

## FINDLAY CITY COUNCIL MEETING AGENDA

REGULAR SESSION

MAY 21, 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 May 7, 2024 Public Hearing minutes to rezone the Sheet/Hat Trick/Buchanan Annexation via Ordinance No. 2024-045.
- Acceptance or changes to the May 7, 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 – 2<sup>nd</sup> Street to 3<sup>rd</sup> Street

Melinda Speck is requesting a vacation of the east-west alley between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street between lots 5581 and 5582 in the Leiser Addition. This needs to be referred to City Planning Commission and Planning & Zoning Committee.

ORAL COMMUNICATIONS: none

### WRITTEN COMMUNICATIONS:

email from Steve Wilson – Performance R&D

### REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

**Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control** for Ralphs Appliance Inc. dba Ralphs Joy of Living, 1922 Tiffin Avenue, Findlay, Ohio for D5 and D6 liquor permits. This requires a vote of Council.

James H. Mathias, Chief of Police – Ralphs Appliance Inc. dba Ralphs Joy of Living, 1922 Tiffin Avenue, Findlay, Ohio.  
A check of the records shows no criminal record on the following:

Ralph C. Smothers II  
Julie A. Smothers

**Treasurer's Reconciliation Report** – April 30, 2024.

### A set of summary financial reports for April 30, 2024:

- Summary of Year-To-Date Information as of April 30, 2024
- Financial Snapshot for General Fund as of April 30, 2024
- Open Projects Report as of April 30, 2024
- Cash & Investments as of April 30, 2024

**Revolving Loan Fund minutes** – February 8, 2024.

**Design Review Board minutes** – January 10, 2024, February 28, 2024, March 13, 2024, May 8, 2024.

**Police Chief Mathias – Ohio Attorney General Law Enforcement Continuing Professional Training Grant**

The City of Findlay Police Department received fifteen thousand nine hundred eighteen dollars and twenty-four cents (\$15,918.24) check from the State of Ohio that will be deposited to the ORC Police Department Required Training Project. These funds will be used to fund outside training for Police Officers. Legislation to be appropriated from the Ohio Attorney General Law Enforcement Continuing Professional Training Grant to the Findlay Police Department Training Program is requested. Ordinance No. 2024-063 was created.

FROM: Ohio Attorney General Law Enforcement Continuing Professional Training Grant \$ 15,918.24  
TO: 2024 ORC Required PD Training (31940600) \$ 15,918.24

**Findlay Municipal Court Activities Report – April 2024.**

**Mayor Muryn – Hometown Hero Banner Program**

The City of Findlay ordered banners for the Hometown Hero Program to be hung from May 2024 through July 2024. Participants in the program paid a fee to the City to cover the cost of the banners which has been deposited in the General Fund. Legislation to appropriate funds is requested. Ordinance No. 2024-064 was created.

FROM: General Fund \$ 1,328.34  
TO: Mayor’s Office #21002000-other \$ 1,328.34

**Mayor Muryn – annual bids and contracts**

Each year, the City of Findlay formally bids a number of chemicals, materials and services. The contracts for these items run for a calendar year with option(s) to renew the contracts in one year increments. In July, a review and evaluation of the current contracts and contracted vendors will be conducted. For those contracts that will not be renewed, the City of Findlay will advertise and receive bids in October. Items that are normally bid each year include several chemicals used by the Water Treatment Plant and Water Pollution Control Center, materials, uniforms, services, and supplies. Legislation authorizing the Mayor and Service-Safety Director to contract these items is requested. Ordinance No. 2024-065 was created.

**City Engineer Kalb – Runway 7/25 Nav-Aid Rehab, Project No. 35234500 Reconfiguration Flight Inspection**

As part of the PAPI and REILs replacement project on Runway 7/25, the City of Findlay will be required to perform a flight inspection on Runway 7/25. This flight inspection is performed by the Federal Aviation Administration (FAA) and is reimbursable. As part of the agreement with the FAA, the City is required to prepay the entire estimated cost of the flight inspection prior to submitting for any reimbursements. To ensure that there are enough funds in the project to cover the estimated cost of the flight inspection, an appropriation of funds will need to be made. Legislation to appropriate and transfer funds is requested. Ordinance No. 2024-066 was created.

FROM: CIT Fund – Capital Improvement Restricted Account \$ 21,293.28  
TO: Runway 7/25 Nav-Aid Rehab, Project No. 35234500 \$ 21,293.28

**City Engineer Kalb – CDBG Critical Infrastructure Application Bernard Waterline Replacement and Carnahan Storm Sewer**

The City of Findlay Engineering Department is working with the Hancock Regional Planning Commission (HRPC) Office to submit two (2) applications to the Community Development Block Grant (CDBG) for the Critical Infrastructure Grant. As part of the allocation this year, the City will be able to submit two (2) applications for possible funding. In years past, the City has been awarded up to five hundred thousand dollars (\$500,000.00) for critical infrastructure projects. The first application will include the replacement of an existing 6-inch waterline on Bernard Avenue with a new 8-inch main line. Over the past couple of years this line has experienced a number of breaks. The second applications will include the replacement of a section of storm sewer on Carnahan Avenue. In the past week, the City of Findlay Sewer Department discovered a large hole in the 72—inch storm sewer. With this being a double lined brick sewer, a section of the storm line will need to be replaced to ensure there is an adequate pipe. Legislation authorizing City Representatives to execute the necessary grant application(s) and/or agreement(s) to receive the grant funding is requested. Resolution No. 015-2024 was created.

**Mayor Muryn – AMERICA 250-OH**

The City of Findlay is honored to be invited to be an America250 community by the Ohio Commission of the U.S. Semiquincentennial (ORC 149.309). The 29-member nonpartisan commission is charged with preparing the State to participate in the United States of America’s 250<sup>th</sup> anniversary which culminates on July 4, 2026. This multi-year effort is an opportunity to pause and reflect on our nations’ past, honor the contributions of all Americans, and look ahead toward the future we want to create. The City of Findlay looks forward to working with community partners to celebrate the story of Findlay, and from the Fort that founded us, to the people that make up our community today. Resolution No. 016-2024 was created.

**City Engineer Kalb – CDBG grant application – allocation Melrose Avenue multiuse path**

The City of Findlay Engineering Department is working with the Hancock Regional Planning Commission (HRPC) Office to submit an application to the Community Development Block Grant (CDBG) for allocation grant funds. With the allocation grant, the City will be allocate two hundred twenty-two thousand dollars (\$222,000.00) towards a project. As part of this year’s allocation, the City will be submitting an application to install a multiuse path on Melrose Avenue. This project was originally submitted to the Ohio Department of Transportation (ODOT) for Transportation Alternative Plan (TAP) funds, but recently found out that the project did not receive ODOT funding. Since this area is a highly traffic pedestrian corridor, these funds will help to construct a ten foot (10 ft) wide multiuse path from Crystal Avenue to Bright Road. Legislation authorizing City Representatives to execute the necessary grant application(s) and/or agreement(s) to receive the grant funding is requested. Resolution No. 017-2024 was created.

**Mayor Muryn – Hancock Wood Electric Cooperative Territorial Protection Franchise**

The Public Utilities Commission of Ohio (PUCO) establishes territories for electric providers across the State of Ohio. These territories can be found at <https://puco.ohio.gov/utilities/electricity/service-area-map/electric-certified-territories-web-mapping-application>. The majority of the City of Findlay is located within the American Electric Power (AEP) territory, however, due to a non-exclusive franchise agreement between the City of Findlay and Ohio Power Company (AEP) authorized under Ordinance No. 2009-013, AEP’s territory has expanded with the City of Findlay corporation limits. This has taken away parcels from the Hancock-Wood Electric Cooperative (HWE) territory. To protect the PUCO approved HWE territory and allow for competition, Mayor Muryn is requesting authorization to enter into a non-exclusive franchise agreement with HWE. This agreement would allow for HWE to provide services on properties currently within their territory even upon annexation into the City of Findlay. It would not allow HWE to take over service from AEP defined parcels unless both entities (HWE and AEP) agreed. Additionally, in the event HWE is unable to provide adequate service to a potential customer, and AEP could, HWE would be responsible for transferring that parcel to AEP to ensure that potential development is not hindered. Mayor Muryn believes this agreement is fair and appropriate for potential customers, electric providers, and is in the best interest of the City of Findlay as a whole. If Council would like this discussed at a committee, Mayor Muryn requests that it be sent to the PLANNING AND ZONING COMMITTEE as it is a planning matter. Ordinance No. 2024-067 was created.

**City Engineer Kalb – Rawson & Swale Restroom Construction (CDBG), Project No. 31933300**

In 2023, the City of Findlay received a CDBG-CV grant for the construction of new restroom facilities at Rawson and Swale Parks. This grant was able to cover one hundred percent (100%) of the design and construction cost for the new facilities. During excavation of the new foundations, there were a number of unexpected stumps and logs that were buried under the existing structures. This organic material will pose a problem with the new foundation, so the material was removed and Control Density Fill (CDF) was placed to give the foundation a strong base. At this time, there are not enough CDBG funds in the project to cover the additional work needed for the excavation and backfill. To ensure the City can compensate the contractor for the additional work, an appropriation from the Capital Fund will need to be made. Legislation appropriate and transfer funds is requested. Ordinance No. 2024-068 was created.

FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 70,000.00
TO:	Rawson & Swale Restroom Construction (CDBG), Project No. 31933300	\$ 70,000.00

**City Engineer Kalb – Third Capital Improvement Appropriation of 2024**

The third Capital Improvement allocation of the year is to transfer funds into capital projects in order to continue on with a couple of projects and to purchase a couple pieces of equipment. Legislation authorizing the Mayor, Service-Safety Director and/or City Engineer to advertise for bids and enter into contracts, as well as appropriate and transfer funds is requested. Ordinance No. 2024-069 was created.

FROM: CIT Fund – Capital Improvements Restricted Account	\$ 95,000.00
TO: Recreation Function #21044400-other	\$ 70,000.00
TO: Cemetery #21046000-other	\$ 25,000.00
FROM: CIT Fund – Capital Improvements Restricted Account	\$ 355,000.00
TO: 2024 Annual Street Resurfacing/Curb Repairs (38240100)	\$ 200,000.00
TO: File Scanning and Microfilm (31920800)	\$ 35,000.00
TO: Riverside Toy and Surface (31941100)	\$ 60,000.00
TO: Rawson/Cooper Ballfield Lighting Upgrade (31942300)	\$ 60,000.00

**Hancock Regional Planning Commission Director Cordonnier – Findlay Revolving Loan Fund for 50 North**

The Hancock Regional Planning Commission Office is the administrator of the Revolving Loan Fund (RLF) on behalf of the City of Findlay. HRPC is requesting that an ordinance be passed allowing the granting of up to \$165,000 Findlay RLF dollars for the replacement of a generator and installation of a security system at 50 North, as well as authorizing the submission of an application and execution of all necessary documents to the Office of Community Development for this project. The current generator at 50 North is almost 20 years old and continues to have multiple issues that require significant cost expenditures. Because 50 North is an emergency shelter within the City of Findlay and Hancock County, it is imperative for them to have a working generator. In addition, addressing significant safety issues is a priority for 40 North. Currently, there is a deficit in providing a safe environment for staff and community members. The security system installation will include access control with card readers, test program and training, and intrusion detection. A pre-application has been submitted to and approved by the Office of Community Development finding that these projects meet the minimum requirements for an RLF Community Development Project. As 50 North provides programs and services to seniors, the project therefore meets the national objective by serving elderly adults, a limited clientele presumed class. The City RLF Board met on May 10, 2024 to discuss the project and voted 3-1 in recommendation of the 50 North project. The RLF Board minutes are attached to this letter as referenced in Exhibit “A”. The total Findlay RLF balance is currently \$701,417.27. The unencumbered balance of the City RLF Program is \$401,417.27. HRPC Director/RLF Manager Cordonnier is confident that they can complete this Community Development project and still have adequate funds to assist small businesses in the City of Findlay. He is in support of the use of Findlay RLF dollars for this Community Development project. Ordinance No. 2024-070 was created.

**Mayor Muryn – CAV/FEMA floodplain regulations violations**

The City of Findlay is prepared to begin the process of bringing the properties identified by the Federal Emergency Management Agency (FEMA) during the City of Findlay’s Community Assistance Visit (CAV) into compliance. During the beginning phase, an elevation certificate will be created by a professional surveyor for approximately thirty-five (35) dwellings. The elevation certificate will verify and help determine what corrections will be needed in order to bring any properties with violations into compliance with floodplain regulations. Upon approval of this appropriation, the attached letter will be sent to impacted property owners. Legislation to appropriate funds is requested. Ordinance No. 2024-071 was created.

FROM: Stormwater Account	\$ 15,000.00
TO: Flood Plain/Storm Water Regulation Upgrades, Project No. 35512700	\$ 15,000.00

**City Auditor Staschiak – severance payout appropriation**

There have been several retirements that have already occurred and some that are scheduled to occur this year that were not included in the original budget figures because the City did not have written notification of the retirements at the time of budget development last fall. Legislation to appropriate funds is requested. Ordinance No. 2024-072 was created.

FROM:	Severance Payout Reserve Fund	\$ 357,900.00
TO:	Severance Payout Reserve #22090000-personal services	\$ 357,900.00

**Board of Zoning Appeals minutes – April 11, 2024.**

**COMMITTEE REPORTS:**

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

*We recommend adoption of revised Rules of Procedure for City Council meetings as is on a two month (4 meetings) trial basis.*

**LEGISLATION:**

**RESOLUTIONS:**

**RESOLUTION NO. 015-2024 requires three (3) readings** *first reading*  
*(CDBG Critical Infrastructure Application Bernard Waterline Replacement and Carnahan Storm Sewer)*

A RESOLUTION AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO FILE APPLICATIONS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR CRITICAL INFRASTRUCTURE GRANT FUNDS AND, IF AWARDED, TO SIGN A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT.

**RESOLUTION NO. 016-2024 (AMERICA 250-OH) requires three (3) readings** *first reading*

A RESOLUTION OF THE CITY OF FINDLAY, OHIO SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA 250-OH).

**RESOLUTION NO. 017-2024 requires three (3) readings** *first reading*  
*(CDBG Grant Application – Allocation Melrose Avenue Multiuse Path)*

A RESOLUTION AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR ALLOCATION GRANT FUNDS AND, IF AWARDED, TO SIGN A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT.

**ORDINANCES:**

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

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

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

**ORDINANCE NO. 2024-062** **requires three (3) readings** **second reading**  
(*Blanchard Street Waterline Replacement Phase II, OPWC*)  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-063** **requires three (3) readings** **first reading**  
(*Ohio Attorney General Law Enforcement Continuing Professional Training Grant*)  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-064** (*Hometown Hero Banner Program*) **requires three (3) readings** **first reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-065** (*annual bids and contracts*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS, WITH OPTION YEARS, FOR THE PURCHASE OF THE MATERIALS, CHEMICALS, AND SERVICE AGREEMENTS NEEDED BY THE VARIOUS DEPARTMENTS OF THE CITY OF FINDLAY, OHIO COMMENCING JANUARY 1, 2025, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-066** **requires three (3) readings** **first reading**  
(*Runway 7/25 Nav-Aid Rehab Reconfiguration Flight Inspection*)  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-067** (*HWE Cooperative Territorial Protection Franchise*) **requires three (3) readings** **first reading**  
AN ORDINANCE GRANTING TO HANCOCK WOOD ELECTRIC COOPERATIVE, INC., ITS SUCCESSORS AND ASSIGNS, THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES AND PUBLIC PLACES OF THE CITY OF FINDLAY, STATE OF OHIO, AND ITS SUCCESSORS, LINES FOR THE DISTRIBUTION OF ELECTRIC POWER AND ENERGY TO PARTS OF THE CITY OF FINDLAY AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER AND OTHER PURPOSES AND FOR THE TRANSMISSION OF THE SAME WITHIN, THROUGH OR ACROSS SAID CITY OF FINDLAY, STATE OF OHIO, SUBJECT TO AND IN COMPLIANCE WITH THE CERTIFIED TERRITORIES FOR ELECTRIC SUPPLIERS ACT (OHIO REVISED CODE SECTIONS 4933.81 TO 4933.90).

**ORDINANCE NO. 2024-068** **requires three (3) readings** **first reading**  
(*Rawson & Swale Parks restroom construction CDBG*)  
AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-069** (*third Capital Improvement appropriation of 2024*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO 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. 2024-070** (*Findlay RLF for 50 North*) **requires three (3) readings** **first reading**  
AN ORDINANCE AUTHORIZING TO UTILIZE CITY OF FINDLAY REVOLVING LOAN FUND DOLLARS FOR 50 NORTH PROJECTS, AUTHORIZING THE SUBMISSION OF AN APPLICATION AND EXECUTION OF ALL NECESSARY DOCUMENTS TO THE OFFICE OF COMMUNITY DEVELOPMENT, APPROPRIATING AND TRANSFERRING FUNDS THERETO.

**ORDINANCE NO. 2024-071** (*CAV/FEMA floodplain regulations violations*) **requires three (3) readings** **first reading**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2024-072** (*severance payout appropriation*) **requires three readings**  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

***first reading***

**UNFINISHED BUSINESS:**

***OLD BUSINESS***

***NEW BUSINESS***



# ALLEY/STREET VACATION PETITION CITY OF FINDLAY

(Revised May 2017)

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

FEE PAID:

\$

ADVERTISING AND FILING FEES PAID

\$

DATE: 5, 9-24

DATE:

/ /

We, the undersigned being owners of property abutting the requested \_\_\_\_\_ vacation shown on the attached plat, respectfully petition.  
street or alley

Your Honorable Body to vacate the alley described as:  
street/alley

vacating East to west Alley way Between 2<sup>nd</sup> and 3<sup>rd</sup> Street. Totaling 161.75 of Alleyway

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

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

We agree to pay all costs 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 NO.
GARY R. CRAMER Gary R. Cramer	340 MIDLAND AVE	5524-5525
Angie McColley angie mccolley	1101 Grace land Ave.	5586-5588
Melinda C Speck melinda speck	814 3rd St	5578-5581

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 funning 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 form 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 place 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 required 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 Owner Melinda Speck

Name of Contact Person if other than owner John Wetmore  
(a letter granting person to act on owner's behalf must accompany application if not signed by owner)

Mailing Address 814 3rd st findlay ohio 45840

Phone No. (Home) (419) 890-7518 (Business) ( ) -

Email: Speckm28@gmail.com

5, 9, 24  
Date

Melinda Speck  
Signature of contact person

**OFFICE USE ONLY**

\$75.00 fee paid \_\_\_\_\_ Applicable Advertising and Filing Fees Paid \_\_\_\_\_

Date Petition Submitted to City Council  / /

Referral to Planning Commission \_\_\_\_\_ Referral to Planning & Zoning \_\_\_\_\_

Planning Commission \_\_\_\_\_ Disposition \_\_\_\_\_

Planning & Zoning \_\_\_\_\_ Disposition \_\_\_\_\_

Public Hearing Date Set by Council \_\_\_\_\_

Date of Newspaper Notice \_\_\_\_\_  
(must be mailed at least 30 days prior to hearing)

Date of Notice to Abutting Property Owners \_\_\_\_\_  
(must be mailed at least 20 days prior to hearing)

Referred for Legislation: \_\_\_\_\_

Date of Readings by Council:  
First  / / Second  / / Third  / /

Action by Council: \_\_\_\_\_ Ordinance No. \_\_\_\_\_



## Denise Devore

---

**From:** Christina Muryn  
**Sent:** Thursday, May 9, 2024 10:38 AM  
**To:** Denise Devore  
**Subject:** FW: Performance R&D

Denise,

Please include this in the next council packet as written communication from Mr. Wilson.

