Immigration Task Force | Short-Term | | |

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| qualified to help in situations that do not require certified translators) | | | | |
| Create a formal list of certified translators | Immigration Task Force | Short-Term | | |
| CULTURE | | | | |
| Focus on community-based education regarding immigration process; understanding cultural differences | The Delegation; Findlay-Hancock County Chamber of Commerce; Black Heritage Library & Multicultural Center | Short-Term | | <p>Outlines of programs developed late 2023, revise and review outlines, plan for community education events/opportunities Q2-Q4 of 2024.</p> <p>It is imperative for the Immigration Task Force to ensure a unified message on progress</p> <p>IDENTIFIED AS A TOP PRIORITY BY IMMIGRATION TASK FORCE (4.17.24)</p> |
| Promote events and activities that celebrate cultures | The Delegation; Findlay-Hancock County Convention and Visitors' Bureau | Short-Term | | |
| Provide support to Cultural Connections, Borderless Connection Committee, Black Heritage Library & | The Delegation | Long-Term | | |

Immigration Task Force
Strategic Plan

Drafted: March 8, 2024, Updated April 17, 2024

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|---|--|------------|--|--|
| Multicultural Center, Arts & Heritage Council | | | | |
| Reinforce the importance of separating national immigration reform challenges from the needs of immigrants in community | Immigration Task Force | Long-Term | | Opportunity: Findlay-Hancock County work with federal legislators (Latta, Brown, Vance) |
| HOUSING | | | | |
| Educate immigrant population on housing culture and regulations | Housing Coalition; Affordable Housing Alliance | Short-Term | | |
| Translate leases to increase accessibility and understanding for immigrant populations | Housing Coalition; Affordable Housing Alliance | Short-Term | | |
| Encourage landlords to work with employers to get background check information | Housing Coalition; Affordable Housing Alliance | Mid-Term | | |
| TRANSPORTATION | | | | |
| Study/develop potential plan for fixed-routes for better access to employment, medical appointments, etc. | Transportation Coalition; Community Action Commission | Long-Term | | |
| Study/develop opportunities to provide transportation to 2 nd /3 rd shift employees | Transportation Coalition; Community Action Commission | Long-Term | | This work is currently in development. |
| FOOD SECURITY | | | | |

Immigration Task Force

Strategic Plan

Drafted: March 8, 2024, Updated April 17, 2024

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|--|--------------------------------|------------|--|--|
| Create translated community resource information pamphlets for immigrant populations | Food Security Coalition | Short-Term | | |
| Offer a resource fair (similar to No Wrong Door/Helping Hands) with translation services available on site | Food Security Coalition | Mid-Term | | |

¹American Immigration Council, *New Americans in Ohio*, 2023

²Letter to Findlay City County from Mayor Christina Muryn, February 6, 2024

³Immigration Task Force Meeting Minutes, February 5, 2024

New Americans in Ohio



Ohio is home to a sizable immigrant community. About 5.0 percent of the state's residents are foreign-born, and 2.3 percent of its U.S.-born residents live with at least one immigrant parent. Immigrants make up 6.2 percent of Ohio's labor force and support the local economy in many ways. They account for 8.5 percent of entrepreneurs, 11.7 percent of STEM workers, and 6.6 percent of nurses in the state. As neighbors, business owners, taxpayers, and workers, immigrants are an integral part of Ohio's diverse and thriving communities and make extensive contributions that benefit all.

OVERVIEW¹

| | |
|----------------------------------|---------|
| Immigrant residents ² | 588,840 |
| Immigrant share of population | 5.00% |
| Immigrant taxes paid | \$6.5B |
| Immigrant spending power | \$17.4B |

DEMOGRAPHICS

In the United States, immigrants are more likely to be working-age than their U.S.-born counterparts. This means they are more likely to be active in the labor force, allowing them to contribute to the economy not only as consumers but also as taxpayers, helping fund social services and programs like Medicare and Social Security.

| | |
|---|---------|
| Share of immigrant women | 49.30% |
| Share of immigrant men | 50.70% |
| Number of immigrant children | 48,948 |
| Share of total population who are U.S.-born residents living with at least one immigrant parent | 2.30% |
| Number of U.S.-born residents living with at least one immigrant parent | 252,100 |
| Share of Foreign-Born that are proficient in English | 83.30% |

| Age Group | Foreign-Born Population | U.S.-Born Population |
|-----------|-------------------------|----------------------|
| 0-15 | 6.80% | 20.10% |
| 16-64 | 76.80% | 61.90% |
| 65+ | 16.40% | 17.90% |

New Americans in **Ohio**

Top Countries of Origin for Immigrants

| | |
|-------------|--------|
| India | 11.00% |
| Mexico | 6.60% |
| China | 5.00% |
| Philippines | 3.10% |
| Somalia | 3.00% |

ENTREPRENEURSHIP

It is hard to overstate the importance of entrepreneurship since new businesses are the main driver of job growth in the United States. Immigrants play a particularly important role in this—founding businesses at far higher rates than the U.S. population overall. Today, millions of American workers are employed at immigrant-founded and immigrant-owned companies.

| | |
|--|--------|
| Immigrant entrepreneurs | 38,399 |
| Share of entrepreneurs who are immigrants | 8.50% |
| Total business income of immigrant entrepreneurs | \$1.4B |

TAXES & SPENDING POWER

Immigrant households contribute hundreds of billions of dollars in federal, state, and local taxes and hold a tremendous amount of spending power. This gives them significant economic clout, helping support local communities as consumers and taxpayers. Like all residents of the United States, regardless of where they were born, immigrants make use of public services like education, healthcare, and public safety. Even with these costs, however, immigrants' economic contributions far outweigh the cost of additional public services they incur.

| | |
|---------------------------------------|---------|
| Immigrant household income | \$23.9B |
| Total taxes paid | \$6.5B |
| Federal taxes paid ³ | \$4.3B |
| State & local taxes paid ⁴ | \$2.3B |
| Total spending power | \$17.4B |

New Americans in **Ohio**

WORKFORCE

The growth in the immigrant population has helped to strengthen America’s labor force. As baby boomers retire, younger immigrants are filling crucial gaps in the labor market. Nationally, immigrants are more likely to hold an advanced degree than the U.S.-born. They are also more likely to have less than a high school education. As such, they are able to fill critical shortages at both ends of the skill spectrum, from high-tech positions to agriculture, hospitality, and service jobs.

| | |
|--|---------|
| Number of immigrant workers in the labor force | 371,038 |
| Share of workers in the labor force who are immigrants | 6.20% |

| Education Level | Foreign-Born Population | U.S.-Born Population |
|----------------------------|--------------------------------|-----------------------------|
| Less than high school | 16.60% | 7.70% |
| High school & some college | 40.80% | 62.50% |
| Bachelor’s degree | 20.30% | 18.70% |
| Graduate degree | 22.30% | 11.10% |

Top Industries with Highest Share of Immigrant Workers

| | |
|--|--------|
| Nail salons and other personal care services | 22.90% |
| Taxi and limousine service | 22.50% |
| Warehousing and storage | 21.40% |
| Electronic component and product manufacturing, n.e.c. | 17.40% |
| Electronic shopping and mail-order houses | 17.30% |

Top Occupations with Highest Share of Immigrant Workers

| | |
|--------------------------------|--------|
| Manicurists and pedicurists | 50.60% |
| Physical scientists, all other | 32.80% |
| Packers and packagers, hand | 32.10% |
| Physicians | 30.10% |
| Taxi drivers | 26.10% |

New Americans in Ohio

Science, Technology, Engineering, and Math

Jobs in science, technology, engineering, and math (STEM) fields are some of the most in-demand jobs in the U.S. economy. These jobs are also expected to experience some of the highest growth rates in the next decade, second only to healthcare jobs. While immigrants already play a huge part in maintaining the United States' role as a leading innovator, immigrants will also be instrumental in helping high-tech industries meet their full potential as their needs for high-skilled STEM workers rapidly increases in the future.

| | |
|---|--------|
| Share of STEM workers who are immigrants ⁵ | 11.70% |
|---|--------|

Healthcare

As millions of baby boomers become elderly, the U.S. healthcare system is facing unprecedented demand, adding jobs faster than any other segment of the economy. Many healthcare businesses and providers are struggling to find enough workers, and in some rural areas shortages are particularly acute. Immigrants have already been filling some of our most glaring healthcare needs. They are twice as likely as the U.S.-born to work as home health aides, and twice as likely to work as physicians and surgeons.

| | |
|-----------------------------|-------|
| Nurses who are foreign-born | 6.60% |
|-----------------------------|-------|

| | |
|-----------------------------------|-------|
| Health aides who are foreign-born | 8.20% |
|-----------------------------------|-------|

HOUSING

Immigrant families have long played an important role in helping to build housing wealth in the United States. In recent decades, the more than 40 million immigrants in the U.S. collectively increased U.S. housing wealth by trillions of dollars. Much of this was possible because immigrants moved into neighborhoods once in decline, thus helping to revitalize communities and make neighborhoods more attractive to U.S.-born residents.

| | |
|----------------------|---------|
| Immigrant homeowners | 143,342 |
|----------------------|---------|

| | |
|--|-------|
| Share of recent homebuyers who were foreign-born | 6.20% |
|--|-------|

| | |
|---|---------|
| Housing wealth held by immigrant households | \$38.9B |
|---|---------|

| | |
|---|--------|
| Amount paid by immigrant-led households in rent | \$1.2B |
|---|--------|

INTERNATIONAL STUDENTS⁶

International students in the United States contribute tens of billions of dollars to the U.S. economy every year and support a significant number of U.S. jobs through their tuition payments and day-to-day spending. Research has also found that increases in the number of international students at American universities boost innovation and patent creation.

| | |
|---|--------|
| Students at U.S. colleges and universities who are international students | 31,146 |
|---|--------|

| | |
|---|--------|
| Economic contribution of international students | \$1.0B |
|---|--------|

| | |
|--|-------|
| Jobs supported by international students | 9,835 |
|--|-------|

New Americans in **Ohio**

NATURALIZATION & VOTING POWER

As more immigrants naturalize and become eligible to vote, they continue to gain political power. The number of immigrant voters is only projected to rise in the next decade, and in some states foreign-born voters are already capable of deciding elections.

| | |
|--|---------|
| Share of immigrants who are naturalized U.S. citizens | 54.40% |
| Number of immigrants who are naturalized U.S. citizens | 320,134 |
| Number of immigrants who are eligible for naturalization | 93,050 |
| Number of immigrants eligible to vote | 308,788 |

UNDOCUMENTED IMMIGRANTS

The presence of a significant number of undocumented immigrants in the United States, most of whom have lived in the country for more than five years, poses many legal and political challenges. But while politicians continue to debate what to do about illegal immigration, millions of undocumented immigrants are working across the country, contributing billions of dollars to the U.S. economy.

| | |
|---|----------|
| Number of undocumented immigrants ⁷ | 106,151 |
| Share of undocumented immigrants who are working age | 81.80% |
| Undocumented entrepreneurs | - |
| Undocumented household income | \$2.8B |
| Total taxes paid ⁸ | \$360.8M |
| Federal taxes paid | \$220.7M |
| State & local taxes paid | \$140.1M |
| Total spending power | \$2.4B |
| Share of immigrant population who are undocumented immigrants | 18.00% |
| Share of workforce that is undocumented | 1.10% |
| Share of population that is undocumented | 0.90% |
| Number of U.S. citizens living with at least one undocumented family member | 57,798 |
| Share of U.S. citizens living with at least one undocumented family member | 0.50% |

New Americans in **Ohio**

UNDOCUMENTED IMMIGRANTS (CONTINUED)

| | |
|---|--------|
| Number of U.S. citizen children living with at least one undocumented family member | 36,735 |
| Share of U.S. citizen children living with at least one undocumented family member | 1.40% |
| Number of U.S. citizen children living with at least one undocumented parent | 29,102 |
| Share of U.S. citizen children living with at least one undocumented parent | 1.10% |

REFUGEES⁹

Refugees living in the United States make tremendous contributions to our economy as earners, taxpayers, and consumers. Rather than a drain on communities, refugees, with their high employment rate and entrepreneurial spirit, actually sustain and strengthen their new hometowns.

| | |
|--|----------|
| Number of likely refugees | 63,741 |
| Employment rate of likely refugees | 93.40% |
| Refugee household income | \$2.1B |
| Total taxes paid | \$518.9M |
| Federal taxes paid | \$306.6M |
| State & local taxes paid | \$212.3M |
| Total spending power | \$1.6B |
| Number of refugee entrepreneurs | - |
| Total business income of refugee entrepreneurs | - |

THE DACA-ELIGIBLE POPULATION

DACA-eligible people contribute billions of dollars to the U.S. economy. Removing the protections afforded to DACA recipients would likely upset local economies, communities, and schools, hurting employers and businesses that depend on these young immigrants as workers and customers.

| | |
|--|-------|
| Number of active DACA recipients ¹⁰ | 3,550 |
| Number of people with DACA granted ¹¹ | 4,674 |

New Americans in Ohio

To learn more about Map the Impact, visit maptheimpact.org.

The American Immigration Council works to empower immigrants from arrival to belonging. To learn more about the Council's work, visit americanimmigrationcouncil.org.

ENDNOTES

1. Unless otherwise specified, data comes from the American Immigration Council analysis of microdata from the 1-year sample of the 2021 American Community Survey (ACS), downloaded from the Integrated Public Use Microdata Series (IPUMS), <https://www.ipums.org/>.
2. Except where otherwise noted, an immigrant refers to anyone born outside the country to non-U.S. citizen parents who is resident in the United States. This includes naturalized citizens, green card holders, individuals holding temporary (nonimmigrant) status, refugees, asylees, and undocumented immigrants, among others.
3. Congressional Budget Office. 2022. "The Distribution of Household Income and Federal Taxes, 2019." <https://www.cbo.gov/publication/58353>.
4. Institute on Taxation and Economic Policy (ITEP). 2018. "Who Pays? A Distributional Analysis of the Tax Systems in All 50 States (6th edition)." <https://itep.org/whopays/>.
5. U.S. Census Bureau. 2018. "STEM, STEM-related, and Non-STEM Occupation Code List 2018." <https://www2.census.gov/programs-surveys/demo/guidance/industry-occupation/2018-census-stem-related-and-non-stem-occupation-code-list.xlsx>
6. We use the state-level data of international students in the 2021-22 academic year from the "International Student Economic Value Tool" developed by NAFSA, <https://www.nafsa.org/policy-and-advocacy/policy-resources/nafsa-international-student-economic-value-tool-v2>.
7. We use data from the ACS to arrive at an estimate of the undocumented immigrant population by applying the methodological approach outlined by Harvard University economist George Borjas in his 2016 NBER working paper, "The Labor Supply of Undocumented Immigrants", <https://ideas.repec.org/p/nbr/nberwo/22102.html>.
8. When estimating the tax contributions of undocumented immigrants, we take into consideration the fact that about 50 percent of undocumented immigrants pay taxes using false Social Security or Individual Tax Identification numbers and follow the methodology detailed by ITEP in "Undocumented Immigrants' State & Local Tax Contributions" to discount the total amount by half, <https://itep.org/undocumented-immigrants-state-local-tax-contributions-2017/>.
9. To identify cases in microdata from the 2021 ACS that are likely to be refugees, we use an imputation method based on each foreign-born respondent's country of birth and their year of arrival, similar to the work of Kallick and Mathema in "Refugee Integration in the United States," <https://www.americanprogress.org/article/refugee-integration-in-the-united-states/>, and Capps et al in "The Integration Outcomes of U.S. Refugees: Successes and Challenges", <https://www.migrationpolicy.org/research/integration-outcomes-us-refugees-successes-and-challenges>.
10. U.S. Citizenship and Immigration Services (USCIS). "Count of Active DACA Recipients by Month of Current DACA Expiration as of March 31, 2023." https://www.uscis.gov/sites/default/files/document/data/Active_DACA_Recipients_March_FY23_qtr2.pdf.
11. USCIS. "Number of Form I-821D, Consideration of Deferred Action for Childhood Arrivals – Requests by Intake and Case Status, by Fiscal Year, Aug. 15, 2012 – March 31, 2023." https://www.uscis.gov/sites/default/files/document/data/DACA_performancedata_fy2023_qtr2.pdf.



OFFICE OF
THE MAYOR
CHRISTINA M. MURYN

Rob Martin, BSN, MBA
Service-Safety Director

February 6th, 2024

RE: Immigrant Task Force

Dear Honorable Council,

As you are aware over the past year the City of Findlay has seen an increase in immigrants coming to our community. My understanding is that these individuals are coming here for a variety of reasons, some have had ties or knew of our region because of past agricultural work, some are here with a staffing agency or work visas, some have found our community as they looked for a safe community with good jobs, and others are here because they were able to find housing and are working in surrounding communities (Upper Sandusky, Bowling Green, Carey, etc.)

I know this is a topic that is being brought up frequently and I wanted to provide a couple of points of clarification as well as an update on how we, as a community, are trying to wrap our arms around this new challenge.

First, I want to clarify that the City of Findlay is in no way bringing these immigrants here. They are not being bussed here by Biden, the City is not paying for them, and we are not a "Sanctuary City". As I have shared in the past, if the City interacts with an individual who cannot provide proper paperwork, and we cannot confirm its existence with proper authorities, we notify ICE. If we believe the individual is a threat to the public, we would detain them until ICE arrives. Fortunately, to my knowledge, we have not had any such situation. My goal is that the City of Findlay is a welcoming place without inviting large populations that may cause challenges to our community.

Second, there are multiple types of immigrants currently in our community. Some are here on work Visas, some are at a state in the immigration process in which they can work, and there is a population that is in the immigration process and is not able to work (this is, in my opinion, a large flaw in the immigration system, unless the immigrant is here on certain types of visas they are unable to work for the first year they are here.). Yes, there are, some individuals that are here illegally, and if law enforcement interacts with them we notify the proper authorities. As a municipality, there are limited steps beyond that that we can take. I believe it is worth noting here that the majority of our immigrant population is here legally. I also believe that significant federal reform on border security and immigration is needed and that we can both advocate for those improvements while treating individuals in our community with dignity and respect.

Third, there are at best guess between 300-500 individuals that are in our community, either living, working, or both. This may fluctuate and may grow over the next few years but this is not a goal of mine as has been inaccurately stated.

This brings me to the Immigration Task Force. As I shared a few weeks ago, the City of Findlay recognizes the challenges of seeing a larger immigrant population and though it is not one we created it is one that we must address. Yesterday, I hosted the first "official" meeting of the Immigration Task Force. This is a group of approximately 60 individuals or agencies who interact with the immigrant population regularly. Below is an outline of what I shared and what we discussed at the meeting. These reports will be provided to you on a regular basis moving forward.

Community Priorities:

- The City of Findlay wants to continue to be a safe community, that provides opportunities for a better life, and treats everyone with dignity and respect.
- Recognize that the majority of challenges faced by our immigrant population are the same challenges faced by many others in our community and that by improving these systems we are helping our community as a whole.
- Ensure managed use of resources to meet the needs of local residents while also supporting the increased demand from the immigrant population to ensure there is not a ripple effect of issues due to homelessness, inadequate healthcare, or food insecurity.

Prior to hosting yesterday's meeting, Jaclynn and I met with our established Coalition Leaders to understand what each of their coalitions was seeing. Out of these conversations, we identified the following primary areas for discussion at our Immigration Task Force, Language, Culture, Housing, Transportation, and Food Security. Below are a few initial notes on each topic.

Language:

- Continue to provide ESL classes. Expand locations through volunteers to help increase capacity.
- Nonprofits can utilize Canva for free to translate documents. Identify a few resources that can review the translations for accuracy.
- Identify local translators who can get certified rather than utilizing pricey tele-translation services.

Culture:

- Educate the population that nonprofit services are not for everyday use but for use when in need.
- Educate on laws around domestic relations.
- Educate on health screening
- Educate on the necessity of consistently using one legal identification
- Determine most appropriate ways that immigrants and community members can support each other in understanding and engagement

Housing:

- Lack of available housing at affordable price points.
- Concerns by landlords due to no credit history, lack of access to a background check
- Educate on restrictions with the number of individuals or families living in a single-family residence

Transportation:

- Coordinate with the State and DMV to get the drivers' manuals translated into other languages.
- Investigate fixed routes from denser population points to employment areas.

Food Security:

- Educate the population that nonprofit services are not for everyday use but for use when in need.
- Identify if there are specific foods that are desired more due to cultural differences
- Identify distributions and communication to ensure food is getting where it is needed.

We have asked each agency to identify what is working in their process, what issues they are seeing, solutions that could be offered, and what long-term success looks like. The administration is serving as the convener and facilitator of these conversations to ensure that the collective action items move forward. Out of the initial discussion, below are some action items that were presented by the groups.

