

FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

September 17, 2013

COUNCIL CHAMBERS

ROLL CALL of 2012-2013 Councilmembers

PLEDGE OF ALLEGIANCE

MOMENT OF PRAYER

ACCEPTANCE OR CHANGES OF MINUTES AND PUBLIC HEARINGS:

- Acceptance or changes to the September 3, 2013 Public Hearing for the rezoning of 721 Rockwell Avenue.
- Acceptance or changes to the September 3, 2013 Public Hearing for the rezoning of 133 Hillcrest Avenue.
- Acceptance or changes to the September 3, 2013 Regular Session City Council meeting minutes.

ADD-ON/REPLACEMENT/REMOVAL FROM THE AGENDA – none.

PROCLAMATION – none.

RECOGNITION/RETIREMENT RESOLUTIONS – none.

WRITTEN COMMUNICATIONS - none

ORAL COMMUNICATIONS:

PETITIONS – none.

REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

City Income Tax Monthly Collection Report – August 2013.

Findlay Police Department Activities Report – August 2013.

Budget Summary of Year-To-Date Information Report/Cash & Investments Report as of August 31, 2013

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Wine Merchant LLC & Patio, located at 540 South Main Street, Unit A, Findlay, Ohio for a D2, D2X, D3, and D3A liquor permit. This requires a vote of Council.

Gregory R. Horne, Chief of Police – Wine Merchant LLC & Patio, located at 540 South Main Street, Unit A, Findlay, Ohio. A check of the records shows no criminal record on the following:

Daniel J. Matheny
Douglas W. Huffman

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Parkins Enterprises LLC, dba Olers Drive Thru, located at 700 Lima Avenue Gas Pump, Unit A, Findlay, Ohio for a C1, C2, and D6 liquor permit. This requires a vote of Council.

Gregory R. Horne, Chief of Police – Parkins Enterprises LLC, dba Olers Drive Thru, located at 700 Lima Avenue Gas Pump, Unit A, Findlay, Ohio. A check of the records shows no criminal record on the following:

Virginia L. Parkins

City Planning Commission agenda – September 12, 2013.

Treasurer's Reconciliation Report – August 31, 2013.

N.E.A.T. Departmental Activity Report – August 2013.

Service-Safety Director Paul Schmelzer – HAN-330/568.0.20/0.23;ODOT PID #76823, Project No. 3283110

The Ohio Department of Transportation (ODOT) is finalizing details for this project. The preliminary legislation from ODOT (Ordinance No. 2013-015) was adopted by Council on March 19, 2013. Based on ODOT's original estimate, an amount of ninety thousand dollars (\$90,000.00) is included in the 2013 Capital Improvements Plan; however, ODOT has revised the City's estimated share of construction to one hundred twenty-two thousand eighty-two dollars (\$122,082.00). At this time, adoption of the final resolution prepared by ODOT is needed. ODOT will then bid and contract the project for construction. After construction, any unused funds will be reimbursed to the City. Resolution No. 037-2013 was created by ODOT.

Service-Safety Director Paul Schmelzer – OPWC application Logan Avenue improvements (Phase II) project #32532600

The City is preparing to submit a grant application for funding from the Ohio Public Works Commission (OPWC). The application will pay for a portion of the costs to make improvements to Logan Avenue between Greenwood Avenue and Lima Avenue. This project is a continuation of the West Park improvements. Legislation authorizing City representatives to sign the grant application and agreement for funding if the grant is awarded is requested. Ordinance No. 2013-064 was created.

Service-Safety Director Paul Schmelzer – Fostoria Avenue Drainage (Phase I) Project #32584300

In order to continue working on this project, funds are needed for miscellaneous preliminary expenses such as easements, legal advertisements, etc. This project is included in the 2013 Capital Improvements Plan. After the project is bid, an appropriation of construction funds will be asked of Council. Legislation to appropriate funds is requested. Ordinance No. 2013-065 was created.

FROM: Stormwater Fund	\$ 10,000.00
TO: Fostoria Ave Drainage (Phase I) Project No. 32584300	\$ 10,000.00

Traffic Commission Minutes – August 21, 2013.

Service-Safety Director Paul Schmelzer – donations from Bridgestone APM and also from Boy Scouts of America

The Parks Department received donations in the amount of eight hundred dollars (\$800.00) from Bridgestone APM and nine hundred dollars (\$900.00) from Boy Scouts of America, Troop 335, to be used toward purchasing trees that will be planted at the CUBE and in City parks as part of an Eagle Scout project.

FROM: General Fund	\$ 1,700.00
TO: Parks Department #21034000-other	\$ 1,700.00

Ordinance No. 2013-065 was created.

Hancock Regional Planning Commission Director Matt Cordonnier – amendment to the Findlay Zoning Code

Hancock Regional Planning Commission is submitting several changes to the City of Findlay Zoning Code. There are a total of six (6) proposed changes to the code:

1. Downtown Parking Buffer

Currently downtown is undergoing some very significant changes. The removal of buildings has left some "holes" in the fabric of downtown. In order to help preserve the aesthetic character of downtown, HRPC has crafted parking regulations that would apply to parcels zoned C3 Downtown Business.