### Mayor Christina Muryn

City of Findlay, Ohio  
Phone: 419-424-7137  
<http://www.findlayohio.gov>



*Enduring stewardship dedicated to service and safety for citizens,  
promoting Findlay as the premier place for growth and opportunity.*

**From:** Christina Muryn  
**Sent:** Thursday, May 9, 2024 10:37 AM  
**To:** Beth Warnecke <bwarnecke@findlayohio.gov>; Brian Bauman <bbauman@findlayohio.gov>; Daniel DeArment <ddearment@findlayohio.gov>; Dennis Hellmann <dhellmann@findlayohio.gov>; Grant Russel <grussel@findlayohio.gov>; Holly Frische <hfrische@findlayohio.gov>; Jeff Wobser <jwobser@findlayohio.gov>; Jim Niemeyer <JNiemeyer@findlayohio.gov>; John Harrington <jharrington@findlayohio.gov>; Joshua Palmer <jpalmer@findlayohio.gov>; Randy Greeno <rgreeno@findlayohio.gov>  
**Cc:** Robert Martin <rmartin@findlayohio.gov>; Jeremy Kalb <jkalb@findlayohio.gov>; James Staschiak <jstaschiak@findlayohio.gov>; Don Rasmussen <drasmussen@findlayohio.gov>  
**Subject:** Performance R&D

Council please see the below email from Mr. Wilson.

### Mayor Christina Muryn

City of Findlay, Ohio  
Phone: 419-424-7137  
<http://www.findlayohio.gov>



*Enduring stewardship dedicated to service and safety for citizens,  
promoting Findlay as the premier place for growth and opportunity.*

**From:** Steve Wilson <scwilson@fbfalls.com>  
**Sent:** Wednesday, May 8, 2024 11:25 AM  
**To:** Christina Muryn <cmuryn@findlayohio.gov>  
**Cc:** Kathy Launder <klauder@findlayohio.gov>; Robert Martin <rmartin@findlayohio.gov>  
**Subject:** Re: [EXTERNAL]Parking MOU

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

I had a few minutes to watch the Council Meeting. Contrary to the statement from an elected County Official, and I think you already know this, the Performance R&D purchase is absolutely for Flood Mitigation. We will be removing 6,000 cubic yards of material from the property. The bike path is ancillary.

Thanks again for your help with this.

Steven C Wilson, PE, PS  
419/957-6844

May 7, 2024

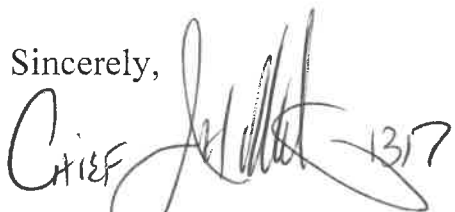
The Honorable Council:

A check of the records of this office shows no current criminal record on the following:

Ralph C. Smothers II  
Julie A. Smothers

Ralphs Appliance Incorporated DBA Ralphs Joy of Living, 1922 Tiffin Avenue, Findlay, OH 45840

Sincerely,

 1317

James H. Mathias  
Chief of Police

POLICE NOTIFICATION

TO

7162044 <small>PERMIT NUMBER</small>		TFOL <small>TYPE</small>	RALPHS APPLIANCE INC DBA RALPHS JOY OF LIVING 1922 TIFFIN AVE FINDLAY, OH, 45840	<b>RECEIVED</b>  MAY - 2 2024  FINDLAY POLICE DEPT
ISSUE DATE 09/06/2023				
FILING DATE D5 D6 <small>PERMIT CLASSES</small>				
32 <small>TAX DISTRICT</small>	044	F030071 <small>RECEIPT NO.</small>		

FROM 04/26/2024

2716880 <small>PERMIT NUMBER</small>		REN <small>TYPE</small>	FINDLAYS FINEST LLC SUITE A & PATIO 1926 TIFFIN AV FINDLAY, OH, 45840
ISSUE DATE 06/01/2023			
FILING DATE 06/07/2023			
D5 D6 <small>PERMIT CLASSES</small>			
32 <small>TAX DISTRICT</small>	044	D084408 <small>RECEIPT NO.</small>	



This notice is sent to you in compliance with Section 4303.26 of the Ohio Revised Code and will serve as official notification of the filing of a permit application.

Depending on the applicant's business entity, enclosed please find a copy of the pending applicant's ownership disclosure form 4029 (Non Profit Entity Disclosure), Form 4030 (Stockholder Disclosure), Form 4031 (Partnership Disclosure), or Form 4032 (Limited Liability Company Disclosure) which lists those individuals who will have an interest in the above captioned permit.

**In some instances, the Division will require a background check to be completed by your agency. If enclosed, please complete the Personal History Police Check(s) and return it/them in the enclosed postage paid envelope. If needed, we will submit the forms once received from the applicant at a later date for completion.**

The chief police officer of each political subdivision may appear and testify in person or through a representative at any hearing held on the advisability of the issuance or transfer to a permit. However, Section 4303.26 O.R.C. DOES NOT give the police officer the right to request a hearing. If a hearing is desired, the chief police officer should contact the legislative authority (City or Village Council, or Board of County Commissioners, or Board of Township Trustees) and have that entity request a hearing.

The police department may submit any information to the Division relevant to the issuance or transfer of the permit, even if a formal hearing is not requested and conducted. This should be done by a separate letter with supporting documentation. The Division appreciates your statements and concerns regarding the pending application.

Licensing Section

CERTIFIED MAIL  
 RETURN RECEIPT REQUESTED

FINDLAY POLICE DEPT  
 318 DORNEY PLAZA - RM 207  
 FINDLAY OHIO 45840





# 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 April 30, 2024

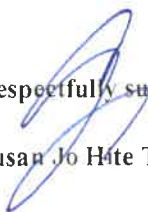
Susan Jo Hite • Findlay City Treasurer

### TREASURER

Fifth Third Initial Balance	3,335,149.13
- Withdrawals ()	(10,602,524.35)
+ Deposits	12,065,413.90
	<u>4,798,038.68</u>
(-Outstanding Checks)	(117,375.99)
Deposit in Transit	1,252.00
Deposit in Transit	6,315.50
Correction Pending	(100.00)
Correction Pending	<u>(30.00)</u>
Treasurer's Checking Bal	4,688,100.19
Investment Principal	103,665,776.33
Accrued Interest	
Treasurer's Total Cash and Investments	108,353,876.52

### AUDITOR

Auditor's Checking Bal	4,688,100.19
Auditor's Total Cash and Investments	108,353,876.52

Respectfully submitted,  
  
Susan Jo Hite Treasurer





# AUDITOR'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7101 • Fax: 419-424-7866  
[www.findlayohio.com](http://www.findlayohio.com)

**JIM STASCHIAK II**  
CITY AUDITOR

Monday, May 06, 2024

The Honorable Council  
Findlay, Ohio

Council Members,

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

Summary of Year-To-Date Information as of April 30<sup>th</sup>, 2024  
Financial Snapshot for General Fund as of April 30<sup>th</sup>, 2024  
Open Projects Report as of April 30<sup>th</sup>, 2024  
Cash & Investments as of April 30<sup>th</sup>, 2024

Respectfully Submitted,

A handwritten signature in blue ink, which appears to read 'Jim Staschiak II', is written over a large, faint watermark of the same signature.

Jim Staschiak II  
City Auditor

**CITY OF FINDLAY**  
**SUMMARY OF YEAR-TO-DATE INFORMATION AS OF APRIL 30, 2024**

	<b>EXPENDITURE BUDGET</b>	<b>Y-T-D EXPENSED</b>	<b>Y-T-D %</b>	<b>ANNUAL REVENUE BUDGET</b>	<b>Y-T-D RECEIVED</b>	<b>Y-T-D %</b>
COUNCIL	271,553	82,574	30.4%	2,500	475	19.0%
MAYOR'S OFFICE	447,083	130,135	29.1%	2,900	2,700	93.1%
AUDITOR'S OFFICE	985,566	218,520	22.2%	553,298	149	0.0%
TREASURER'S OFFICE	34,363	8,427	24.5%	-	-	0.0%
LAW DIRECTOR	937,606	260,393	27.8%	140,900	33,806	24.0%
MUNICIPAL COURT	2,958,774	852,574	28.8%	1,411,800	575,779	40.8%
CIVIL SERVICE OFFICE	147,711	25,254	17.1%	30,000	3,187	100.0%
PLANNING & ZONING	158,262	69,308	43.8%	-	-	0.0%
COMPUTER SERVICES	725,536	240,298	33.1%	715,718	596	0.1%
GENERAL EXPENSE	5,724,244	2,706,774	47.3%	-	-	0.0%
GENERAL REVENUE	-	-	0.0%	29,036,633	8,979,677	30.9%
POLICE DEPARTMENT	10,058,969	3,005,345	29.9%	519,056	179,101	34.5%
DISASTER SERVICES	63,844	46,093	72.2%	-	-	0.0%
FIRE DEPARTMENT	9,326,812	2,830,826	30.4%	337,000	52,115	15.5%
DISPATCH CENTER	1,424,988	446,135	31.3%	30,000	30,000	0.0%
HUMAN RESOURCES	221,526	53,013	23.9%	-	-	0.0%
SERVICE DIRECTOR	375,250	65,404	17.4%	-	-	0.0%
ENGINEERING OFFICE	972,128	254,143	26.1%	244,500	58,807	24.1%
PUBLIC BUILDING	821,817	140,513	17.1%	-	54	0.0%
ZONING	411,867	81,642	19.8%	70,000	18,205	26.0%
PARK MAINTENANCE	1,660,856	442,540	26.6%	144,638	2,180	1.5%
RESERVOIR RECREATION	20,311	2,962	14.6%	-	-	0.0%
RECREATION FUNCTIONS	1,186,060	298,915	25.2%	936,388	246,862	26.4%
CEMETERY DEPARTMENT	646,528	153,824	23.8%	184,600	30,128	16.3%
<b>TOTAL GENERAL FUND</b>	<b>39,581,654</b>	<b>12,415,611</b>	<b>31.4%</b>	<b>34,359,931</b>	<b>10,213,819</b>	<b>29.7%</b>

CONTINUED ON REVERSE

	<b>EXPENDITURE BUDGET</b>	<b>Y-T-D EXPENSED</b>	<b>Y-T-D %</b>	<b>ANNUAL REVENUE BUDGET</b>	<b>Y-T-D RECEIVED</b>	<b>Y-T-D %</b>
SCM&R STREETS	4,091,432	1,182,975	28.9%	3,643,701	1,171,056	32.1%
TRAFFIC-SIGNALS	549,778	179,430	32.6%	-	1,545	0.0%
<b>TOTAL SCM&amp;R FUND</b>	<b>4,641,210</b>	<b>1,362,406</b>	<b>29.4%</b>	<b>3,643,701</b>	<b>1,172,600</b>	<b>32.2%</b>
SCM&R HIWAYS	196,095	104,806	53.4%	206,020	67,811	32.9%
<b>TOTAL SCM&amp;R HIWAYS FUND</b>	<b>196,095</b>	<b>104,806</b>	<b>53.4%</b>	<b>206,020</b>	<b>67,811</b>	<b>32.9%</b>
AIRPORT OPERATIONS	1,470,456	382,977	26.0%	1,342,062	350,444	26.1%
<b>TOTAL AIRPORT FUND</b>	<b>1,470,456</b>	<b>382,977</b>	<b>26.0%</b>	<b>1,342,062</b>	<b>350,444</b>	<b>26.1%</b>
WATER TREATMENT	4,953,264	1,066,199	21.5%	44,258	36,414	82.3%
WATER DISTRIBUTION	2,926,787	555,042	19.0%	79,200	40,408	51.0%
UTILITY BILLING	1,961,183	489,883	25.0%	12,331,546	3,197,345	25.9%
SUPPLY RESERVOIR	1,520,179	137,703	9.1%	23,126	2,712	11.7%
<b>TOTAL WATER FUND</b>	<b>11,361,413</b>	<b>2,248,827</b>	<b>19.8%</b>	<b>12,478,130</b>	<b>3,276,879</b>	<b>26.3%</b>
SANITARY SEWER MAINT	1,902,970	322,001	16.9%	1,000	10	1.0%
STORMWATER MAINT	320,506	63,940	19.9%	800,800	266,302	33.3%
WATER POLLUTION CONTROL	3,920,393	767,197	19.6%	9,545,983	3,225,038	33.8%
<b>TOTAL SEWER FUND</b>	<b>6,143,869</b>	<b>1,153,138</b>	<b>18.8%</b>	<b>10,347,783</b>	<b>3,491,351</b>	<b>33.7%</b>
PARKING	120,589	37,667	31.2%	95,781	39,238	41.0%
<b>TOTAL PARKING FUND</b>	<b>120,589</b>	<b>37,667</b>	<b>31.2%</b>	<b>95,781</b>	<b>39,238</b>	<b>41.0%</b>
SWIMMING POOL	185,265	39,532	21.3%	170,097	170,097	100.0%
<b>TOTAL SWIMMING POOL FUND</b>	<b>185,265</b>	<b>39,532</b>	<b>21.3%</b>	<b>170,097</b>	<b>170,097</b>	<b>100.0%</b>
CIT ADMINISTRATION	24,772,646	6,029,056	24.3%	29,381,000	14,505,856	49.4%
<b>TOTAL CIT FUND</b>	<b>24,772,646</b>	<b>6,029,056</b>	<b>24.3%</b>	<b>29,381,000</b>	<b>14,505,856</b>	<b>49.4%</b>

**SNAPSHOT Revenues/Expenditures & Key Balances Snapshot PROJECTED:**

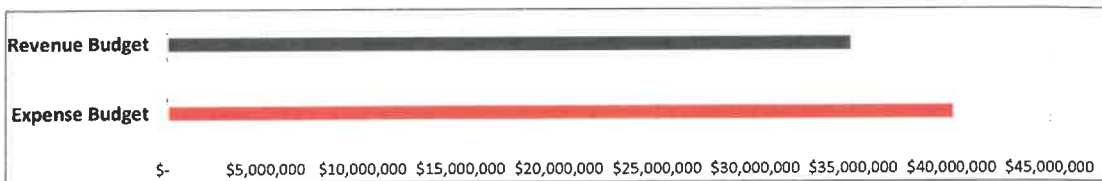
4/30/2024

**GENERAL FUND REVENUES & EXPENSES**

Prior Year Ending Cash Balance – Unappropriated		\$	30,547,996
Revenue and Receipts Projection General Fund	\$	34,867,718	
Expenses Appropriated General Fund <i>(assumes \$0.00 returned by departments)</i>	\$	<u>40,059,546</u>	

**BUDGETED OPERATIONAL SURPLUS/(DEFICIT)** (5,191,828)

**BUDGETED UNENCUMBERED YEAR END GENERAL FUND BALANCE** \$ 25,356,168



**MONITORING INTANGIBLE / ANTICIPATED ITEMS**

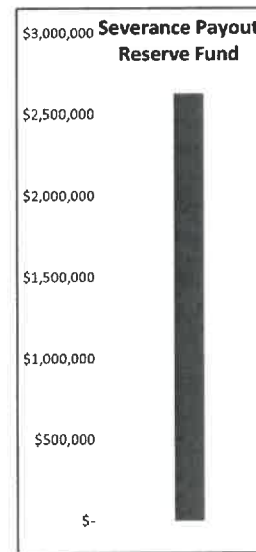
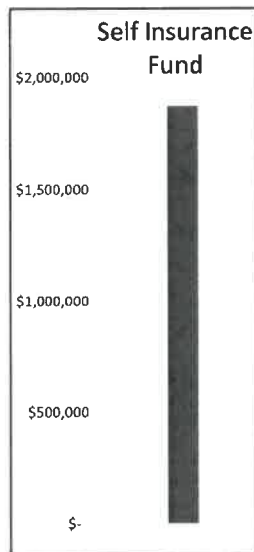
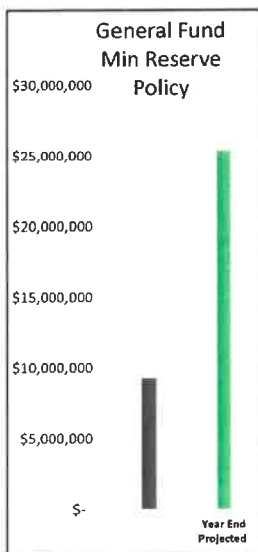
**POSSIBLE**

**LIKELY**

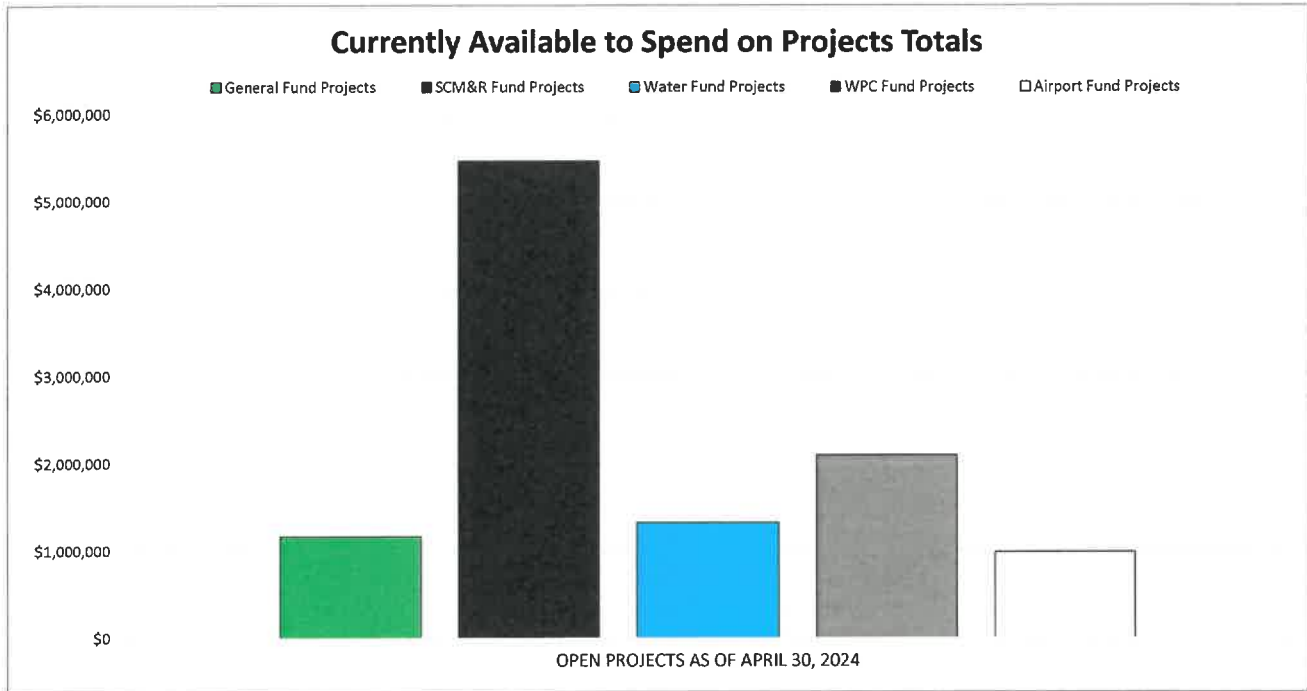
- Revenue Differential + / (-)
- Expense Differential + / (-)
- Additional Capital Improvements Plan General Fund Dollars
- Fund Subsidies + / (-)

**FINANCIAL POLICY AMOUNTS**

			<b>Year End Projected</b>	<b>Over/(Short)</b>
Minimum Reserve Balance General Fund	\$	9,311,758	\$ 25,356,168	<b>\$16,044,410</b>
General Fund Rainy Day Reserve Account <i>(to be adjusted in February)</i>			\$ 2,096,404	
Self Insurance Fund			\$ 1,873,429	
Severance Payout Reserve Fund & Potential Retirements			\$ 2,629,098	