Language:

- Create cards for people to have in their offices or to carry that include various common phrases.
- Create a resource summary document on the different language applications and translation services.
- Create an informal translators list (individuals qualified to help in situations that do not require certified translators).
- Create a formal translators list (certified translators).

Culture:

- Focus on community-based education regarding the immigration process and understanding of cultural differences.
- Provide support to Cultural Connections, Borderless Connections, the Black Heritage Library & Multicultural Center, and the Arts & Heritage Council.
- Promote events and activities that celebrate cultures.
- Reinforce the importance of separating the national immigration reform challenges from what the needs of our local community are.

Housing:

- Encourage landlords to work with employers to get background check information.
- Educate the immigrants on housing culture and regulations.
- Translate leases so that immigrants are aware of what they are signing.

Transportation:

- Explore the possibility of fixed-routes for better access to work, medical appointments, etc.
- Explore ways to begin providing transportation for 2nd and 3rd shift employees.

Food Security:

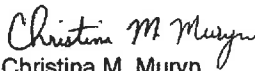
- Plan a resource fair similar to the “No Wrong Door” event with translators present so that individuals are able to learn about the community and resources available to them in one place.
- Create a translated pamphlet of community information that can be provided by employers to individuals.

I understand that this is a topic with varying opinions and many levels of complexity but I believe if we ground ourselves in the following we will be able to address the challenges in a manner in which we can all be proud.

- 1) Treat humans as humans.
- 2) Look for efficiencies in our existing system
- 3) Engage the local community of volunteers
- 4) Advocate for immigration reform at the federal level

Thank you for your understanding and support as we address this challenge.

Sincerely,


Christina M. Muryn
Mayor



Immigration Coalition Meeting Minutes

Monday, February 5, 10am-11:30am

ATTENDEES

| First | Last | Affiliation |
|-----------|------------|--|
| Wendy | Avina | Legal Aid of Western Ohio |
| Jamie | Baker | HATS |
| Karim | Baroudi | Hancock Public Health |
| Bill | Bateson | Hancock Co. Commissioner |
| Carla | Benjamin | Welcome to a New Life |
| Kurt | Bishop | Bishop-Kandel Rentals; Mission Possible |
| Anita | Bishop | Blanchard Valley Health System |
| Kaleb | Brown | United Way of Hancock County |
| Shawn | Carpenter | Probate and Juvenile Court |
| Laura | Casati | Hope House |
| Aly | Casto | ADAMHS |
| Sarah | Clevidence | Findlay Hancock Public Library |
| Jennifer | Davis | Hancock Public Health |
| Joanne | Fyfe | Ohio State University Extension |
| Rene | Gabriel | Mission Possible |
| Hachemy | Gabriel | Empowering Integration Solutions |
| Michael | Heldman | Hancock County Sheriff |
| Charity | Hensley | City Mission |
| Jaclynn | Hohman | City of Findlay |
| Missy | LaRocco | Legal Aid of Western Ohio |
| Kathy | Launder | City of Findlay |
| Sue | Lehman | Hope House |
| Mackenzie | Leonard | Hancock County ESC/VB + Arcadia Schools |
| Rob | Martin | COF |
| James | Mathias | Findlay Police Department |
| Cheryl | Miller | Hancock Public Health |



| | | |
|-----------|--------------|-----------------------|
| Christina | Muryn | City of Findlay |
| Dionne | Neubauer | Chamber of Commerce |
| Hannah | Plumley | Hancock Public Health |
| Alyssa | Roach | HHWP CAC Head Staff |
| Jena | Roth | Hancock County WIC |
| Precia | Stuby | ADAMHS |
| Jennifer | Swartzlander | Hancock ADAMHS |
| Zach | Thomas | ADAMHS/CCE |
| Tricia | Valasek | Raise the Bar |
| Rick | Van Mooy | Hancock ESC |
| Rhonda | Waldman | Findlay City Schools |
| Danielle | Whitta | Hancock JFS |

NEW BUSINESS

Mayor Muryn welcomed the group and explained her intentions for the group. She said the City of Findlay wants to continue to be a safe community that provides opportunities for a better life and treats everyone with dignity and respect. She recognizes that the majority of challenges faced by our immigrant population are the faced by many others in our community and that by improving these systems we are helping our community as a whole. The group is meant to ensure managed use of resources to meet the needs of local residents while also supporting the increased demand from the immigrant population to ensure there is not a ripple effect of issues due to homelessness, inadequate healthcare, or food insecurity.

Our community does not have unlimited resources to take care of everything that is needed for all immigrants that are in our community. Immigration laws are made at the Federal level and unfortunately, we cannot control that at the local level. Part of the process is that for the first year immigrants are not permitted to work. They are here to make a better life for themselves. How do we support them in working for that while they are here. What are the actual objectives and things we can do to help immigrants in our community.

Muryn said that before this meeting she and Jaclynn met with the Center for Civic Engagement leaders to brainstorm how to work through issues related to immigrants. The following topics were brought forth as top issues: transportation, culture, housing, food security, language.

Education is a priority because they don't understand how we live differently here (domestic relations, number of individuals living in one space).

Muryn discussed identifying what language services that different organizations and schools are using to translate. Suggested that it could be worth it to see if there could be a group rate to cut down costs.

Muryn asked the group to identify how many individuals they are working with on a regular basis.



Anita Bishop mentioned that she is happy to send information on their translation services to the group. Muryn said that other communities have used post cards with common phrases at their businesses and it has been helpful. Precia Stuby suggested that there needs to be education on the immigration process so that people have a better understanding.

Muryn re-iterated that the City of Findlay is not sponsoring immigrations and is not bringing them to Findlay. She said that many are here on work visas, many are going through the immigration process, and some are at the point in the process where they are unable to work. If law enforcement interacts with individuals who are found to be illegal, ICE is called. If they are a threat to the public they will be detained. At this point there has not been that issue.

Muryn said the immigration process is very complicated and there are many different ways to become a citizen. She discussed creating a general information page for immigrants to fill out with a flow chart of questions to ask when they interact with agencies. If we have a better understanding of where they are in the process we will be able to help more efficiently. For instance, if someone needs to be back in Florida for a hearing does it make sense that they are here working. Is it sustainable to put down roots here if they have to be elsewhere for hearings.

Mayor Muryn asked the group to break out into discussion groups. She asked them to discuss the question prompts: what work is currently being done, what is working, identify issues in the process that you are seeing, are you able to identify solutions that the coalition could assist with, what does long term success look like.

Muryn re-convened the group and asked someone from each subgroup to share what they discussed.

The Food Security group presented. He said that there are different resources available and having a community event like no wrong door would be helpful to get immigrants the information they need in a one-stop-shop. Language and transportation barriers make it challenging to get to resources.

The Culture subgroup presented. He mentioned that the community meal at First Presbyterian for immigrants was a good success. Findlay PD had a training on culture differences. What is working is that the community is responding together. We need to work on better understanding the process of immigration in the U.S. Long term success looks like solid education on the immigration process. The business community needs to help out as well to help connect issues. We should have all cultures represented at a community event. They are hearing that immigrants are paying ~\$2,000 a month to live in hotels, how to we help them find permanent housing that is not that expensive.

The housing subgroup presented. They are working with landlords and employers to get background checks on immigrants applying for rentals. They want to make sure that immigrants know what they are signing when they sign a lease. There are health concerns from many people living in close quarters. The population deals mostly in cash. There has been good collaboration amongst agencies. The case load is increasing. They suggested having a workshop for people who have multiple needs that agencies would be present together to address the issues.

The language subgroup presented. They discussed success with written language resources. They talked about different tools that can be used to translate. We are lacking native oral translation services. Not



everyone has the literacy to read the written translations. The task force could help in finding native speakers. Could we incentivize learning different languages. Are there grants at the federal level to help pay for translation services. Would like to discuss combining translation service resources across organizations.

The transportation subgroup presented. People are using HATs more for medical appointments than workforce. Churches have been providing transportation for medical services. There is a gap for second and third shift transportation for workforce. What can we do to get fixed route transportation every day. Transportation is a spoke of the wheel to get people to food, housing, etc. People are beginning to find long term housing throughout the City so it is not concentrated as much at the hotels.

Muryn said that action items will be formed out of these conversations. She will meet with the coalition leaders to identify issues. Churches and community members want to engage. We need to identify where the gaps are that government, non-profits, and churches serve best in their ways. These challenges can turn into opportunities. Please email Jaclynn with resources that have been translated. Reminded the group of the Hancock Helps website. With any other questions please email Jaclynn.

Meeting adjourned.

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
May 9, 2024 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

TABLED ITEMS – FOR THE JUNE 13, 2024 MEETING

1. APPLICATION FOR SITE PLAN REVIEW #SP-06-2024 filed by Ron Siferd/Siferd Farms for a 94-unit condo development at the east end of Silver Creek Drive in Allen Township.

NEW ITEMS

1. APPLICATION FOR FINAL PLAT #FP-05-2024 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.
2. APPLICATION FOR CONDITIONAL USE #CU-05-2024 filed by Jennifer Hammer for a dog grooming home business at 429 Swing Avenue.
3. APPLICATION FOR CONDITIONAL USE #CU-06-2024 filed by Tesla/Selective Site Consultants Inc for an electric charging station in the Marathon Gas Station and Car Wash parking lot at 1215 W. Main Cross Street.
4. APPLICATION FOR CONDITIONAL USE #CU-07-2024 filed by Richard Binner to split the parcel at 515 Prospect Avenue and create 2 duplexes.
5. APPLICATION FOR CONDITIONAL USE #CU-08-2024 filed by Anas Dagher to open a cigar shop at 214 S. Main Street.

ADMINISTRATIVE APPROVALS

ADJOURNMENT

FINDLAY CITY PLANNING COMMISSION



STAFF REPORT May 9, 2024

CITY PLANNING COMMISSION MEMBERS

Mayor Christina Muryn, Chairman
Rob Martin, Service-Safety Director
Jackie Schroeder
Kerry Trombley
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
May 9, 2024 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

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NEW ITEMS

1. **APPLICATION FOR FINAL PLAT #FP-05-2024** filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.
2. **APPLICATION FOR CONDITIONAL USE #CU-05-2024** filed by Jennifer Hammer for a dog grooming home business at 429 Swing Avenue.
3. **APPLICATION FOR CONDITIONAL USE #CU-06-2024** filed by Richard Binner to split the parcel at 515 Prospect Street and create 2 duplexes.

ADMINISTRATIVE APPROVALS

ADJOURNMENT

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

COMMENTS

NEW ITEMS

- 1. APPLICATION FOR FINAL PLAT #FP-05-2024 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

CPC STAFF

General Information

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

Parcel History

The site is currently vacant land. The Preliminary Plat received approval from the City Planning Commission in March 2023.

Staff Analysis

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

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-05-2024 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

ENGINEERING

No Comment on the final plat

- There are only a couple of minor comments on the Construction plans that will be worked out with the consultant prior to construction.

FIRE PREVENTION

No Comment



RECOMMENDATION

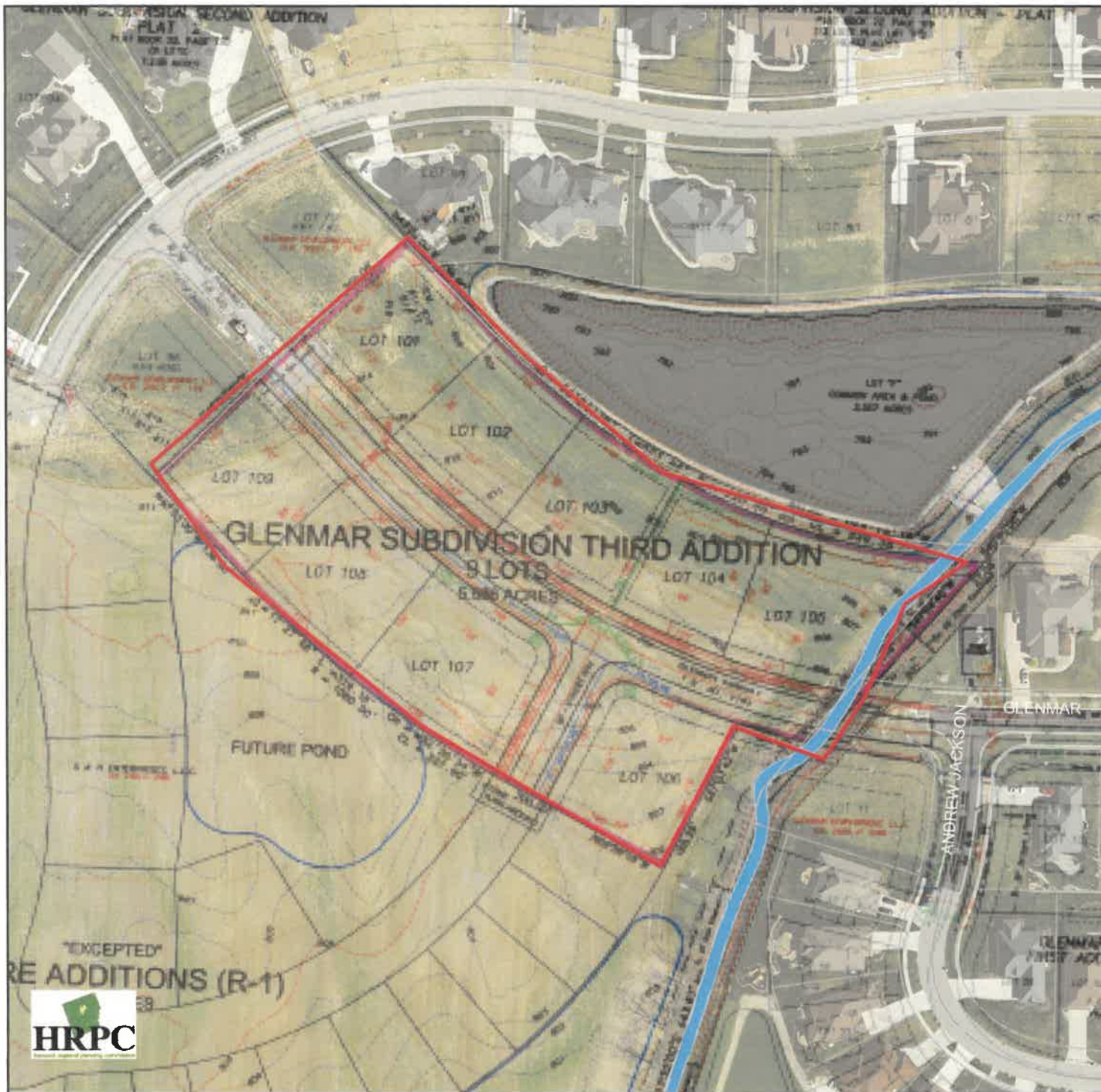
Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-05-2024 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

FP-05-2024

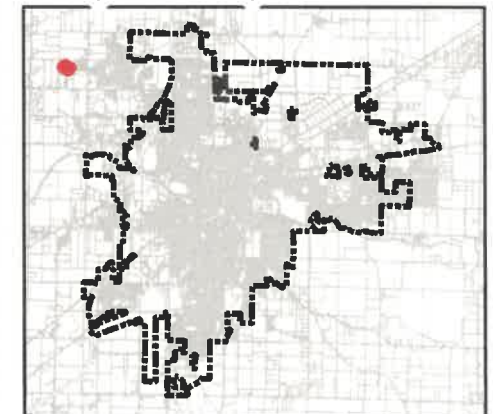
APPLICATION FOR
FINAL PLAT
filed by G&H Enterprises, LLC,
for the Third Addition to
Glenmar Subdivision. This addition
is an extension of Glenmar Parkway
from Andrew Jackson Lane
to Smokies Way.

Legend

-  Glenmar3rd
-  Parcels
-  Road Centerline



Findlay Locator Map



2. APPLICATION FOR CONDITIONAL USE #CU-05-2024 filed by Jennifer Hammer for a dog grooming home business at 429 Swing Avenue.

CPC STAFF

General Information

This request is located on the south side of Swing Avenue between Bolton Street and Morey Avenue. This parcel is located in a neighborhood of R-3 Small Lot Residential. This location is partially located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Small Lot.

Parcel History

The site is a residential home, where the applicant has lived since 2001.

Staff Analysis

The applicant has indicated they would like to operate a dog grooming business as a home occupation. She has been doing dog grooming for several years and wanted a space of her own to conduct her business. She wished to convert some of her front room into a grooming space.

The applicant also noted that there can be two cars in the driveway, one for the resident and one for a client. While it appears, there is room for parking, the City may require additional parking provided off-street if it becomes a concern.

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

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-05-2024 filed by Jennifer Hammer for a dog grooming home business at 429 Swing Avenue with the following conditions:**

- Schedule appointments with gaps in between, so parking does not become an issue
- Hours of operation between 9am – 6pm

ENGINEERING

No Comment

FIRE PREVENTION

- Be sure to get all of the proper permits needed to start this business

RECOMMENDATION

Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-05-2024 filed by Jennifer Hammer for a dog grooming home business at 429 Swing Avenue with the following conditions:**




- Schedule appointments with gaps in between, so parking does not become an issue
- Hours of operation between 9am – 6pm

CU-05-2024

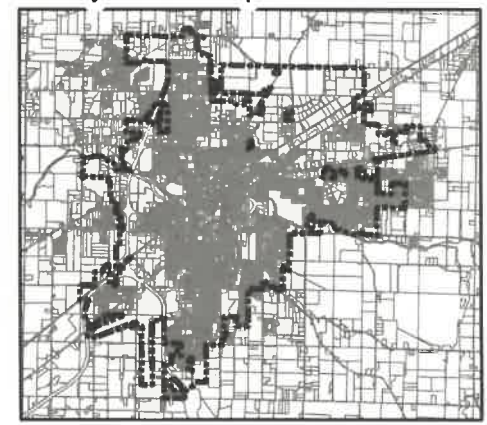
APPLICATION FOR
CONDITIONAL USE
filed by Jennifer Hammer for
a dog grooming
home business
at 429 Swing Avenue.



Legend

-  429 Swing Avenue
-  Parcels
-  Road Centerline




Findlay Locator Map



CU-06-2024

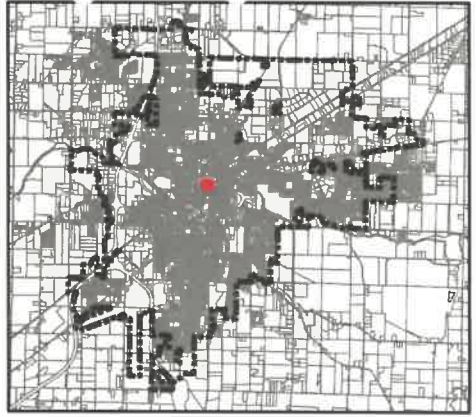
APPLICATION FOR
CONDITIONAL USE
filed by Richard Binner to
split the parcel at
515 Prospect Avenue
and create 2 duplexes.

Legend

-  515 Prospect Ave
-  Parcels
-  Road Centerline



Findlay Locator Map



CU-06-2024

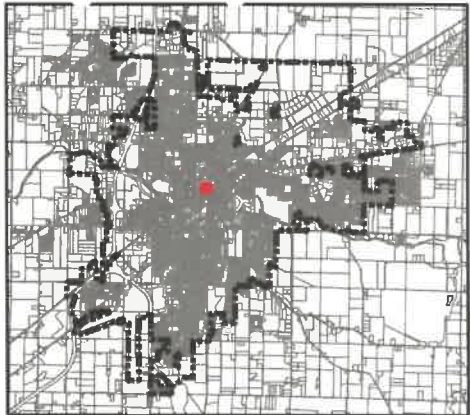
APPLICATION FOR
CONDITIONAL USE
filed by Richard Binner to
split the parcel at
515 Prospect Avenue
and create 2 duplexes.



Legend

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

Findlay Locator Map



3. APPLICATION FOR CONDITIONAL USE #CU-07-2024 filed by Richard Binner to split the parcel at 515 Prospect Street and create 2 duplexes.

CPC STAFF

General Information

This request is located on the east side of Prospect Street, stretching east to N. Blanchard Street. This parcel is zoned R-3 Small Lot Residential. It is in a neighborhood of R-3 Small Lot Residential. This location is partially located within the 100-year floodplain.

Parcel History

The site is vacant. Mr. Binner purchased this lot from the City in April 2024.

Staff Analysis

The applicant has indicated they intend to split the parcel at 515 Prospect to create two lots, with a duplex on each new lot. This would create two lots measuring 43.90' x 98.37' in size. They have provided a drawing to show they can get a 75' x 26' duplex on site. That would provide for 2 units measuring 975 square feet in size, which is above the minimum floor space required. The structures would meet the lot coverage requirement as it is under 50%.