The proposed amendment would require new C3 zoned parking lots with frontage on Main Street to install a masonry wall or masonry wall/fence combination. The purpose of the required wall is to preserve the aesthetic quality of downtown and to minimize the visual impact of surface parking lots directly on Main Street. A new parking lot that has frontage on both Main Street and the secondary street. The secondary street wall would only be required to be installed to the nearest public right-of-way or two hundred feet (200'), whichever is less.

C3 parking amendment would require all other new parking lots without frontage on Main Street to install the same perimeter landscaping screening that is required in the O1, C1, C2, I1 and I2 districts.

2. R3 Setback Changes

The R3 residential zoning classification is designed to accommodate the smallest residential lots in the City. Very often the R3 zoned lots are very small and the current setbacks cause significant barriers and limit the property owners' options. The first proposed change is to modify the rear setback from a static thirty feet (30') to a variable standard. The proposal reads "Rear Yard Setback: Fifteen percent (15%) of the lot depth or thirty feet (30), whichever is less". This standard was used in the old code and after some practical usage in the field it has been determined that the flexibility that it allows is better than a static thirty foot (30') setback.

The second proposed change is to the front setback requirement. Currently, the front yard setback allows for a variable distance depending on the setback of the neighboring houses. This works very well, but we propose to add a statement that limits the variable setback to a minimum of five feet (5') to provide at least a minimal standard of setback.

The final proposed change to the R3 setback is to state that "Overhands may not encroach into any setback by more than two (2) feet." Todd Richard deals with this question very often and the code does not address it. The allowance of a 2 foot (2') overhand is one foot (1') less than the smallest setback ensuring that overhands do not encroach into a neighboring property.

3. Non-Conformity Replacement

This is a proposed addition to the non-conforming section of the Zoning Code. It allows for the replacement of porches, attached garages, and other portions of a non-conforming structure provided that the replacement is the same or smaller in size.

4. C1 Residential

Sometime in 2005 or 2006, residential uses were removed from commercial zoning districts. Currently the code allows residential in the O1 (Office Institution) which is intended. The proposed change is in the C1 district which allows all uses from the O1 district (pyramidal structure). The proposed change is to add the phrase, "except residential uses" to the list of permitted uses in the C1 district.

5. Electronic Message Center

Electric Message Centers area allowed to make up twenty-five percent (25%) of a sign. The current wording of the code is somewhat vague. The proposed new wording will make it clear that the message center may only be twenty-five percent (25%) of the actual sign that is constructed, not twenty-five percent (25%) of the theoretical maximum sign allowed.

6. Accessory Building Allowances

The first change to accessory buildings in residential areas is to increase the allowable square footage of accessory structures from 800 SF to 900 SF.

The second change is to exclude detached garages from the permitted accessory use calculation of 900 SF. The change is an attempt to create a level playing field for those houses with a detached garage versus those with an attached garage. Essentially, the code as written today allows less accessory building square footage to those houses with detached garages.

Needs to be referred to the Planning & Zoning Committee.

COMMITTEE REPORTS:

The APPROPRIATIONS COMMITTEE to whom was referred a request from the Service-Safety Director to amend the payroll ordinance language to reflect the health care plan language developed for the City through the Health Care Committee. *We recommend the changes to the salary ordinance reflect policy developed for the City through the Health Care Committee as outlined in the attached reference sheet. Ordinance No. 2013-062 was created.*

LEGISLATION:

RESOLUTIONS

RESOLUTION NO. 037-2013

First reading

(ODOT – resurfacing, curb ramps on SR 568 from Beech Ave to Bright Rd)

A FINAL RESOLUTION COOPERATING WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE REHABILITATION OF ROADWAY BY PAVEMENT PLANING, RESURFACING, CONSTRUCTING CURB RAMPS, AND PLACING PAVEMENT MARKINGS ON STATE ROUTE 568, LOCATED WITHIN THE CORPORATE LIMITS OF CITY OF FINDLAY, AND DECLARING AN EMERGENCY.

ORDINANCES

ORDINANCE NO. 2013-053 (Darway annexation – accepting annexation)

Third reading

AN ORDINANCE ACCEPTING AND APPROVING AN APPLICATION FOR ANNEXATION OF TERRITORY SITUATED IN THE TOWNSHIP OF LIBERTY, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF SECTION 11, T1N, R10E, A TRACT OF LAND CONTAINING 3.833 ACRES OF LAND, MORE OR LESS AND FURTHER DESCRIBED HEREIN, AND TO PETITION THE COUNTY COMMISSIONERS TO ALTER THE BOUNDARIES IN ACCORDANCE WITH SECTION 503.07 (HEREINAFTER REFERED TO AS THE DARWAY ANNEXATION).

ORDINANCE NO. 2013-054 (Darway annexation – rezone)

Third reading

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS C2 GENERAL COMMERCIAL DISTRICT (HEREINAFTER REFERRED TO AS THE DARWAY ANNEXATION).