**CITY OF FINDLAY  
OPEN PROJECTS AS OF APRIL 30, 2024**



PROJECT NUMBER	PROJECT NAME	TOTAL APPROPRIATED	TOTAL EXPENSED	TOTAL PENDING PURCHASE ORDERS	CURRENTLY AVAILABLE TO SPEND
		INCEPTION TO DATE	INCEPTION TO DATE		
31912000	PARKER TRAINING/RESTROOM REMODEL	322,559	139,355	149,624	33,580
31912500	TRAFFIC/FABRICATION SHOP	97,750	97,134	360	256
31912800	TYLER EXECUTIME IMPLEMENTATION	150,000	134,464	15,537	-
31913700	DOWNTOWN RECREATION AREA	1,605,775	174,555	1,166,220	265,000
31920700	22 ORC REQUIRED PD TRAINING	24,203	23,226	-	977
31920800	ENG/ZONING FILE SCANNING	92,000	72,414	9,544	10,042
31921900	SECURITY CAMERAS	91,130	88,370	1,171	1,589
31922200	2022 GIS FUNCTIONALITY GROWTH	80,000	47,912	30,046	2,042
31922400	MUNI BLDG BATHROOM UPGRADES	50,000	17,662	-	32,338
31923000	CUBE BLDG GENERATOR	165,000	-	127,837	37,163
31924300	RIVERSIDE DAM MODIFICATIONS	80,000	79,671	329	(0)
31924500	PARK/AIR RESTROOM CDBG	222,000	141,089	8,185	72,726
31924800	MLK MURAL	15,000	-	-	15,000
31925000	CITY ADA TRANSITIONAL PLAN	300,000	62,520	236,280	1,200
31925100	CITY RESTROOM ACCESSIBILITY	45,000	17,370	430	27,200
31925400	TECHNOLOGY IMPROVMENTS	70,000	69,295	-	705
31925600	TREE PLANTING	100,000	75	21,907	78,018
31925800	DEMOLITION PROGRAM	400,000	120,000	-	280,000
31931200	EMORY FT FINDLAY PLAY UPGRADE	620,000	60,677	158,181	401,141
31931300	2023 ENGINEERING REMODEL	68,000	67,724	270	6

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED INCEPTION TO DATE	EXPENSED INCEPTION TO DATE	PENDING PURCHASE ORDERS	AVAILABLE TO SPEND
31931800	RESERVOIR DOCKS	70,000	-	67,887	2,113
31931900	GREENWAY TRAIL P3	285,000	182,296	88,554	14,150
31932100	DARK DISPATCH UPGRADES	20,000	12,415	2,927	4,658
31932200	REMOTE OFFICES DOOR LOCKS	75,000	5,566	2,124	67,310
31932400	REPLACE BACKUP SERVER/NETWORK	45,000	34,357	-	10,643
31932600	2024 ARPA POLICE VEHICLES	322,500	203,351	85,694	33,455
31932700	2023 SIDEWALK IMPROVEMENTS	40,000	-	-	40,000
31933000	PHASE 2 BENCHING ENVIRONMENTAL	105,000	100,158	4,842	-
31933200	PD QUICK RESPONSE GRANT FY2022	62,500	30,315	32,185	-
31933300	RAWSON/SWALE RESTROOM RECON	996,400	85,776	907,472	3,153
31933400	RAWSON PARK TENNIS COURTS	45,000	40,781	-	4,219
31933900	FFD PUCO HAZMAT TRAINING GRANT	23,500	11,750	11,750	-
31934000	SOLAR ECLIPSE 2024	20,000	16,441	1,041	2,518
31934300	BULK TRASH & TIRE DROPOFF (ARPA)	20,000	10,421	9,579	-
31934600	BROAD AVENUE BIKE PATH	150,000	-	-	150,000
31934700	HPD GRANT 2024	22,000	22,000	-	-
31940600	2024 ORC REQUIRED PD TRAINING	53,915	-	-	53,915
31940700	POLICE PATROL CAR CAMERA SYSTEM	54,494	-	-	54,494
31940900	FFD 1 AIR CONDITIONER REPLACEMENT	25,500	-	25,500	-
31941100	RIVERSIDE PARK TOY/SURFACE	150,000	-	-	150,000
31941200	WEST PARK TOY	30,000	-	-	30,000
31942600	SUTPHEN FIRE TRUCK PURCH 2024	1,600,000	-	1,501,302	98,698
31948200	OHIO 629 - MARATHON	250,000	24,026	10,000	215,974
31955300	ROWMARK 629 ROADWORK	100,000	1,516	-	98,484
31966800	2017 ORC PD REQUIRED TRAINING	39,556	13,270	6,372	19,914
31977900	PUBLIC SAFETY SOFTWARE SYSTEM	731,770	729,301	2,086	383
31993800	RVR GREENTRAIL TO RIVERBEND	3,274,509	3,231,180	11,990	31,339
31994900	FIRE STRICT FACILITY	2,440,500	2,391,640	44,714	4,146
<b>GENERAL FUND PROJECTS</b>		<b>15,650,561</b>	<b>8,560,072</b>	<b>4,741,940</b>	<b>2,348,549</b>
32542300	OIL DITCH CLEANING	170,000	-	-	170,000
32549500	HOWARD RUN DITCH CLEANING	6,000	-	-	6,000
32811100	I75/CR99 INTERCHANGE PID10237	420,000	420,000	-	-
32821400	HAN-INTERSTATE & FHS TRAILS	201,000	160,887	28,513	11,600
32823100	S MAIN/HARDIN INTERSECTION	160,000	110,207	31,988	17,805
32823200	S MAIN/CRAWFORD INTERSECTION	140,000	89,951	29,462	20,587
32823400	W MAIN CROSS/CORY INTERSECTION	143,000	96,633	34,838	11,530
32830300	2023 STREET PREV MAINT	625,000	611,037	2,087	11,876
32831600	S WEST/MAIN CROSS INTERSECTION	175,000	53,039	97,400	24,562
32833800	ODOT FY24 BIGELOW RESURFACING	876,288	305	684,743	191,240
32840100	24 STREET RESURFACING/CURB	1,668,000	297,757	756,752	613,491
32840200	HAN US68/SR15 INTERCHANGE	575,000	538,317	-	36,683
32852700	W SANDUSKY/WESTERN AVENUE	190,000	113,433	3,642	72,925
32864600	CR212/CR236 WIDENING	3,667,500	228,549	22,952	3,415,999
32876000	BLANCHARD/LINCOLN BIKE LANE	3,471,500	2,600,221	7,886	863,394
<b>SCM&amp;R FUND PROJECTS</b>		<b>12,488,288</b>	<b>5,320,335</b>	<b>1,700,262</b>	<b>5,467,690</b>

PROJECT NUMBER	PROJECT NAME	TOTAL	TOTAL	TOTAL	CURRENTLY
		APPROPRIATED	EXPENSED	PENDING	AVAILABLE
		INCEPTION TO DATE	INCEPTION TO DATE	PURCHASE ORDERS	TO SPEND
35222100	TERMINAL BLDG MOVE/REHAB	126,000	119,842	3,744	2,413
35224000	AIP-33 NORTH APRON REHAB CONS	2,283,995	2,016,267	213,386	54,342
35225200	AIP-35	505,671	233,219	72,366	200,086
35231700	AIRPORT FUEL FARM REPAIRS	100,000	56,500	-	43,500
35232300	AIRPORT SNOW REMOVAL EQUIP BLDG	250,000	384	-	249,616
35234200	AIP-34	323,000	141,580	175,220	6,200
35234500	RUNWAY 7/25 NAV-AID REHAB	490,400	325	81,175	408,900
35241000	AIRPORT SHOP ROOF REPLACEMENT	20,000	-	-	20,000
	<b>AIRPORT FUND PROJECTS</b>	<b>4,099,066</b>	<b>2,568,117</b>	<b>545,891</b>	<b>985,058</b>
35512100	WASHINGTON AVE STORM UPGRADE	40,000	19,053	9,900	11,047
35611600	SPRINGLAKE SANITARY UPGRADE	625,000	542,430	32,250	50,320
35626200	CSO LTC PLAN AMENDMENT 22	390,000	354,055	11,120	24,825
35630100	WPC AUTOMATIC TRANSFER SWITCH	300,000	221,819	33,450	44,731
35631500	PROJECT HAT TRICK	3,000,000	1,110,427	64,989	1,824,585
35633600	2023 ANNUAL SEWER & MANHOLE	702,000	127,848	534,807	39,345
35633700	2023 LARGE DIAMETER SWR CLEAN	2,000	-	-	2,000
35641300	24 MANHOLE ADJUST PROGRAM	100,000	-	-	100,000
35642500	WEST PARK SEPTIC REMOVAL	1,000	-	500	500
	<b>SEWER FUND PROJECTS</b>	<b>5,160,000</b>	<b>2,375,631</b>	<b>687,016</b>	<b>2,097,353</b>
35710100	RECTOR AVE WATERLINE REPLACE	444,147	379,380	-	64,767
35723800	SMALL WATERLINE UPGRADES	505,000	21,503	15,000	468,497
35725300	WTP GENERATOR	1,685,000	6,628	1,676,419	1,953
35730800	LAUREL LANE W/L REPLACEMENT	130,000	65,458	37,527	27,015
35732500	23 BILLING/DIST ROOF REPLACE	155,000	69,292	85,677	31
35732900	EAST ST W/L REPAIR	2,000	-	-	2,000
35740300	HEMPHILL W/L REPLACEMENT	2,000	413	500	1,087
35740400	S WEST ST W/L REPLACEMENT	2,000	-	500	1,500
35740500	BLANCHARD ST WATERLINE PH 2	2,000	1,462	750	(212)
35740800	WTP ROOF REPLACEMENT 2024	451,000	-	-	451,000
35781800	WTP SCADA SYSTEM UPGRADES	585,600	540,850	26,865	17,885
35782800	RESERVOIR TRANSFER LINE REHAB	1,957,881	153,444	1,752,316	52,121
35783300	WATER METER SYSTEM REPLACE	4,723,622	1,267,622	3,267,147	188,853
35790800	WTP CO2 TANKS REPLACEMENT	1,250,000	52,701	1,149,464	47,835
	<b>WATER FUND PROJECTS</b>	<b>11,895,250</b>	<b>2,558,752</b>	<b>8,012,166</b>	<b>1,324,332</b>

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

THIS PAGE LEFT BLANK INTENTIONALLY.



CITY OF FINDLAY  
**CASH & INVESTMENTS AS OF APRIL 30, 2024**

<u>AMOUNT</u>	<u>DESCRIPTION AND COUPON RATE</u>	<u>BANK/FIRM</u>
\$ 1,964,000.00	STAR OHIO @ 5.460%	
134,104.26	STAR OHIO @ 5.460%	
51,003,500.00	STAR OHIO @ 5.460%	
1,682,101.75	STAR OHIO @ 5.460%	
44,505,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
946,835.94	US TREASURY @ 0.250% COUPON	HUNTINGTON BANK
982,460.94	US TREASURY @ 2.500% COUPON	HUNTINGTON BANK
995,234.38	US TREASURY @ 4.250% COUPON	HUNTINGTON BANK
962,539.06	US TREASURY @ 2.375% COUPON	HUNTINGTON BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 4.290%	PREMIER BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 5.000%	WATERFORD BANK
<hr/>		
\$ 103,665,776.33	INVESTMENT TOTAL	
4,688,100.19	5/3 BANK ACCOUNT BALANCE	
-	ACCRUED INVESTMENT INTEREST	
<hr/>		
<b><u>\$ 108,353,876.52</u></b>	<b>TOTAL CASH &amp; INVESTMENTS</b>	

**UNAPPROPRIATED FUND BALANCES (CURRENT CASH BALANCES ON REVERSE)**

GENERAL	\$ 25,356,168
SCM&R	1,285,981
SCM&R HIWAY	411,509
SEVERANCE PAYOUT RESERVE	2,629,098
ARPA	63,402
AIRPORT	288,239
WATER	7,586,684
SEWER	14,900,662
STORMWATER	2,303,034
PARKING	37,019
CIT ADMINISTRATION	964,794
CIT CAPITAL IMPROVEMENT	6,740,193
CIT FLOOD MITIGATION	2,500,000

CITY OF FINDLAY

**BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF APRIL 30, 2024**

\$ 30,503,040.09	General Fund
2,096,403.85	General Fund Restricted Rainy Day
5,700,032.74	General Fund Projects
1,589,846.40	SCM&R Fund
4,526,082.58	SCM&R Fund Projects
-	County Permissive License Fund
363,830.44	State Highway Fund
934.39	Law Enforcement Trust Fund
3,044.03	Drug Law Enforcement Trust Fund
367,178.44	ID Alcohol Treatment Fund
58,798.78	Opioid Abatement Fund
74,799.90	Enforcement & Education Fund
1,088,365.65	Court Special Projects Fund
184,958.25	Court Computerization Fund
2,109.56	METRICH Drug Law Enforcement Trust Fund
182,956.00	Alcohol Monitoring Fund
196,462.26	Mediation Fund
96,954.67	Electronic Imaging Fund
9,594.13	Legal Research Fund
2,617,182.90	Severance Payout Fund
63,402.31	ARPA Fund
552,895.24	Debt Service Fund
22,570.02	CR 236 TIF Fund
1,144,282.11	Municipal Court Improvement Fund
429,178.44	Airport Fund
523,524.04	Airport Fund Projects
7,346,867.58	Water Fund
938,167.97	Water Fund Restricted
6,984,943.83	Water Fund Projects
13,730,007.15	Sewer Fund
5,244,359.74	Sewer Fund Restricted
2,765,954.60	Sewer Fund Projects
66,848.98	Parking Fund
-	Parking Fund Projects
144,813.15	Swimming Pool Fund
31,131.29	Internal Service Central Stores Fund
-	Internal Service Workers Comp Fund
2,015,423.72	Internal Service Self Insurance Fund
8,794,160.68	CIT Fund
2,252,552.88	CIT Fund- Restricted Capital Improvements
2,500,000.00	CIT Fund - Restricted Flood Mitigation
200,613.13	Police Pension Fund
200,613.13	Fire Pension Fund
73,362.98	Unclaimed Monies Fund
739,342.15	Tax Collection Agency Fund
1,708,028.29	Cemetery Trust Fund
172,576.95	Private Trust Fund
45,634.84	Guaranteed Deposits
-	Special Assessments Pavements Fund
46.26	Special Assessments Sidewalks Fund
-	Special Assessments Sidewalks Fund Projects
-	Special Assessments Storm Fund
<b><u>\$ 108,353,876.52</u></b>	<b>TOTAL CASH &amp; INVESTMENTS</b>

# City of Findlay Revolving Loan Fund

Hancock Regional Planning Commission Conference Room  
Thursday, February 8, 2024 – 12:00 PM

## Minutes

**MEMBERS PRESENT:** Joe Mayberry  
Christine Keller  
Beth Warnecke  
James Staschiak (Ex-officio)

**MEMBERS ABSENT:** Josh Kin  
Blair Lane  
Ginger Sampson (Ex-officio)  
Dan Schaffer (Ex-officio)

**STAFF ATTENDING:** Matt Cordonnier, HRPC Director  
Kaysie Penzinski, Grant Writer

**GUESTS:** None

### CALL TO ORDER

### ROLL CALL

The following members were present:

Christine Keller  
Beth Warnecke  
James Staschiak (Ex-officio)  
Joe Mayberry

Matt Cordonnier opened the meeting. It is May 10th, 2024. This is a meeting of the City Revolving Loan Fund Board. We have a request to grant up to \$165,000 to 50 North for the purchase of a new generator and a security system. The City Revolving Loan fund balance is currently \$401,417.27. The state over the last 5 or 6 years has requested all City and Counties to lower their RLF Balances. The State has indicated that \$200,000 is the target balance. The State requires that waiver projects serve a population that is 51% low to moderate income. 50 North serves senior citizens, which are considered limited clientele, which is automatically considered low to moderate income.

Matt Cordonnier explained the waiver request. The applicant is requesting approximately \$85,000 to replace the existing emergency generator and \$45,000 to upgrade the security system. The generator is costing about \$10,000 a year to maintain.

Jim Staschiak asked if 50 North demonstrated an actual financial need for this money?

Matt Cordonnier Responded that they did not submit any type of financial documentation.

Jim Staschiak stated, if they're spending \$10,000 a month. In theory, they could put that money toward the acquisition of a new generator and pay it off in ten years They're funded for that piece easily on their own. He likes the idea of helping and supports the granting of \$45,000 for the security system only.

Jim Staschiak asked, are we allowed to use the RLF funds for marketing? Rather than granting funds we could do a media campaign advertising the RLF Program, which may lead to more loans, and reducing the amount of money in the account.

Matt Cordonnier stated that he would email the state to find out if the RLF money can be used for advertising.

Jim Staschiak made a motion to grant 50 North up to \$45,000 for security system upgrades.

The motion failed for a lack of a second.

Christine Keller made a motion to grant 50 North up to \$165,000 for a replacement generator and security system upgrade.

Joe Mayberry seconded the motion.

The Motion passed with 3 yes votes and 1 no vote.

The Meeting was closed at 12:45 PM.

**City of Findlay**  
**Design Review Board**  
Third Floor Conference Room, Municipal Building  
Wednesday, January 10, 2024 – 6:00 p.m.

**Minutes**

Members Present:

Brian Hurt  
Heather Clow  
Tim Mayle  
Eric Van Renterghem  
Jeff Fort

Members Absent:

Charles Gerringner

Staff Attending:

Matt Cordonnier, HRPC Director  
Laura Ewing, HRPC Staff

**CALL TO ORDER**

Matt Cordonnier called meeting to order at 6:00 pm.

**ROLL CALL**

The following members were present: Heather Clow, Brian Hurt, Tim Mayle and Jeff Fort.

**NEW ITEMS**

- 1. Petition for Certificate of Appropriateness #CA-01-2024 filed by Wettle Corp for St. Andrews United Methodist Church to approve a new awning at 120 W. Sandusky St.**

**GENERAL**

The subject property is located at 120 W. Sandusky St.

**PROPOSAL**

- The applicant wishes to install a new awning on the rectory entrance. The awning will cover the sidewalk entrance measuring at 26' x 7'9" and will be a tan color.

**STAFF ANALYSIS**

- The proposal is using an appropriately sized and colored awning.

**STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-01-2024 at 120 W. Sandusky St.

Mayle motioned to approve, seconded by Hurt. All members voted "yes"; the motion was

approved.

**2. Amendment for Certificate of Appropriateness #CA-04-2023 filed by RMC for the Judicial Building requesting a change of material on some of the exterior.**

**GENERAL**

The subject property is located at 209 W. Main Cross St.

**PROPOSAL**

- The applicant wishes to amend the original certificate of appropriateness for an added sign, a change to the bronze seal and change in some of the exterior material used. The sign measures 101 ft<sup>2</sup> and will be located on the awning facing W. Main Cross and will have anodized aluminum standoff lettering. The bronze seal will be changed to stained glass. On the front of the building, they would like to change the material used from brick to eifs only on the feature stair tower. They would also like to change the rear façade to eifs. The rear wall corners will be wrapped with brick.

**STAFF ANALYSIS**

- The material change for the seal from bronze to stained glass is an upgrade. The front of the building measures at 166' in length, which allows sign measuring up to 115 ft<sup>2</sup>. The lettered sign being proposed is within the size allowed and is using the preferred raised lettering. The material change to the tower on the front of the building is a standalone feature, which mimics the Marathon Performing Arts Center across the street and is a small portion of the façade. The material change to the rear façade faces the alley. Although the use of eifs is discouraged in regulations, the use of the material in this case is minimal when viewing the front of the building and mirrors the use of eifs on the Marathon Performing Arts Center.

**STAFF RECOMMENDATION**

HRPC Staff recommends approval of amendments to CA-04-2023 at 209 W. Main Cross St.

Amber Clason and Brett Geis from RCM Architects were in attendance as well as County Commissioner Tim Bechtel.

Mayle asked if the MPC were not across the street, would they still use EFIS.

Clason stated that she would use it because it provides a nice change vertically when compared to the other material. The eifs on the front of the building would cover 7% of the north wall.

Mayle asked if the change on the rear of the building is for cost saving or for architectural purposes.