Parking would be provided along the alleyway, but they have accounted for four 10' x 22' off-street parking spaces.

Since the proposed duplex is in the floodplain, we will need the applicant to work with the City Floodplain Administrator, Erik Adkins, to receive the proper permits.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-07-2024 filed by Richard Binner to split the parcel at 515 Prospect Street and create 2 duplexes with the following condition:**

- **Receive floodplain approval from the City Floodplain Administrator**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-07-2024 filed by Richard Binner to split the parcel at 515 Prospect Street and create 2 duplexes with the following condition:**

- **Receive floodplain approval from the City Floodplain Administrator**

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday April 11, 2024 – 9:00 a.m.

Minutes

MEMBERS:

Mayor Muryn
Rob Martin
Kerry Trombley
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:

TJ White, Roxanne Shaath, Jane Cook, Elizabeth Ehrnschwender, Kendra Brunswick, Mark Bassitt, Dan Stone, Eric Trout, Allen Weinandy

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Muryn
Rob Martin
Kerry Trombley
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 March 14, 2024 meeting. Rob Martin seconded. Motion approved 5-0-0.

NEW ITEMS

1. APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street.

CPC STAFF

General Information

This request is located on the north side of George Street near the intersection with Cedar Avenue. This parcel is located in a neighborhood of R-3 Small Lot Residential. This location is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Small Lot.

Parcel History

This parcel is currently vacant and had previously been attached to 226 George Street.

Staff Analysis

The applicant has requested to construct a duplex on the vacant property. This neighborhood has an abundance of duplexes and triplexes, so staff does not have concerns about fit with the surrounding area.

The applicant is proposing a wide driveway entrance that leads to a parking area that can accommodate the required four (4) parking spaces for a duplex. There would be a two-story duplex on the site, which would be able to meet the setbacks for the R-3 district. Elevations of the proposed structure were included with the application.

Staff does not approve of the house being pushed to the rear of the property with parking in front. Compared to the surrounding neighborhood, the building line is out of place, and all the duplexes in the area have parking in the rear. Staff would recommend shifting the housing to the front of the site, with a narrower driveway leading to parking in the rear.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street with the following condition:

- **Place the house in the front of the site, with parking in the rear**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street with the following condition:

- Place the house in the front of the site, with parking in the rear

DISCUSSION

TJ White was present on behalf of the application. Regarding the parking lot, his main concern is most of the other duplexes in the area have shared parking in the rear. There is an eave on the house to the east that extends past the property line and the stairs to the house on the west are right against the property line. He was also concerned that if the parking was in the rear, he would end up having to pave pretty much the entirety of the lot to allow proper maneuverability. Matt Cordonnier added that he was excited about the idea of the infill development in an established neighborhood. He said that his staff were concerned that the setback would look out of place in the area. He noted that the side yard setback is only three feet, so he thought it would provide the spacing for a drive to the rear. Kerry Trombley asked if he put the driveway on the side with the eave. Mr. White said there could be 11 ft for a driveway if he paved basically right to the property line.

Mayor Muryn wasn't sure that they could make the parking work in the rear. She was concerned that they had a lot of concrete in the front yard, and wondered if he could remove some if possible. Mr. White said that the code requires extra concrete for maneuverability of vehicles backing out of the parking spots. Mr. Kalb said that there is something in the code to requires a backout space to provide maneuverability. He thought they could remove that and ask for a variance.

Dan Clinger asked what the setback would be for the rear yard. Erik Adkins said that there is no rear yard setback in the district. Mr. Clinger asked if the other properties are encroaching on his property. Mr. White said they staked out the property for a survey and did notice these encroachments.

Mr. Kalb asked how many parking spots he would like to see for the property. He knows that the requirement is four for a duplex, but if they only needed three, that would allow better flexibility. Mr. White said that he would need four because the thinking is one parking spot per bedroom.

Roxanne Shaath, 217 George Street, spoke regarding the property. Her concern was that there was a previous application for the property for a triplex that was not approved. She said it's a narrow lot and there is a lot of vehicle traffic along the street. She was concerned about losing two parking spots on the street, because there is already a ton of cars parking on the street due to the University nearby.

Jane Cook, 214 George Street, spoke next. She noted that parking on the street has always been an issue for the neighborhood. There is so much parking due to the university students that rent in the area, and this seems like too much for a small lot.

Kerry Trombley asked if the house could be shrunk to allow more room for the driveway. Mr. White said if they reduced it, it would only be a foot or so, to still get the minimum floor space for the units. Mr. Cordonnier said he understands the concerns, but he is not convinced that the parking in the rear cannot work. He understands the encroachment is an issue, but he feels like they can accommodate this. Jackie Schroeder said she liked having the house moved forward would be better aesthetically to the neighbors. Rob Martin added that it would also save on street parking because the driveway width would be reduced.

MOTION

Mayor Muryn made motion for **CPC to recommend approval of APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street with the following conditions:**

- **Work with Engineering to get the parking in the rear of the property and the house in front**

2nd: Kerry Trombley

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

- 2. APPLICATION FOR CONDITIONAL USE #CU-03-2024 filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon**

CPC STAFF

General Information

This request is located on the north side of Prentiss Avenue near the intersection with Geffs Avenue. This parcel is located in a neighborhood of R-3 Small Lot Residential. This location is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Medium Lot.

Parcel History

The house was built in 1950 and was last remodeled in 1992.

Staff Analysis

The applicant has indicated they would like to operate a nail salon as a home occupation on the site. The applicant has been living in the home since June 2023. The applicant has been operating a nail salon business for the past four years and wished to convert one of the bedrooms in the home into a salon space. The services provided would be considered “dry” by the State of Ohio, meaning there will be no chemicals used on hair. There would be manicures using gel polish and hair braiding. She is licensed through the State of Ohio Board of Cosmetology to perform these services.

In the application, she indicated that they would like to use a rear door to have clients access the salon space. The zoning code however has a restriction on the entrance saying: “There shall not be any additional or separate exterior entrances to the dwelling unit specifically used for the purpose of conducting business or to accommodate the home occupation.” The applicant must utilize the main door for the business.

The applicant also noted that there can be two cars in the driveway, one for the resident and one for a client. She added that she would only take clients one at a time and could schedule in a way to set a 15-minute gap between customers to avoid overlap. Given the size of the driveway, staff has concerns that the driveway is not sufficient to provide functional parking. If parking becomes a concern, the City may require additional parking provided off-street.

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

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-03-2024** filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon with the following condition:

- Utilize the front door for the business entrance

ENGINEERING

No Comment

FIRE PREVENTION

- Be sure to get all of the proper permits needed to start this business

RECOMMENDATION

Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-03-2024** filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon with the following condition:

- Utilize the front door for the business entrance

DISCUSSION

Elizabeth Ehrnschwender was present on behalf of the application. She bought the house with the intention to convert part of the home into a nail studio. She has been doing nails for 4 years and thought this space in her home would be better than her current space. She does nails for one client at a time. She does not do hair services where clients would overlap. While she doesn't use product in hair, she does do hair braiding as a service. Typically, she has one person and her scheduling system allows for a gap in between appointments. Her hours are pretty standard working hours 9a-6pm. Sometimes there is evenings depending on the client, but she does not like evening appointments. She noted that she did apply for zoning approval before getting approved by the state, just to make sure it was something that she could pursue.

Mr. Clinger asked if the state approved the space, would there be any inspections for the space. Elizabeth Ehrnschwender said there would be, and one of the things they look for is having zoning approval as well. Mr. Clinger asked if she needed any special ventilations for the

products she uses. She said that there isn't any fumes because she only uses non-toxic gel polish and doesn't use the acrylic or anything like that. Mr. Clinger asked if she had employees, and she said she did not.

Mayor Muryn reminded her that this is a conditional use permit, which is revocable in the future if there become issues with the site. Mr. Cordonnier added that they had a conditional use in West Park, that has failed to meet the conditions they were approved upon, so they are going to have a meeting to discuss revoking the permit.

Kerry made a motion to approve with the condition to have the front door be the main door for the business. Rob seconded.

Elizabeth Ehrnschwender asked if they could remove the condition because the State Cosmetology Board would require her to have a separate entrance into the space. Understanding that, Mr. Trombley amended his motion.

MOTION

Dan Clinger made a motion **for approval of APPLICATION FOR CONDITIONAL USE #CU-03-2024 filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon.**

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

3. APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street

CPC STAFF

General Information

This request is located on the north side of E. Edgar Street just east of the intersection with Park Street. This parcel is zoned O-1 Office/Institution. To the north, it is zoned R-3 Small Lot Residential. To the south and east it is zoned PO Parks and Open Space. To the west it is zoned R-2 Medium Lot Residential. This location is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Small Lot.

Parcel History

The site is vacant. It most recently served as a daycare facility. The parcel will be split from the house at 2125 Park Street.

Staff Analysis

The applicant has indicated they would like to operate a hair salon in the building. She has been a stylist in Findlay for 18 years. She thought the space would work for a hair salon studio, and would not be impactful on the residential nature of the surrounding neighborhood. Given the location, staff does not have concerns about the business being detrimental to neighboring properties.

The office standard would be 1 spot for 300 square feet of building, which would mean they need six spaces for this space (1,650 sf). The applicant submitted a parking plan for the site that

could accommodate more than eight cars.

The applicant indicated that they would do wall signage for the business. Staff would say that any signage would need to be worked out with the City of Findlay Zoning Department.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street.**

ENGINEERING

No Comment

FIRE PREVENTION

- Be sure to get all of the proper permits needed to start this business

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street.**

DISCUSSION

Kendra Brunswick was present on behalf of her application. She has been a hair stylist for 18 years. She said that in cosmetology there are two different branches. She has been in the booth rent side and she loved it. That is what she intends to do with this space. She noted that this space is a good size and has ample parking, so she thought it would be an ideal location.

Mayor Muryn said that this looked like a good repurposing of the building. She noted that it is in a residential area, however, it is not an impactful business, and is located at the edge of the neighborhood.

Mr. Cordonnier asked how many stylists would be in the space. Ms. Brunswick said that the maximum number would be four. This is considered based upon square footage of the building and having enough space for each stylist. Typically, services take a minimum of 30 minutes, but can be upwards of 2-3 hours. Each stylist would need a parking space and one spot for their client. The idea is that this is an experience, so it's not like they are rushing from client to client.

Mr. Martin asked what the hours of operation would be. She said typically Tuesday through Saturday from 9am to 8pm.

Mr. Clinger asked if the building to the west was also vacant. Ms. Brunswick said they have both been vacant since 2020. They are splitting the parcel, and from her understanding are going to try and rezone the other building to residential. Mr. Mercer confirmed that he has had discussion with the realtor about the rezoning process.

Mr. Clinger said he had concerns about needing additional parking on site. He thought it would be tight to fit more parking on site to accommodate up to 12 spots. He recommended working with the Engineer to present a suitable striping plan for the lot. She thought for the business 8 would be enough parking, but would be happy to work with them to get a plan approved.

Mr. Martin asked if she planned to keep the wheelchair accessible ramp in the rear of the property. Ms. Brunswick said she would because the State Board of Cosmetology requires wheelchair access for new businesses. She said they also plan to reseal the driveway and doing some cosmetic updates to the ramp.

MOTION

Kerry Trombley made a motion to **approve APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street**

2nd: Rob Martin

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

4. APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street.

CPC STAFF

General Information

This request is located along the east side of Bank Street between E. Edgar Street and Oakland Avenue. The parcel is zoned I-1 Light Industrial. There is a residential house, zoned R-1 Large Lot Residential, to the north. To the east it is zoned I-1 Light Industrial. To the west, it is zoned PO Parks & Open Space. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the property as Industrial.

Parcel History

The site is currently a storage building for the applicant Mark Bassitt. Mr. Bassitt stated previously he does general fabrication mostly for race cars on the site.

Staff Analysis

The applicant is requesting to construct a second storage building for his business. In April 2018, the garage was expanded with review from City Planning Commission. The applicant also went to the Findlay Board of Zoning Appeals in February regarding the front yard setback. They were given relief from the 50-foot setback to reduce it to 25-feet.

In the BZA minutes, the applicant noted that they are in the process of purchasing 60-feet of the property to the South (from Hancor) to combine with this lot. Then they would split this new building from the existing garage. Staff would recommend that the building be shifted 10 feet to the south to avoid creating an issue with the side yard setback. If they were to split the lots with the current configuration, there would only be 50-feet of separation between the buildings, which wouldn't allow for each to meet the 30-foot sideyard setback for the I-1 district.

The elevations submitted show a fairly basic looking storage building. Regarding the architectural standards, entrances for pedestrians must utilize two (2) of the following:

1. Roofing
 - i. Overhang in proportion to the entry
 - ii. Change in roof pitch using a separate dormer style pronunciation
2. Vertical Articulation
3. Horizontal Articulation

Staff also noted that it is a single tone for the siding material. Staff would recommend a two-tone color combination to allow for horizontal articulation.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street with the following condition:**

- Add an architectural feature to the doorway
- Add horizontal articulation
- Contingent upon the acquisition of the 60' strip from the neighboring parcel
- Shift the building ten feet (10') south to meet the sideyard setback

ENGINEERING

A new drive access will be coming off the east side of Bank Street to the proposed building.

Water Service –

Would like to see the water service come out of the side of the building so that we can keep the meter pit out of the driveway.

Sanitary Service –

A new sanitary sewer service will be extended to the proposed building, utilizing the existing sanitary sewer on Bank Street

Stormwater Management –

The plans are proposing a detention pond to be placed on the south side of the site.

MS4 Requirements –

Due to the size of the site, they will need to comply with this and can work with the Engineer's Office to show these calculations.

Recommendations:

Approval of the Site

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Water Service Connection x1

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street with the following condition:**

- Add an architectural feature to the doorway
- Add horizontal articulation
- Contingent upon the acquisition of the 60' strip from the neighboring parcel
- Shift the building ten feet (10') south to meet the sideyard setback

DISCUSSION

Dan Stone and Mark Bassitt were present on behalf of the application. Dan Stone said that they had added a canopy feature over the door, it just wasn't reflected on the site plan they submitted. His biggest concern was moving the building ten feet to the south. During BZA conversations, there was discussion of a split for the property, which ended up being dropped. They realized that the ground where the trees are is unsuitable for building, so they would like to keep the configuration as presented.

Kerry Trombley asked if the business would operate out of the building or if it was personal storage. Mr. Bassitt said that it would be personal storage with a security equipment. He said they might put a security light on the building. Mayor Muryn just reminded them to not disturb the neighbors with the lights. Mr. Stone said the lucky thing in this case is that there are no neighbors.

Mr. Clinger asked if the detention area drained to the ditch. Mr. Stone confirmed that yes it would drain into the ditch by the railroad, which eventually drains into Eagle Creek.

MOTION

Dan Clinger made motion for **approval APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street with the following condition:**

- Add an architectural feature to the doorway
- Add architectural feature for horizontal information

2nd: Rob Martin

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

- 5. APPLICATION FOR FINAL PLAT #FP-04-2024 filed by Mardic Investments, Inc. for a final plat for a commercial subdivision and creation of public roadway. This would create a 9.713-acre lot with a roadway connection from County Road 99 south to Midwest Court.**

CPC STAFF

General Information

This request is located between Greenwood Street and W. Lima Avenue. The parcel is zoned I-1 Light Industrial. The neighborhood to the south is zoned R-3 Small Lot Residential. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the property as Industrial.

Parcel History

The site is currently vacant.

Staff Analysis

The applicant has submitted a site plan for a 230,000-sf gravel drop yard. This drop yard would be for the use of Kent Power, who are a contractor of AEP. This site would store equipment including pickups, bucket trucks, digger derricks, truck mounted cranes, backhoes, tooling, and Conex storage boxes. It would also store their materials including: steel poles, wire reels, insulators, other misc. material.

They have shown a landscape mound and buffer between the residential properties to the south and this site. They have provided 51 evergreen trees, 51 canopy trees, and 102 shrubs. Staff would recommend using Level 3 screening, option 3, due to the conflicting nature of industrial abutting residential. This would mean they need 204 shrubs installed in that area.

For outdoor storage, the code does allow for the yard to be a permeable surface in the I-1 district, as long as it is enclosed. They plan to utilize some existing fencing, but will be installing a 6-foot-high chain link fence and vehicle gates to enclose the site.

They did note a future pole barn might be included with the site. Staff would remind the applicant that they will need to submit plans and get the proper permits in the future.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street with the following condition:**

- Increase the number of shrubs to 204

ENGINEERING

Access –

Access to the site will be from a new drive that will be tying into the existing drive apron off of Lima Avenue.

Water Service –

The proposed water service will be extending to the south towards the new 12-inch waterline that is on the north side of Lima Avenue. Engineering will need to know what size the service line will be.

Sanitary Service –

For the sanitary sewer lateral, Engineering would like to see the lateral ran on the private property as much as possible. Once the lateral gets outside of the property line that area turns into the ODOT LA ROW which may need a permit through ODOT to allow for the lateral to be in the LA ROW.

Stormwater Management –

Engineering will work with the Consultant to verify that the proposed stone area is not adding additional impervious areas to the property. Looking at the site it appears the whole site is currently all grass, with minimal areas of impervious areas. The proposed layout will be compacted 304 stone with a different CN value than grass, which will make it slightly more impervious than grass.

MS4 Requirements –

The site is outside of City Limits so the applicant will not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance. Applicant should contact the Hancock County Engineer’s office for their requirements.

Recommendations:

Conditional Approval of the Site Plan:

- Verify Pre and Post Construction CN Values.

The following permits may be required prior to construction:

- Water Service Connections x 1
- Sanitary Mainline Tap Permit x 1

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street with the following condition:**

- Increase the number of shrubs to 204

DISCUSSION

Eric Trout from Peterman Associates and Allen Weinandy from Kent Power were present on behalf of the application. He said that he would work with Engineering on the SWPP and the stormwater runoff.

Mr. Clinger asked what the time frame for the project would be. He said that currently it is 10 years, but the client would like to go up to 15 years. Mr. Weinandy said that they currently have a ten-year contract with AEP to do work within a 50-mile radius. Mr. Clinger asked if it was a lease or purchase. Mr. Weinandy confirmed it would be purchased. They would still allow the Michigan Sugar Company access to the driveway. They would just like to install fencing around the site for the security of the outdoor storage. Mr. Clinger asked if they would only maintain the drive on their property, which they confirmed.

Mr. Weinandy added that they want to put up a new chain link fence inside the existing driveway. There is an existing fence they would go up to, which they thought was a four-foot-tall fence.

Mr. Clinger asked if there was lighting planned. Mr. Trout said they hadn't discussed it, but would provide a photometric sheet.

Mr. Clinger asked what they would do to control the dust, given it is a gravel drive and pad. Mr. Weinandy said they would use a water truck and spray it down during dry times.

Mr. Trombley asked what the hours of operation would be. They said it would be roughly 7a to 6:30pm. They occasionally have to get called in during storm situations, but it's kind of rare. They don't typically work on weekends either.

Mayor Muryn said that she was okay with the shrubs being added but, would prefer more trees. Matt Cordonnier added that they provided level 3 option 2, which is almost the highest amount of landscape screening. He thought that instead of the shrubs, he would like to add more trees to the site.

Mr. Cordonnier asked if the landscape mound needed a break or two so that it would not act as a water barrier. Eric Trout said that they would look at it again and add it to the submission if it is an issue.

Jim Welly spoke as a resident of West Park. He said most of his answers have been answered. He asked if they could share the drawings with their neighborhood group. Mr. Cordonnier said he could provide them. Mr. Welly asked if this was located in the City or in the County. Jeremy Kalb reiterated he had an error in his comment packet, and that it is located within the City. Mr. Welly asked if the site is contaminated. Mr. Cordonnier said he believed there has been a Phase 1 Environmental Assessment, which is a desktop review of the property. He thought there are some minor environmental issues on site, but did not indicate that it raised to the level of mediation. For an industrial use like this, he didn't think that they would need to do anything to address it.

Paul Hauenstein spoke next. He thought that this property is positioned too well to be something other than an industrial yard. He suggested something iconic that would draw people to Findlay. He wanted to see something like a Go Kart track instead. He said he didn't have a problem with the plans as presented, he just wanted something better for Findlay. Mr. Cordonnier agreed that there could be other uses that would be a good fit, however the property is zoned industrial and they are working to meet the code. As a City, they can't say a use is prohibited just because they don't like it.

Erik Adkins spoke to say that there is a section of code that the driveway should be paved coming off the ingress and egress. He thinks they should pave it until the opening. He asked the applicant if there would be barbed wire on top. They said they didn't at the moment. The Mayor added that the City would prefer they do not, but use a higher fence instead.