ORDINANCE NO. 2013-062 (amend salary ordinance to change health care plan language)

First reading

AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES AND A SALARY SCHEDULE FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2012-004, ORDINANCE NO. 2012-097, ORDINANCE NO. 2012-046, AND ORDINANCE NO. 2012-094 ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2013-063 (I-75 widening project – transfer land to ODOT)

First reading

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE DEEDS TRANSFERRING 1.527 ACRES OF LAND TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE FINDLAY I-75 CORRIDOR WIDENING PROJECT AND DECLARING AN EMERGENCY

ORDINANCE NO. 2013-064

First reading

(OPWC application – improvements to Logan Ave between Greenwood Ave & Lima Ave – continuation of West Park improvements)

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE OHIO PUBLIC WORKS COMMISSION (OPWC) GRANT PROGRAM, AND AUTHORIZING THE MAYOR, AND/OR SERVICE-SAFETY DIRECTOR, AND/OR AUDITOR OF THE CITY OF FINDLAY, OHIO TO SIGN THE GRANT AGREEMENT WITH THE OPWC FOR THE LOGAN AVENUE IMPROVEMENTS (PHASE II) BETWEEN GREENWOOD AVENUE AND LIMA AVENUE, PROJECT NO. 32532600, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2013-065

First reading

(Fostoria Ave drainage (Phase I) project #32584300)

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

UNFINISHED BUSINESS

OLD BUSINESS
NEW BUSINESS

City of Findlay Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862
318 Dorney Plaza, Municipal Building Room 115
Telephone: 419-424-7133 • Fax: 419-424-7410
www.findlaytaxforms.com

Lydia L. Mihalik
Mayor

Monthly Collection Report to Findlay Council

August 2013

Total collections for August 2013: \$1,254,302.52

	2013	2012	
	<u>Year-to-date</u>	<u>Year-to-date</u>	<u>Variance</u>
Withholders	11,213,056.33	12,117,161.06	-904,104.73
Individuals	2,005,697.10	1,971,813.06	33,884.04
Businesses	<u>1,263,349.90</u>	<u>1,071,523.60</u>	<u>191,826.30</u>
Totals	14,482,103.33	15,160,497.72	-678,394.39
			-4.47%

Actual & Estimated Past-due Taxes

Withholders	466,112.42
Individuals	834,349.07
Businesses	<u>33,384.87</u>
Total	1,333,846.36

Refunds Paid

<u>Monthly</u>	<u>Year-to-date</u>
69	1,403
12,948.50	378,034.64



Andrew Thomas, Administrator

9-3-13

Date

Findlay Income Tax Department

Monthly Collections Report

Tuesday, September 3, 2013

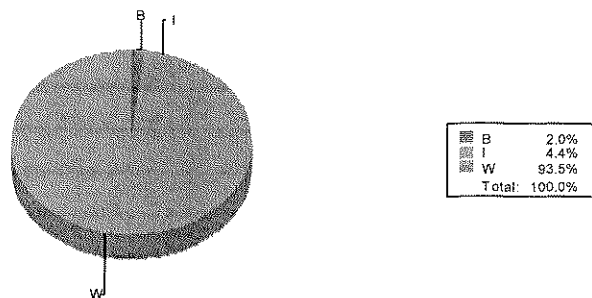
8:32:57AM

For Period August 1, 2013 through August 31, 2013

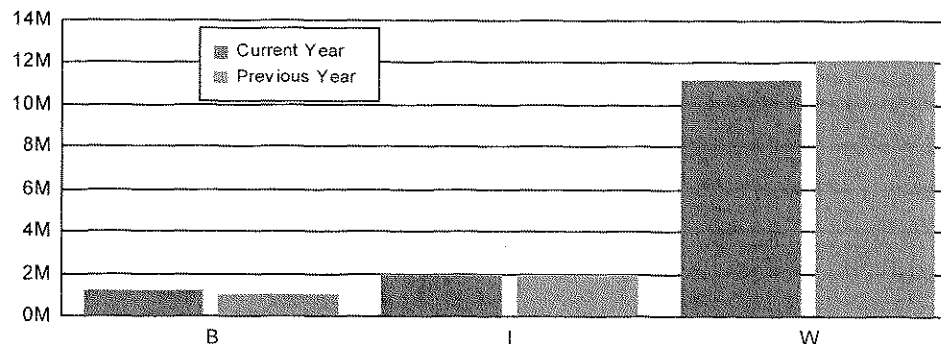
City of Findlay

Account Type	Monthly Total	2013 Year to Date	2012 Year to Date	Increase (Decrease)	% Change	2013 Month to Date	Previous Year(s) Month to Date
W	1,173,134.01	11,213,056.33	12,117,161.06	-904,104.73	-7.46	1,170,048.83	3,085.18
I	55,670.06	2,005,697.10	1,971,813.06	33,884.04	1.72	29,447.36	26,222.70
B	25,498.45	1,263,349.90	1,071,523.60	191,826.30	17.90	7,626.62	17,871.83
Totals:	1,254,302.52	14,482,103.33	15,160,497.72	-678,394.39	-4.47	1,207,122.81	47,179.71