Commissioner Bechtel stated that the rear of the building is for secure entrances and is not a focal point of the public.

Clason stated that the eifs on the south wall will serve the building well and do it no harm. The brick wraps around on the corners of the rear wall and the windows are the same as the rest of the building.

Cordonnier stated that the Mayor asked if the red brick color could be used on the top two floors of the building of the south wall.

Clason was concerned that changing the color would not look appropriate since there are dimensions to the brick color.

Cordonnier agreed that it could look better or worse, but trusts the architecture's opinion.

Hurt stated that he wanted follow the guidelines and that the guidelines state that eifs should not be a primary façade. He felt like the rear of the building is not following the intent of the guidelines. He had no issues with the front eifs feature. Mayle agreed.

Fort asked how long eifs will last compared to brick.

Clason stated that it will not need repainted. When she considers the rear of the building façade it is only 25% of the building and is not the primary façade of the building.

Hurt stated that when compared to the MPC building the main entrance is eifs, but not a whole side. He felt that the eifs on the Court building would make up 30% of the façade.

Mayle stated that the Downtown Design Board approved brick and that this is a significant change.

Fort asked what would happen if the board votes "no", and is there a problem with money.

Hurt stated that we have gone around and around about this. When the board deals with small business owners who have financial constraints that the board always goes back to the guidelines.

Mayle agreed and stated that this is a long-term decision and does not want to do three sides of a building with premium material instead of four sides. He stated that you don't know what the future holds and no one knows what may be facing that side of the building with eifs.

Heather Clow stated that if the board is following the guidelines that it now comes down to what percentage of the building the rear façade covers.

Clow asked if there are other materials that can meet the same financial goals.

Clason did not feel there was another material to be used. She explained the details of the back façade and that it includes a fence, a seal and 10' of wrapped brick and stone.

Hurt asked what the options are if the board does not approve south wall.

Cordonnier explained that any decision made by the board can be appealed to the board of

zoning appeals.

Geis asked if each topic needs its own vote for a motion.

Mayle motioned to approve all the proposed changes on the north side of the building which include the seal material change from bronze to stained glass, the addition of the sign and the eifs on the north stair tower, and denying anything on the south facing wall.

Fort did not like that this was like a change order and felt like now we are over a barrel.

Hurt seconded the motion.

Clow felt the rendering was a disservice to what it will really look like.

Hurt asked if there were options to work more brick in to see that it's not as primary on that side.

Clason stated that there is construction going up that is meant for the eifs.

Mayle asked if the construction is already up for the installation of the eifs, why is it just now being presented.

Clason stated that it was felt as a small portion of the façade and it was planned to be brought in with the sign approval, but that it was not a "smoke and mirrors" tactic.

Van Renterghem stated that if the jail comes down it will be very visible.

Mayle stated that the jail will come down as it is already being spoke about.

Clason stated that downtown buildings have a back side and you can't always see the what future will bring.

Mayle stated that all the buildings around the courthouse have all sides of the buildings that match.

Clason stated that when the courthouse was built it was accessible from all directions. This new building is designed so that there is only one front door to be used.

Mayle stated that was not what was asked to be approved a year ago. He asked when this decision was made architecturally.

Bechtel stated that construction began in June. He stated that also what is missing from the rendering is the fence which will come out to the alley and it will be a privacy fence.

Hurt stated that he will stick by staying with the guidelines.

Cordonnier asked if the bottom of the rear were stone and the top were EFIs would that be better?

Mayle stated that he would not like to discuss that issue and would like to vote on what was



presented.

Van Renterghem called for the vote as well as Mayle.

Roll Call Vote : Yes (5) Van Renterghem, Fort, Hurt, Clow & Mayle. No (0), Abstain (0).

Cordonnier stated that the permit will be ready tomorrow. He explained that if the County wishes to appeal the decision of the Downtown Design Review Board that Eric Adkins in zoning can help them.

The meeting was adjourned.

**City of Findlay**  
**Design Review Board**  
Third Floor Conference Room, Municipal Building  
Wednesday, February 28, 2024 – 6:00 p.m.

**Minutes**

Members Present:

Brian Hurt  
Heather Clow  
Tim Mayle  
Jordyn Taylor  
Meredith Wirth  
Eric Van Renterghem

Members Absent:

Jeff Fort

Staff Attending:

Matt Cordonnier, HRPC Director  
Laura Ewing, HRPC Staff

**CALL TO ORDER**

Matt Cordonnier called meeting to order at 6:00 pm.

**ROLL CALL**

The following members were present: Heather Clow, Brian Hurt, Tim Mayle, Jordyn Taylor, Meredith Wirth and Eric Van Renterghem.

**NEW ITEMS**

- 1. Petition for Certificate of Appropriateness #CA-02-2024 filed by Michael Fraley to install a new sign at 201 E. Crawford St.**

**GENERAL**

The subject property is located at 201 E. Crawford St.

**PROPOSAL**

- The applicant wishes to install a new sign on the west wall of the building. The sign will be red, backlit channel letters and measuring at 42 ft<sup>2</sup>. The maximum allowed sign area for that wall is 60 ft<sup>2</sup>. The owner has approved the sign.

**STAFF ANALYSIS**

- The proposal is using an appropriately sized and colored sign. It has backlighting, channel letters and meets the requirements of downtown design review.

### **STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-02-2024 at 201 E. Crawford St.

Mayle stated that there are different types of signs on Crawford, some of them the hanging style, and asked how the owner decided on this type of sign. Michael Fraley, owner, explained that is what he has at another business location.

Hurt motioned to approve the certificate of appropriateness, seconded by Mayle. Brian asked if the current sign would be removed. The owner stated that it would be removed. All members voted "yes", the motion was approved.

### **2. Petition for Certificate of Appropriateness #CA-03-2024 filed by Charlie Hayward to paint the RCR building at 301 E Sandusky St.**

#### **GENERAL**

The subject property is located at 301 E Sandusky St.

#### **PROPOSAL**

- The applicant wishes to paint the building using similar paint colors that have been used previously.

#### **STAFF ANALYSIS**

- The proposal is using an appropriate paint color.

### **STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-03-2024 at 301 E Sandusky St.

Cordonnier asked if the new color is as olive as it looks in the rendering. Charlie Hayward, contractor for the RCR building, stated that it's not quite that green. Cordonnier stated that the code calls for neutral colors and this meets those requirements. Cordonnier also clarified that there is work being done on a wall and that the windows are being worked on to be refurbished.

VanRenten asked why the columns are being changed in color. Hayward stated that's what the designer picked.

Clow motioned to approve the certificate of appropriateness, seconded by Van Renterghem. All members voted "yes", the motion was approved.

Hayward asked if there is a change color does it need to be brought back to the board for approval. Cordonnier stated that any color change to the trim and body will need board approval. Columns or an insignificant changes, like one shade change, can be done administratively and to send those changes to Cordonnier.

### **3. Petition for Certificate of Appropriateness #CA-04-2024 filed by Renz Salanga for STIX**

## **GENERAL**

The subject property is located at 110 E Sandusky St

## **PROPOSAL**

- The applicant wishes to install fencing for an outdoor seating area.

## **STAFF ANALYSIS**

- Staff recommends switching from white to black aluminum fencing. The black will blend into the surrounding environment much better than the bright white.

## **STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-04-2024 at 110 E Sandusky St

Mayle asked about the outdoor container area that was approved last year. Renz Salgana, STIX owner, stated that project has been scratched.

Cordonnier stated this has already been approved by the City as the property owner for the safety issues, pedestrian safety and right of way issues. Salgana explained that the proposal was for metal wrapped in vinyl but that staff asked for black. Salgana stated that it will look like the railing at Bourbon Affair at the front on Crawford.

Salgana stated that he was able to find similar color to the brick used, but there will not be the mortar in between the pieces of stone and that the stone is not permanent.

Mayle asked if the setup is seasonal. Salgana stated that the sidewalk railing will be moved, but the stone will stay during the winter. He explained that there will be three posts between the stone columns to hang lighting. Salgana explained that the set up is to accommodate the liquor license.

Cordonnier asked if Salgana considered using the railing for everything instead of the stone work. He said he considered it but the way he has proposed it that it will help keep out the trash that collects there.

Hurt stated that it seems like the fencing fits the code, but is there anything about temporary fencing. Cordonnier said there was not, and that his concern was the use of the manufactured stone. Salgana explained that the stone is very heavy and not hollow.

Mayle stated that the stone is for a fence, not part of a building.

Cordonnier stated that the black railing can be approved after a picture of the black railing has been emailed.

Hurt asked about the using the post with the cable or chains across it. Salgana stated that sometimes bicyclers don't see the chains.

Mayle motioned to approve the black railing as long as Matt can review administratively, via

email for the railing going east west, and approves the north south wall as presented, seconded by Hurt. Hurt stated that it matches with what was designed by the Millstream students. All members voted "yes", the motion was approved.

#### **4. Amendment for Certificate of Appropriateness #CA-04-2023 filed by RMC for the Judicial Building requesting a change of material.**

##### **GENERAL**

The subject property is located at 209 W. Main Cross St.

##### **PROPOSAL**

- Change proposed construction materials from brick to stenciled EIFS, matching the adjacent brick pattern
  - a. Rear elevation (*facing alley and Hancock Co. Jail*)

##### **STAFF ANALYSIS**

- The initial amendment for the South wall which was submitted in January was denied due to the large amount of EIFS being proposed. The amount of EIFS being proposed has not changed.
- City of Findlay Codified Ordinance 1139.02 Section 2.02 Building materials such as utility brick, concrete masonry units, and Exterior Insulating Finishing Systems (EIFS) as a primary façade material are discouraged but may be used as accent materials. Figure 207 Discouraged Materials: Discouraged – vinyl and aluminum siding, and EIFS as a primary material.

##### **STAFF RECOMMENDATION**

HRPC Staff recommends denial of this amendment to CA-04-2023 at 209 W. Main Cross St.

Cordonnier explained that a different EIFS design for the rear of the building went before the board and was denied in January 2024. He also explained that for security reasons there is a fence at the rear of the building. It was asked if the fence had been approved. Cordonnier stated that the fence was approved in the original request and would be discussed separately from the EIFS design amendment request.

Cordonnier explained that the new request is stenciled and colored EIFS to mimic the color of brick.

Tim Bechtol, Hancock County Commissioner, presented an example of the proposed stenciled EIFS and explained the installation process. He explained that changing to EIFS deducts the expense by \$75,000, which will be reduced to have it stenciled. He also stated that a future board would have an easier time taking down the wall if the wall is EIFS as opposed to brick. He also explained that no one will be close to the wall since it will be blocked by a fence located near the alleyway.

Mayle asked if there is any change in the amount of EIFS presented as compared to the

submission in January.

Bechtol stated that it was not changed.

Clow asked if there is a reason to discourage EIFS.

Mayle stated that it's an inferior material. Cordonnier stated that EIFS is a newer material, and there is the belief that the majority of downtown buildings use brick or natural materials.

Bechtol pointed out the area of recessed brick would follow the same pattern on the back with the EIFS.

Hurt stated that last month it was pointed out that from the code that EIFS as a primary material is discouraged and that the primary material for the rear wall is still EIFS. Mayle agreed and stated that although it looks different, the EIFS amount has not changed and that the board is being asked the same thing. Mayle stated that the brick was approved over a year ago, the EIFS is inappropriate and didn't know why we are looking at the same material again.

Mayle motioned to deny the request for stenciled looking EIFS on the south wall as it is the same amount denied last month, seconded by Hurt. Van Renterghem asked if the material change was mostly to save money. Bechtol said yes. Hurt stated that some of the code recommendations are not always cost effective, but that it ultimately comes down to what is in the code. Hurt asked what the appeal process is. Cordonnier stated that the design guidelines are in the zoning code and any part of the zoning code can be appealed to the board of zoning appeals. If they do not feel they have received justice at BZA it can be taken to the courts. Bechtol stated that the EIFS has been approved by Wood Co for installation value. He asked if the opposition to the EIFS is based off aesthetics or material use. Hurt stated that the objection is based off of what the code is. Mayle stated that the material itself is the issue. Bechtol asked if it's the stability that's at issue. Mayle stated that he would not get into that, but that he is following the code. Clow stated that they do not have a problem with EIFS personally, but are trying to follow the code. Cordonnier stated that relief from a section of code is generally approved through BZA. Mayle, Hurt, Clow, Van Renterghem and Taylor voted "yes". Wirth abstained, the motion was approved.

Cordonnier stated that a dark bronze fence is to be placed at the rear of the county judicial building. Gies stated it is for security and it is galvanized steel. There will be two pedestrian gates and two car gates. He showed that the dumpster pad has been moved, and two parking spaces have been removed for it. There will be two gates on the fenced in area for the dumpster. Cordonnier did not have any issues from a design stand point. The colors, design and aesthetics are fine and it has a specific security purpose. Mayle asked if the parking at the fence for the Sherriff's Office. Bechtol stated that yes it is for the Sherriff parking.

Cordonnier stated to Bechtol that the deadline for BZA is soon and that is an option for them.

Mayle motioned to approve the fencing, seconded by Clow. All members voted "yes", the motion was approved.

**City of Findlay**  
**Design Review Board**  
Third Floor Conference Room, Municipal Building  
Wednesday, March 13, 2024 – 6:00 p.m.

**Minutes**

Members Present:

Heather Clow  
Tim Mayle  
Meredith Wirth  
Eric Van Renterghem  
Jeff Fort

Members Absent:

Brian Hurt  
Jordyn Taylor

Staff Attending:

Matt Cordonnier, HRPC Director  
Laura Ewing, HRPC Staff

**CALL TO ORDER**

Matt Cordonnier called meeting to order at 6:00 pm.

**ROLL CALL**

The following members were present: Heather Clow, Jeff Fort, Tim Mayle, Meredith Wirth and Eric Van Renterghem.

1. Petition for Certificate of Appropriateness #CA-05-2024 filed by Key Ads for Camelot Shire to install a new billboard at 115 Center Street.

**GENERAL**

The subject property is located at 115 Center St.

**PROPOSAL**

- The applicant wishes to install a new static billboard on the behind a current billboard at the corner of Main St & Center St. The new billboard will measure 12' x 25'.

**STAFF ANALYSIS**

- The proposal is appropriate.

**STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-05-2024 at 115 Center St

Stephen Keys, applicant, was in attendance. Cordonnier explained that this was applied for at zoning and approved by zoning before the January 19, 2024 zoning code changes. Mayle asked who approved it. Cordonnier stated that the City of Findlay Zoning approved it.

Keys explained that they purchased the Lammers outdoor advertising company in 2019. At that time there was a building at the back of the structure. Now there is no building and the back side is bare. He does not want to make a digital investment since a building or trees could block it in the future.

Mayle asked Cordonnier how can DDR (Downtown Design Review) be asked how to approve a blank canvas for aesthetics when we don't know what will be advertised. Cordonnier explained that when zoning approves a building, DDR can approve what it looks like, but is not approving the building is allowed to be built. Mayle asked how to judge a blank pallet when the pallet may be put up with stuff that doesn't fit in with the code. Fort stated that we are not seeing what it will be, only what is there now. Cordonnier stated that DDR can state what the presentation will look like.

Keys showed an example the billboard panel that would be used. The example he used was the north side of the building located at 109 S. Main St.

Mayle stated that DDR scrutinizes projects and adheres to the code. He continued that DDR is being asked to approve something that they will not know what it will look like month by month. Mayle asked what role the DDR plays in this type of project. Cordonnier stated that in many ways, the city approves a sign, and DDR doesn't say if there can be a sign, but what it looks like. He also stated that code states a billboard is permitted. Mayle stated that in that instance then when a sign was discussed at the Jim Heck building they could have said it's a billboard, instead of a sign, and then they could have installed whatever they wanted. Fort stated there will be a metal frame with a light, and that's all we can approve. Mayle asked, "philosophically", could a potential applicant say a sign is a billboard. Cordonnier stated that his response would say a billboard is not permitted there. He explained that the approval of billboards is based on how close you are to other billboards and residential areas. The distance was increased by 5 times in the new code with the idea that there are very few places that billboards can be added in the city. There may be a few applications submitted before the zoning change occurred, but there will be very few new billboards in the city.

Fort stated that if, for example, a billboard application had a frame that had LED lights that flashed, then that's within the DDR purview to approve or deny. VanRenterghem stated that an image of what was planned would help. Mayle stated that anything could be put on that sign that DDR would never approve. Key explained that this is a family company with a lot of restrictions. Cordonnier stated that the billboard frame and lighting are what is approved, and that the canvas will inherently change. He explained that if the City of Findlay approves a carwash, DDR says can't say that the building cannot wash cars. Mayle views this as similar to a sign, which dictates lots of discussion. Keys explained there are different codes for signs versus billboards. Mayle asked that, philosophically, if there was a building, prior to changes, could they have said a whole wall is a billboard and anything can be placed on it. Fort explained that



the sign attached to a nearby building has a design, height, color and lighting.

VanRhenten asked why its at the DDR. Cordonnier stated that DDR approves the pole, the frame and the light.

Fort moved to approve the request to put a billboard on the back of the existing sign, designed to look like the billboard on the north side of the building at 109 S. Main St, with light shing up from the bottom, seconded by Clow. Mayle asked about future projects when people are frustrated with the DDR outcome or discussions and start calling signs billboards. Cordonnier stated that he will ask "where is the billboard permit". Mayle asked what the distinction is between a sign or billboard. Cordonnier stated that a billboard permit would be required. Clow asked if zoning tells us if it's a billboard. Cordonnier stated that yes, zoning dictates if it's a billboard. Mayle stated that he's trying to understand why we have a say over the small sign compared to the large billboard. Cordonnier asked Keys if there is anything small that can be done to the existing billboard poles, like cladding or paint it black to hide the I beams. Keys stated maybe. Cordonnier asked about the pipes standing out on the top.

Mayle asked if the light is from the top or the bottom. Keys stated it will be from the bottom. The lighting on the billboard used as an example at the 109 S. Main St building is on top to prevent interference at the parking area. Mayle asked Keys why the billboard being proposed is static instead of digital. Keys stated that he didn't want to make a digital investment since a building or trees could block it in the future. Cordonnier asked if the frame could be black. Keys would like to keep it the same color as all the others. Mayle asked if the permit came in after January 19, 2024 would we still be hearing it. Keys said, this one yes because he can have two on that spot.

All voted members voted "yes", the motion was approved.

2. Petition for Certificate of Appropriateness #CA-06-2024 filed by Toledo Sign Co. for RCO Law to add lettering to the awning at 337 S Main St.

#### GENERAL

The subject property is located at 337 S Main St.

#### PROPOSAL

- The applicant wishes to add illuminated channel letters on two sides of an existing overhang. The letters are aluminum, with plastic faces, vinyl overlay for faces and is LED illuminated. The sign measures in total for both sides at 16.8 ft<sup>2</sup>. The allowable space for this area is 60 square feet, 40 of which are available.

#### STAFF ANALYSIS

- The proposal is using an appropriate style, color and size for the sign.

#### STAFF RECOMMENDATION

HRPC Staff recommends approval of CA-06-2024 at 337 S Main St

Cordonnier explained that the large Fifth Third sign is part of the south facing façade. The small signage and sides of the awning are on the west facing wall. Cordonnier stated that is a pedestrian area. Toledo Sign Co, in attendance, explained the style of letters and will be tying into the existing electric. Cordonnier asked if the lighting can be dimmed. Toledo Co stated that it is not set up that way, but it will be no different than other signs. Cordonnier explained that the Loan Depot sign was very bright and people complained about it. Toledo Co stated that it will be shining through vinyl and would not be extremely bright. Fort asked if there is a specification for lumens allowed. Cordonnier stated no, but there is something for aesthetics. Toledo Co. stated that the lighting could be adjusted later if there was an issue with it. Mayle stated that the board is subjective. Clow asked if it could match the fifth third sign. Mayle asked if the building owner is ok with it. Toledo Co stated they do have owner approval. Cordonnier stated the intensity of the light is part of the aesthetics and suggested approval of installation allowing for adjustment to the intensity of the light. Mayle suggested having standards in the code for the future. Cordonnier stated that light intensity standards is tough. Fort motioned to approve the sign with the condition of potentially adjusting the light, second by Mayle. All members voted "yes" the motion was approved.