Mr. Adkins asked if there would be a paved parking area for employees. He thought they should provide a pad for the staff to park.

Mayor Muryn said that she thought the condition for the shrubs should be amended to read that they work with HRPC to get an approved landscaping sheet. Matt Cordonnier thought they could use like a 3:1 ratio to increase the number of trees on site.

Regarding the fencing, Mr. Trombley said he would prefer to see a solid fencing around the entirety of the site. Erik Adkins thought that staff could work with them on it. Matt Cordonnier said he would actually like the CPC members to decide the type of fencing, because it could increase the costs substantially. Mr. Clinger would be okay with the vinyl coated chain link would be okay, because solid fences require a lot of maintenance to keep up appearance. Mr. Martin agreed and that the security it would provide would be beneficial.

Robin Welly spoke next as a resident in West Park. It was her understanding the site was uninhabitable, so this would be a nice use of the site. She says it would be their preference to see gravel rather than a hard surface to help with the green space. She also thought the paving the road would be beneficial to help reduce the amount of dust created by the activity at the site. With the drainage, she wondered if they could install a storm drain to absorb the drainage of the site. Jeremy Kalb said they need to maintain the drainage on the site, and that they do not increase the flow into the existing system. He said they will work with the applicant to make sure it doesn't have an impact on the neighborhood.

Paul Hauenstein asked if they were only paving half the site or the whole thing. Mr. Cordonnier said that they would only have gravel on the drop yard. Erik Adkins just reiterated that the driveway be completed paved, due to the sugar company still using it as a truck route. They would be required to pave up to their property line.

Mayor Muryn spoke more on the fence. She thought the wood fence or vinyl would not fit the type of activity at the site. She thought the black chain link would be sufficient. It doesn't provide the visual distraction, but the landscaping screening will help with that. Eric Trout asked if they needed a mound with the landscaping on the east. Mayor Muryn said no, but if it comes up with the drainage, then they should look to add it.

MOTION

Mayor Muryn made motion for CPC to recommend approval of **APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street with the following condition:**

- **Work with engineering for stormwater detention**
- **Photometric sheet submitted to HRPC**
- **Minimum six-foot-high black chain link fence around the entire lay down area**
- **Paved driveway and parking area for employees**
- **Landscaping buffers along east, south, or southwest corner**

2nd: Rob Martin

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

With there being no further business, Mayor Muryrn adjourned the meeting.



Monthly Collection Report to Findlay Council

April 2024

Total collections for April 2024: \$7,087,018.08

| | 2024 | 2023 | Variance |
|---------------|---------------------|---------------------|--------------------|
| | <u>Year-to-date</u> | <u>Year-to-date</u> | |
| Withholders | 8,628,728.62 | 8,372,986.11 | 255,742.51 |
| Individuals | 2,090,800.74 | 1,999,107.46 | 91,693.28 |
| Businesses | <u>3,687,592.63</u> | <u>4,253,620.19</u> | <u>-566,027.56</u> |
| Totals | 14,407,121.99 | 14,625,713.76 | -218,591.77 |
| | | | -1.49% |

Actual & Estimated Past-due Taxes

| | |
|--------------|-------------------|
| Withholders | 603,473.03 |
| Individuals | 3,311,706.26 |
| Businesses | <u>252,435.44</u> |
| Total | 4,167,614.73 |

Actual and Projected Revenue


| | 2024 | Percentage | Amount | Percentage | 2024 |
|---------------|---------------------|----------------------|-------------------|-------------------|---------------------|
| | <u>Actual</u> | <u>of Projection</u> | <u>to Meet</u> | <u>to Meet</u> | <u>Projected</u> |
| | <u>Year-to-date</u> | <u>Collected</u> | <u>Projection</u> | <u>Projection</u> | <u>Year End</u> |
| Withholders | 8,628,728.62 | 39.95% | 12,971,271.38 | 60.05% | 21,600,000.00 |
| Individuals | 2,090,800.74 | 66.37% | 1,059,199.26 | 33.63% | 3,150,000.00 |
| Businesses | <u>3,687,592.63</u> | 81.95% | <u>812,407.37</u> | 18.05% | <u>4,500,000.00</u> |
| Totals | 14,407,121.99 | 49.26% | 14,842,878.01 | 50.74% | 29,250,000.00 |

Refunds Paid

| | Month-to-date <u>Quantity</u> | Year-to-date <u>Quantity</u> | Month-to-date <u>Amount</u> | Year-to-date <u>Amount</u> |
|---------------|----------------------------------|---------------------------------|--------------------------------|-------------------------------|
| Withholders | 1 | 30 | 126.19 | 6,896.48 |
| Individuals | 190 | 552 | 139,666.60 | 348,898.05 |
| Businesses | <u>17</u> | <u>36</u> | <u>35,870.82</u> | <u>62,035.16</u> |
| Totals | 208 | 618 | 175,663.61 | 417,829.69 |

Transfers of Overpayments

| | Month-to-date <u>Quantity</u> | Year-to-date <u>Quantity</u> | Month-to-date <u>Amount</u> | Year-to-date <u>Amount</u> |
|---------------|----------------------------------|---------------------------------|--------------------------------|-------------------------------|
| Withholders | 0 | 4 | 0.00 | 925.79 |
| Individuals | 32 | 170 | 5,910.60 | 37,357.44 |
| Businesses | <u>19</u> | <u>51</u> | <u>20,458.28</u> | <u>59,349.29</u> |
| Totals | 51 | 225 | 26,368.88 | 97,632.52 |

 _____
Income Tax Administrator

5/1/2024

Date

Receipt Summary Report

5/1/2024 9:29:31 AM

FINDLAY User: MEP

From 4/1/2024 to 4/30/2024 by Deposit Date Monthly

| Date | Net Profit | Individual | Tot Returns | Withholding | Total | Year To Date Totals | | | | |
|------------|--------------|--------------|--------------|--------------|---------------|---------------------|--------------|--------------|--------------|---------------|
| | | | | | | Net Profit | Individual | Tot Returns | Withholding | Total |
| 04/2024 | FINDLAY | | | | | | | | | |
| | 504 | 3598 | 4102 | 2418 | 6520 | 877 | 6512 | 7389 | 8897 | 16286 |
| | 3,313,415.91 | 1,354,522.56 | 4,667,938.47 | 2,419,079.61 | 7,087,018.08 | 3,687,592.63 | 2,090,800.74 | 5,778,393.37 | 8,628,728.62 | 14,407,121.99 |
| 04/2023 | FINDLAY | | | | | | | | | |
| | 563 | 3651 | 4214 | 2314 | 6528 | 969 | 6693 | 7662 | 11147 | 18809 |
| | 3,842,991.32 | 1,222,447.43 | 5,065,438.75 | 3,130,961.31 | 8,196,400.06 | 4,253,620.19 | 1,999,047.46 | 6,252,667.65 | 8,373,216.11 | 14,625,883.76 |
| Difference | FINDLAY | | | | | | | | | |
| | -59 | -53 | -112 | 104 | -8 | -92 | -181 | -273 | -2250 | -2523 |
| | -529,575.41 | 132,075.13 | -397,500.28 | -711,881.70 | -1,109,381.98 | -566,027.56 | 91,753.28 | -474,274.28 | 255,512.51 | -218,761.77 |
| | -13.78% | 10.80% | -7.85% | -22.74% | -13.53% | -13.31% | 4.59% | -7.59% | 3.05% | -1.50% |

By Method

| 04/2024 | Check | Cash | Credit Crd | Money Ord | Lockbox | OBG | Other | Total |
|---------|--------------|-----------|------------|-----------|---------|------------|--------|--------------|
| FINDLAY | | | | | | | | |
| | 6,487,149.84 | 23,169.24 | 118,871.47 | 6,288.82 | 0.00 | 451,123.95 | 414.76 | 7,087,018.08 |
| TOTALS | | | | | | | | |
| | 6,487,149.84 | 23,169.24 | 118,871.47 | 6,288.82 | 0.00 | 451,123.95 | 414.76 | 7,087,018.08 |

Findlay Income Tax Department

Monthly Collections Report

Wednesday, May 1, 2024

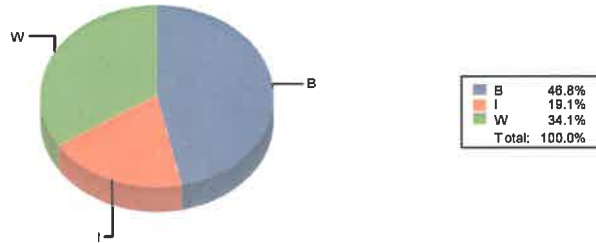
9:29:41AM

For Period April 1, 2024 through April 30, 2024

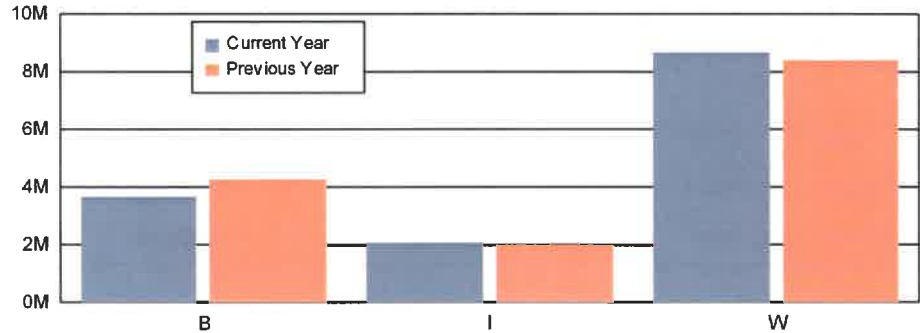
City of Findlay

| Account Type | Monthly Total | 2024 Year to Date | 2023 Year to Date | Increase (Decrease) | % Change | 2024 Month to Date | Previous Year(s) Month to Date |
|----------------|---------------------|----------------------|----------------------|---------------------|--------------|---------------------|--------------------------------|
| W | 2,419,079.61 | 8,628,728.62 | 8,372,986.11 | 255,742.51 | 3.05 | 2,406,676.73 | 12,402.88 |
| I | 1,354,522.56 | 2,090,800.74 | 1,999,107.46 | 91,693.28 | 4.59 | 187,309.97 | 1,167,212.59 |
| B | 3,313,415.91 | 3,687,592.63 | 4,253,620.19 | -566,027.56 | -13.31 | 1,279,143.33 | 2,034,272.58 |
| Totals: | 7,087,018.08 | 14,407,121.99 | 14,625,713.76 | -218,591.77 | -1.49 | 3,873,130.03 | 3,213,888.05 |

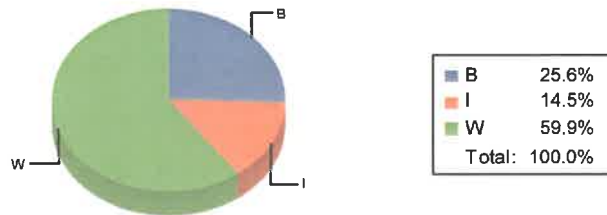
Monthly Collections by Account Type



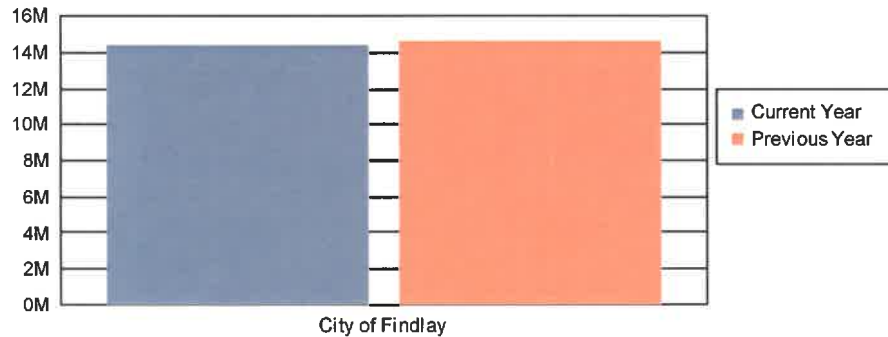
Collections Year to Date



YTD Collections by Account Type



Year to Date Total Collections



TRAFFIC COMMISSION

City of Findlay

April 15, 2024

MINUTES

ATTENDANCE:

MEMBERS PRESENT: Service-Safety Director Rob Martin, City Engineer Jeremy Kalb, Police Chief James Mathias, Fire Chief Josh Eberle, Councilman Brian Bauman.

STAFF PRESENT: A.J. Copus, Public Works Supervisor; Kathy Launder, City Clerk.

GUESTS PRESENT: Dan Sheaffer and Chris Keller, Findlay-Hancock County Economic Development; Dustin Rice, by phone.

NEW BUSINESS

1. Request of Jonathan Wilkins, 2821 N. Main Street, for a No Truck sign to be added to the existing No Outlet sign on Bell Avenue and North Main Street.

Kalb stated that if there are multiple semis turning onto Bell Avenue, most likely GPS is leading them there. Kalb stated we have the capability to submit a change to routes on Google and Mapquest. Chief Eberle stated that Findlay Pallet and B&H Pallet Liquidators should communicate with their trucking companies on the best route to their location.

Motion to communicate with Findlay Pallet and B&H Pallet Liquidators to provide the best route to their location to their trucking companies, submit a change of route to Google Maps and Mapquest so that semis are not directed to turn onto to Bell Avenue to deliver to Findlay Pallet and B&H Liquidators, and deny request for a No Outlet sign by Director Martin, second by Kalb. Motion passed 4-0. (Councilman Bauman was not in attendance for this vote.)

2. Request of Dustin Rice, 1310 Amelia Avenue, for solutions to persistent speeding on Amelia Street.

Rice stated that motorists going high rates of speed on Amelia Avenue south of Blanchard Avenue has been ongoing since 2017 when he moved there. When the speed trailers are brought out, motorists slow down and when they are removed, motorists speed back up. Rice understands that the City does not allow speed bumps in the roadway. In reference to the suggestion of a three-way stop at Amelia Avenue and Fourth Street, Director Martin explained that the science behind placing stop signs is that you put stop signs in for maneuverability, not to slow traffic. Human nature is to have a tendency to speed up between stop signs or miss them completely, and it gives the pedestrian a sense of false security. Kalb stated other options are narrowing concepts to slow traffic, but concerned about how wide the street currently is and do not want to narrow too much and cause head on collisions. Director Martin stated that the City has been working through all the scenarios to try to come up with a solution. Kalb stated that traffic coming off of Blanchard Avenue have an easy turn onto Amelia and do not have to slow down as much and can get back up to speed much quicker. He suggested that a slight reconfiguration of the Blanchard Avenue/Amelia Avenue intersection to tighten up the radius to make traffic turn at a sharper degree than what is currently there may help to slow traffic coming off of Blanchard Avenue. Chief Mathias suggested to periodically post the speed trailers. Rice stated that the Police Department is welcome to park in his driveway to monitor traffic. Copus stated they can attach the small radar collection sign to a signpost to collect data rather than use the large trailers. The radar will run one week without displaying speed, but will collect data, and then

run one week displaying the speed while continuing to collect data. Kalb stated that this data will help support a decision to place stop signs.

Motion to post radar collection unit to collect speed data for two weeks, evaluate curb bump out options on Amelia and Blanchard, and table request until data is evaluated, by Director Martin, second by Councilman Bauman. Motion passed 5-0.

3. Lincoln Street Parking Reconfiguration – W. Lincoln Street between S. Cory St. and S. West St.

Director Martin stated that there have been different options of the conceptual design of parking out front at Lincoln School. In discussions with the developer, Jim Spencer, it was brought up that the model of reverse angle parking seems to fit this area and it is not new to Findlay. Keller stated that Mr. Spencer is okay with the reverse angle parking. Sheaffer stated that the parking will be used mainly for commercial business use from 8am-5pm. Keller stated a further request was to remove the 2 hour parking restriction due to the type of business activity that is slated for that building. Kalb stated that the south curb line may be moved a couple feet to the south and the north curb line moved to the north during the street resurfacing. This will allow enough space for the reverse angle parking and enough space for lanes of travel. Also looking to keep the curb bump outs at the intersection to help with drainage and keep crossing short. Director Martin stated for clarification that the parking on the south side of the street will remain parallel parking. Parking on the property will be for the residential portion of the building. If the 2 hour parking restriction is removed, there will be the potential of people using it for all day parking that are not doing business at the Lincoln School building. Kalb stated that we may gain around 20 parking spaces to that area with the reverse angle parking. Sheaffer asked if an eParking solution that is monitored by a third party is something that would be considered for this area. Those who have a card to access the building would swipe their card and be permitted to park for longer than the 2 hour restriction and those that are not using the building would be restricted to 2 hour parking. Director Martin stated that that goes back to providing reserved spaces in public parking area for private business. Keller stated that the developer would prefer to have the 2 hour restriction removed and deal with the potential of people taking advantage of the parking. Kalb suggested to wait to change the parking restriction to see how the operation of the building goes.

Motion to change parking configuration on the north side of W. Lincoln St. from S. Cory St. to S. West St. to reverse angle parking heading westbound; keep parallel parking on the south side of W. Lincoln St. from S. Cory St. to S. West St.; and work with Engineering Department on the roadway design, by Kalb, second by Councilman Bauman. Motion passed 5-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on May 20, 2024 at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,



Kathy K. Launder
City Clerk



CHRISTINA M. MURYN, MAYOR

ENGINEERING
DEPARTMENT

JEREMY D. KALB, PE
City Engineer

Honorable City Council
Findlay, OH 45840

May 1, 2024

RE: WTP Generator Replacement, Project No. 35725300

Dear Council Members:

Over the past year, we have been working with our generator supplier to finalize the Switchgear design that is needed for the specified generator. With the final switchgear design, we will be needing additional surge arresters and racking for the generator and automatic transfer switch to properly function.

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

| | |
|--|----------|
| From: Water Fund | \$38,000 |
| To: WTP Generator Replacement (35725300) | \$38,000 |

Sincerely,

Jeremy Kalb, PE
City Engineer

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



CHRISTINA M. MURYN, MAYOR

ENGINEERING
DEPARTMENT

JEREMY D. KALB, PE
City Engineer

Honorable City Council
Findlay, OH 45840

May 1, 2024

RE: West Park Sanitary Extension-Septic Removal
Project No. 35642500

Dear Council Members:

As authorized by Ordinance No. 2024-047, a bid opening was held for the above referenced project on May 1, 2024. Bids were received from three (3) potential contractors with the bid amounts ranging from \$230,620 to \$301,741. The lowest and best bid was received from Rocky Edge Excavating LLC of Findlay, Ohio. Two of the three bids that were received bids were under the Engineer's Estimate of \$262,470.

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

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

From: Sewer Fund

\$275,000

To: West Park Sanitary Extension-Septic Removal
Project No. 35642500

\$275,000

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Jeremy Kalb, PE
City Engineer

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



CHRISTINA M. MURYN, MAYOR

ENGINEERING DEPARTMENT

JEREMY D. KALB, PE
City Engineer

Honorable City Council
Findlay, OH 45840

May 1, 2024

RE: Blanchard Street Waterline Phase II, Project No. 35740500
Hemphill Waterline Replacement, Project No. 35740300

Dear Council Members:

Prior to construction of the two respective waterlines, the plans will need to be submitted and approved by the Ohio EPA. With the permitting and approval process the fee is based off of the project amount. To ensure we can keep moving forwards with the projects it is desired to appropriate additional funds to the projects so that the plans can be submitted to the EPA for approval.

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

| | | |
|---|----------------|---------|
| From: Water Fund | \$4,200 | |
| To: Blanchard Street Waterline Phase II, Project No. 35740500 | | \$4,200 |
| From: Water Fund | \$1,200 | |
| To: Hemphill Waterline Replacement, Project No. 35740300 | | \$1,200 |

Sincerely,

Jeremy Kalb, PE
City Engineer

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

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 is 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.

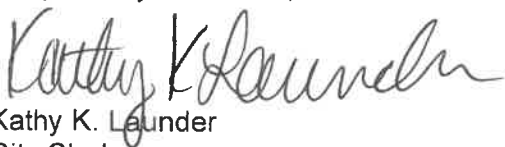
Legal Actions in Process and Contemplated: Price stated that due to the training and implementation of the new income tax software system, the Income Tax Department did not file new wage garnishments for a two-three week period.

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,



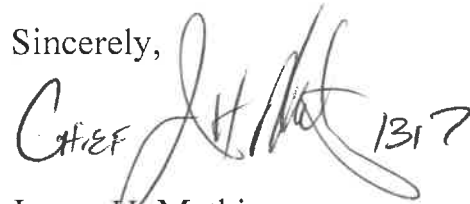
Kathy K. Launder
City Clerk

May 2, 2024

Honorable Council:

Attached are the Findlay Police Department activity stats for April 2024.