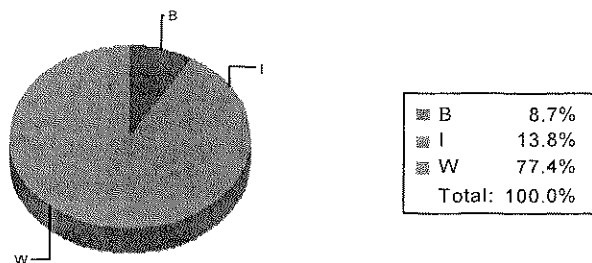
Monthly Collections by Account Type



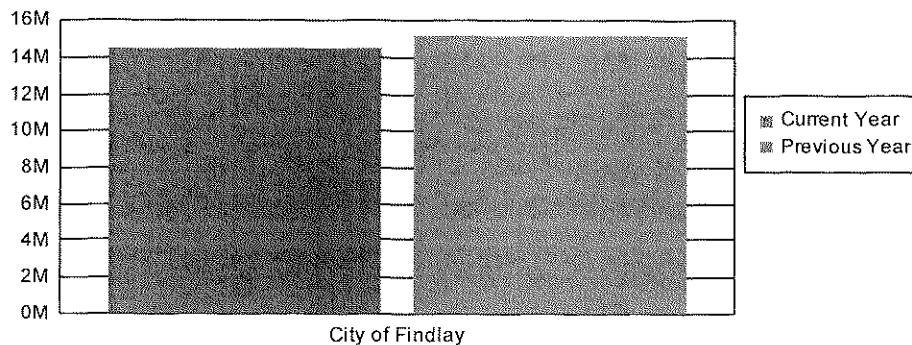
Collections Year to Date

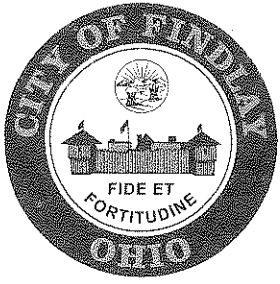


YTD Collections by Account Type



Year to Date Total Collections





City of Findlay

Lydia Mihalik, Mayor

POLICE DEPARTMENT

Gregory R. Horne, Chief of Police

318 Dorney Plaza, Room 207 • Findlay, OH 45840

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

www.findlayohio.com

September 3, 2013

Honorable Council:

Attached are the Findlay Police Department activity stats for August 2013.

Sincerely,

Gregory R. Horne
Chief of Police



**CITY OF FINDLAY
POLICE DEPARTMENT
FINDLAY, OH 45840**



Phone: 419-424-7163

Fax: 419-424-7296

**Patrol Division
Monthly Activity Report
Month of: August 2013**

	<u>Month</u>	<u>Year to Date</u>
Traffic Stops:	614	5159
Citations:	267	1999
Operating Vehicle while Intoxicated:	8	111
Accidents (non injury):	57	476
Injury Accidents:	15	111
Accident Waivers:	14	135
Property Damage Complaints:	41	231
Theft Complaints:	109	696
Unlawful Entry Complaints:	30	169
Domestic Dispute Complaints:	55	463
Assault Complaints:	13	137
Sex Offense Complaints:	5	54
Alcohol/Drug Complaints:	27	215
Warrants Served:	45	462
Arrests :	135	1211
Total Reports Generated:	1105	9140

Detective Division

August, 2013 Activity

Cases Submitted for Prosecution

	Month	Year to Date
Law Director:	91	793
County Prosecutor:	28	201
Juvenile Prosecutor:	21	188

There were a total of 13 new cases assigned for investigation during the month of August.



**CITY of FINDLAY
POLICE DEPARTMENT
FINDLAY, OH 45840**



Phone: 419-424-7194
Fax: 419-424-7891

Vice Narcotics Unit/METRICH Unit

Activity Report

August 2013

The following is the activity report for the Vice Narcotics Unit/METRICH Unit for the month of August 2013:

Narcotics Investigations: 29

Felony Arrests: 6 (11 charges)

Misdemeanor Arrests: 0

Drug Talks: 1

Sgt. Justin Hendren 818

MONTHLY COURT OFFICER ACTIVITY REPORT

MONTH: August YEAR 2013

TOTAL PAPERS PROCESSED	<u>187</u>
TOTAL PAPER SERVICE HOURS	<u>58</u>
TOTAL COURT SECURITY HOURS	<u>30.5</u>
TOTAL PRISONERS TO/FROM COURT	<u>0</u>
TOTAL MILES DRIVEN	<u>367</u>
TOTAL SUMMONS	<u>65</u>
TOTAL OVERTIME HOURS	<u>.5</u>