Mayle asked what the process is to make an update in the code for lighting. Cordonnier stated that the biggest update for the latest change was the sign size addition. Fort stated there should be some kind of way to have a standard for lighting. Mayle asked if there is a standard for digital billboards. Cor stated there is a standard for digital billboards.

3. Petition for Certificate of Appropriateness #CA-07-2024 filed by Gabrielle Faulkner for Mon Coeur Bakery to add an awning with lettering at 208 E. Sandusky St.

#### GENERAL

The subject property is located at 208 E Sandusky St.

#### PROPOSAL

- The applicant wishes to install a black awning with and gray heat transferred vinyl graphics. The awning will measure 6' 8" x 21' 9". The sign will measure at 52 ft<sup>2</sup>. The allowed sign space for that building is 35 ft<sup>2</sup>.

#### STAFF ANALYSIS

- The proposal is using an appropriate color and style, but the sign is too large for the building.

#### STAFF RECOMMENDATION

HRPC Staff recommends denial

Gabrielle Faulkner, applicant, stated the Renz is going to paint the front of the building, so the colors will look different than what was presented. Cordonnier stated that the painting will need to be approved by DDR. She explained that the look will be more upscale dining with a

baby grand near the entrance.

Fort moved to approve the awning. Cordonnier stated that the building is narrow and the sign is larger than the permitted use. Faulkner stated that the sign is already made. She presented a new graphic with the measurements for each graphic which measured at 30 square feet. Mayle asked if there is an awning there now. Cordonnier stated there is not one there now and that with the lettering measured out individually it is within the sign size regulation for that building facade. Mayle asked about the logo decal on the door. Cordonnier asked if it was on the outside of the glass or inside the building. Faulkner stated that it is inside the building. Cordonnier explained that since it is inside the building the decal does not add into the measurement restrictions.

Mayle motioned to approve the awning and sign as presented as it is not outside our sign measurements, seconded by Eric. All members voted "yes", motion approved.

The meeting was adjourned.

**City of Findlay**  
**Design Review Board**  
Third Floor Conference Room, Municipal Building  
Wednesday, May 8, 2024 – 6:00 p.m.

**Minutes**

Members Present:

Tim Mayle  
Meredith Wirth  
Jeff Fort  
Brian Hurt  
Jordyn Taylor

Members Absent:

Heather Clow  
Eric Van Renterghem

Staff Attending:

Matt Cordonnier, HRPC Director  
Laura Ewing, HRPC Staff

**CALL TO ORDER**

Matt Cordonnier called meeting to order at 6:00 pm.

**ROLL CALL**

The following members were present: Jordyn Taylor, Brian Hurt, Jeff Fort, Tim Mayle, Meredith Wirth and Eric Van Renterghem.

- 1. Petition for Certificate of Appropriateness #CA-08-2024 filed by Ryan Leonard for Crawford Street Gym to repaint the exterior at 121 E Crawford St.**

**GENERAL**

The subject property is located at 121 E Crawford St.

**PROPOSAL**

- The applicant wishes to repaint the exterior Sherwin Williams #7104 Cotton White trimmed in Sherwin Williams #6992 Inkwell.

**STAFF ANALYSIS**

- The proposal is appropriate. The brick has already been painted. The colors being used are an appropriate color.

**STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-08-2024 at 121 E Crawford St.

Hurt stated that he didn't have any issues since the brick was already painted. Hurt motioned, seconded by Fort. All members voted "yes", the motion was approved.

**2. Petition for Certificate of Appropriateness #CA-09-2024 filed by Renz Saldana for STIX to add an outdoor bar and canopy at 110 E Sandusky St.**

**GENERAL**

The subject property is located at 110 E Sandusky St.

**PROPOSAL**

- The applicant wishes to install an outdoor bar with a white quartz top, black tile and would seat six barstools. The applicant also wishes to install a traditional style stationary canopy with full ends and rigid valance. The welded aluminum frame would have a mill finish. The fabric would be vinyl laminated, black with white trim. The canopy would measure at 16' x 9'.

**STAFF ANALYSIS**

- The proposal is using an appropriate style, color and size for the bar and canopy.

**STAFF RECOMMENDATION**

HRPC Staff recommends approval of CA-09-2024 at 110 E Sandusky St.

Hurt asked if there is a bar there now. The Stix representative stated that there was a bar area in that space at one time, but there is not one being used there now. It would be between the door and the electrical box. Hurt stated that as a leased space, we didn't grant the ability to cover the sidewalk with the fence as well as this board does not handle the legality of having a liquor license. Fort asked for a description of the layout. Cordonnier illustrated it on the projection. Fort suggested fixing the wall that the canopy will be against. Hurt stated that awnings are generally encouraged by the board. Mayle stated that the shipping container was approved a year ago. Fort motioned to approve the application, seconded by Mayle. All members voted "yes", the motion was approved.

Mayle asked about the deteriorating wall spray at the True Fox building that is located on Main St. Mayle stated he would like to nudge somebody about the safety issue of concrete falling off the wall from 20' high. Cordonnier stated that he will contact Cindy Land in the County Prosecutor's office, since the sprayed area was completed by a grant through the County, and then the building owner.

The board discussed the outcome of the probate court building. Mayle requested that the City of Findlay Law Director to provide a legal opinion if there are any applicants exempt from filing a certificate of appropriateness to the Downtown Design Review Board.

Hurt motioned to adjourn the meeting.

# City of Findlay

Christina M. Muryn, Mayor

## POLICE DEPARTMENT

James Mathias, Chief of Police

318 Dorney Plaza, Room 116 • Findlay, OH 45840

Phone: 419-424-7194 • Fax: 419-424-7296

www.findlayohio.com

May 8, 2024

Robert Martin, BSN, MBA  
Service-Safety Director  
City of Findlay  
Findlay, Ohio 45840

Re: Appropriation of Funds

Robert,

The Police Department received a \$15,918.24 check from the State of Ohio that will be deposited to the ORC Police Department Required Training Project. These funds will be used to fund outside training for our officers.

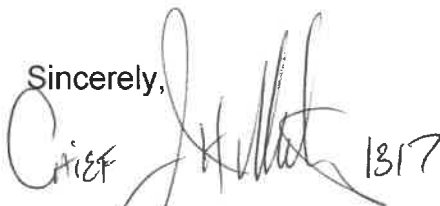
I respectfully request the amount of \$15,918.24 be appropriated from the Ohio Attorney General Law Enforcement Continuing Professional Training Grant to the Findlay Police Department Training Program as follows:

FROM: Ohio Attorney General Law Enforcement Continuing Professional Training Grant  
\$15,918.24

TO: 2024 ORC Required PD Training (project 31940600) \$15,918.24

Thank you for your consideration in this matter. If you should have any further questions please let me know.

Sincerely,

 1317

James H. Mathias  
Chief of Police



# MONTHLY REPORT

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

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

FINDLAY MUNICIPAL COURT Monthly Report for April, 2024

PAGE 1

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
<b>CASES FILED:</b>				
TRAFFIC	674	3,026	718	2,925
TRAFFIC COMPANION	92	365	95	454
CRIMINAL	108	407	122	510
CRIMINAL COMPANION	13	35	21	55
SEARCH WARRANT	8	32	8	25
CIVIL	168	688	191	629
SMALL CLAIMS	69	290	79	335
EXTRADITION	-	4	-	4
HABITUAL TRAFFIC VIOLATOR	-	1	-	-
OTHER	13	51	10	53
<b>TOTALS</b>	1,145	4,899	1,244	4,990
<b>COURT PROCEEDINGS:</b>				
ABILITY TO PAY	5	14	1	10
Admin License Suspension	-	7	4	17
APPEAL DOG DESIGNATION	-	-	-	1
Arrestment	924	3,413	818	3,281
Attachment	12	45	14	47
Bond	-	-	2	2
BOND RETURN	-	5	4	7
BOND VIOLATION	-	3	-	-
Civil Status Conference	8	12	1	9
COMMUNITY SERVICE REVIEW	9	21	6	30
Contempt of Court	41	118	28	125
CONTESTED DUS CONTEMPT HEARING	-	1	1	1
Contested Small Claims	2	4	-	5
Continued	743	2,766	580	2,566
Damages	-	1	-	6
Debtors Examination	52	182	54	314
Default	1	2	-	4
Desk Review	191	574	86	358
DIVERSION PLEA	8	25	2	10
DUS DIVERSION REVIEW	8	18	1	10
Expungement	1	1	1	1
Extradition	1	3	1	1
Forcible Detention	14	58	15	55
Garnishment	1	2	2	5
Hearing on Motion	2	9	1	41
HEARING ON MOTION TO SEAL RECOR	10	34	8	29
HEARING ON WARRANT	-	-	4	34
Jury Trial	-	3	-	2
Marriage	6	25	2	9
Mediation	-	2	-	-
Miscellaneous	-	8	3	5
Motion to Dismiss	-	-	-	2
Motion to Vacate Judgment	-	-	-	1
Motion to Withdraw as Counsel	-	3	-	2
Plea	81	341	102	399
Preliminary	3	15	9	39

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
Pre-Trial	125	626	136	603
Pre-Trial with Judge	57	250	88	336
Revivor	10	27	1	10
Revocation	6	26	12	37
SAFE SURRENDER	11	11	29	29
SECOND PRETRIAL	101	386	83	402
Sentencing	2	16	1	11
Small Claims	73	246	66	260
STATUS CONFERENCE	1,382	5,209	1,410	5,417
Suppression	3	16	2	9
TELEPHONE PRETRIAL	21	69	22	68
TREATMENT REVIEW CALL	2	5	-	-
TREATMENT REVIEW REPORT	5	17	-	-
Trial	5	17	4	21
WRIT OF RESTITUTION	8	41	8	35
WRITTEN PLEA	8	31	3	34
TOTALS	<u>3,942</u>	<u>14,708</u>	<u>3,615</u>	<u>14,700</u>



	*****CURRENT YEAR*****	*****LAST YEAR*****
	MTD YTD	MTD YTD
CRIMINAL VIOLATIONS:		
ASSAULT	5 17	2 20
BURGLARY	- 3	- 2
CONTEMPT	- 1	- -
CRIMINAL DAMAGING	3 7	1 10
CRIMINAL TRESPASS	7 20	7 16
DISORDERLY CONDUCT	4 30	14 39
DOMESTIC VIOLENCE	18 57	15 54
DRUG ABUSE	10 24	28 139
OPEN CONTAINER PROHIBITED	1 3	2 6
OVI	- 1	- 1
RESISTING ARREST	3 4	6 13
ROBBERY	- -	1 1
TELEPHONE HARASSMENT	- -	- 1
THEFT	23 85	11 70
UNDERAGE CONSUMPTION	1 1	2 7
OTHER CRIMINAL	46 190	54 186
TOTALS	121 443	143 565
TRAFFIC VIOLATIONS:		
ACD/SPEED	25 87	15 84
DISOBEYING TRAFFIC CONTROL DEV	12 44	5 37
DRAG RACING	- -	2 2
DRIVING UNDER SUSPENSION	37 146	29 133
EXPIRED REGISTRATION	21 105	16 106
FAIL TO MAINTAIN CONTROL	19 109	9 111
FAILURE TO YIELD RIGHT OF WAY	14 36	5 39
LEAVING SCENE OF AN ACCIDENT	3 14	3 16
LEFT OF CENTER	- 1	- 4
OVERLOAD	13 102	44 218
OVI	35 126	52 246
PASSING A STOPPED SCHOOL BUS	2 11	3 12
RECKLESS OPERATION	1 5	- 5
SEAT BELT	41 195	108 259
SPEEDING	399 1,753	323 1,386
OTHER TRAFFIC	144 657	199 721
TOTALS	766 3,391	813 3,379

NOTE: SEARCH WARRANTS NOT INCLUDED IN VIOLATION TOTALS

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ARRESTING AGENCY:				
PATROL				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	492	2,234	538	1,969
OMVI	21	64	28	111
CRIMINAL FELONIES	1	1	-	3
CRIMINAL MISDEMEANORS	5	14	28	106
SEARCH WARRANTS	-	4	-	2
FINDLAY P.D. (BY ORDINANCE)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	144	633	104	601
OMVI	10	34	16	89
CRIMINAL FELONIES	-	-	-	-
CRIMINAL MISDEMEANORS	70	265	75	281
SEARCH WARRANTS	-	-	-	-
FINDLAY P.D. (BY ORC)				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	-	1	1	2
OMVI	-	-	-	1
CRIMINAL FELONIES	11	30	3	36
CRIMINAL MISDEMEANORS	12	65	17	58
SEARCH WARRANTS	8	22	4	16
SHERIFF				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	93	389	116	554
OMVI	3	28	8	46
CRIMINAL FELONIES	-	1	1	3
CRIMINAL MISDEMEANORS	14	36	7	45
SEARCH WARRANTS	-	5	4	6
OTHERS				
OVERTIME PARKING	-	-	-	-
TRAFFIC OTHER	2	8	2	7
OMVI	1	1	-	-
CRIMINAL FELONIES	1	1	-	-
CRIMINAL MISDEMEANORS	7	28	12	32
SEARCH WARRANTS	-	1	-	1
TOTALS	895	3,865	964	3,969
PROBATION:				
ESTABLISHED	26	102	25	93
TERMINATED	37	130	27	100
CURRENT	35	35	45	45
TOTALS	98	267	97	238

ACTIVITIES ORDERED:	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
ALCOHOL EVALUATION	-	-	-	1
ALCOHOL/SUBSTANCE EVAL	6	32	9	34
ANGER MANAGEMENT	-	1	-	1
BENCH WARRANT TO AGENCY	161	588	182	792
COMMUNITY SERVICE	-	-	1	2
COMMUNITY SERVICE CITY	4	17	3	12
COMMUNITY SERVICE COUNTY	5	30	14	38
COMMUNITY SERVICE INDIVIDUAL	15	81	26	85
COMMUNITY SERVICE NO JAIL	-	1	-	-
DIP	13	50	19	76
DOMESTIC VIOLENCE PROGRAM	-	1	2	2
ELECTRONIC HOME MONITORING	-	-	-	2
FORM 95	-	3	-	3
JAIL	3	27	1	19
Jail Term Suspended Condition	-	7	2	5
MENTAL EVAL	-	1	1	4
NO CONTACT WITH VICTIM	3	9	2	10
Pay Restitution	3	8	3	12
Probation	9	31	14	58
SCRAM	3	9	5	21
STAR Program	1	16	5	13
TREATMENT FRC	-	12	3	19
TREATMENT MISCELLANEOUS	3	14	7	20
UCP	-	2	-	2
Victim	-	1	-	-
VIP	14	52	16	68
TOTALS	243	993	315	1,299

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

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


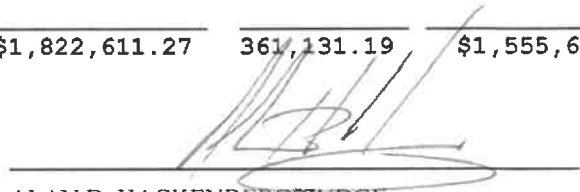
RECEIPTS DEPOSITED:

ALCOHOL MONITORING	\$2,156.24	\$8,483.66	\$1,949.14	\$9,096.49
BOND FEES	\$75.00	\$800.00	\$375.00	\$1,150.00
CIVIL DEPOSIT TENDERS	\$2,864.81	\$6,322.04	\$9,079.10	\$10,319.10
COURT COST	\$78,413.44	\$303,837.04	\$54,781.98	\$231,757.95
DUI ENFORCEMENT	\$3,526.04	\$11,870.94	\$2,483.03	\$10,823.09
ELECTRONIC IMAGING	\$5,032.50	\$17,838.26	\$4,196.28	\$16,503.79
FINES & FORFEITURES	221,161.63	\$801,222.10	162,642.79	\$698,442.34
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$652.18	\$1,998.55	\$429.60	\$2,160.29
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$220.58	\$771.25	\$207.30	\$664.64
JAIL HOUSING	\$24,725.45	\$92,241.20	\$12,747.87	\$79,638.31
JAIL REIMBURSEMENT	\$375.20	\$904.77	\$131.90	\$831.22
LEGAL RESEARCH	\$5.00	\$17.50	\$3.00	\$15.50
MEDIATION	\$1,562.63	\$5,532.51	\$1,316.82	\$5,212.82
MISCELLANEOUS	\$30,305.09	\$111,103.61	\$21,847.33	\$102,068.11
MUNI COURT COMPUTERIZATION	\$8,255.46	\$29,072.78	\$6,795.50	\$26,806.05
MUNI COURT IMPROVEMENT	\$21,048.33	\$74,594.25	\$17,476.46	\$68,705.28
RESTITUTION	\$216.35	\$1,428.11	\$440.98	\$1,129.98
SPECIAL PROJECTS	\$34,892.36	\$122,513.67	\$28,638.19	\$113,045.73
STATE PATROL	\$29,974.96	\$98,937.18	\$19,931.13	\$84,439.42
TRAFFIC/CRIMINAL BONDS	\$14,181.81)	\$26,501.14	\$10,939.14	\$48,669.96
	<b>451,281.44</b>	<b>\$1,715,990.56</b>	<b>356,412.54</b>	<b>\$1,511,480.07</b>

DISTRIBUTIONS:

ALCOHOL MONITORING	\$2,156.24	\$8,483.66	\$1,949.14	\$9,096.49
BOND FEES	\$50.00	\$775.00	\$375.00	\$1,150.00
CIVIL DEPOSIT TENDERS	\$1,943.40	\$2,605.78	\$250.00	\$745.00
COURT COST	\$78,235.94	\$302,890.54	\$54,649.98	\$229,475.59
DUI ENFORCEMENT	\$3,498.92	\$11,782.80	\$2,462.69	\$10,758.68
ELECTRONIC IMAGING	\$5,002.50	\$17,754.26	\$4,178.28	\$16,437.79
FINES & FORFEITURES	220,561.97	\$792,569.66	163,334.63	\$703,238.96
FUND REIMBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00
INDIGENT DRIVER ALCOHOL	\$652.18	\$1,998.55	\$429.60	\$2,160.29
INMATE MEDICAL EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00
INTEREST	\$220.58	\$771.25	\$207.30	\$664.64
JAIL HOUSING	\$24,660.45	\$92,176.20	\$12,747.87	\$79,404.10
JAIL REIMBURSEMENT	\$375.20	\$904.77	\$131.90	\$831.22
LEGAL RESEARCH	\$5.00	\$17.50	\$3.00	\$15.50
MEDIATION	\$1,553.63	\$5,505.51	\$1,310.82	\$5,190.82
MISCELLANEOUS	\$38,814.59	\$146,350.07	\$31,427.84	\$141,663.77
MUNI COURT COMPUTERIZATION	\$8,207.46	\$28,934.78	\$6,765.50	\$26,698.05
MUNI COURT IMPROVEMENT	\$20,921.33	\$74,233.25	\$17,398.46	\$68,422.28
RESTITUTION	\$520.33	\$1,788.23	\$440.98	\$1,639.39
SPECIAL PROJECTS	\$34,687.36	\$121,930.67	\$28,512.19	\$112,588.73
STATE PATROL	\$29,878.96	\$98,223.18	\$19,766.13	\$83,911.42
	<b>471,946.04</b>	<b>\$1,709,695.66</b>	<b>346,341.31</b>	<b>\$1,494,092.72</b>

DISTRIBUTED TO:

	*****CURRENT YEAR*****		*****LAST YEAR*****	
	MTD	YTD	MTD	YTD
CITY OF FINDLAY	223,377.61	\$826,698.24	160,003.99	\$699,552.40
HANCOCK COUNTY	\$22,651.71	\$87,343.06	\$18,892.77	\$85,910.64
OTHERS	187,916.71	\$672,020.09	130,159.24	\$555,407.79
STATE OF OHIO	\$67,770.21	\$236,549.88	\$52,075.19	\$214,817.04
	<u>501,716.24</u>	<u>\$1,822,611.27</u>	<u>361,131.19</u>	<u>\$1,555,687.87</u>
 _____ STEPHANIE M. BISHOP, JUDGE		 _____ ALAN D. HACKENBERG, JUDGE		
DISCLAIMER: RECEIPTS COLLECTED ARE NOT TO BE CONFUSED WITH RECEIPTS DEPOSIT				

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

Court: **FINDLAY MUNICIPAL COURT**  
Report for the month of: **April 2024**

Judge: **ALAN D HACKENBERG**

Date of completion of most  
recent physical inventory  
  
**06/30/2023**

	B	C	D	E	F	G	H	T	V
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge
Pending beginning of period	138	61	72	0	17	0	0	288	0
New cases filed	36	12	19	0	8	1	0	76	0
Cases transferred in, reactivated or redesignated	7	2	5	0	0	0	0	14	0
<b>TOTAL (Add lines 1-3)</b>	<b>181</b>	<b>75</b>	<b>96</b>	<b>0</b>	<b>25</b>	<b>1</b>	<b>0</b>	<b>378</b>	<b>0</b>
Jury trial	0	0	0	0	0	0	0	0	0
Court trial	0	0	0	0	0	1	0	1	0
Default				0	0	0	0	0	0
Guilty or no contest plea to original charge	17	9	13					39	1
Guilty or no contest plea to reduced charge	1	0	3					4	0
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	0	0	0	0	0	0	0	0	0
Other Dismissals	21	3	10	0	3	0	0	37	0
Transfer to another judge or court	0	0	0	0	0	0	0	0	0
Referral to private judge				0	0	0	0	0	0
Unavailability of party for trial or sentencing	6	0	2	0	0	0	0	8	0
Bankruptcy stay or interlocutory appeal	0	0	0	0	0	0	0	0	0
Other terminations	1	1	0	0	6	0	0	8	0
<b>TOTAL (Add lines 5-16)</b>	<b>46</b>	<b>13</b>	<b>28</b>	<b>0</b>	<b>9</b>	<b>1</b>	<b>0</b>	<b>97</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4)	135	62	68	0	16	0	0	281	0
Cases pending beyond time guideline	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	0	0	0	0	0	0	0	0	0

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

Approved a FIT 5/9/24

ALAN D HACKENBERG Date

---

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

STEPHANIE M BISHOP Date

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

Court: **FINDLAY MUNICIPAL COURT**  
Report for the month of: **April 2024**

Judge: **STEPHANIE M BISHOP**

	A	B	C	D	E	F	G	H	I	T	
	Felonies	Misdemeanors	O.M.V.I.	Other Traffic	Personal Injury & Property	Contracts	F.F.D.	Other Civil	Small Claims	TOTAL	
Pending beginning of period	1	3	65	4	514	6	551	25	0	158	1326
New cases filed	2	13	95	25	649	1	148	19	0	69	1019
Cases transferred in, reactivated or redesignated	3	0	19	0	150	0	2	0	0	0	171
<b>TOTAL (Add lines 1-3)</b>	4	16	179	29	1313	7	701	44	0	227	2516
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults)	5	0	18	1	39	2	108	7	0	0	175
Hearing by Magistrate (Include guilty or no contest pleas and defaults)	6		3	1	43	0	0	0	0	40	87
Transfer (Include waivers of preliminary hearing and individual judge assignments)	7	9	70	19	40	0	17	3	0	1	159
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	8	0	0	0	0	0	10	0	0	0	10
Other dismissals (Include dismissals at preliminary hearing)	9	0	7	0	143	0	16	5	0	20	191
Violations Bureau	10		0		176						176
Unavailability of party for trial or sentencing	11	0	17	2	145	0	0	0	0	0	164
Bankruptcy stay or interlocutory appeal	12	0	0	0	0	0	0	0	0	0	0
Other terminations	13	0	4	0	377	0	5	0	0	0	386
<b>TOTAL (Add lines 5-13)</b>	14	9	119	23	963	2	156	15	0	61	1348
Pending end of period (Subtract line 14 from line 4)	15	7	60	6	350	5	545	29	0	166	1168
Cases pending beyond time guideline	16	0	0	0	0	0	0	0	0	1	0
Number of months oldest case is beyond time guideline	17	0	0	0	0	0	0	0	0	1	0

Approved *a* FIP 5/9/24

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

STEPHANIE M BISHOP

Date

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

Date

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

Court: **FINDLAY MUNICIPAL COURT**  
Report for the month of: **April 2024**

Judge: **STEPHANIE M BISHOP**

Date of completion of most recent physical inventory  
**03/01/2024**

	B	C	D	E	F	G	H	T	V	
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge	
Pending beginning of period	1	168	69	86	1	13	1	0	338	0
New cases filed	2	34	7	21	0	9	2	0	73	0
Cases transferred in, reactivated or redesignated	3	7	2	1	0	0	0	0	10	0
<b>TOTAL (Add lines 1-3)</b>	4	209	78	108	1	22	3	0	421	0
Jury trial	5	0	0	0	0	0	0	0	0	0
Court trial	6	0	0	0	0	0	0	0	0	0
Default	7				0	1	0	0	1	0
Guilty or no contest plea to original charge	8	19	10	21				50	1	
Guilty or no contest plea to reduced charge	9	2	0	0				2	0	
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	10	0	0	0	0	1	0	0	1	0
Other Dismissals	11	24	1	4	0	1	0	0	30	4
Transfer to another judge or court	12	0	0	0	0	0	0	0	0	0
Referral to private judge	13				0	0	0	0	0	0
Unavailability of party for trial or sentencing	14	0	0	0	0	0	0	0	0	0
Bankruptcy stay or interlocutory appeal	15	0	0	0	0	0	0	0	0	0
Other terminations	16	0	1	0	0	6	0	0	7	0
<b>TOTAL (Add lines 5-16)</b>	17	45	12	25	0	9	0	0	91	0
Pending end of period (Subtract line 17 from line 4)	18	164	66	83	1	13	3	0	330	0
Cases pending beyond time guideline	19	0	0	0	0	1	0	0	0	0
Number of months oldest case is beyond time guideline	20	0	0	0	0	3	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	21	0	0	0	0	1	0	0	0	0

*Approved a FTP 5/9/24*

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

\_\_\_\_\_  
STEPHANIE M BISHOP Date

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

\_\_\_\_\_  
STEPHANIE M BISHOP Date





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

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

May 7, 2024

Honorable City Council  
City of Findlay, Ohio

Dear Council Members:

The City of Findlay ordered banners for the Hometown Hero Program to be hung from May 2024 through July 2024. Participants in the program paid a fee to the City to cover the cost of the banners which has been deposited into the General Fund. An appropriation of these funds is requested at this time.

An appropriation is respectfully requested as follows:

FROM:	General Fund	\$1,328.34
TO:	Mayor's Office 21002000-other	\$1,328.34

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

Thank you for your consideration.

Sincerely,

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

Christina M. Muryn  
Mayor

cc: Donald J. Rasmussen, Director of Law  
Jim Staschiak II, City Auditor  
File



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

Rob Martin BSN, MBA  
Service-Safety Director

May 9, 2024

Honorable City Council  
Findlay, OH 45840

RE: Annual Bids and Contracts

Dear Council Members:

Each year, the City formally bids a number of chemicals, materials, and services. The contracts for these items run for a calendar year, with option(s) to renew the contracts in one-year increments. In July, a review and evaluation of the current contracts and contracted vendors will be conducted.

For those contracts that will not be renewed, the City will advertise and receive bids in October. Items that are normally bid each year include several chemicals used by the Water Treatment Plant and Water Pollution Control Center, materials, uniforms, services, and supplies.

By copy of this letter, the Director of Law is requested to prepare the necessary legislation to authorize the Mayor and/or Service-Safety Director to contract these items.

Thank you for your consideration in this matter.

Sincerely,

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

Christina M. Muryn  
Mayor

cc: Donald Rasmussen, Director of Law  
Jim Staschiak II, City Auditor  
Sara Klay, Engineering Department



CHRISTINA M. MURYN, MAYOR

ENGINEERING  
DEPARTMENT

JEREMY D. KALB, PE  
CITY ENGINEER

Honorable City Council  
Findlay, OH 45840

May 14, 2024

RE: Runway 7/25 Nav-Aid Rehab, Project No. 35234500  
Reconfiguration Flight Inspection

Dear Council Members,

As part of the PAPI and REILs replacement project on Runway 7/25, the City of Findlay will be required to perform a flight inspection on Runway 7/25. This flight inspection is performed by the Federal Aviation Administration (FAA) and is reimbursable. As part of the agreement with the FAA, the City is required to prepay the entire estimated cost of the flight inspection prior to submitting for any reimbursements. To ensure that we have enough funds in the project to cover the estimated cost of the flight inspection, an appropriation of funds will need to be made.

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

<b>FROM: CIT Fund-Capital Improvement Restricted Account</b>	<b>\$ 21,293.28</b>
TO: Runway 7/25 Nav-Aid Rehab, Project No. 35234500	\$ 21,293.28

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

Sincerely,

Jeremy Kalb, P.E.  
City Engineer

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



CHRISTINA M. MURYN, MAYOR

ENGINEERING  
DEPARTMENT

JEREMY D. KALB, PE  
CITY ENGINEER

Honorable City Council  
Findlay, OH 45840

May 14, 2024

RE: CDBG Critical Infrastructure Application  
Bernard Waterline Replacement & Carnahan Storm Sewer

Dear Council Members,

Engineering is working with HRPC to submit two applications to the Community Development Block Grant (CDBG) for the Critical Infrastructure Grant. As part of the allocation this year, the City will be able to submit two applications for possible funding. In years past the City has been awarded up to \$500,000 for Critical infrastructure Projects.

The first application will include the replacement of an existing 6-inch waterline on Bernard Avenue with a new 8-inch main line. Over the past couple of years this line has experienced a number of breaks.

The second applications will include the replacement of a section of storm sewer on Carnahan Avenue. In the past week the Sewer Department discovered a large hole in the 72-inch storm sewer. With this being a double lined brick sewer, a section of the storm line will need to be replaced to ensure we have an adequate pipe.

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

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

Sincerely,

Jeremy Kalb, P.E.  
City Engineer

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



OFFICE OF  
THE MAYOR  
CHRISTINA M. MURYN

Rob Martin BSN, MBA  
Service-Safety Director

May 15, 2024

Honorable City Council  
City of Findlay, Ohio

Dear Council Members:

We are honored to be invited to be an America250 community by the Ohio Commission for the U.S. Semiquincentennial (ORC 149.309). The 29-member nonpartisan commission is charged with preparing the state to participate in the United States of America's 250<sup>th</sup> anniversary which culminates on July 4, 2026. This multi-year effort is an opportunity to pause and reflect on our nation's past, honor the contributions of all Americans, and look ahead toward the future we want to create.

We look forward to working with community partners to celebrate the story of Findlay, from the Fort that founded us, to the people that make up our community today.

Sincerely,

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

Christina M. Muryn  
Mayor



CHRISTINA M. MURYN, MAYOR

ENGINEERING  
DEPARTMENT

JEREMY D. KALB, PE  
CITY ENGINEER

Honorable City Council  
Findlay, OH 45840

June 1, 2023

RE: CDBG Grant Application- Allocation  
Melrose Avenue Multiuse Path

Dear Council Members,

Engineering is working with HRPC to submit an application to the Community Development Block Grant (CDBG) for Allocation Grant Funds. With the Allocation Grant the City will be allocated \$222,000 towards a project. As part of this year's allocation the City of Findlay will be submitting an application to install a multiuse path on Melrose Avenue. This project was originally submitted to ODOT for TAP funds, but it we have recently found out that the project did not receive ODOT funding. Since this area is a highly traffic pedestrian corridor, these funds will help to construct a 10-ft wide multiuse path from Crystal Avenue to Bright Road.

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

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

Sincerely,

Jeremy Kalb, P.E.  
City Engineer

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



OFFICE OF  
THE MAYOR  
CHRISTINA M. MURYN

Rob Martin, BSN, MBA  
Service-Safety Director

May 14, 2024

Dear Honorable Council,

As you may be aware, the Public Utilities Commission of Ohio (PUCO) establishes territories for electric providers across the State of Ohio. These territories can be found at <https://puco.ohio.gov/utilities/electricity/service-area-map/electric-certified-territories-web-mapping-application>. The majority of the City of Findlay is located within the American Electric Power (AEP) territory, however, due to a non-exclusive franchise agreement between the City of Findlay and Ohio Power Company (AEP) authorized under Ordinance 2009-013, AEP's territory has expanded with the City of Findlay corporation limits. This has taken away parcels from the Hancock-Wood Electric Cooperative (HWE) territory. To protect the PUCO approved HWE territory and allow for competition, I am requesting authorization to enter into a non-exclusive franchise agreement with HWE.

This agreement would allow for HWE to provide services on properties currently within their territory even upon annexation into the City of Findlay. It would not allow HWE to take over service from AEP defined parcels unless both entities (HWE and AEP) agreed. Additionally, in the event HWE is unable to provide adequate service to a potential customer, and AEP could, HWE would be responsible for transferring that parcel to AEP to ensure that potential development is not hindered.

I believe this agreement is fair and appropriate for potential customers, electric providers, and in the best interest of the City of Findlay as a whole.

Thank you for your consideration and support of Ordinance 2024-067. Please do not hesitate to contact me with any questions you may have. If Council would like this discussed at a Committee I request it be sent to Planning & Zoning as this is a planning matter.

Sincerely,

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

Christina M. Muryn  
Mayor



CHRISTINA M. MURYN, MAYOR

ENGINEERING  
DEPARTMENT

JEREMY D. KALB, PE  
City Engineer

Honorable City Council  
Findlay, OH 45840

May 15, 2024

RE: Rawson & Swale Restroom Construction (CDBG)  
Project No. 31933300

Dear Council Members:

In 2023 the City of Findlay received a CDBG-CV grant for the construction of new restroom facilities at Rawson and Swale Park. This grant was able to cover 100% of the design and construction cost for the new facilities. During excavation for the new foundations there were a number of unexpected stumps and logs that were buried under the existing structures. This organic material will pose a problem with the new foundation so the material was removed and CDF was placed to give the foundation a strong base. At this time there are not enough CDBG funds in the project to cover the additional work needed for the excavation and backfill. To ensure we can compensate the contractor for the additional work, an appropriation from the Capital Fund will need to be made.

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

<b>FROM: CIT Fund – Capital Improvements Restricted Account</b>	<b>\$ 70,000</b>
TO: Rawson & Swale Restroom Construction (CDBG), Project No. 31933300	\$ 70,000

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

Sincerely,

Jeremy Kalb, PE  
City Engineer

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





CHRISTINA M. MURYN, MAYOR

ENGINEERING DEPARTMENT

JEREMY D. KALB, PE  
City Engineer

Honorable City Council

May 15, 2024

RE: Third Capital Improvement Appropriation of 2024

Dear Council Members:

I would like to use the Third Capital Improvement allocation of the year to transfer funds into Capital Projects, so that we can continue on with a couple of projects and to purchase a couple pieces of equipment.

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

<b>FROM: CIT Fund – Capital Improvements Restricted Account</b>	<b>\$ 95,000</b>
TO: Recreation Function -21044400 - other	\$ 70,000
TO: Cemetery-21046000 - other	\$ 25,000

<b>FROM: CIT Fund – Capital Improvements Restricted Account</b>	<b>\$355,000</b>
TO: 2024 Annual Street Resurfacing/ Curb Repairs (32840100)	\$200,000
TO: File Scanning and Microfilm (31920800)	\$ 35,000
TO: Riverside Toy and Surface (31941100)	\$ 60,000
TO: Rawson/ Cooper Ballfield Lighting Upgrade (31942300)	\$ 60,000

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

Sincerely,

Jeremy Kalb, P.E.  
City Engineer

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

*Appropriate Funds - Departments*

From	CIT Fund - Capital Improvements Restricted Account	\$	95,000
To	<b>RECREATION FUNCTIONS-21044400- Other</b>	\$	70,000
	Pickup Truck with Snow Plow and Dump Bed		\$ 70,000
To	<b>CEMETERY-21046000-Other</b>	\$	25,000
	Utility Vehicle		\$ 25,000

I

*Appropriate Funds - Projects*

From	CIT Fund - Capital Improvements Restricted Account	\$	355,000
To	2024 Annual Street Resurfacing/ Curb Repairs	32840100	\$ 200,000
To	File Scanning and Microfilm	31920800	\$ 35,000
To	Riverside Toy and Surface	31941100	\$ 60,000
To	Rawson/ Cooper Ballfield Lighting Upgrade	31942300	\$ 60,000



May 15, 2024

Findlay City Council  
318 Dorney Plaza  
Findlay, OH 45840

**RE: Legislation authorizing the use of the City of Findlay Revolving Loan Fund for 50 North**

Dear Honorable Members of Council:

As the administrator of the Revolving Loan Fund (RLF) on behalf of the City, the Hancock Regional Planning Commission requests that an ordinance be passed allowing the granting of up to \$165,000 Findlay RLF dollars for the replacement of a generator and installation of a security system at 50 North, as well as authorizing the submission of an application and execution of all necessary documents to the Office of Community Development for this project.

The current generator at 50 North is almost 20 years old and continues to have multiple issues that require significant cost expenditures. Because 50 North is an emergency shelter within the City of Findlay and Hancock County, it is imperative for them to have a working generator. In addition, addressing significant safety issues is a priority for 50 North. Currently, there is a deficit in providing a safe environment for staff and community members. The security system installation will include access control with card readers, test program and training, and intrusion detection.

A pre-application has been submitted to and approved by the Office of Community Development finding that these projects meet the minimum requirements for an RLF Community Development Project. As 50 North provides programs and services to seniors, the project therefore meets the national objective by serving elderly adults, a limited clientele presumed class.

The City RLF Board met on May 10, 2024 to discuss the project. They voted 3-1 in recommendation of the 50 North project. RLF Board minutes are attached to this letter as reference in Exhibit "A".

The total Findlay RLF balance is currently at \$701,417.27. The unencumbered balance of the City RLF Program is \$401,417.27. As the City RLF manager, I am confident that we can complete this Community Development project and still have adequate funds to assist small businesses in the City of Findlay.

In short, I am in support of the use of Findlay RLF dollars for this Community Development project.

Sincerely,

Matt Cordonnier  
Director HRPC



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

Rob Martin BSN, MBA  
Service-Safety Director

May 14, 2024

Honorable City Council  
City of Findlay, Ohio

Dear Council Members:

The City of Findlay

The City is prepared to begin the process of bringing the properties identified by the Federal Emergency Management Agency (FEMA) during the City of Findlay's Community Assistance Visit (CAV) into compliance.

During this beginning phase, an elevation certificate will be created by a professional surveyor for approximately 35 dwellings. The elevation certificate will verify and help determine what corrections will be needed in order to bring any properties with violations into compliance with floodplain regulations.

An appropriation is respectfully requested as follows for this process:

<b>FROM:</b>	<b>Stormwater Account</b>	<b>\$15,000.00</b>
<b>TO:</b>	<b>Flood Plain/Storm Water Regulation Upgrades Project No. 35512700</b>	<b>\$15,000.00</b>

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

Following approval of this appropriation, the attached letter will be sent to impacted property owners.

Thank you for your consideration.