Sincerely,

 1317

James H. Mathias
Chief of Police



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

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

May 2, 2024

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

The City has received payment for the repair of a vehicle from an accident from the City's insurance company in the amount of \$2,288.94. 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) | \$2,288.94 |
| TO: | Police Department 21012000-other | \$2,288.94 |

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

Rob Martin
Service-Safety Director

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

Committee Members:

- Josh Palmer, 7th Ward, Chair
- Dan DeArment, Ward 4
- Dennis Hellmann, Ward 2
-
-

Meeting Start Time: 9:04

Meeting End Time: 9:17

Staff:

- ~~Don Kasmussen~~
- Don Kasmussen
-
-

Guests:

Robin Welly
Patty Klein
Haydee Sadler
Renee Leguire

Agenda:

Call to Order

Roll Call

New Items

Finalize 2024-2025 Council Rules of Procedure

Adjournment



Ad Hoc Committee Chair

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

An **AD HOC COMMITTEE** met on May 3, 2024 to finalize the 2024-2025 Council Rules of Procedures. The AD-HOC COMMITTEE previously meet on March 13, 2024, March 26, 2024, and April 9, 2024 for the review and discussion of said rules of procedures.

We recommend

A one hour public comment meeting. Participants will get 4 minutes plus Q+A.

Aye Nay



Josh Palmer, Chair

AD-HOC COMMITTEE

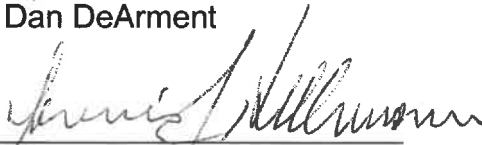
Aye Nay

Absent

Dan DeArment

LEGISLATION: _____

Aye Nay



Dennis Hellmann

DATED: May 3, 2024



FINDLAY CITY COUNCIL COMMUNICATION FORM

agenda item
(4 minutes)

non-agenda item
(4 minutes)

- Present this form to the City Council President prior to the meeting.
- Attach this form with email communication or include all fields below when submitting an email.
- The City Council President will present this to the submitter's Council Representative.
- Ward number: _____, Council Representative: _____

To the honorable council of the City of Findlay, Ohio:

I, _____, residing in ward # _____
phone: _____ or email: _____

Wish to address your honorable body in regards to:

issue or agenda item: _____

submitter's requested action: _____

signature: _____ date: _____

action taken by Council Representative: _____

representatives signature: _____

return to Council President, archived.

COUNCIL OF THE CITY OF FINDLAY, OHIO

RULES OF PROCEDURE 2024-2025

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DRAFT

COUNCIL OF THE CITY OF FINDLAY, OHIO

RULES OF PROCEDURE 2020-2021

The following rules and regulations are hereby adopted by the Council of the City of Findlay, Ohio, as the rules and procedure governing the conduct and business of said legislative body. They shall be in full force and effect from and after February 21, 2023, subject, however, to amendment or repeal in whole or in part, at any time, by the Council of the City of Findlay, in accordance with the rules and regulations hereinafter set forth governing the amendment or repeal of these rules and procedure.

SECTION I. GENERAL PROVISIONS

A. DEFINITIONS

The following definitions are relevant throughout this document:

1. Majority – six or more members of council
2. Presiding Officer – the President of Council or the person filling that role at meetings where the President of Council is unable to preside
3. Quorum – six or more members of council
4. Speaker – any elected official, member of the administration or staff member who, upon recognition by the Presiding Officer, shall be entitled to participate in a discussion of an issue before council
5. Three-fourths Majority – eight or more members of council
6. Two-thirds Majority – seven or more members of council

B. LEGISLATION

Legislation from council must be requested by at least two councilmembers. Requests for appropriations that require legislation for money already budgeted may be requested by the administration.

All routine requests for legislation proposed for the consideration of council shall be in the hands of the Director of Law by noon on the Wednesday preceding the meeting at which it is to be considered. Proposed legislation must accompany the agenda of legislation.

No proposed legislation regarding zoning issues shall be presented to council unless they have gone through City Planning Commission and the Planning and Zoning Committee.

C. REPORTS

All reports and written communications from the public, Administration officials, department heads and employees shall be delivered to the Council Office by noon on the ~~Friday~~ ~~Thursday~~ preceding each regular meeting.

D. REPRESENTING FINDLAY CITY COUNCIL

1. An Official City Council Position Requires a Public Vote

Council does not have an official position on any issue, whether the issue is political or non-political in nature, unless council has taken a public vote and a Majority votes to adopt the position. Failure of a Majority of council to vote in favor of a position shall not constitute adoption of a contrary position; in such cases council shall continue to have no official position on the issue.

2. Speaking On Behalf of the Council

If a councilmember appears on behalf of the whole Council for the purpose of commenting on an issue, the councilmember must state the official position of the council on such issue.

3. Personal Opinions Must Be Distinguished from Council Positions

Whenever a councilmember is speaking to a person or group of persons and expresses an opinion on an issue, whether the issue is political or non-political, the councilmember must clearly state whether the opinion represents the official position of the City of Findlay and/or its City Council, or whether it is only the councilmember's personal opinion.

E. GOVERNING LAWS

Should any of these Rules of Procedure or portions thereof conflict with the law of the State of Ohio or of the United States of America, such law shall govern the conduct of council.

F. DISCIPLINARY ACTION

Council may punish or expel any member from committee assignment, without chair approval, or from current proceedings for disorderly conduct or for violation of its rules. A vote of Two-thirds Majority of council will expel a member from current proceedings, but only after notice of the charge on which the motion for expulsion is based and an opportunity for the member to be heard.

G. SALARY ORDINANCE

Salary consideration for elected officials must be passed and approved by December 31 of the year prior to commencement of the elected officials' term.

SECTION II. COUNCIL MEETINGS

A. REGULAR MEETINGS

1. Schedule

Regular meetings will be held on the first and third Tuesday of each month beginning at 6 p.m.

2. Holidays & Election Days

Should a Regular meeting fall on a legal holiday or the day of an election, the meeting shall be rescheduled to the next business day that is not a legal holiday or an election day.

3. Cancellation

In case of inclement weather or other emergency, the President of Council, or in absence of the President of Council any two members of council, may cancel a Regular meeting. The meeting shall be rescheduled to the next business day after the inclement weather or emergency has passed.

Notice of the cancellation shall be given immediately to each councilmember by email and to the public.

4. Location

Regular meetings shall be held in the Chambers of the Council of the City of Findlay (hereinafter referred to as "Council Chambers") located in the Municipal Building, 318 Dorney Plaza, Findlay, Ohio.

Regular meetings may be held in any other public place within the confines of the City of Findlay, provided that 24-hour public notice be given prior to meeting.

B. SPECIAL MEETINGS

A Special Meeting may be called at any time by the Mayor or any three members of council.

Special Meetings shall be held in Council Chambers or in any other public place within the confines of the City of Findlay.

Notice shall be given to each councilmember, served personally; left at the member's residence or usual place of business; or by email with receipt verification received by the sender at least 24-hours prior to the time of such meeting.

24-hour public notice shall be given prior to the time of such meeting.

C. EXECUTIVE SESSIONS

Executive sessions may only be called when confidential matters need to be considered in accordance with Ohio Revised Code 121.22.

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D. QUORUM

No business shall be conducted at any meeting of council unless a Majority of the councilmembers shall be present.

E. ATTENDANCE

Councilmembers shall inform the President of Council in advance if the councilmember will be unable to attend, or will be late to attend, any council meeting. The President of Council shall then announce, during roll call, that the councilmember will be absent or late and shall be noted in the minutes as such. Absence at a scheduled council meeting due to sudden illness or emergency shall be noted in the minutes as such. Any absence requires a majority vote of council members present to be considered an excused absence.

The Mayor, Director of Law, City Auditor, City Treasurer, Safety Director, Service Director and City Engineer are requested to attend the regular meetings of council and to answer questions relating to the affairs of the city under their respective supervision and control.

In the event of a public health emergency declared by either the State or County Health Department, all who attend a Findlay City Council meeting or committee meeting are required to adhere to all guidelines prescribed by the State or County Health Departments upon a majority vote of Council.

F. ADJOURNMENT OF MEETING

Councilmembers may adjourn a meeting to another designated time and/or public place.

G. AGENDA OF LEGISLATION

The Director of Law shall prepare a detailed agenda of legislation to be considered by council at each meeting. Such agenda shall be available to each councilmember and available to the public by 5 p.m. on the Friday preceding each Regular meeting.

Such agenda shall be available to each councilmember and the public at least 24-hours prior to a Special meeting.

No legislation, reports, or other communications shall be added to the Agenda unless council, upon majority vote of councilmembers present, determines that it is immediately necessary to insure the continued operation of essential City services.

H. ORDER OF BUSINESS

The order of business at all regular council meetings is:

1. Call to Order
2. Roll Call
 - a. Acceptance of excused absences

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3. Pledge to the Flag and moments of meditation

The Presiding Officer shall be authorized to invite members of the Clergy and the community to open the meeting with a prayer, not to exceed two minutes in length.

4. Approval of Minutes

5. Additions to the Agenda

6. Resolutions of Commendation

Retirement or special recognition resolutions may be voted on by Council and presented if the recipient is present.

7. Public Communications (written)

7.8. Utility/Contractor Communications (written & oral)†

a. Written communications

b. Oral communications

8.9. Reports of Municipal Officers and Departments

9.10. Committee Reports

10.11. Agenda of Legislation

a. Resolutions

b. Ordinances

c. Each Resolution and/or Ordinance shall be handled in the following order:

i. Reading of the Resolution or Ordinance

ii. Oral Public Communications pertaining to the Resolution or Ordinance

iii. Motions (if any), if any,

iv. Council Discussion (if appropriate)

b.v. Council Vote (if appropriate)

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11.12. Unfinished Business

13. New Business

12.14. Public Communications (oral)

13. Adjournment

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I. PUBLIC COMMUNICATIONS

1. Written Communications

All letters addressed to and received by Findlay City Council will be on display to the public during regular council office hours. In all cases, letters that do not have a proper name, address, and signature of the sender will not be considered as sent to council.

Incorrect, incomplete or unsigned petitions and other communications to council shall be returned by the Clerk of Council to the petitioner or communicator, accompanied by an explanation as to why they are found to be improper and will not be presented to council until in proper order.

Only those letters making a specific request for service or letter that should be referred to a committee of council will be placed on the agenda.

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2. Oral Communications

All speakers must live within the City of Findlay, represent companies that conduct business within the City of Findlay, or live in a neighboring community that is directly impacted by the operations of the City of Findlay.

Speakers from the gallery shall be required to fill out a form giving the speaker's name, ~~address-ward~~ and the agenda item they wish to address. Speakers not wishing to address a specific agenda item shall provide the subject of his or her presentation. ~~All speakers must live within the City of Findlay, represent companies that conduct business within the City of Findlay, or live in a neighboring community~~

~~Speakers not wishing to address a specific agenda item shall provide the subject of his or her presentation.~~ The form must be presented to the Presiding Officer prior to the start of the meeting. The form becomes part of the official record of the meeting. Council will not entertain incomplete speaker forms.

Oral comment from the gallery shall be limited to four minutes per person. ~~No more than three speakers shall speak to each side of a specific question or issue before council.~~ Time shall not be transferred from one speaker to another.

Oral comment, not specific to an agenda item, shall be limited to sixty minutes total. The ~~sixty minutes~~sixty-minute clock shall start when the first speaker begins and shall run continuously, including Council questions for the speaker.

3. Promoting Political Candidates is Prohibited

No person may address the council for the purpose of assisting a campaign for election of a person to any office.

4. Advertising is Prohibited

No person may address the council for the purpose of advertising any item, service, or product for profit or otherwise.

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5. Other Prohibited Remarks

Any person who causes actual disruption by making personal attacks, slanderous remarks or other disruptive conduct while addressing the council shall be barred from further participation in the meeting by the Presiding Officer, unless permission to continue is granted by a majority vote of councilmembers present.

6. Signs and Banners Prohibited

Signs and banners are not permitted in Council Chambers. This prohibition does not apply to charts, diagrams, enlarged photographs or other demonstrative exhibits or visual media utilized by a speaker in presenting testimony to Council.

7. No citizen or interested party will be refused the right to address council, within the limits described above.

8. Any variance or waiver of these rules shall be by a majority vote of councilmembers present.

J. DEBATE

1. Right to Participate

All elected officials, the President of Council excepted, members of the administration and staff members shall be entitled to take part in the discussion of all issues before the council.

2. Right to Question

All elected officials, the President of Council excepted, shall have the right to question any individual, including any elected official, administration or staff member present, or public persons in attendance, on matters as long as the questioning adheres to the rules and procedures hereto and are germane to the issue before the Council for discussion.

3. Request to Speak

A Speaker must request the right to speak by addressing the Presiding Officer. Upon being recognized, the Speaker may proceed. A Speaker may request the right to speak a subsequent time only after all others present, with a right to participate, have been given the opportunity to speak.

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4. Limitations of Speakers

Speakers shall confine their remarks to matters currently under discussion.

No Speaker may filibuster. No Speaker shall speak for more than five minutes on any question, except by leave of the Presiding Officer or by a majority vote of councilmembers present.

Under no circumstances shall a Speaker's questioning be conducted in a manner that would constitute a cross-examination of or an attempt to ridicule or degrade the individual being questioned.

No one shall interrupt or argue with any Speaker who has the floor, other than the Presiding Officer in order to preserve order during meetings.

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5. Courtesy

In the discussion, comments, or debate of any matter or issue, all Speakers shall be courteous in their language and deportment, and shall not discuss or comment on personalities, or indulge in derogatory remarks or make insinuations about any other elected official, or any member of the staff or the public.

6. Violations

If a Speaker violates these rules on debates, the Presiding Officer shall call such Speaker to order, and the offending Speaker shall be silent except to explain or continue in order. If the Presiding Officer violates these rules on debate or fails to call a Speaker to order, any other councilmember may, under a point of order, call the Presiding Officer or such other offending Speaker to order, and the person being called to order shall be silent except to explain or continue in order.

- 7. Any councilmember shall have the right to challenge any action or ruling of the Presiding Officer or another councilmember, as the case may be, in which case the decision of the majority of the councilmembers present shall govern.

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K. LIMITATIONS ON POLITICAL SPEECH

Except where the Council is properly considering a motion regarding whether the City shall take an official position on a political issue, no Speaker shall use a Council meeting as an occasion to express an opinion in support of or in opposition to a candidate for public office or a ballot measure.

L. MAJORITY REQUIREMENTS FOR COUNCIL ACTION

All actions of council shall be by a Majority vote of those elected or appointed thereto, except emergency legislation, which shall require Three-fourths Majority vote of council to suspend the Statutory Rules and Two-thirds Majority vote of council to enact said emergency legislation. Also, any other affirmative requirement dictated by the laws of Ohio, or by financial procedure, or in order to secure public funding shall be adhered to, even though in conflict with these requirements for council action.

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M. VOTING

1. Vote by Rotation

Every vote will be by rotation so that one councilmember will not always vote first.

2. Motion to Suspend Reading

A motion to suspend the Statutory Rules in order to give legislation its second and/or third reading shall require Three-fourths Majority vote in order to prevail.

3. Motion for Reconsideration

Any member who was absent or voted with the prevailing side may move a reconsideration of any action of council, excepting measures which shall be in immediate effect.

Such a Motion for Reconsideration shall be made not later than the next regular meeting after the action to which it relates was taken.

No Motion for Reconsideration shall be made more than once on any measure.

A Motion for Reconsideration shall require a Majority vote of council in order to prevail.

4. Breaking Tie Votes

The President of Council shall break a tie vote of all council members. A tie vote by less than all council members shall not be broken.

5. Abstentions

A councilmember may abstain from discussion and voting on a question because of a stated conflict of interest. Notice of intent to abstain shall be given prior to any discussion or participation on the subject matter or as soon thereafter as the councilmember perceives a need to abstain, after which the affected councilmember shall remove himself or herself from the council's deliberations and considerations of the matter and shall have no further participation in the matter.

Prior to the time that a council member gives notice of intent to abstain, the affected councilmember may confer with the Director of Law to determine if abstention is truly required. If the intended abstention can be anticipated in advance, the conference with the Director of Law should occur prior to the meeting at which the subject matter is scheduled to come before the council. If that cannot be done, the affected councilmember should advise the Presiding Officer that he or she has an "abstention question" that he or she wants to review with the Director of Law. A brief recess should then be taken for that purpose.

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N. WRITTEN CORRESPONDENCE

For all written correspondence the Clerk of Council will read the author(s) name and title, date of the correspondence, and a summary of its content aloud during the appropriate portion of the council meeting. A specific correspondence shall be read aloud in its entirety upon request of a councilmember, member of the administration, Director of Law, City Auditor or City Treasurer and upon approval of a majority of councilmembers present.

O. MINUTES

The Clerk of Council shall deliver by email, or otherwise make available minutes of each Regular and Special meeting to or for each elected official ~~prior to the next Regular meeting more than seven days after such~~ meeting.

P. RULES OF ORDER

Council hereby adopts Robert's Rules of Order, the latest edition, to govern the conduct of business at all meetings of council insofar as said rules are not in conflict with these Rules of Procedure and Ohio statutes.

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SECTION III. PRESIDENT OF COUNCIL

- A. The President of Council shall preside at all regular and special meetings of council but shall have no vote therein except in the case of a tie.
- B. The President of Council shall be the Acting Mayor when the Mayor is absent or unable to perform his or her duties but shall not serve as President while acting as Mayor. While acting as Mayor, the President of Council shall retain the right to vote on matters before the council as the person would otherwise have as President of Council.
- C. The President of Council shall refer matters requiring study by committee to the proper committee(s). Council, by a majority vote of members present, can refer matters to a standing committee.
- D. The President of Council is separately elected official and being part of the Executive Branch of City Government shall not enter into debate on any question before council, in accordance with Robert's Rule of Order.
- E. The President of Council shall appoint one councilmember to the Tax Incentive Review Council per ORC 5709.85.

SECTION IV. OFFICERS OF COUNCIL

A. PRESIDENT PRO TEMPORE

A councilmember shall be elected President Pro Tempore within the first ten (10) days of the term of council. The President Pro Tempore shall:

1. Preside at all regular and special meetings where the President of Council is unable to preside. While acting as the Presiding Officer, the President Pro Tempore shall retain the right to debate and vote on matters before the council as the person would otherwise have as a councilmember.
2. The President Pro Tempore shall appoint members to all ad hoc committees as may be created.
 - a. Confirmation for the creation of an ad hoc committee, and membership thereof, is required by a Majority of council.
3. The President Pro Tempore will appoint a representative for contract negotiations for police and fire as needed.

B. CLERK OF COUNCIL

Within 10 days from the commencement of their term, the members of council shall elect a Clerk of Council who shall serve for two years unless sooner removed.

In the absence of the President and the President Pro Tempore, the Clerk shall call the meeting of council to order and call the roll. If a Quorum is present, the council shall appoint one of its members President Pro Tempore, who shall act as the Presiding Officer for the meeting proceed with the Order of Business.

C. PARLIAMENTARIAN

The Director of Law shall act as the Parliamentarian of Council. In absence of the Director of Law, an Assistant Director of Law shall act as the Parliamentarian of Council.

SECTION V. COMMITTEES

A. RULES/ORGANIZATION

A committee comprised of at least three members of council appointed by the President Pro Tempore, shall submit proposed committee assignments and committee chairs to council before the start of each two-year term. Confirmation of these recommendations is required by a Majority of council during the first meeting of its two-year term.

B. STANDING COMMITTEES

The following committees shall be standing committees:

1. Appropriations
 - a. The Appropriations Committee shall have five members.
2. Planning and Zoning
 - a. The Planning & Zoning Committee shall have five members.
3. Strategic Planning Committee
 - a. Council shall have ~~five up to four~~ representatives on this committee. ~~They shall be the chairs of the following Standing Committees selected as follows:~~
 - ~~Three at large councilmembers~~ ~~One Council representative~~ ~~from each of the following Standing Committees:~~
 - i. Appropriations
 - ii. Planning and Zoning
 - iii. Streets, Sidewalks and Parking
 - iv. Water and Sewer standing committees
 - ~~One Two ward councilmembers~~
 - ~~representative, appointed as chair of the Strategic Planning Committee selected~~ ~~The chair of the Appropriations Committee shall be one of the five selected.~~
4. Streets, Sidewalks and Parking
 - a. The Streets, Sidewalks and Parking Committee shall have three members.
5. Water and Sewer
 - a. The Water and Sewer Committee shall have five members.