Off. Bruce Smith
COURT OFFICER

CITY OF FINDLAY
SUMMARY OF YEAR-TO-DATE INFORMATION AS OF AUGUST 31, 2013

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
COUNCIL	136,983	92,762		1,100	2,148	
MAYOR'S OFFICE	223,455	136,922		1,200	770	
AUDITOR'S OFFICE	543,185	350,355		344,733	657	
TREASURER'S OFFICE	10,596	7,450		-	-	
LAW DIRECTOR	633,295	435,547		120,000	123,076	
MUNICIPAL COURT	1,507,800	959,799		1,249,380	995,516	
CIVIL SERVICE OFFICE	88,015	49,743		25,000	24,357	
PLANNING & ZONING	102,640	102,466		-	-	
COMPUTER SERVICES	375,385	222,397		349,267	349,657	
GENERAL EXPENSE	4,084,456	3,258,065		-	-	
GENERAL REVENUE	-	-		19,102,181	14,686,487	
POLICE DEPARTMENT	7,067,558	4,279,916		582,887	286,260	
DISASTER SERVICES	41,858	22,435		-	-	
FIRE DEPARTMENT	6,924,108	4,487,791		331,787	44,919	
DISPATCH CENTER	956,970	615,391		36,617	36,617	
N.E.A.T.	108,696	65,103		6,055	3,841	
HUMAN RESOURCES	172,513	41,868		-	-	
W.O.R.C.	331,553	196,389		130,000	62,234	
SERVICE SAFETY DIRECTOR	241,390	134,856		-	-	
ENGINEERING OFFICE	831,331	423,052		124,800	84,400	
PUBLIC BUILDING	365,747	190,575		29,150	25,401	
HEALTH DEPARTMENT	1,401,376	841,216		782,300	668,887	
ZONING	118,478	80,306		43,350	32,205	
PARK MAINTENANCE	438,806	253,240		70,300	69,262	
RESERVOIR RECREATION	3,911	1,631		-	-	
RECREATION FUNCTIONS	912,401	442,523		772,550	503,873	
CEMETERY DEPARTMENT	290,837	186,313		105,850	95,068	
TOTAL GENERAL FUND	27,913,343	17,878,110	64.0%	24,208,507	18,095,636	74.7%

CONTINUED ON REVERSE

	EXPENDITURE BUDGET	Y-T-D EXPENSED	Y-T-D %	ANNUAL REVENUE BUDGET	Y-T-D RECEIVED	Y-T-D %
SCM&R STREETS	2,429,718	1,469,426		2,234,459	1,544,347	
TRAFFIC-SIGNALS	293,415	195,126		70,000	70,409	
TOTAL SCM&R FUND	2,723,133	1,664,552	61.1%	2,304,459	1,614,756	70.1%
SCM&R HIWAYS	92,520	25,009		141,700	109,149	
TOTAL SCM&R HIWAYS FUND	92,520	25,009	27.0%	141,700	109,149	77.0%
AIRPORT OPERATIONS	1,208,254	784,352		1,034,986	807,689	
TOTAL AIRPORT FUND	1,208,254	784,352	64.9%	1,034,986	807,689	78.0%
WATER TREATMENT	2,159,008	1,186,987		17,000	110,491	
WATER DISTRIBUTION	1,496,007	826,251		60,000	106,477	
UTILITY BILLING	1,272,711	643,029		8,018,621	5,498,278	
SUPPLY RESERVOIR	598,013	263,624		17,664	4,814	
TOTAL WATER FUND	5,525,739	2,919,890	52.8%	8,113,285	5,720,059	70.5%
SANITARY SEWER MAINT	1,069,440	612,569		2,000	4,401	
STORMWATER MAINT	257,489	141,909		765,350	508,977	
WATER POLLUTION CONTROL	3,114,867	1,799,649		8,577,716	5,723,133	
TOTAL SEWER FUND	4,441,796	2,554,127	57.5%	9,345,066	6,236,511	66.7%
PARKING	101,741	63,535		94,600	72,864	
TOTAL PARKING FUND	101,741	63,535	62.4%	94,600	72,864	77.0%
SWIMMING POOL	78,818	31,971		66,810	66,810	
TOTAL SWIMMING POOL FUND	78,818	31,971	40.6%	66,810	66,810	100.0%
CIT ADMINISTRATION	15,720,641	11,414,095		18,653,500	14,496,232	
TOTAL CIT FUND	15,720,641	11,414,095	72.6%	18,653,500	14,496,232	77.7%

CITY OF FINDLAY
CASH & INVESTMENTS AS OF AUGUST 31, 2013

<u>AMOUNT</u>	<u>DESCRIPTION AND RATE</u>	<u>BANK/FIRM</u>
\$ 300,900.00	STAR OHIO* @ 0.03%	
300.00	STAR OHIO* @ 0.03%	
3,500.00	STAR OHIO* @ 0.03%	
79,500.00	STAR OHIO* @ 0.03%	
12,515,000.00	SAVINGS ACCOUNT	FIFTH THIRD BANK
850,000.00	SAVINGS ACCOUNT	CHASE BANK
120,247.00	SAVINGS ACCOUNT	CHASE BANK
1,175,026.75	SAVINGS ACCOUNT	CHASE BANK
500,000.00	SAVINGS ACCOUNT	CHASE BANK
5,500,000.00	SAVINGS ACCOUNT	CHASE BANK
5,000,000.00	SAVINGS ACCOUNT	CHASE BANK
10,000,000.00	SAVINGS ACCOUNT	KEY BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.470%	TRI STATE BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.500%	WATERFORD BANK
250,607.00	FHLMC @ 0.210%	MORGAN STANLEY
250,195.00	FFCB @ 0.260%	MORGAN STANLEY
253,272.00	FFCB @ 0.190%	MORGAN STANLEY
254,236.34	FHLB @ 0.230%	FIFTH THIRD BANK
250,397.42	FNMA @ 0.295%	FIFTH THIRD BANK
506,940.00	FHLB @ 0.200%	MORGAN STANLEY
504,254.37	FNMA @ 0.260%	FIFTH THIRD BANK
245,000.00	CERTIFICATE OF DEPOSIT @ 0.300%	FIRST FEDERAL
500,050.00	FHLMC @ 0.320%	HUNTINGTON BANK
499,378.72	FHLB @ 0.250%	FIFTH THIRD BANK
1,001,367.29	FHLB @ 0.500%	FIFTH THIRD BANK
<hr/>		
\$41,050,171.89	INVESTMENT TOTAL	
3,048,403.47	5/3 BANK ACCOUNT BALANCE	
243.06	ACCRUED INVESTMENT INTEREST	
<hr/>		
<u>\$44,098,818.42</u>	TOTAL CASH & INVESTMENTS	