Sincerely,

Christina M. Muryn  
Mayor

Attachment

cc: Erik Adkins, Floodplain Manager



OFFICE OF  
THE MAYOR  
CHRISTINA M. MURYN

Rob Martin BSN, MBA  
Service-Safety Director

PROPERTY OWNER NAME  
ADDRESS BLOCK

May \_\_, 2024

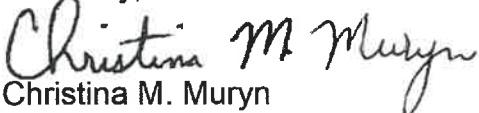
Dear <<insert name>>,

We are writing to inform you that during a recent community assistance visit (CAV) by the Federal Emergency Management Agency (FEMA) your property was identified as potentially not in compliance with the City of Findlay's Flood code (Chapter 1351) <<Erik to identify which part of code>>. FEMA has identified that your property <<address>>: <<insert violation>>

The City of Findlay is asking to gain access to the property to have a professional surveyor perform an elevation certificate (EC), which will be used to confirm the violation of <<code>> identified by FEMA. If the issue is confirmed, the City of Findlay, with your permission, will bring your property into compliance at the City's cost. After the property is brought into compliance the resulting EC showing flood proofing could help in insurance costs. Failure to come into compliance may result in the possible removal of flood insurance via Section 1316 of FEMA's National Flood Insurance Act (1968). Again, the process of coming into compliance will incur no cost to you, the property owner.

We look forward to finding a time to answer any questions you may have. In the meantime, please do not hesitate to reach out to Erik Adkins, Zoning & Flood Plain Administrator, at [eadkins@findlayohio.gov](mailto:eadkins@findlayohio.gov) or (419) 424-7110.

Sincerely,

  
Christina M. Muryn  
Mayor



# AUDITOR'S OFFICE

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

**JIM STASCHIAK II - CITY AUDITOR**

Friday, May 10, 2024

The Honorable Council  
Findlay OH 45840

RE: Severance Payout Appropriation

There have been several retirements that have already occurred and some that are scheduled to occur this year that were not included in the original budget figures because the City did not have written notification of the retirements at the time of budget development last fall.

We now need to appropriate this money to cover the expense of the retirement settlements.

FROM: Severance Payout Reserve Fund	\$357,900
TO: Severance Payout Reserve (22090000-personal services)	\$357,900

By copy of this letter, the Law Director has been requested to prepare the necessary legislation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Staschiak II", with a long horizontal flourish extending to the right.

Jim Staschiak II  
City Auditor

C: Don Rasmussen, City Law Director

# Board of Zoning Appeals

## April 11, 2024

**Members present:** Phil Rooney, Chairman; Blaine Wells; Scott Brecheisen; Brody Yingling; and Alex Treece.

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

The following case, Case Number: BZA-02-2024-64608 was removed from the table. Case description is as follows:

**Case Number: BZA-02-2024-64608**

**Address: 1020 Interstate Drive**

**Zone: C-2 General Commercial**

Filed by Findlay Lodging LLC, regarding a variance from section 1161.12.12.6 of the City of Findlay Zoning Ordinance for a new electronic message center sign cabinet at 1020 Interstate Court. The applicant is proposing to add a new building 72-square foot EMC cabinet to their existing interstate hi-rise sign. This section allows for 25-percent of the constructed sign area to be an EMC, which is 27- square feet.

The applicant is looking to add a sign panel that will be an EMC. The zoning code allows for the EMC portion of the sign to be 25-percent of the total constructed sign area. The code does allow for additional panels to be up to 75- square feet, but the percentage of the sign that may be an EMC still must be abided by.

(The applicant failed to appear).

Mr. Wells made a motion to deny the variance request since the applicant has had two opportunities to appear and has failed to do so.

Mr. Brecheisen seconded the motion.

Motion to deny the requested variance, 5 - 0.

The following case was applied for, but was withdrawn.

Case Number: BZA-06-2024-64719

Address: 209 West Main Cross Street

Zone: C-3, Downtown Commercial District

Mr. Adkins read a letter from Hancock County Commissioners, withdrawing their request for a variance, into record (attached).

The March 14, 2024 meeting minutes were approved.

The meeting was adjourned.



---

Chairman



---

Secretary



April 11, 2024

Dear Mayor Muryn,

Thank you again for meeting last week regarding the new Judicial Center the County is currently building at 209 West Main Cross Street in the City of Findlay.

The County Commissioners reiterate our apology for the timing of the County's resubmittal of the request for a Certificate of Appropriateness to Findlay's Downtown Design Review Board ("DDRB"), including approval to use an exterior insulation and finishing system ("EIFS") for parts of the front and rear façades of the building.

As explained in the County's legal counsel's letter of March 13, 2024, as a matter of Ohio law, the County is not required to adhere to the City's zoning code or participate in the procedures for zoning approval. Despite the fact that the County is exempt from seeking a permit or certificate of appropriateness from the DDRB before construction, out of respect for the City, in early 2023, the County's Design Build ("D/B") team presented a design development scope of work to the DDRB that included design drawings showing all brick on the south wall & stone on the front stair tower. These drawings were presented to the DDRB in February 2023, and were approved.

The estimated construction cost based on these drawings came in higher than expected and the County's D/B team was asked to provide some value engineering suggestions to bring costs down. In March 2023, the D/B team presented the County with several value engineering items. One of the suggestions was the use of EIFS for all exterior walls. After discussion between the County and the D/B team, it was decided that such a change would be too much of a deviation from the intent of the Downtown Design Guidelines. Accordingly, in a good faith attempt to provide a building consistent with the aesthetic vision of the Downtown Design Guidelines, this suggestion was rejected. Instead, the D/B team suggested that EIFS be used only on the front stair and the south wall, and these two items were part of a 30-item value engineering package that the D/B team offered the County resulting in savings of over \$1,000,000.

The Design Build team incorporated the value engineering package into the final permit and bid drawings in May 2023 for the Guaranteed Maximum Price (GMP), the County accepted the GMP in June 2023, and the contractor began work. In an attempt to be efficient by not bringing items back before the DDRB in a piecemeal fashion, the County did not present the value engineering package to the DDRB (including the EIFS substitutions) until it had worked out the details of two other final changes to the front façade of the building (building name signage on the front canopy & the stained glassed window at the top of the front stair tower). It did not have those details figured out until near the end of 2023, and in January 2024 it brought all of the value engineering



changes to the DDRB. By this time, construction already commenced with the planned use of the EIFS on the south wall.

The County apologizes for the delay. Although the DDRB does not have legal authority over the County under Ohio law, the County voluntarily sought its approval of the original design in February 2023, and when the design changed, the County should have brought it to the attention of the DDRB before commencing construction. In not doing so more quickly, the County was attempting to be efficient by not bringing things in a piecemeal fashion, and in hindsight that was an oversight on the County's behalf. The County did not intend to mislead the DDRB or hide its use of the EIFS on the south wall and no insult to the DDRB was meant by this delay.

Recognizing that EIFS is not an exterior building material preferred by the City, the County will ensure that it is maintained per the manufacturer's standards in a manner that matches the methods of maintenance for the brick portions of this new county building.

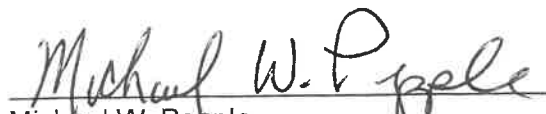
We acknowledge that the City has expressed to us that its primary reason for allowing EIFS to be used on this portion of the rear south wall of this new building is to avoid legal conflict and the increased cost and effort to now switch back to full brick along the rear south wall of this new building, neither of which will benefit the taxpayers of Hancock County.

As we discussed, the County will be withdrawing its appeal to the Board of Zoning Appeals and is moving forward with the current design, including the brick – stenciled finish EIFS for the south wall as shown to the DDRB last month. We appreciate your and the City's understanding and cooperation in this regard.

Finally, we appreciate the City's understanding and cooperation in this matter and we will continue to take steps to improve communication and collaboration between the County and the City moving forward. Thank you for your understanding and willingness to work with us to resolve this issue.

Sincerely,

  
Timothy K. Bechtol

  
Michael W. Pepple

  
William L. Bateson



- Committee Members:**
- Josh Palmer, 7<sup>th</sup> Ward, Chair
  - Dan DeArment, Ward 4
  - Dennis Hellmann, Ward 2
  - 
  -

**Staff:** \_\_\_\_\_

Meeting Start Time: 5:30 p

Guests: community members

Meeting End Time: 6:05 p

**Agenda:**

Call to Order

Roll Call

New Items

Finalize 2024-2025 Council Rules of Procedure – public comment

Adjournment

  
Ad Hoc Committee Chair

# COMMITTEE REPORT

## THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

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

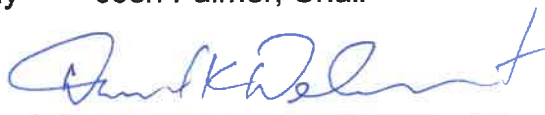
We recommend

Adoption of revised Rules of Procedure for city council meetings <sup>as is</sup> on a two month trial basis. (4 meetings)

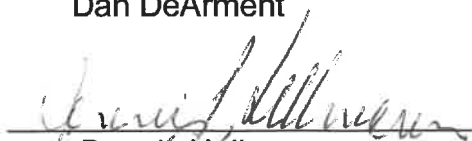
Aye  Nay

  
Josh Palmer, Chair

Aye  Nay

  
Dan DeArment

Aye  Nay

  
Dennis Hellmann

**AD-HOC COMMITTEE**

**LEGISLATION:** \_\_\_\_\_

**DATED:** May 13, 2024

# COUNCIL OF THE CITY OF FINDLAY, OHIO

## RULES OF PROCEDURE 2024-2025

---

### **TABLE OF CONTENTS**

<b>SECTION I. GENERAL PROVISIONS.....</b>	<b>6</b>
A. DEFINITIONS.....	6
B. LEGISLATION .....	6
C. REPORTS.....	7
D. REPRESENTING FINDLAY CITY COUNCIL .....	7
E. GOVERNING LAWS.....	7
F. DISCIPLINARY ACTION.....	7
G. SALARY ORDINANCE .....	7
<b>SECTION II. COUNCIL MEETINGS.....</b>	<b>8</b>
A. REGULAR MEETINGS .....	8
B. SPECIAL MEETINGS .....	8
C. EXECUTIVE SESSIONS .....	8
D. QUORUM .....	10
E. ATTENDANCE .....	10
F. ADJOURNMENT OF MEETING.....	10
G. AGENDA OF LEGISLATION.....	10
H. ORDER OF BUSINESS .....	11
I. PUBLIC COMMUNICATIONS.....	13
J. DEBATE.....	16
K. LIMITATIONS ON POLITICAL SPEECH.....	20

**L. MAJORITY REQUIREMENTS FOR COUNCIL ACTION ..... 20**

**M. VOTING..... 21**

**N. WRITTEN CORRESPONDENCE ..... 23**

**O. MINUTES ..... 23**

**P. RULES OF ORDER..... 23**

**SECTION III. PRESIDENT OF COUNCIL ..... 24**

**SECTION IV. OFFICERS OF COUNCIL ..... 25**

**A. PRESIDENT PRO TEMPORE..... 25**

**B. CLERK OF COUNCIL ..... 25**

**C. PARLIAMENTARIAN..... 25**

**SECTION V. COMMITTEES ..... 26**

**A. RULES/ORGANIZATION ..... 26**

**B. STANDING COMMITTEES ..... 26**

**C. COUNCIL REPRESENTATIVES ..... 28**

**D. COMMITTEES OF THE WHOLE ..... 28**

**E. AD HOC COMMITTEES ..... 29**

**SECTION VI. ADOPTION ..... 30**

**SECTION I. GENERAL PROVISIONS.....**

**A. DEFINITIONS.....**

**B. LEGISLATION.....**

**C. REPORTS.....**

**D. REPRESENTING FINDLAY CITY COUNCIL.....**

**E. GOVERNING LAWS.....**

F. DISCIPLINARY ACTION.....

G. SALARY ORDINANCE .....

SECTION II. COUNCIL MEETINGS.....

A. REGULAR MEETINGS.....

B. SPECIAL MEETINGS.....

C. EXECUTIVE SESSIONS.....

D. QUORUM..... 66676

E. ATTENDANCE..... 66676

F. ADJOURNMENT OF MEETING..... 66676

G. AGENDA OF LEGISLATION..... 66676

H. ORDER OF BUSINESS..... 77787

I. PUBLIC COMMUNICATIONS..... 889108

J. DEBATE..... 9910119

K. LIMITATIONS ON POLITICAL SPEECH..... 1010121310

L. MAJORITY REQUIREMENTS FOR COUNCIL ACTION..... 1010121310

M. VOTING..... 1111131411

N. WRITTEN CORRESPONDENCE..... 1212141512

O. MINUTES..... 1212141512

P. RULES OF ORDER..... 1212141512

SECTION III. PRESIDENT OF COUNCIL..... 1313151613

SECTION IV. OFFICERS OF COUNCIL..... 1414161714

A. PRESIDENT PRO TEMPORE..... 1414161714

B. CLERK OF COUNCIL..... 1414161714

C. PARLIAMENTARIAN..... 1414161714

SECTION V. COMMITTEES ..... 1515171815

A. RULES/ORGANIZATION ..... 1515171815

B. STANDING COMMITTEES ..... 1515171815

C. COUNCIL REPRESENTATIVES ..... 1616181916

D. COMMITTEES OF THE WHOLE ..... 1616181916

E. AD-HOC COMMITTEES ..... 1717192017

SECTION VI. ADOPTION ..... 1818202118

SECTION I. GENERAL PROVISIONS ..... 3

A. DEFINITIONS ..... 3

B. LEGISLATION ..... 3

C. REPORTS ..... 4

D. REPRESENTING FINDLAY CITY COUNCIL ..... 4

E. GOVERNING LAWS ..... 4

F. DISCIPLINARY ACTION ..... 4

G. SALARY ORDINANCE ..... 4

SECTION II. COUNCIL MEETINGS ..... 5

A. REGULAR MEETINGS ..... 5

B. SPECIAL MEETINGS ..... 5

C. EXECUTIVE SESSIONS ..... 5

D. QUORUM ..... 6

E. ATTENDANCE ..... 6

F. ADJOURNMENT OF MEETING ..... 6

G. AGENDA OF LEGISLATION ..... 6

H. ORDER OF BUSINESS ..... 6

I. PUBLIC COMMUNICATIONS ..... 7

- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar
- Formatted:** Default Paragraph Font, Check spelling and grammar

[5/16/2024 9:35 PM](#)[5/15/2024 3:01 PM](#)[5/15/2024 3:00 PM](#)[5/10/2024 11:59 AM](#)[5/10/2024 11:38 AM](#)[4/30/2024 7:28 PM](#)[4/24/2024 9:44 PM](#)[4/24/2024 9:36 PM](#)[4/24/2024 9:33 PM](#)[4/24/2024 9:32 PM](#)[4/24/2024 9:29 PM](#)[2/6/2024 5:32 PM](#)[2/6/2024 5:09 PM](#)[1/3/2024 11:11 AM](#)[1/3/2024 11:10 AM](#)[1/3/2024 10:10 AM](#)

J. DEBATE.....	8	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
K. LIMITATIONS ON POLITICAL SPEECH.....	10	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
L. MAJORITY REQUIREMENTS FOR COUNCIL ACTION.....	10	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
M. VOTING.....	10	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
N. WRITTEN CORRESPONDENCE.....	11	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
O. MINUTES.....	11	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
P. RULES OF ORDER.....	11	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
<b>SECTION III. PRESIDENT OF COUNCIL.....</b>	<b>12</b>	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
<b>SECTION IV. OFFICERS OF COUNCIL.....</b>	<b>13</b>	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
A. PRESIDENT PRO TEMPORE.....	13	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
B. CLERK OF COUNCIL.....	13	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
C. PARLIAMENTARIAN.....	13	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
<b>SECTION V. COMMITTEES.....</b>	<b>14</b>	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
A. RULES/ORGANIZATION.....	14	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
B. STANDING COMMITTEES.....	14	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
C. COUNCIL REPRESENTATIVES.....	14	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
D. COMMITTEES OF THE WHOLE.....	15	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
E. AD-HOC COMMITTEES.....	15	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar
<b>SECTION VI. ADOPTION.....</b>	<b>17</b>	<b>Formatted:</b> Default Paragraph Font, Check spelling and grammar



# COUNCIL OF THE CITY OF FINDLAY, OHIO

## RULES OF PROCEDURE 202~~04~~-202~~15~~

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.

RECOMMENDED

**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

Formatted: Left, Space After: 0 pt

RECOMMENDED

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 (oral) pertaining to the Resolution or Ordinance

iii. Motions (if any), if any,

iv. Council Discussion (if appropriate)

b-v. Council Vote (if appropriate)

11-12. Unfinished Business

13. New Business

12-14. Public Communications (oral)

13. Adjournment

Formatted: Left

Formatted

Formatted: Left, Space After: 0 pt

Formatted: Font: Not Bold

**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.

RECOMMENDED



## 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 shall~~ 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 and -

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

~~Speakers wishing to address a specific agenda item willshall do so when the item is under consideration. Speakers not wishing -to address a specific agenda item shall do so during the 'Public Communications (oral)'~~- (agenda item #14) portion of the agenda.

~~Speaker comments directed to elected officials, administration, or staff members other than councilmembers shall be restricted to items on the agenda.Speaker comments shall be directed to Ccouncilmembers; speakers comments shall not be directed to other elected officials or members of the administration. and not~~

### 3. Public communications (written and oral) shall be limited to issues directly related to the City of Findlay as determined by the Presiding Officer.

#### 3.4. 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.

4.5. Advertising is Prohibited

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

Formatted: Justified, Indent: Left: 1", Space After: 6 pt

RECOMMENDED

5-6. 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.

6-7. 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.

7-8. No citizen or interested party will be refused the right to address council, within the limits described above.

8-9. 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.

RECOMMENDED

#### 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.

RECOMMENDED

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.

Formatted: Left, Space After: 0 pt

RECOMMENDED

**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.

RECOMMENDED

## 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.



RECOMMENDED

[5/16/2024 9:35 PM](#)[5/15/2024 3:01 PM](#)[5/15/2024 3:00 PM](#)[5/10/2024 11:59 AM](#)[5/10/2024 11:38 AM](#)[4/30/2024 7:28 PM](#)[4/24/2024 9:44 PM](#)[4/24/2024 9:36 PM](#)[4/24/2024 9:33 PM](#)[4/24/2024 9:32 PM](#)[4/24/2024 9:29 PM](#)[2/6/2024 5:32 PM](#)[2/6/2024 5:09 PM](#)[1/3/2024 11:11 AM](#)[1/3/2024 11:10 AM](#)[1/3/2024 10:10 AM](#)

**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.

RECOMMENDED

**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.

RECOMMENDED

## **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
      - ii. One Two ward councilmembers
      - iii. 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.

Formatted

Formatted

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.

RECOMMENDED

**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.

RECOMMENDED



**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

RECOMMENDED

# COUNCIL OF THE CITY OF FINDLAY, OHIO

## RULES OF PROCEDURE 2024-2025

---

### **TABLE OF CONTENTS**

SECTION I.	GENERAL PROVISIONS.....	3
A.	DEFINITIONS.....	3
B.	LEGISLATION .....	3
C.	REPORTS.....	4
D.	REPRESENTING FINDLAY CITY COUNCIL .....	4
E.	GOVERNING LAWS.....	4
F.	DISCIPLINARY ACTION.....	4
G.	SALARY ORDINANCE .....	4
SECTION II.	COUNCIL MEETINGS.....	5
A.	REGULAR MEETINGS.....	5
B.	SPECIAL MEETINGS .....	5
C.	EXECUTIVE SESSIONS .....	5
D.	QUORUM .....	6
E.	ATTENDANCE .....	6
F.	ADJOURNMENT OF MEETING.....	6
G.	AGENDA OF LEGISLATION.....	6
H.	ORDER OF BUSINESS.....	7
I.	PUBLIC COMMUNICATIONS.....	8
J.	DEBATE.....	9
K.	LIMITATIONS ON POLITICAL SPEECH .....	10
L.	MAJORITY REQUIREMENTS FOR COUNCIL ACTION.....	10
M.	VOTING.....	11

N.	WRITTEN CORRESPONDENCE .....	12
O.	MINUTES .....	12
P.	RULES OF ORDER.....	12
SECTION III. PRESIDENT OF COUNCIL.....		13
SECTION IV. OFFICERS OF COUNCIL .....		14
A.	PRESIDENT PRO TEMPORE.....	14
B.	CLERK OF COUNCIL .....	14
C.	PARLIAMENTARIAN.....	14
SECTION V. COMMITTEES .....		15
A.	RULES/ORGANIZATION .....	15
B.	STANDING COMMITTEES.....	15
C.	COUNCIL REPRESENTATIVES.....	16
D.	COMMITTEES OF THE WHOLE .....	16
E.	AD HOC COMMITTEES .....	17
SECTION VI. ADOPTION.....		18

# COUNCIL OF THE CITY OF FINDLAY, OHIO

## RULES OF PROCEDURE 2024-2025

---

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. Public Communications (oral) 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 shall 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 and 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.