All committee meetings shall be open to the public.

The committees of council shall expeditiously investigate and dispose of all matters coming within the area of their committee responsibility and all matters referred to the committee. A written report of their dispositions shall be submitted. All committee recommendations should be written during the meeting when possible. Voting to accept the committee report is a vote accepting the recommendation as written.

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C. COUNCIL REPRESENTATIVES

Council shall have a representative or representatives appointed to each of the following boards/commissions/committees:

1. Airport Advisory Board
2. The Alliance Board
3. Blanchard River Watershed Partnership
4. Downtown Findlay Improvements District
5. Energy Special Improvement District Board of Directors
6. Hancock Regional Planning Commission
 - a. The Chair of the Planning & Zoning Committee should be appointed as council's representative to this commission.
7. Income Tax Board
 - a. The Chair of the Appropriations Committee shall be appointed as council's representative on this board.
8. Parks and Recreation Board
 - a. Council shall have two representatives on this board.
9. Re-investment Area Housing Council & Revolving Loan Fund
10. Shade Tree Commission
11. Street Designation Committee
 - a. The Chair of the Streets & Sidewalks Committee shall be appointed as one member of the Street Designation Committee per Codified Ordinances of the City of Findlay, Ohio 509.01(d).
12. Tax Incentive Review Council
 - a. The President of Council shall appoint the council's representative on this council per ORC 5709.85.
 - b. The Chair of the Appropriations Committee is recommended to be appointed as council's representative on this board.
13. Traffic Commission
14. Utility Termination Board of Appeals

D. COMMITTEES OF THE WHOLE

A Committee of the Whole may be called by a Majority of councilmembers to discuss an issue(s) which is deemed to be of such importance so as to involve the entire council.

All Committee of the Whole meetings shall be open to the public.

E. AD HOC COMMITTEES

Ad Hoc Committees may be created at the request of a Majority of councilmembers.

1. No ad hoc committee shall have a number of members equal to or greater than the Majority of councilmembers.
2. The President Pro Tempore shall appoint members to all ad hoc committees.
 - a. Confirmation for the creation of an ad hoc committee, and membership thereof, is required by a Majority of council.
3. All ad hoc committee meetings shall be open to the public.
4. An ad hoc committee shall expire with the council that created it.

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SECTION VI. ADOPTION

The above Rules of Procedure are hereby adopted and shall be in full force and effect as of the time of their adoption.

Adopted by Council January 2, 2024

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COUNCIL OF THE CITY OF FINDLAY, OHIO

RULES OF PROCEDURE 2024-2025

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COUNCIL OF THE CITY OF FINDLAY, OHIO

RULES OF PROCEDURE 2020-2021

The following rules and regulations are hereby adopted by the Council of the City of Findlay, Ohio, as the rules and procedure governing the conduct and business of said legislative body. They shall be in full force and effect from and after February 21, 2023, subject, however, to amendment or repeal in whole or in part, at any time, by the Council of the City of Findlay, in accordance with the rules and regulations hereinafter set forth governing the amendment or repeal of these rules and procedure.

SECTION I. GENERAL PROVISIONS

A. DEFINITIONS

The following definitions are relevant throughout this document:

1. Majority – six or more members of council
2. Presiding Officer – the President of Council or the person filling that role at meetings where the President of Council is unable to preside
3. Quorum – six or more members of council
4. Speaker – any elected official, member of the administration or staff member who, upon recognition by the Presiding Officer, shall be entitled to participate in a discussion of an issue before council
5. Three-fourths Majority – eight or more members of council
6. Two-thirds Majority – seven or more members of council

B. LEGISLATION

Legislation from council must be requested by at least two councilmembers. Requests for appropriations that require legislation for money already budgeted may be requested by the administration.

All routine requests for legislation proposed for the consideration of council shall be in the hands of the Director of Law by noon on the Wednesday preceding the meeting at which it is to be considered. Proposed legislation must accompany the agenda of legislation.

No proposed legislation regarding zoning issues shall be presented to council unless they have gone through City Planning Commission and the Planning and Zoning Committee.

C. REPORTS

All reports and written communications from the public, Administration officials, department heads and employees shall be delivered to the Council Office by noon on the Thursday preceding each regular meeting.

D. REPRESENTING FINDLAY CITY COUNCIL

1. An Official City Council Position Requires a Public Vote

Council does not have an official position on any issue, whether the issue is political or non-political in nature, unless council has taken a public vote and a Majority votes to adopt the position. Failure of a Majority of council to vote in favor of a position shall not constitute adoption of a contrary position; in such cases council shall continue to have no official position on the issue.

2. Speaking On Behalf of the Council

If a councilmember appears on behalf of the whole Council for the purpose of commenting on an issue, the councilmember must state the official position of the council on such issue.

3. Personal Opinions Must Be Distinguished from Council Positions

Whenever a councilmember is speaking to a person or group of persons and expresses an opinion on an issue, whether the issue is political or non-political, the councilmember must clearly state whether the opinion represents the official position of the City of Findlay and/or its City Council, or whether it is only the councilmember's personal opinion.

E. GOVERNING LAWS

Should any of these Rules of Procedure or portions thereof conflict with the law of the State of Ohio or of the United States of America, such law shall govern the conduct of council.

F. DISCIPLINARY ACTION

Council may punish or expel any member from committee assignment, without chair approval, or from current proceedings for disorderly conduct or for violation of its rules. A vote of Two-thirds Majority of council will expel a member from current proceedings, but only after notice of the charge on which the motion for expulsion is based and an opportunity for the member to be heard.

G. SALARY ORDINANCE

Salary consideration for elected officials must be passed and approved by December 31 of the year prior to commencement of the elected officials' term.

SECTION II. COUNCIL MEETINGS

A. REGULAR MEETINGS

1. Schedule

Regular meetings will be held on the first and third Tuesday of each month beginning at 6 p.m.

2. Holidays & Election Days

Should a Regular meeting fall on a legal holiday or the day of an election, the meeting shall be rescheduled to the next business day that is not a legal holiday or an election day.

3. Cancellation

In case of inclement weather or other emergency, the President of Council, or in absence of the President of Council any two members of council, may cancel a Regular meeting. The meeting shall be rescheduled to the next business day after the inclement weather or emergency has passed.

Notice of the cancellation shall be given immediately to each councilmember by email and to the public.

4. Location

Regular meetings shall be held in the Chambers of the Council of the City of Findlay (hereinafter referred to as "Council Chambers") located in the Municipal Building, 318 Dorney Plaza, Findlay, Ohio.

Regular meetings may be held in any other public place within the confines of the City of Findlay, provided that 24-hour public notice be given prior to meeting.

B. SPECIAL MEETINGS

A Special Meeting may be called at any time by the Mayor or any three members of council.

Special Meetings shall be held in Council Chambers or in any other public place within the confines of the City of Findlay.

Notice shall be given to each councilmember, served personally; left at the member's residence or usual place of business; or by email with receipt verification received by the sender at least 24-hours prior to the time of such meeting.

24-hour public notice shall be given prior to the time of such meeting.

C. EXECUTIVE SESSIONS

Executive sessions may only be called when confidential matters need to be considered in accordance with Ohio Revised Code 121.22.

D. QUORUM

No business shall be conducted at any meeting of council unless a Majority of the councilmembers shall be present.

E. ATTENDANCE

Councilmembers shall inform the President of Council in advance if the councilmember will be unable to attend, or will be late to attend, any council meeting. The President of Council shall then announce, during roll call, that the councilmember will be absent or late and shall be noted in the minutes as such. Absence at a scheduled council meeting due to sudden illness or emergency shall be noted in the minutes as such. Any absence requires a majority vote of council members present to be considered an excused absence.

The Mayor, Director of Law, City Auditor, City Treasurer, Safety Director, Service Director and City Engineer are requested to attend the regular meetings of council and to answer questions relating to the affairs of the city under their respective supervision and control.

In the event of a public health emergency declared by either the State or County Health Department, all who attend a Findlay City Council meeting or committee meeting are required to adhere to all guidelines prescribed by the State or County Health Departments upon a majority vote of Council.

F. ADJOURNMENT OF MEETING

Councilmembers may adjourn a meeting to another designated time and/or public place.

G. AGENDA OF LEGISLATION

The Director of Law shall prepare a detailed agenda of legislation to be considered by council at each meeting. Such agenda shall be available to each councilmember and available to the public by 5 p.m. on the Friday preceding each Regular meeting.

Such agenda shall be available to each councilmember and the public at least 24-hours prior to a Special meeting.

No legislation, reports, or other communications shall be added to the Agenda unless council, upon majority vote of councilmembers present, determines that it is immediately necessary to insure the continued operation of essential City services.

H. ORDER OF BUSINESS

The order of business at all regular council meetings is:

1. Call to Order
2. Roll Call
 - a. Acceptance of excused absences
3. Pledge to the Flag and moments of meditation

The Presiding Officer shall be authorized to invite members of the Clergy and the community to open the meeting with a prayer, not to exceed two minutes in length.
4. Approval of Minutes
5. Additions to the Agenda
6. Resolutions of Commendation

Retirement or special recognition resolutions may be voted on by Council and presented if the recipient is present.
7. Public Communications (written)
8. Utility/Contractor Communications (written & oral)
9. Reports of Municipal Officers and Departments
10. Committee Reports
11. Agenda of Legislation
 - a. Resolutions
 - b. Ordinances
 - c. Each Resolution and/or Ordinance shall be handled in the following order:
 - i. Reading of the Resolution or Ordinance
 - ii. Oral Public Communications pertaining to the Resolution or Ordinance
 - iii. Motions (if any)
 - iv. Council Discussion (if appropriate)
 - v. Council Vote (if appropriate)
12. Unfinished Business
13. New Business
14. Public Communications (oral)
15. Adjournment

I. PUBLIC COMMUNICATIONS

1. Written Communications

All letters addressed to and received by Findlay City Council will be on display to the public during regular council office hours. In all cases, letters that do not have a proper name, address, and signature of the sender will not be considered as sent to council.

Incorrect, incomplete or unsigned petitions and other communications to council shall be returned by the Clerk of Council to the petitioner or communicator, accompanied by an explanation as to why they are found to be improper and will not be presented to council until in proper order.

Only those letters making a specific request for service or letter that should be referred to a committee of council will be placed on the agenda.

2. Oral Communications

All speakers must live within the City of Findlay, represent companies that conduct business within the City of Findlay, or live in a neighboring community that is directly impacted by the operations of the City of Findlay.

Speakers from the gallery shall be required to fill out a form giving the speaker's name, ward and the agenda item they wish to address. Speakers not wishing to address a specific agenda item shall provide the subject of his or her presentation. The form must be presented to the Presiding Officer prior to the start of the meeting. The form becomes part of the official record of the meeting. Council will not entertain incomplete speaker forms.

Oral comment from the gallery shall be limited to four minutes per person. Time shall not be transferred from one speaker to another.

Oral comment, not specific to an agenda item, shall be limited to sixty minutes total. The sixty-minute clock shall start when the first speaker begins and shall run continuously, including Council questions for the speaker.

3. Promoting Political Candidates is Prohibited

No person may address the council for the purpose of assisting a campaign for election of a person to any office.

4. Advertising is Prohibited

No person may address the council for the purpose of advertising any item, service, or product for profit or otherwise.

5. Other Prohibited Remarks

Any person who causes actual disruption by making personal attacks, slanderous remarks or other disruptive conduct while addressing the council shall be barred from further participation in the meeting by the Presiding Officer, unless permission to continue is granted by a majority vote of councilmembers present.

6. Signs and Banners Prohibited

Signs and banners are not permitted in Council Chambers. This prohibition does not apply to charts, diagrams, enlarged photographs or other demonstrative exhibits or visual media utilized by a speaker in presenting testimony to Council.

7. No citizen or interested party will be refused the right to address council, within the limits described above.

8. Any variance or waiver of these rules shall be by a majority vote of councilmembers present.

J. DEBATE

1. Right to Participate

All elected officials, the President of Council excepted, members of the administration and staff members shall be entitled to take part in the discussion of all issues before the council.

2. Right to Question

All elected officials, the President of Council excepted, shall have the right to question any individual, including any elected official, administration or staff member present, or public persons in attendance, on matters as long as the questioning adheres to the rules and procedures hereto and are germane to the issue before the Council for discussion.

3. Request to Speak

A Speaker must request the right to speak by addressing the Presiding Officer. Upon being recognized, the Speaker may proceed. A Speaker may request the right to speak a subsequent time only after all others present, with a right to participate, have been given the opportunity to speak.

4. Limitations of Speakers

Speakers shall confine their remarks to matters currently under discussion.

No Speaker may filibuster. No Speaker shall speak for more than five minutes on any question, except by leave of the Presiding Officer or by a majority vote of councilmembers present.

Under no circumstances shall a Speaker's questioning be conducted in a manner that would constitute a cross-examination of or an attempt to ridicule or degrade the individual being questioned.

No one shall interrupt or argue with any Speaker who has the floor, other than the Presiding Officer in order to preserve order during meetings.

5. Courtesy

In the discussion, comments, or debate of any matter or issue, all Speakers shall be courteous in their language and deportment, and shall not discuss or comment on personalities, or indulge in derogatory remarks or make insinuations about any other elected official, or any member of the staff or the public.

6. Violations

If a Speaker violates these rules on debates, the Presiding Officer shall call such Speaker to order, and the offending Speaker shall be silent except to explain or continue in order. If the Presiding Officer violates these rules on debate or fails to call a Speaker to order, any other councilmember may, under a point of order, call the Presiding Officer or such other offending Speaker to order, and the person being called to order shall be silent except to explain or continue in order.

7. Any councilmember shall have the right to challenge any action or ruling of the Presiding Officer or another councilmember, as the case may be, in which case the decision of the majority of the councilmembers present shall govern.

K. LIMITATIONS ON POLITICAL SPEECH

Except where the Council is properly considering a motion regarding whether the City shall take an official position on a political issue, no Speaker shall use a Council meeting as an occasion to express an opinion in support of or in opposition to a candidate for public office or a ballot measure.

L. MAJORITY REQUIREMENTS FOR COUNCIL ACTION

All actions of council shall be by a Majority vote of those elected or appointed thereto, except emergency legislation, which shall require Three-fourths Majority vote of council to suspend the Statutory Rules and Two-thirds Majority vote of council to enact said emergency legislation. Also, any other affirmative requirement dictated by the laws of Ohio, or by financial procedure, or in order to secure public funding shall be adhered to, even though in conflict with these requirements for council action.

M. VOTING

1. Vote by Rotation

Every vote will be by rotation so that one councilmember will not always vote first.

2. Motion to Suspend Reading

A motion to suspend the Statutory Rules in order to give legislation its second and/or third reading shall require Three-fourths Majority vote in order to prevail.

3. Motion for Reconsideration

Any member who was absent or voted with the prevailing side may move a reconsideration of any action of council, excepting measures which shall be in immediate effect.

Such a Motion for Reconsideration shall be made not later than the next regular meeting after the action to which it relates was taken.

No Motion for Reconsideration shall be made more than once on any measure.

A Motion for Reconsideration shall require a Majority vote of council in order to prevail.

4. Breaking Tie Votes

The President of Council shall break a tie vote of all council members. A tie vote by less than all council members shall not be broken.

5. Abstentions

A councilmember may abstain from discussion and voting on a question because of a stated conflict of interest. Notice of intent to abstain shall be given prior to any discussion or participation on the subject matter or as soon thereafter as the councilmember perceives a need to abstain, after which the affected councilmember shall remove himself or herself from the council's deliberations and considerations of the matter and shall have no further participation in the matter.

Prior to the time that a council member gives notice of intent to abstain, the affected councilmember may confer with the Director of Law to determine if abstention is truly required. If the intended abstention can be anticipated in advance, the conference with the Director of Law should occur prior to the meeting at which the subject matter is scheduled to come before the council. If that cannot be done, the affected councilmember should advise the Presiding Officer that he or she has an "abstention question" that he or she wants to review with the Director of Law. A brief recess should then be taken for that purpose.

N. WRITTEN CORRESPONDENCE

For all written correspondence the Clerk of Council will read the author(s) name and title, date of the correspondence, and a summary of its content aloud during the appropriate portion of the council meeting. A specific correspondence shall be read aloud in its entirety upon request of a councilmember, member of the administration, Director of Law, City Auditor or City Treasurer and upon approval of a majority of councilmembers present.

O. MINUTES

The Clerk of Council shall deliver by email, or otherwise make available minutes of each Regular and Special meeting to or for each elected official prior to the next Regular meeting.

P. RULES OF ORDER

Council hereby adopts Robert's Rules of Order, the latest edition, to govern the conduct of business at all meetings of council insofar as said rules are not in conflict with these Rules of Procedure and Ohio statutes.

SECTION III. PRESIDENT OF COUNCIL

- A. The President of Council shall preside at all regular and special meetings of council but shall have no vote therein except in the case of a tie.
- B. The President of Council shall be the Acting Mayor when the Mayor is absent or unable to perform his or her duties but shall not serve as President while acting as Mayor. While acting as Mayor, the President of Council shall retain the right to vote on matters before the council as the person would otherwise have as President of Council.
- C. The President of Council shall refer matters requiring study by committee to the proper committee(s). Council, by a majority vote of members present, can refer matters to a standing committee.
- D. The President of Council is separately elected official and being part of the Executive Branch of City Government shall not enter into debate on any question before council, in accordance with Robert's Rule of Order.
- E. The President of Council shall appoint one councilmember to the Tax Incentive Review Council per ORC 5709.85.

SECTION IV. OFFICERS OF COUNCIL

A. PRESIDENT PRO TEMPORE

A councilmember shall be elected President Pro Tempore within the first ten (10) days of the term of council. The President Pro Tempore shall:

1. Preside at all regular and special meetings where the President of Council is unable to preside. While acting as the Presiding Officer, the President Pro Tempore shall retain the right to debate and vote on matters before the council as the person would otherwise have as a councilmember.
2. The President Pro Tempore shall appoint members to all ad hoc committees as may be created.
 - a. Confirmation for the creation of an ad hoc committee, and membership thereof, is required by a Majority of council.
3. The President Pro Tempore will appoint a representative for contract negotiations for police and fire as needed.

B. CLERK OF COUNCIL

Within 10 days from the commencement of their term, the members of council shall elect a Clerk of Council who shall serve for two years unless sooner removed.

In the absence of the President and the President Pro Tempore, the Clerk shall call the meeting of council to order and call the roll. If a Quorum is present, the council shall appoint one of its members President Pro Tempore, who shall act as the Presiding Officer for the meeting proceed with the Order of Business.

C. PARLIAMENTARIAN

The Director of Law shall act as the Parliamentarian of Council. In absence of the Director of Law, an Assistant Director of Law shall act as the Parliamentarian of Council.

SECTION V. COMMITTEES

A. RULES/ORGANIZATION

A committee comprised of at least three members of council appointed by the President Pro Tempore, shall submit proposed committee assignments and committee chairs to council before the start of each two-year term. Confirmation of these recommendations is required by a Majority of council during the first meeting of its two-year term.

B. STANDING COMMITTEES

The following committees shall be standing committees:

1. Appropriations
 - a. The Appropriations Committee shall have five members.
2. Planning and Zoning
 - a. The Planning & Zoning Committee shall have five members.
3. Strategic Planning Committee
 - a. Council shall have up to four representatives on this committee. They shall be the chairs of the following Standing Committees:
 - i. Appropriations
 - ii. Planning and Zoning
 - iii. Streets, Sidewalks and Parking
 - iv. Water and Sewer
4. Streets, Sidewalks and Parking
 - a. The Streets, Sidewalks and Parking Committee shall have three members.
5. Water and Sewer
 - a. The Water and Sewer Committee shall have five members.

All committee meetings shall be open to the public.

The committees of council shall expeditiously investigate and dispose of all matters coming within the area of their committee responsibility and all matters referred to the committee. A written report of their dispositions shall be submitted. All committee recommendations should be written during the meeting when possible. Voting to accept the committee report is a vote accepting the recommendation as written.

C. COUNCIL REPRESENTATIVES

Council shall have a representative or representatives appointed to each of the following boards/commissions/committees:

1. Airport Advisory Board
2. The Alliance Board
3. Blanchard River Watershed Partnership
4. Downtown Findlay Improvements District
5. Energy Special Improvement District Board of Directors
6. Hancock Regional Planning Commission
 - a. The Chair of the Planning & Zoning Committee should be appointed as council's representative to this commission.
7. Income Tax Board
 - a. The Chair of the Appropriations Committee shall be appointed as council's representative on this board.
8. Parks and Recreation Board
 - a. Council shall have two representatives on this board.
9. Re-investment Area Housing Council & Revolving Loan Fund
10. Shade Tree Commission
11. Street Designation Committee
 - a. The Chair of the Streets & Sidewalks Committee shall be appointed as one member of the Street Designation Committee per Codified Ordinances of the City of Findlay, Ohio 509.01(d).
12. Tax Incentive Review Council
 - a. The President of Council shall appoint the council's representative on this council per ORC 5709.85.
 - b. The Chair of the Appropriations Committee is recommended to be appointed as council's representative on this board.
13. Traffic Commission
14. Utility Termination Board of Appeals

D. COMMITTEES OF THE WHOLE

A Committee of the Whole may be called by a Majority of councilmembers to discuss an issue(s) which is deemed to be of such importance so as to involve the entire council.