* Denotes State Treasury Asset Reserve of Ohio, managed through State Treasurer's Office

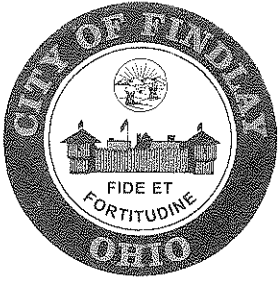
UNAPPROPRIATED FUND BALANCES

GENERAL	\$ 4,528,559
SCM&R	8,278
SCM&R HIWAY	145,892
SEVERANCE PAYOUT RESERVE	571,330
AIRPORT	154,268
WATER	5,875,364
SEWER	3,988,977
STORMWATER	2,622,106
PARKING	4,562
CIT ADMINISTRATION	568,443
CIT CAPITAL IMPROVEMENT	4,043,276
CIT FLOOD IMPROVEMENT	-

*Only major funds listed

CITY OF FINDLAY
BREAKDOWN OF TOTAL CASH & INVESTMENTS BY FUND AS OF AUGUST 31, 2013

\$12,043,420.18	General Fund
1,000,000.00	General Fund Restricted Rainy Day
669,827.53	General Fund Projects
858,152.23	SCM&R Fund
1,214,757.34	SCM&R Fund Projects
-	County Permissive License Fund
180,837.86	State Highway Fund
714.57	Law Enforcement Trust Fund
581.28	Drug Law Enforcement Trust Fund
255,778.07	ID Alcohol Treatment Fund
57,881.25	Enforcement & Education Fund
200,243.43	Court Special Projects Fund
60,725.00	Court Computerization Fund
2,718.37	METRICH Drug Law Enforcement Trust Fund
58,799.32	Alcohol Monitoring Fund
35,676.91	Mediation Fund
68,145.22	Electronic Imaging Fund
20,233.89	Legal Research Fund
676,626.36	Severance Payout Fund
111,638.41	Debt Service Fund
72,941.39	CR 236 TIF Fund
529,790.32	Municipal Court Improvement Fund
376,515.73	Airport Fund
922.50	Airport Fund Projects
7,019,039.79	Water Fund
732,019.07	Water Fund Restricted
748,509.17	Water Fund Projects
3,191,730.34	Sewer Fund
5,357,958.22	Sewer Fund Restricted
538,202.50	Sewer Fund Projects
33,085.78	Parking Fund
-	Parking Fund Projects
50,896.55	Swimming Pool Fund
8,589.92	Swimming Pool Fund Projects
30,737.81	Internal Service Central Stores Fund
1,071,222.02	Internal Service Workers Comp Fund
1,253,415.51	Internal Service Self Insurance Fund
1,770,921.65	CIT Fund
1,810,414.34	CIT Fund- Restricted Capital Improvements
-	CIT Fund-Restricted Flood Mitigation
222,348.95	Police Pension Fund
222,348.95	Fire Pension Fund
11,169.55	Tax Collection Agency Fund
1,257,719.29	Cemetery Trust Fund
163,431.13	Private Trust Fund
67,538.53	Guaranteed Deposits
7,790.28	Special Assessments Pavements Fund
6,751.15	Special Assessments Sidewalks Fund
82.82	Special Assessments Sidewalks Fund Projects
25,967.94	Special Assessments Storm Fund
<u>\$44,098,818.42</u>	TOTAL CASH & INVESTMENTS



City of Findlay

Lydia Mihalik, Mayor

POLICE DEPARTMENT

Gregory R. Horne, Chief of Police
318 Dorney Plaza, Room 207 • Findlay, OH 45840
Phone: 419-424-7194 • Fax: 419-424-7296
www.findlayohio.com

September 4, 2013

The Honorable Council:

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

Daniel J. Matheny
Douglas W. Huffman

Wine Merchant LLC & Patio, 540 S. Main St. Unit A,
Findlay, OH 45840

Sincerely,

Gregory R. Horne
Chief of Police

NOTICE TO LEGISLATIVE
AUTHORITY

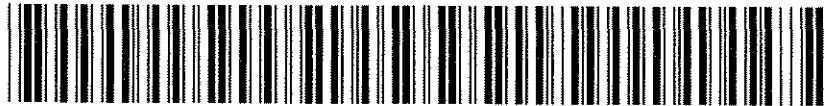
OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

96908710005 <small>PERMIT NUMBER</small>		STCK <small>TYPE</small>	WINE MERCHANT LLC & PATIO 540 S MAIN ST UNIT A FINDLAY OH 45840
05 07 2013 <small>ISSUE DATE</small>			
05 07 2013 <small>FILING DATE</small>			
D2 D2X D3 D3A <small>PERMIT CLASSES</small>			
32 <small>TAX DISTRICT</small>	044 A <small>RECEIPT NO.</small>	F10438	

FROM 08/30/2013

PERMIT NUMBER		TYPE
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT		RECEIPT NO.