Speakers wishing to address a specific agenda item shall do so when the item is under consideration. Speakers not wishing to address a specific agenda item shall do so during the 'Public Communications (oral)' (agenda item #14) portion of the agenda.

Speaker comments directed to elected officials, administration, or staff members other than councilmembers shall be restricted to items on the agenda.

### **3. Public communications (written and oral) shall be limited to issues directly related to the City of Findlay as determined by the Presiding Officer.**

### **4. 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.

5. Advertising is Prohibited

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

6. 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.

7. 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.

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

9. 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.

RECOMMENDED

### **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.

RECOMMENDED

**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

RECOMMENDED



## 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.
- The City Council President will present this to the submitter's Council Representative.
- Council Representative and Ward number: \_\_\_\_\_

*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.*

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
May 21, 2024**

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

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

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

**ORDINANCE NO. 2024-062** **requires three (3) readings** ***second reading***  
(Blanchard Street Waterline Replacement Phase II, OPWC)  
AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

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 \_\_\_\_\_



**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. 2024-062**

**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:	OPWC Grant (CM22AA)	\$ 470,000.00
TO:	Blanchard Street Waterline Replacement Phase II, OPWC <i>Project No. 35740500</i>	\$ 470,000.00

FROM:	Water Fund	\$ 502,000.00
TO:	Blanchard Street Waterline Replacement Phase II, OPWC <i>Project No. 35740500</i>	\$ 502,000.00

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 construction costs and contingency for the aforementioned project may be paid.

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

# City of Findlay

## Office of the Director of Law

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

**Donald J. Rasmussen**  
Director of Law

MAY 21, 2024

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MAY 21, 2024 MEETING.

### RESOLUTIONS

- 015-2024 A RESOLUTION AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO FILE APPLICATIONS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR CRITICAL INFRASTRUCTURE GRANT FUNDS AND, IF AWARDED, TO SIGN A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT.
- 016-2024 A RESOLUTION OF THE CITY OF FINDLAY, OHIO SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA 250-OH).
- 017-2024 A RESOLUTION AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR ALLOCATION GRANT FUNDS AND, IF AWARDED, TO SIGN A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT.

### ORDINANCES

- 2024-063 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2024-064 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2024-065 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS, WITH OPTION YEARS, FOR THE PURCHASE OF THE MATERIALS, CHEMICALS, AND SERVICE AGREEMENTS NEEDED BY THE VARIOUS DEPARTMENTS OF THE CITY OF FINDLAY, OHIO COMMENCING JANUARY 1, 2025, AND DECLARING AN EMERGENCY.
- 2024-066 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- 2024-067 AN ORDINANCE GRANTING TO HANCOCK WOOD ELECTRIC COOPERATIVE, INC., ITS SUCCESSORS AND ASSIGNS, THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES AND PUBLIC PLACES OF THE CITY OF FINDLAY, STATE OF OHIO, AND ITS SUCCESSORS, LINES FOR THE DISTRIBUTION OF ELECTRIC POWER AND ENERGY TO PARTS OF THE CITY OF FINDLAY AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER AND OTHER PURPOSES AND FOR THE TRANSMISSION OF THE SAME WITHIN, THROUGH OR ACROSS SAID CITY OF FINDLAY, STATE OF OHIO, SUBJECT TO AND IN COMPLIANCE WITH THE CERTIFIED TERRITORIES FOR ELECTRIC SUPPLIERS ACT (OHIO REVISED CODE SECTIONS 4933.81 TO 4933.90).
- 2024-068 AN ORDINANCE APPROPRIATING AND TRANSFERRING FUNDS, AND DECLARING AN EMERGENCY.
- 2024-069 AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO 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.
- 2024-070 AN ORDINANCE AUTHORIZING TO UTILIZE CITY OF FINDLAY REVOLVING LOAN FUND DOLLARS FOR 50 NORTH PROJECTS, AUTHORIZING THE SUBMISSION OF AN APPLICATION AND EXECUTION OF ALL NECESSARY DOCUMENTS TO THE OFFICE OF COMMUNITY DEVELOPMENT, APPROPRIATING AND TRANSFERRING FUNDS THERETO.
- 2024-071 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2024-072 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**RESOLUTION NO. 015-2024**

**A RESOLUTION AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO FILE APPLICATIONS TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR CRITICAL INFRASTRUCTURE GRANT FUNDS AND, IF AWARDED, TO SIGN A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT.**

WHEREAS, the Ohio Department of Development (ODOD) has notified the City of Findlay, Ohio that it is eligible for a Critical Infrastructure Grant from Community Development Block Grant (CDBG) funds in the amount of up to five hundred thousand dollars and no cents (\$500,000.00) for fiscal year 2024, and;

WHEREAS, the City of Findlay has determined that the CDBG Critical Infrastructure Grant can best be used for two (2) different projects: the replacement of an existing 6-inch waterline on Bernard Avenue with a new 8-inch main line, and also the replacement of a section of storm sewer on Carnahan Avenue, and;

WHEREAS, City Council authorization to submit an application and sign an agreement for the CDBG Critical Infrastructure Grant is necessary.

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

SECTION 1: That the Mayor, Service-Safety Director and/or City Engineer of the City of Findlay, Ohio are hereby authorized to file CDBG Critical Infrastructure Grant applications, and if awarded, to sign the necessary grant agreement(s) with the ODOD for the two replacement projects as stated above.

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 \_\_\_\_\_

**RESOLUTION 016-2024**

**A RESOLUTION OF THE CITY OF FINDLAY, OHIO SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA 250-OH).**

WHEREAS, The Ohio General Assembly and Governor Mike DeWine has created AMERICA 250-OH in Ohio Revised Code Section 149.309 to plan, encourage, develop and coordinate the commemoration of the 250th anniversary of the United States and Ohio's integral role in that event and the role of its people on the nation's past, present and future, and;

WHEREAS, AMERICA 250-OH strives to engage ALL Ohioans and ALL 88 counties through a variety of programs, projects and events through 2026 by inspiring future leaders and celebrating Ohio's contributions to the nation over the past 250+ years, and;

WHEREAS, the City of Findlay has much to contribute to the nation's 250<sup>th</sup> anniversary including community events, education, and artwork.

NOW, THEREFORE, BE IT RESOLVED that the City of Findlay, Ohio hereby establishes a local AMERICA 250-Findlay Committee made up of a diverse group of citizens to work with AMERICA 250-OH on any and all activities within Findlay, Ohio. The participants of the Findlay Committee will be strictly voluntary roles and there will be no compensation for participation, and;

FURTHER RESOLVED, the City Commission agrees to designate one or more city liaisons within 30 days of the adoption of this Resolution who will serve as the point of contact for all local organizations, stakeholders, and communities within their city, and;

FURTHER RESOLVED, that a copy of this resolution be sent to the legislative delegation and AMERICA 250-OH Commission headquartered at 41 S. High St., Suite 250, Columbus, OH 43215.

ADOPTED by the Findlay City Council, Hancock County, State of Ohio, this 21<sup>st</sup> day of May, 2024.

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

**RESOLUTION NO. 017-2024**

**A RESOLUTION AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION TO THE COMMUNITY DEVELOPMENT BLOCK GRANT FOR ALLOCATION GRANT FUNDS AND, IF AWARDED, TO SIGN A GRANT AGREEMENT WITH THE OHIO DEPARTMENT OF DEVELOPMENT.**

WHEREAS, the Ohio Department of Development (ODOD) has notified the City of Findlay, Ohio that it is eligible for Allocation Grant Funds from Community Development Block Grant (CDBG) funds in the amount of up to two hundred twenty-two thousand dollars and no cents (\$222,000.00) for fiscal year 2024, and;

WHEREAS, the City of Findlay has determined that these CDBG Allocation Grant Funds would best be used for the installation of a multiuse path on Melrose Avenue, and;

WHEREAS, City Council authorization to submit an application and sign an agreement for the CDBG Critical Infrastructure Grant is necessary.

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

SECTION 1: That the Mayor, Service-Safety Director and/or City Engineer of the City of Findlay, Ohio are hereby authorized to file CDBG Allocation Grant Funds application(s) to construct a ten foot (10 ft) multiuse path from Crystal Avenue to Bright Road of a highly traffic pedestrian corridor, and if awarded, to sign the necessary grant agreement(s) with the ODOD for the project stated above.

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 \_\_\_\_\_

**ORDINANCE NO. 2024-063**

**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: Ohio Attorney General Law Enforcement Continuing Professional Training Grant	\$ 15,918.24
TO: 2024 ORC Required PD Training <i>Project No. 31940600</i>	\$ 15,918.24

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 outside training for City of Findlay Police Officers 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. 2024-064**

**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	\$ 1,328.34
TO:	Mayor's Office #21002000-other	\$ 1,328.34

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 funds received for the Hometown Hero Program may be utilized within the Mayor's Office.

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. 2024-065**

**AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS AND ENTER INTO CONTRACTS, WITH OPTION YEARS, FOR THE PURCHASE OF THE MATERIALS, CHEMICALS, AND SERVICE AGREEMENTS NEEDED BY THE VARIOUS DEPARTMENTS OF THE CITY OF FINDLAY, OHIO COMMENCING JANUARY 1, 2025, AND DECLARING AN EMERGENCY.**

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

SECTION 1: That the Mayor and/or Service-Safety Director of the City of Findlay, Ohio, be and they are hereby authorized to advertise for bids and enter into contracts with a one year renewal option for the purchase of the materials, chemicals and service agreements needed by the various departments of the City of Findlay, Ohio, commencing January 1, 2025.

SECTION 2: That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio and for the further reason that it is immediately necessary to furnish new materials, chemicals and service agreements for the various operating departments of the City of Findlay to continue their various essential services to its inhabitants;

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. 2024-066**

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

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

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

FROM:	CIT Fund – Capital Improvement Restricted Account	\$ 21,293.28
TO:	Runway 7/25 Nav-Aid Rehab, <i>Project No. 35234500</i>	\$ 21,293.28

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 costs associated with flight inspection of the aforementioned project may be paid,

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_

## ORDINANCE NO. 2024-067

AN ORDINANCE GRANTING TO HANCOCK WOOD ELECTRIC COOPERATIVE, INC., ITS SUCCESSORS AND ASSIGNS, THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES AND PUBLIC PLACES OF THE CITY OF FINDLAY, STATE OF OHIO, AND ITS SUCCESSORS, LINES FOR THE DISTRIBUTION OF ELECTRIC POWER AND ENERGY TO PARTS OF THE CITY OF FINDLAY AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER AND OTHER PURPOSES AND FOR THE TRANSMISSION OF THE SAME WITHIN, THROUGH OR ACROSS SAID CITY OF FINDLAY, STATE OF OHIO, SUBJECT TO AND IN COMPLIANCE WITH THE CERTIFIED TERRITORIES FOR ELECTRIC SUPPLIERS ACT (OHIO REVISED CODE SECTIONS 4933.81 TO 4933.90).

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FINDLAY, STATE OF OHIO:

SECTION 1. That Hancock Wood Electric Cooperative, Inc. and its successors and assigns (hereinafter called "Grantee") are hereby granted the right, privilege, franchise and authority to acquire, construct, maintain and operate in, above, under, across and along the streets, thoroughfares, alleys, bridges, and public places (as the same now exist or may hereafter be laid out) of the City of Findlay, State of Ohio, and its successors (hereinafter called the "City"), lines for the distribution of electric energy, either by means of overhead or underground conductors, with all the necessary or desirable appurtenances to render public utility service in the City and to the inhabitants thereof by supplying electric power and energy to the City and the inhabitants thereof, and to persons or entities beyond the limits thereof, for light, heat, power or any other purposes or purpose for which electric power and energy is now or may hereafter be used, and the transmission of the same within, through or across the City; provided, however, that Grantee shall provide electric service hereunder only within: (1) the area or areas of the City either presently being provided electric service by Grantee, or which, at the date of this ordinance or any time thereafter, is included in the area or areas shown on maps filed with the Public Utilities Commission of Ohio which indicate the certified territory of the Grantee established pursuant to Sections 4933.81 to 4933.90 of the Revised Code of Ohio, and (2) any other area or areas annexed to the City after the date of this ordinance any portion of which is either being provided electric service by Grantee at the time of such annexation, or which, at the time of such annexation or at any time thereafter, is included within the Grantee's aforementioned certified territory.

SECTION 2. That in establishing and administering this franchise ordinance (and any other franchise ordinance granted by the City to any other grantee) in the area or areas described above (or in any other area or areas of the City) during the term of this franchise ordinance: (a) the City shall comply with and respect, and direct the Grantee and all other franchise grantees in the City to comply with and respect, the Certified Territories for Electric Suppliers Act (Ohio Revised Code Sections 4933.81 to 4933.90) and the exclusive certified territories established by the Public Utilities Commission of Ohio (PUCO) thereunder; and (b) it is not the intention of the City to establish competition for any component of retail electric service in any area or areas of the City, except for, in the case of the certified service territory of a for-profit electric supplier, any component of retail electric service that is a competitive retail electric service as defined under the Certified Territories for Electric Suppliers Act, and, in the case of the certified service territory of a not-for-profit electric supplier, any component of retail electric service that is a competitive retail electric service as a result of such not-for-profit electric supplier making the irrevocable filing with the PUCO to establish competition for such component of retail electric service under and in compliance with the Certified Territories for Electric Suppliers Act.

SECTION 3. That said lines and appurtenances shall be constructed so as to interfere as little as possible with the traveling public in its use of the streets, thoroughfares, alleys, bridges and public places of the City. The location of all poles and conduits shall be made under such reasonable supervision of the proper board or committee of the City government as permitted by law.

SECTION 4. That the rights, privileges and franchise hereby granted shall be in full force and effect for a period of \_\_\_\_ ( ) years from the date of the passage of this ordinance, and shall automatically renew for additional periods of \_\_\_\_ ( ) years, unless notice of termination is given by the City or the Grantee at least one (1) year prior to the end of the initial term or any renewal term.

That the rights, privileges and franchise hereby granted shall not be construed to be exclusive and the Council of the City hereby reserves the power to grant similar rights, privileges and franchises to any other person or persons, firm or firms, corporation or corporations, subject to and in compliance with Section 2 of this franchise ordinance.

SECTION 5. That said Grantee shall save the City harmless from any and all liability arising in any way from any negligence of Grantee in the erection, maintenance or operation of said lines for the distribution and transmission of electric power and energy.

SECTION 6. That whenever said Grantee shall begin the erection of any lines or equipment it shall promptly and diligently prosecute the work to completion and leave the streets, thoroughfares, alleys, bridges, and public places where such work is done in as good condition of repair as before such work was commenced.

SECTION 7. That wherever in this ordinance, reference is made to the City or the Grantee, it shall be deemed to include the respective successors or assigns of either; and all rights, privileges and obligations herein contained by or on behalf of said City, or by or on behalf of said Grantee, shall be binding upon, and inure to the benefit of the respective successors and assigns of said City, or of said Grantee, whether so expressed or not.

SECTION 8. That the City and the inhabitants thereof served by Grantee under this ordinance shall become members of the Grantee and shall be served at the rates and pursuant to the other terms and conditions of service of general applicability to the members of the Grantee as such rates and other terms and conditions of service are established by the members and the Board of Trustees of the Grantee from time to time.

SECTION 9. That this ordinance shall be accepted by the Grantee within sixty (60) days from the date of the passage of the same.

Passed by the Council \_\_\_\_\_, 20\_\_\_\_

Approved by the Council \_\_\_\_\_, 20\_\_\_\_

COUNCIL OF THE CITY OF FINDLAY, OHIO

\_\_\_\_\_  
President of Council

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Clerk of Council

**ORDINANCE NO. 2024-068**

**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 the following sums:

FROM: CIT Fund – Capital Improvements Restricted Account \$ 70,000.00  
TO: Rawson & Swale Restroom Construction (CDBG), *Project No. 31933300* \$ 70,000.00

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 funds so that contractor for excavation and backfill work for this 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. 2024-069

AN ORDINANCE AUTHORIZING THE MAYOR, SERVICE-SAFETY DIRECTOR AND/OR CITY ENGINEER OF THE CITY OF FINDLAY, OHIO, TO ADVERTISE FOR BIDS WHERE REQUIRED AND ENTER INTO 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 Mayor, Service-Safety Director and/or City Engineer of the City of Findlay be and they are hereby authorized to advertise for bids where necessary pursuant to law and enter into contracts for construction of various projects as set forth in the capital improvements program for 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	\$ 95,000.00
TO:	Recreation Functions #21044400-other	\$ 70,000.00
TO:	Cemetery #21046000-other	\$ 25,000.00
FROM:	CIT Fund – Capital Improvements Restricted Account	\$ 355,000.00
TO:	2024 Annual Street Resurfacing/Curb Repairs #32840100	\$ 200,000.00
TO:	File Scanning and Microfilm #31920800	\$ 35,000.00
TO:	Riverside Toy and Surface #31941100	\$ 60,000.00
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. 2024-070

AN ORDINANCE AUTHORIZING TO UTILIZE CITY OF FINDLAY REVOLVING LOAN FUND DOLLARS FOR 50 NORTH PROJECTS, AUTHORIZING THE SUBMISSION OF AN APPLICATION AND EXECUTION OF ALL NECESSARY DOCUMENTS TO THE OFFICE OF COMMUNITY DEVELOPMENT, APPROPRIATING AND TRANSFERRING FUNDS THERETO.

WHEREAS, the City of Findlay Revolving Loan Fund Board recommended the granting of City of Findlay Revolving Loan Fund dollars, approved by the Office of Community Development, to be utilized for the replacement of a generator and installation of a security system at 50 North, located at 339 East Melrose Avenue, Findlay, Ohio, and;

WHEREAS, 50 North is an emergency shelter within the City of Findlay and Hancock County, therefore, it is imperative for them to have a working generator, and;

WHEREAS, the security system installation will include access control with card readers, test program and training, and intrusion detection in order to provide a safe environment for staff and community members.

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

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

FROM:	City of Findlay Revolving Loan Fund	\$ 165,000.00
TO:	RLF Loan – 50 North (31941400)	\$165,000.00

SECTION 2: That the Auditor of the City of Findlay, Ohio is hereby authorized to draw one hundred sixty-five thousand dollars and no cents (\$165,000.00) from the Revolving Loan Fund Account held at Fifth Third Bank.

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

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

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

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

APPROVED \_\_\_\_\_



**ORDINANCE NO. 2024-071**

**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 - Stormwater Restricted Account	\$ 15,000.00
TO:	Flood Plain/Storm Water Regulation Upgrades	\$ 15,000.00
	<i>Project No. 35512700</i>	

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 funds may be utilized in bringing properties identified by the Federal Emergency Management Agency during the City of Findlay's Community Assistance Visit into compliance with floodplain regulations.

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. 2024-072**

**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:	Severance Payout Reserve Fund	\$ 357,900.00
TO:	Severance Payout Reserve #22090000- <i>personal services</i>	\$ 357,900.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate said funds so that anticipated retirement settlements in 2024 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 \_\_\_\_\_