All Committee of the Whole meetings shall be open to the public.

E. AD HOC COMMITTEES

Ad Hoc Committees may be created at the request of a Majority of councilmembers.

1. No ad hoc committee shall have a number of members equal to or greater than the Majority of councilmembers.
2. The President Pro Tempore shall appoint members to all ad hoc committees.
 - a. Confirmation for the creation of an ad hoc committee, and membership thereof, is required by a Majority of council.
3. All ad hoc committee meetings shall be open to the public.
4. An ad hoc committee shall expire with the council that created it.

DRAFT

SECTION VI. ADOPTION

The above Rules of Procedure are hereby adopted and shall be in full force and effect as of the time of their adoption.

Adopted by Council January 2, 2024

DRAFT

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
May 7, 2024**

ORDINANCE NO. 2024-038 (*Swale Benching property*) **requires three (3) readings** **tabled after third reading on 4/16/24**
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH THE HANCOCK COUNTY COMMISSIONERS TO PURCHASE REQUIRED LAND WITHIN THE BENCHING AREA IN ORDER TO FINISH PHASE I OF THE BENCHING PROJECT, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-040 (*YMCA vacation*) **requires three (3) readings** **third reading**
AN ORDINANCE VACATING A CERTAIN PORTION OF A CERTAIN ALLEY (HEREINAFTER REFERED TO AS THE YMCA VACATION) IN THE CITY OF FINDLAY, OHIO.

ORDINANCE NO. 2024-042 **requires three (3) readings** **third reading**
(*FDY Rehabilitate Runway 7/25 Construction FAA Grant authorization (3-39-0034-036-2024)*)
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR FUNDING THROUGH THE FEDERAL AVIATION ADMINISTRATION FOR THE REAHBILITATION OF RUNWAY 7/25 IN ORDER TO RECEIVE FUNDS FOR THE CONSTRUCTION PORTION OF THE REHABILITATION OF RUNWAY 7/25 CONSTRUCTION AT THE CITY OF FINDLAY AIRPORT, AND IF FUNDS ARE AWARDED, TO ENTER INTO A GRANT AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-043 (*second 2024 Capital Improvement appropriation*) **requires three (3) readings** **third reading**
AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDANCE WITH THE 2024 DEPARTMENT EQUIPMENT LIST, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-044 (*Tall Timbers 3rd Addition subdivision plat*) **requires three (3) readings** **third reading**
AN ORDINANCE ACCEPTING THE DESIGNATED AREA AS SHOWN ON THE TALL TIMBERS 3RD ADDITION SUBDIVISION PLAT WHICH HAS BEEN ACCEPTED BY THE CITY PLANNING COMMISSION.

ORDINANCE NO. 2024-045 (*Sheetz/Hat Trick/Buchanan annexation zoning*) **requires three (3) readings** **third reading**
AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS I-1 LIGHT INDUSTRIAL (HEREINAFTER REFERRED TO AS THE SHEETZ/HAT TRICK/BUCHANAN ANNEXATION),

ORDINANCE NO. 2024-046 (*Sheetz/Hat Trick/Buchanan annexation – accept and approve*) **requires three (3) readings** **third reading**
AN ORDINANCE ACCEPTING AND APPROVING AN APPLICATION FOR ANNEXATION OF TERRITORY SITUATED IN THE TOWNSHIP OF ALLEN, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHWEST QUARTER OF SECTION 32, T2N, R11E, A TRACT OF LAND CONSISTING OF 77.808 ACRES OF LAND, MORE OR LESS (HEREINAFTER REFERED TO AS THE COUNTY ROAD 230/212 (SHEETZ/HAT TRICK/BUCHANAN ANNEXATION).

ORDINANCE NO. 2024-050 (*small waterline upgrades*) **requires three (3) readings** **second reading**
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-056 (*approve 2023 ordinances & resolutions changes*) **requires three (3) readings** **second reading**
AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE FINDLAY CODIFIED ORDINANCES, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2024-038

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO AN AGREEMENT WITH THE HANCOCK COUNTY COMMISSIONERS TO PURCHASE REQUIRED LAND WITHIN THE BENCHING AREA IN ORDER TO FINISH PHASE I OF THE BENCHING PROJECT, APPROPRIATING AND TRANSFERRING FUNDS THERETO, AND DECLARING AN EMERGENCY.

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

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

| | | |
|-------|--|--------------|
| FROM: | CIT Fund – Flood Mitigation Restricted Account | \$ 40,000.00 |
| TO: | Swale Benching Properties, <i>project no. 31941500</i> | \$ 40,000.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to enter into said agreement with the Hancock County Commissioners, as well as appropriate and transfer funds, so that a property within the Phase I Benching area may be purchased in order to finish the benching project.

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. 2024-040

AN ORDINANCE VACATING A CERTAIN PORTION OF A CERTAIN ALLEY (HEREINAFTER REFERED TO AS THE YMCA VACATION) IN THE CITY OF FINDLAY, OHIO.

WHEREAS, a petition has been presented to Council requesting that a portion of alley to be vacated as set forth herein, and;

WHEREAS, Council upon approval and recommendation of such vacation by the Planning Commission of the City of Findlay, Ohio, is satisfied that it will not be detrimental to the general interest and ought to be made.

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

SECTION 1: That the following described alley be and the same is hereby vacated:

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

The north-south alley between lots 568 and 569 in the S&P Carlins Addition, and the east-west alley between lots 565-568 and 587-590 in the S&P Carlins Addition.

SECTION 2: That the aforesaid vacation is hereby made subject to the preservation of the public utilities right-of-way, in accordance with the provisions of Ohio Revised Code Section 723.041 including an easement is reserved for all sanitary and/or storm sewer lines in said vacated right-of-way.

SECTION 3: 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. 2024-042

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR, AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO APPLY FOR FUNDING THROUGH THE FEDERAL AVIATION ADMINISTRATION FOR THE REAHBILITATION OF RUNWAY 7/25 IN ORDER TO RECEIVE FUNDS FOR THE CONSTRUCTION PORTION OF THE REHABILITATION OF RUNWAY 7/25 CONSTRUCTION AT THE CITY OF FINDLAY AIRPORT, AND IF FUNDS ARE AWARDED, TO ENTER INTO A GRANT AGREEMENT WITH THE FEDERAL AVIATION ADMINISTRATION, AND DECLARING AN EMERGENCY.

WHEREAS, the City of Findlay, Ohio is desirous to apply for grant funding through the Federal Aviation Administration (herein after referred to as "FAA") in order to receive funds for the construction portion of the rehabilitation of Runway 7/25 Rehabilitation at the City of Findlay Airport, and if grant funds are awarded, enter into a grant agreement with the FAA in order to receive said grant awarded funds for the design portion of the rehabilitation of Runway 7/25 Construction at the City of Findlay Airport, and;

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

SECTION 1: That the Mayor, Service-Safety Director, and/or City Engineer of the City of Findlay, Ohio be and they are hereby authorized to apply for grant funding, and if awarded, enter into a grant agreement with FAA in order to receive awarded funds to be utilized for the rehabilitation of Runway 7/25 Rehabilitation at the City of Findlay, Ohio Airport.

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 applying for grant funding, and if awarded, entering into a grant agreement with the FAA/ODOT so that awarded funds may be utilized within the City of Findlay Airport for the construction portion of the rehabilitation of Runway 7/25 Rehabilitation at the City of Findlay Airport.

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. 2024-043

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO A CONTRACT OR CONTRACTS FOR CONSTRUCTION OF VARIOUS PROJECTS IN ACCORDANCE WITH THE 2024 DEPARTMENT EQUIPMENT LIST, APPROPRIATING AND TRANSFERRING FUNDS FOR SAID CAPITAL EXPENDITURES, AND DECLARING AN EMERGENCY.

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

SECTION 1: That the Service-Safety Director of the City of Findlay be and he is hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set forth in the capital improvements program for the year 2024.

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

| | | |
|-------|--|---------------|
| FROM: | CIT Fund – Capital Improvements Restricted Account | \$ 762,265.00 |
| TO: | Police Department #21012000-other | \$ 97,000.00 |
| TO: | Fire Department #21014000-other | \$ 34,265.00 |
| TO: | Recreation Functions #21044400-other | \$ 131,000.00 |
| TO: | Street Department #22040000-other | \$ 340,000.00 |
| TO: | Traffic and Signal Lights #22043200-other | \$ 100,000.00 |
| TO: | Airport #25010000-other | \$ 60,000.00 |
| FROM: | Sewer Fund | \$ 50,000.00 |
| TO: | Sewer Maintenance #25048000-other | \$ 50,000.00 |
| FROM: | Water Fund | \$ 20,000.00 |
| TO: | Water Treatment Plant #25050000-other | \$ 20,000.00 |
| FROM: | CIT Fund – Capital Improvements Restricted Account | \$ 732,727.00 |
| TO: | Disaster Siren Replacement #31941600 | \$ 259,727.00 |
| TO: | Kiddie Corral Parking Lot #31941700 | \$ 60,000.00 |
| TO: | Kiddie Corral Basketball Court #31942100 | \$ 20,000.00 |
| TO: | FFD No. 1 Signal Replacement #32841900 | \$ 60,000.00 |
| TO: | A-Row Hangar Roof Replacement #35241800 | \$ 63,000.00 |
| TO: | A1 Hangar Door Repairs #3524200 | \$ 100,000.00 |
| TO: | South Main Street/Front Street Signal Upgrade #32842400 | \$ 75,000.00 |
| TO: | Seating Area Renovation and Drainage at Diamonds #31942000 | \$ 35,000.00 |
| TO: | Rawson/Cooper Ballfield Lighting Upgrade #31942300 | \$ 60,000.00 |

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 said projects may proceed expeditiously.

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. 2024-044

AN ORDINANCE ACCEPTING THE DESIGNATED AREA AS SHOWN ON THE TALL TIMBERS 3RD ADDITION SUBDIVISION PLAT WHICH HAS BEEN ACCEPTED BY THE CITY PLANNING COMMISSION.

WHEREAS, in accordance with the Ohio Revised Code of Ohio, plats are to be approved and accepted by the City Planning Commission and dedicated by City Council for public use, and;

WHEREAS, in that City Planning Commission has accepted said plat, it is now the intention and desire of this Council to dedicate said subdivision to public use.

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

SECTION 1: That the designated area as shown on the plat of the Tall Timbers 3rd Addition to the City of Findlay, Ohio, be and the same is hereby accepted by this Council and is dedicated to public use (*legal description attached as Exhibit A*).

SECTION 2: 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 _____



ENGINEERING ♦ SURVEYING ♦ GPS/GIS CONSULTING
Findlay, OH · 3200 N. Main Street · 419-423-5630

LEGAL DESCRIPTION:

Situated in the City of Findlay, County of Hancock, State of Ohio and being Lot #3 of the Tall Timbers 3rd Addition and a part of the Northeast Quarter of Section 4, Township 1 North, Range 11 East, a Parcel of Land bounded and described as follows:

Commencing at a Monument Box with a punch hole found marking the northeast corner of the Northeast Quarter of said Section 4;

Thence along the east line of said Northeast Quarter, also being the centerline of County Road No. 236 (R/W Varies), S 00°16'42" W, a distance of 990.07 feet to a Nail Shank found;

Thence along the south line of the Amended Final Plat of Tall Timbers 2nd/ Addition, as recorded in Plat Book 21, Page 88 of the Hancock County Records, and extended N 89°03'48" W, a distance of 919.49 feet to a 1" x 30" Rebar Set with 2" Aluminum Cap at the northwest corner of a tract of land conveyed to JDP Ventures, LLC in Volume 2271, Page 1261 of the Hancock County Records and marking the PRINCIPAL POINT OF BEGINNING;

Thence along the west line of said JDP tract, S 00°16'42" W, a distance of 1105.83 feet to a 1/2" Bent Rebar found at the southwest corner of said tract, and on the north line of a tract of land conveyed to Michael J. Gardner, 2011 Marital Trust #1 as recorded on Volume 2514, Page 1959 of the Hancock County Records;

Thence along the north line of said Gardner tract, N 88°30'33" W, a distance of 820.36 feet to a 1" x 30" Rebar Set with 2" Aluminum Cap;

Thence N 00°16'42" E, a distance of 669.43 feet to a 1" x 30" Rebar Set with 2" Aluminum Cap;

Thence N 38°24'47" W, a distance of 230.75 feet to a 1" x 30" Rebar Set with 2" Aluminum Cap;

Thence S 89°03'48" E, a distance of 87.35 feet to a 1" x 30" Rebar Set with 2" Aluminum Cap;

Thence N 00°56'12" E, a distance of 250.00 feet to a 1" x 30" Rebar Set with 2" Aluminum Cap;

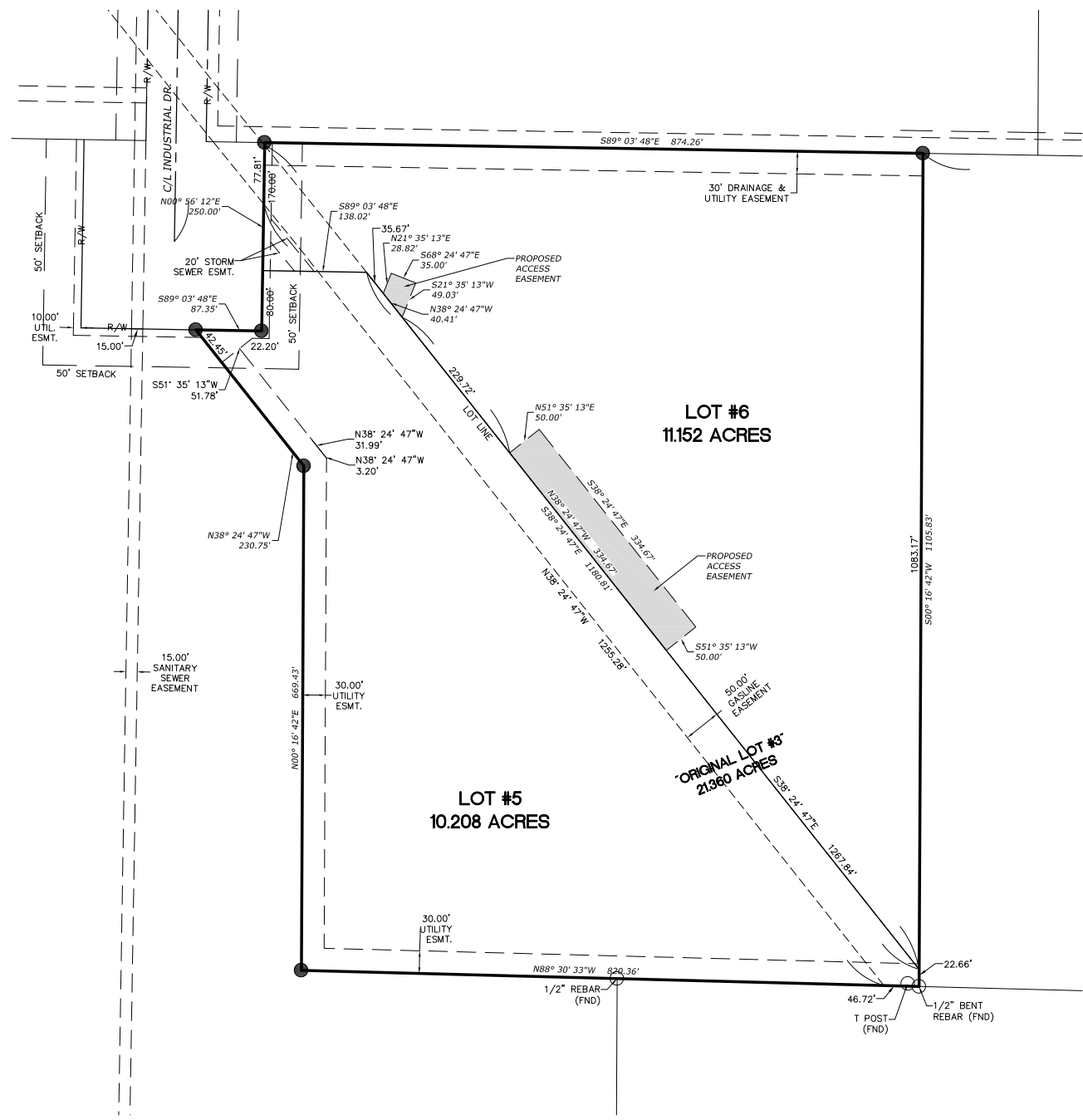
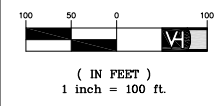
Thence S 89°03'48" E, a distance of 874.26 feet to the PRINCIPAL POINT OF BEGINNING,

And containing 21.360 acres of land, more or less, all being subject to any prior easements of record, or otherwise.

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

Replat of Lot #3 of the TALL TIMBERS 3RD ADDITION

BEING A PART OF THE NE 1/4 SECTION 4, T1N, R11E,
CITY OF FINDLAY, COUNTY OF HANCOCK, STATE OF OHIO.
21.360 ACRES



PREPARED FOR:
REINGARD ENTERPRISES LLC
409 S. MAIN ST.
FINDLAY, OHIO 45840
DATE: MARCH 11, 2024

PREPARED BY
VAN HORN, HOOVER
& ASSOCIATES, INC.
SURVEYING & ENGINEERING
3200 N. MAIN ST.
FINDLAY, OHIO 45840
(419)423-5630
EMAIL: info@VanHornHoover.com

- = 1"x30" Rebar Set with 2" Aluminum Cap
- = Found PK Nail
- ▲ = Found RR Spike
- = Found Iron Pin

NOTE: All bearings are based on published Ohio North 3401 Zone State Plane Coordinate System using NGS Monument Designation WILSON (PID#AA7366) as the control point, and observed in June of 2003 using Trimble 4800 GPS Receivers with TSC1 Controller, Real Time Kinematic Method.

ORDINANCE NO. 2024-045

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS I-1 LIGHT INDUSTRIAL (HEREINAFTER REFERRED TO AS THE SHEETZ/HAT TRICK/BUCHANAN ANNEXATION).

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

SECTION 1: That the following described parcel:

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

Parcel No. 020001030154. A complete legal description is attached hereto as Exhibit A.

Be and the same is hereby rezoned from its respective zoning classification to I-1 Light Industrial zoning classification.

SECTION 2: That from and after the effective date of this ordinance, said parcel above described herein shall be subject to I-1 Light Industrial regulations.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ENGINEERING • SURVEYING • GPS/GIS CONSULTING
 Findlay, OH • 3200 N. Main Street • 419-423-5630

VAN HORN



HOOVER

LEGAL DESCRIPTION

Pt. of the SW1/4, Section 32, T2N, R11E,
 Allen Township, Hancock County,
 State of Ohio
77.808 Acres

Buchanan Annexation

Situated in Allen Township, County of Hancock State of Ohio and being a part of the Southwest Quarter of Section 32, Township 2 North, Range 11 East, a Parcel of Land bounded and described as follows:

Beginning at a Railroad Spike found marking the northwest corner of the east half of the Southwest Quarter of Section 32, and being the PRINCIPAL POINT OF BEGINNING of said Parcel to be herein described;

Thence along the north line of said Southwest Quarter, also being the centerline of Township Road 99 (Variable R/W), S 88°36'07" E, a distance of 898.44 feet to a point marking the northwest corner of a Parcel of Land previously conveyed to John A. Heuerman, as per OR 2565, Page 5782 of the Hancock County deed records;

Thence along the west line of said Heuerman Parcel, S 00°54'35" W, a distance of 208.72 feet to the southwest corner of said Heuerman Parcel;

Thence along the south line of said Heuerman Parcel and as extended easterly, S 88°36'07" E, a distance of 417.44 feet to a point on the east line of the Southwest Quarter of said Section 32 and marking the southeast corner of a Parcel of Land previously conveyed to Jason W. and Amy S. Niese, as per OR 2597, Page 3196 of the Hancock County deed records;

Thence along the east line of said Southwest Quarter, also being the centerline of Township Road 230 (Variable R/W), S 00°54'35" W, a distance of 2435.64 feet to a point marking the southeast corner of the Southwest Quarter of said Section 32 and being on the City of Findlay Corporation Line;

Thence along the south line of the Southwest Quarter of said section 32, and along said Corporation Line, N 88°17'26" W, a distance of 1317.20 feet to a point;

Thence crossing County Road 212 and along the east line of a Parcel of Land previously conveyed to Wells Fargo Bank Northwest, National Association, as per OR 2108, Page 559 of the Hancock County deed records, N 00°56'12" E, a distance of 2637.19 feet to the PRINCIPAL POINT OF BEGINNING,

Containing 77.808 Acres of land, more or less, all being subject to any prior easements of record or otherwise.