MAILED 08/30/2013

RESPONSES MUST BE POSTMARKED NO LATER THAN. 09/30/2013

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A STCK 9690871-0005**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

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

\$100

Office Hours
8:00 a.m. - 5:00 p.m.
For Questions call
(614) 644-3162

Ohio Department of Commerce - Division of Liquor Control
6606 Tussing Road, Reynoldsburg, Ohio 43068-9005
http://www.com.ohio.gov/liqr
APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS
PROCESSING FEE \$100.00
CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING

OHIO DEPARTMENT OF COMMERCE
DIVISION OF LIQUOR CONTROL
2013 AUG 21 AM 9:57

PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING:

Permit Holder Name: Wine Merchant, LLC		Permit Premises Address: 540 South Main Street, Unit A & Patio Findlay, Ohio 45840	
Liquor Permit Number(s): 96908710005 / <i>F010438</i>	Federal Tax ID Number: <i>26-0766197</i>		
Attorney's Name, Address and Telephone Number (If represented): Philip L. Rooney 119 East Crawford Street, Findlay, Ohio 45840 (419) 425-3821			

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

PLEASE COMPLETE ALL AREAS OF SECTION A, B & C BELOW (PLEASE PRINT)

Section A - PREVIOUS 5% OR MORE LLC MEMBERSHIP INTEREST

Name	DATE OF BIRTH	Social Security Number/FTI#	% of Membership Interest
1) Daniel J. Matheny			34%
2) Douglas W. Huffman			33%
3) Roger Berger			33%
4)			

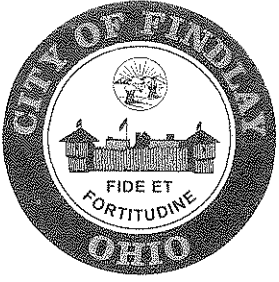
Section B - REVISED 5% OR MORE LLC MEMBERSHIP INTEREST

Name	DATE OF BIRTH	Social Security Number/FTI#	% of Membership Interest
1) Daniel J. Matheny			100%
2)			
3)			
4) <i>ok to key in JY send Pd, cl, rept.</i>			

Section C - NEW Managing Member / Officer Changes

Name (Only New Managing Members/Officers, or 5% or more Voting Interest)	DATE OF BIRTH	Social Security Number/FTI#	Managing Member or Office Held
1) Daniel J. Matheny			<input type="checkbox"/> Officer <input checked="" type="checkbox"/> Managing Member <input type="checkbox"/> 5% or More Voting interest
2)			<input type="checkbox"/> Officer <input type="checkbox"/> Managing Member <input type="checkbox"/> 5% or More Voting interest
3)			<input type="checkbox"/> Officer <input type="checkbox"/> Managing Member <input type="checkbox"/> 5% or More Voting interest
4)			<input type="checkbox"/> Officer <input type="checkbox"/> Managing Member <input type="checkbox"/> 5% or More Voting interest

no viol, pend. res, 1 permit issued to entity



City of Findlay

Lydia Mihalik, Mayor

POLICE DEPARTMENT

Gregory R. Horne, Chief of Police
318 Dorney Plaza, Room 207 • Findlay, OH 45840
Phone: 419-424-7194 • Fax: 419-424-7296
www.findlayohio.com

September 4, 2013

The Honorable Council:

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

Virginia L. Parkins

Parkins Enterprises LLC, DBA Olers Drive Thru, 700
Lima Ave. Gas pump, Findlay, OH 45840

Sincerely,

A handwritten signature in black ink that reads 'Gregory R. Horne'. The signature is written in a cursive style with a large initial 'G'.

Gregory R. Horne
Chief of Police

NOTICE TO LEGISLATIVE
AUTHORITY

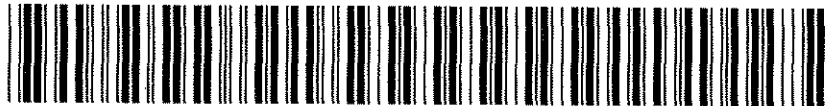
OHIO DIVISION OF LIQUOR CONTROL
6606 TUSSING ROAD, P.O. BOX 4005
REYNOLDSBURG, OHIO 43068-9005
(614)644-2360 FAX(614)644-3166

TO

6703460 <small>PERMIT NUMBER</small>		STCK <small>TYPE</small>	PARKINS ENTERPRISES LLC DBA OLERS DRIVE THRU 700 LIMA AV GAS PUMP FINDLAY OHIO 45840	
05 17 2013 <small>ISSUE DATE</small>				
C1 C2 D6 <small>PERMIT CLASSES</small>				
32 <small>TAX DISTRICT</small>	044 <small>PERMIT CLASS</small>	A <small>PERMIT CLASS</small>	F10452 <small>RECEIPT NO.</small>	

FROM 09/03/2013

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



MAILED 09/03/2013

RESPONSES MUST BE POSTMARKED NO LATER THAN. 10/04/2013

IMPORTANT NOTICE

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

REFER TO THIS NUMBER IN ALL INQUIRIES **A STCK 6703460**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

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

WE DO NOT REQUEST A HEARING.