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



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LEGAL DESCRIPTION

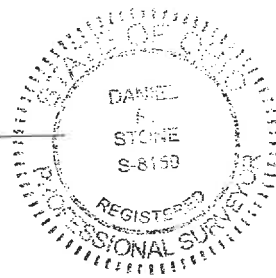
Pt. of the SW1/4, Section 32, T2N, R11E,
Allen Township, Hancock County,
State of Ohio
77.808 Acres

Buchanan Annexation

(Cont.)

This description was prepared in accordance with a Field Survey performed in June 2023 and prepared by Daniel R. Stone, Registered Surveyor #8159, 3200 N. Main Street, Findlay, Ohio, 45840.

Date: 31.06.2023



Survey and Legal Description by:

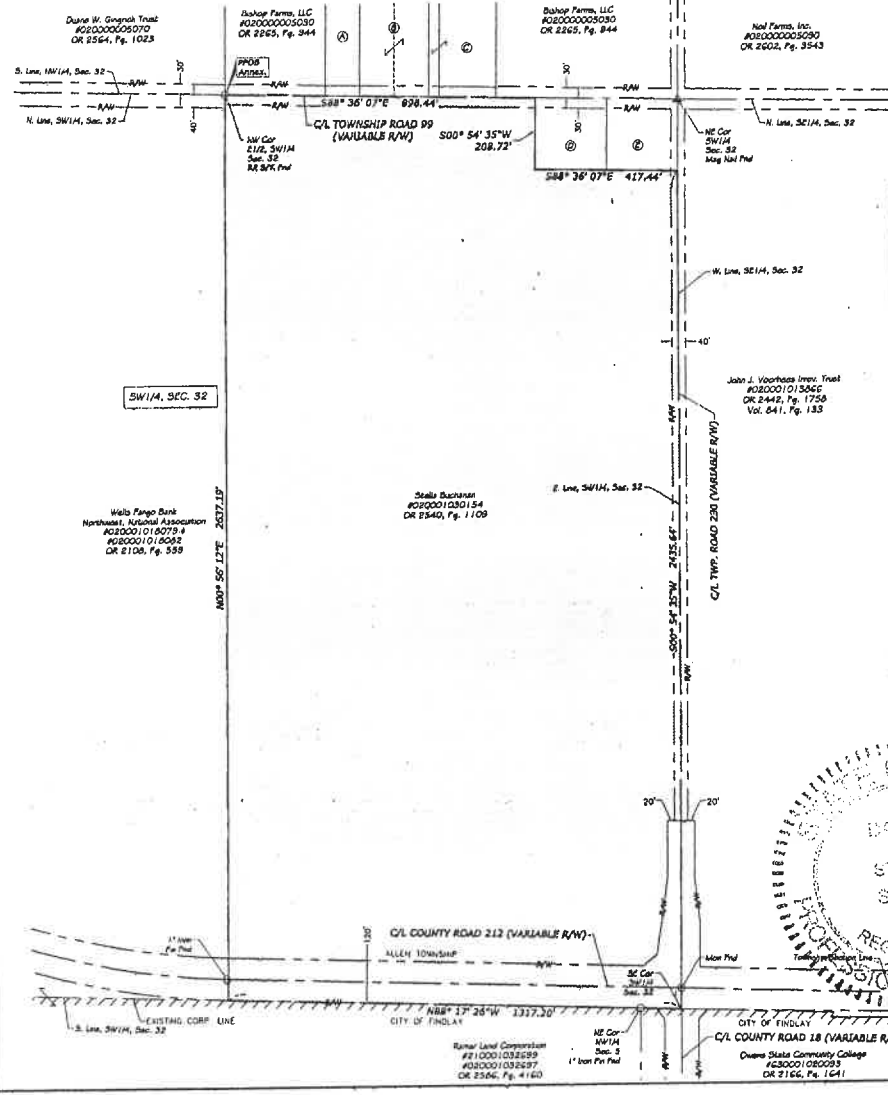
Daniel Stone

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

EXHIBIT "B"

BUCHANAN ANNEXATION

Being a part of the Southwest Quarter of Section 32, T2N, R11E,
Allen Township, County of Hancock, State of Ohio
77.808 Acres



| OWNER | DEED BOOK/PAGE | PARCEL # |
|------------------------------|--------------------|--------------|
| A) 3 in 1 Investments, LLC | OR 2603, Pg. 2486 | 02000005040 |
| B) Sharon L. Croy Rev. Trust | OR 2146, Pg. 875 | 02000005050 |
| C) Larry C. Yantle | Vol. 1832, Pg. 263 | 020001009737 |
| D) John A. Heuerman | Vol. 1832, Pg. 263 | 020001009738 |
| E) Jason W. & Amy S. Niese | OR 2565, Pg. 5782 | 02000004990 |
| | OR 2597, Pg. 3196 | 02000005010 |

| OWNER | PARCEL # | ANNEX ACRES | REMAINING ACRES |
|-----------------------------------|--------------|-------------|-----------------|
| Stella Buchanan | 020001030154 | 73.664 | 0.000 |
| COUNTY ACQUIRED ROAD RIGHT-OF-WAY | | 4.144 | N/A |
| TOTAL | | 77.808 | N/A |

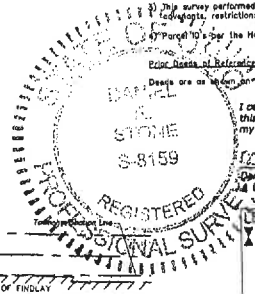
THE ACREAGE SHOWN ON THE SURVEY REFLECT THE SURVEYED ACRES,
NOT THE RECORDED/DEED ACRES.

ANNEXATION AREA = 77.808 ACRES

- Surveyor's Note:**
- This survey performed using a Trimble R2 GPS unit, connected to the Ohio VRS/CORS GPS Network, connecting site to the Ohio North 3401 State Plane Coordinate System, NAD 83 (2011) and converted to Ground Coordinates. Distances shown are GROUND DISTANCES, unless shown otherwise (SI, DI, etc.).
 - Bearings are based on the Ohio North, 3401 State Plane Coordinate System, NAD 83 (2011).
 - This survey performed without the benefit of a Title Report, and may not show all recorded easements, encroachments, restrictions or otherwise, if any. Field work performed in June 2023.
 - Parcel ID's per the Hancock County Auditor's website, at the time of this survey.

Prior Records of Reference:
Deeds are as shown on the plot of survey.

I certify that on 31. AUG. 2023
this survey was performed and completed by myself or under
my direct supervision.
Daniel R. Stone
Daniel R. Stone, P.E., P.S. Registered Surveyor #8159
A Legal Description has been prepared in accordance with this Survey.



| | | | |
|-----|--|------|------------------------------|
| ⊗ | Section Corner, as described | PC | Point of Commencement |
| ⊕ | SET 5/8" x 30" Rebar, marked with Orange Plastic Cap "VHUA 8159" | PROB | Principal Point of Beginning |
| ⊙ | SET 1/2" x 30" Rebar, marked with Orange Plastic Cap "VHUA 8159" | R/W | Road Right-of-Way |
| ⊙ | Found Wood Nail | (S) | Prior Survey(s) of Record |
| ⊙ | Found Copied Rebar, Name or RLS# | (D) | Prior Deed(s) of Record |
| ⊙ | Found as described | C/L | Centerline |
| ⊙ | Calculated distance | —/— | Dimension Leader |
| (M) | Measured distance | —/— | Land Hook |
| (P) | Piceted distance | —/— | Stress in Line |
| | | —/— | Property Line |
| | | (D) | Dead distance |



Van Horn Hoover
& Associates, Inc.

SURVEYING
CIVIL ENGINEERING
LAND USE PLANNING
GPS/GIS CONSULTANTS

3200 N. MAIN ST.
FINDLAY, OH 45840
(419) 423-5630

www.VanHornHoover.com
E-Mail: info@VanHornHoover.com



0 100 200
1 inch = 200 ft

PREPARED FOR:
The City
of Findlay

Pt. SW1/4,
Section 32, T2N, R11E,
Allen Township,
County of Hancock,
State of Ohio

Township Road 230 and
County Road 212

| MARK | DATE | DESCRIPTION |
|------|------|-------------|
| | | |
| | | |
| | | |

PLOTS/SCALE: 1:1

DRAWN: PCE CHECKED: DRG

DRAWING SCALE: 1" = 200'

DATE: August 31, 2023

JOB NUMBER: 2:proj01/2023
2023-buchanan annex.dwg

SHEET NUMBER: Sheet 1 of 1

12: W:\PROJECTS\2023\2023-08-31\2023-08-31\2023-08-31.dwg, 07/27/2023, 10:00 AM

ORDINANCE NO. 2024-046

AN ORDINANCE ACCEPTING AND APPROVING AN APPLICATION FOR ANNEXATION OF TERRITORY SITUATED IN THE TOWNSHIP OF ALLEN, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF THE SOUTHWEST QUARTER OF SECTION 32, T2N, R11E, A TRACT OF LAND CONSISTING OF 77.808 ACRES OF LAND, MORE OR LESS (HEREINAFTER REFERED TO AS THE COUNTY ROAD 230/212 (SHEETZ/HAT TRICK/BUCHANAN ANNEXATION)).

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

SECTION 1: That upon the application of all the owners of the following described territory, for annexation of the following described territory, situated in the Township of Allen County of Hancock and State of Ohio, to the City of Findlay, Ohio, and being described as follows:

Situated in the Township of Allen, County of Hancock, State of Ohio:

A complete legal description is attached hereto as Exhibit A.

SECTION 2: 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 _____

ENGINEERING • SURVEYING • GPS/GIS CONSULTING
 Findlay, OH • 3200 N. Main Street • 419-423-5630

VAN HORN



HOOPER

LEGAL DESCRIPTION

Pt. of the SW1/4, Section 32, T2N, R11E,
 Allen Township, Hancock County,
 State of Ohio
77.808 Acres

Buchanan Annexation

Situated in Allen Township, County of Hancock State of Ohio and being a part of the Southwest Quarter of Section 32, Township 2 North, Range 11 East, a Parcel of Land bounded and described as follows:

Beginning at a Railroad Spike found marking the northwest corner of the east half of the Southwest Quarter of Section 32, and being the PRINCIPAL POINT OF BEGINNING of said Parcel to be herein described;

Thence along the north line of said Southwest Quarter, also being the centerline of Township Road 99 (Variable R/W), S 88°36'07" E, a distance of 898.44 feet to a point marking the northwest corner of a Parcel of Land previously conveyed to John A. Heuerman, as per OR 2565, Page 5782 of the Hancock County deed records;

Thence along the west line of said Heuerman Parcel, S 00°54'35" W, a distance of 208.72 feet to the southwest corner of said Heuerman Parcel;

Thence along the south line of said Heuerman Parcel and as extended easterly, S 88°36'07" E, a distance of 417.44 feet to a point on the east line of the Southwest Quarter of said Section 32 and marking the southeast corner of a Parcel of Land previously conveyed to Jason W. and Amy S. Niese, as per OR 2597, Page 3196 of the Hancock County deed records;

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Thence along the south line of the Southwest Quarter of said section 32, and along said Corporation Line, N 88°17'26" W, a distance of 1317.20 feet to a point;

Thence crossing County Road 212 and along the east line of a Parcel of Land previously conveyed to Wells Fargo Bank Northwest, National Association, as per OR 2108, Page 559 of the Hancock County deed records, N 00°56'12" E, a distance of 2637.19 feet to the PRINCIPAL POINT OF BEGINNING,

Containing 77.808 Acres of land, more or less, all being subject to any prior easements of record or otherwise.

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

LEGAL DESCRIPTION

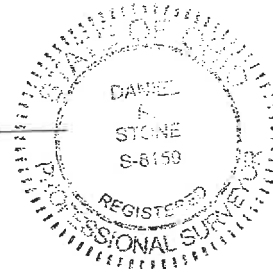
Pt. of the SW1/4, Section 32, T2N, R11E,
Allen Township, Hancock County,
State of Ohio
77.808 Acres

Buchanan Annexation

(Cont.)

This description was prepared in accordance with a Field Survey performed in June 2023 and prepared by Daniel R. Stone, Registered Surveyor #8159, 3200 N. Main Street, Findlay, Ohio, 45840.

Date: 31.06.2023



Survey and Legal Description by:

Daniel Stone

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

ORDINANCE NO. 2024-050

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

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

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

| | | |
|-------|---|---------------|
| FROM: | Water Fund | \$ 181,600.00 |
| TO: | Small Waterline Upgrades, <i>Project No. 35723800</i> | \$ 181,600.00 |
| FROM: | Revolving Loan Fund (RLF) | \$ 300,000.00 |
| TO: | Small Waterline Upgrades, <i>Project No. 35723800</i> | \$ 300,000.00 |

SECTION 2: That the Auditor of the City of Findlay, Ohio is hereby authorized to draw three hundred thousand dollars (\$300,000.00) from the Revolving Loan Fund Account held at Fifth Third Bank.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate and transfer funds so that the City of Findlay's portion of the project construction costs and allocated monies from the Revolving Loan Fund, as well as provide contingency for the project may be paid.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2024-056

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

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

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

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

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

SECTION 1: That the ordinances of the City of Findlay, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the 2024 Replacement Pages to the Codified Ordinances are hereby approved and adopted.

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

Traffic Code

- 301.35 School Bus. (Amended)
- 303.081 Impounding Vehicles on Private Residential or Agricultural Property. (Amended)
- 303.082 Private Tow-Away Zones. (Amended)
- 303.083 Impounding Vehicles on Public Property. (Amended)
- 303.09 Leaving Junk and Other Vehicles on Private or Public Property Without Permission or Notification. (Amended)
- 303.991 Committing an Offense While Distracted Penalty. (Amended)
- 331.35 Occupying Travel Trailer, Fifth Wheel Vehicle or Manufactured or Mobile Home While in Motion. (Amended)
- 331.38 Stopping for School Bus; Discharging Children. (Amended)
- 331.46 Restrictions on the Operation of School Buses. (Added)
- 333.01 OVI; Willful Misconduct; Speed. (Amended)
- 333.03 Maximum Speed Limits; Assured Clear Distance Ahead. (Amended)
- 333.09 Electronic Wireless Communication Device Use Prohibited While Driving. (Amended)
- 335.07 Driving Under Suspension or License Restriction. (Amended)
- 335.071 Driving Under OVI Suspension. (Amended)
- 335.072 Driving Under Financial Responsibility Law Suspension or Cancellation; Driving Under a Nonpayment of Judgment Suspension. (Amended)

Traffic Code (Cont.)

- 335.073 Driving Without Complying With License Reinstatement Requirements. (Amended)
- 335.074 Driving Under License Forfeiture or Child Support Suspension. (Amended)
- 337.16 Number of Lights; Limitations on Flashing, Oscillating or Rotating Lights. (Amended)
- 337.22 Windshield and Windshield Wiper; Sign or Poster Thereon. (Amended)
- 337.26 Child Restraint System Usage. (Amended)
- 337.32 Lights and Sign on Transportation for Preschool Children. (Added)
- 339.01 Permit Required to Exceed Load Limits. (Amended)
- 341.01 Commercial Drivers Definitions. (Amended)
- 341.04 Commercial Drivers Prohibitions. (Amended)
- 341.05 Criminal Offenses. (Amended)
- 351.04 Parking Near Curb; Handicapped Locations on Public and Private Lots and Garages. (Amended)

General Offenses Code

- 501.01 General Provisions and Penalty Definitions. (Amended)
- 501.99 Penalties for Misdemeanors. (Amended)
- 505.071 Cruelty to Companion Animals. (Amended)
- 505.12 Coloring Rabbits or Baby Poultry; Sale or Display of Poultry. (Amended)
- 505.17 Rights of Blind, Deaf or Hearing Impaired, or Mobility Impaired Person, or Trainer with Assistance Dog. (Added)
- 509.04 Disturbing a Lawful Meeting. (Amended)
- 509.06 Inducing Panic. (Amended)
- 509.11 Impeding Public Passage of an Emergency Service Responder. (Added)
- 513.01 Drug Abuse Control Definitions. (Amended)
- 513.03 Drug Abuse; Controlled Substance Possession or Use. (Amended)
- 513.04 Possessing Drug Abuse Instruments. (Amended)
- 513.12 Drug Paraphernalia. (Amended)
- 513.121 Marihuana Drug Paraphernalia. (Amended)
- 517.08 Raffles. (Amended)
- 521.11 Spreading Contagion. (Added)
- 525.05 Failure to Report a Crime, Injury or Knowledge of Death. (Amended)
- 525.15 Assaulting Police Dog or Horse or an Assistance Dog. (Amended)
- 529.02 Sales to and Use By Underage Persons; Securing Public Accommodations. (Amended)
- 529.07 Open Container Prohibited. (Amended)
- 533.01 Obscenity and Sex Offenses Definitions. (Amended)
- 533.06 Voyeurism. (Amended)
- 533.08 Procuring; Engagement in Sexual Activity for Hire. (Amended)
- 537.03 Assault. (Amended)
- 537.06 Menacing. (Amended)
- 537.07 Endangering Children. (Amended)
- 537.12 Misuse of 9-1-1 System. (Amended)
- 537.15 Temporary Protection Order. (Amended)

General Offenses Code (Cont.)

- 537.16 Illegal Distribution of Cigarettes, Other Tobacco Products, or Alternative Nicotine Products; Transaction Scans. (Amended)
- 545.05 Misdemeanor Theft. (Amended)
- 549.02 Carrying Concealed Weapons. (Amended)
- 549.04 Improperly Handling Firearms in a Motor Vehicle. (Amended)
- 549.10 Possessing Replica Firearm in School. (Amended)
- 549.12 Concealed Handgun Licenses; Possession of Revoked or Suspended License; Additional Restrictions; Posting Signs Prohibiting Possession. (Added)

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

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

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

PRESIDENT OF COUNCIL

PASSED _____

MAYOR

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

MAY 7, 2024

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MAY 7, 2024 MEETING.

RESOLUTIONS

014-2024 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

2024-058 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2024-059 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2024-060 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

2024-061 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

RESOLUTION NO. 014-2024

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 |
|--------------------------------------|----------------|--------------------------------------|----------------------------------|---------------|---|----------------------------|
| SPENGLER NATHANSON P L L | 268488 | 21005000-441400 | LAW DIRECTOR | \$16,615.00 | GEORGE MARTENS LITIGATION | NO PURCHASE ORDER PREPARED |
| INNOVATIVE SOFTWARE SERVICES INC. | 268460 | 27047000-441700 | CITY INCOME TAX | \$7,000.00 | INCOME TAX SETUP FOR VILLAGE OF MCCOMB | NO PURCHASE ORDER PREPARED |
| CUMMINS FACILITY SERVICES LLC | 268663 | 21022000-441101 & 21022000-441101 | PUBLIC BUILDING & ENGINEERING | \$6,196.00 | CLEANING FOR PUBLIC BUILDING AND ENGINEERING | NO PURCHASE ORDER PREPARED |

ORDINANCE NO. 2024-058

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: | Water Fund | \$ 38,000.00 |
| TO: | WTP Generator Replacement #35725300 | \$ 38,000.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that additional surge arresters and racking may be purchased in order for said generator and automatic transfer switch to properly function.

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. 2024-059

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: | Sewer Fund | \$ 275,000.00 |
| TO: | West Park Sanitary Extension-Septic Removal #35642500 | \$ 275,000.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds to cover construction costs and contingency for the aforementioned project.

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. 2024-060

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: | Water Fund | \$ 4,200.00 |
| TO: | Blanchard Street Waterline Phase II, <i>Project No. 35740500</i> | \$ 4,200.00 |
| FROM: | Water Fund | \$ 1,200.00 |
| TO: | Hemphill Waterline Replacement, <i>Project No. 35740300</i> | \$ 1,200.00 |

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate funds so that plans for the aforementioned project may be submitted to the EPA for approval in order to keep the project moving forward.

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. 2024-061

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) | \$ 2,288.94 |
| TO: | Police Department #21012000-other | \$ 2,288.94 |

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 City of Findlay Police 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 _____