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

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

(Signature)

(Title)- Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

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

16703460

CRK

Office Hours
8:00 a.m. - 5:00 p.m.
For Questions call
(614) 644-3156

Ohio Department of Commerce - Division of Liquor Control
6606 Tassing Road, Reynoldsburg, Ohio 43068-9005
http://www.com.ohio.gov/liqr

1 chg
\$100.00
gr



APPLICATION FOR CHANGE OF LLC MEMBERSHIP INTERESTS
PROCESSING FEE \$100.00

CAUTION: ALLOW 10 TO 12 WEEKS FOR PROCESSING

PERMIT HOLDER REQUESTS APPROVAL OF THE DIVISION OF LIQUOR CONTROL OF THE FOLLOWING:

Permit Holder Name: Parkins Enterprises LLC		Permit Premises Address: OLER'S DRIVE THRU 700 LIMA AVE. Findlay OH 45840
Liquor Permit Number(s): 6703460	Federal Tax ID Number: 200185673	

Email Address: [Grid]

Attorney's Name, Address and Telephone Number (If represented):
F 010452

Please be advised that any social security numbers provided to the Division of Liquor Control in this application may be released to the Ohio Department of Public Safety, the Ohio Department of Taxation, the Ohio Attorney General, or to any other state or local law enforcement agency if the agency requests the social security number to conduct an investigation, implement an enforcement action, or collect taxes.

PLEASE COMPLETE ALL AREAS OF SECTION A & B BELOW

Section A - PREVIOUS List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) Virginia L. Parkins <i>PRESENT</i>		OWNER	<input checked="" type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 100% <input checked="" type="checkbox"/> Membership interest 100%	4-27-57
2) Dennis C. Parkins <i>PREVIOUS</i>		OWNER	<input checked="" type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 100% <input checked="" type="checkbox"/> Membership interest 100%	3-29-51
3)			<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest _____ % <input type="checkbox"/> Membership interest _____ %	
4) <i>dr to key in JY, send Pd, cc, rept.</i>			<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest _____ % <input type="checkbox"/> Membership interest _____ %	

Section B - REVISED List of managing members and all persons with a 5% or greater membership or voting interest in the LLC

NAME	SOCIAL SECURITY # OR FEDERAL TAX ID #	OFFICE HELD	INTEREST	BIRTHDATE
1) Virginia L. Parkins		OWNER	<input type="checkbox"/> Managing Member <input checked="" type="checkbox"/> Voting interest 100% <input type="checkbox"/> Membership interest _____ %	4-27-57
2)			<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest _____ % <input type="checkbox"/> Membership interest _____ %	
3)			<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest _____ % <input type="checkbox"/> Membership interest _____ %	
4)			<input type="checkbox"/> Managing Member <input type="checkbox"/> Voting interest _____ % <input type="checkbox"/> Membership interest _____ %	

2013 AUG 13 AM 9:57
 OHIO DIVISION OF LIQUOR CONTROL

City of Findlay City Planning Commission

Thursday, September 12, 2013 - 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

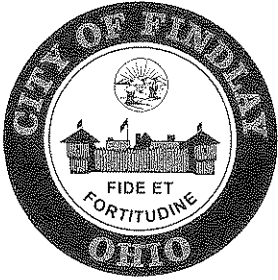
NEW ITEMS

- 1. PETITION FOR ZONING AMENDMENT #ZA-08-2013** filed by Betty J Riley and Wasbro Rental Property, LLC to rezone 124-124 ½ Center Street, Findlay from R-3 Single Family Small Lot to M-1 Multiple Family.
- 2. PETITION FOR ZONING AMENDMENT #ZA-09-2013** filed by Habitat for Humanity to rezone Lot 1 except the W 10 ft and Lot 2 Block 17 Thorpe & Andrew's W Park Plat (1849 Payne Avenue), Lot 21 Block 15 Thorpe & Andrew's W Park Plat (1822 Payne Avenue), Lot 22 Block 15 Thorpe & Andrew's W Park Plat (1810 Payne Avenue), and Lots 23 & 24 Block 15 Thorpe & Andrew's W Park Plat (1806 Payne Avenue), from R-2 Single Family Medium Lot to R3 Single Family Small Lot.
- 3. FINAL PLAT APPLICATION #FP-08-2013** filed by Country Club Acres, 655 Fox Run Road, Findlay for Woods at Hillcrest 8th Addition.
- 4. FINAL PLAT APPLICATION #FP-09-2013** filed by Country Club Acres, 655 Fox Run Road, Findlay for Southridge Estates 3rd Addition.
- 5. AMENDMENTS TO THE CITY OF FINDLAY ZONING CODE**

ADMINISTRATIVE APPROVALS

SITE PLAN APPLICATION #SP-16-2013 filed by JDP Ventures, LLC, 1100 E. Main Cross Street, Findlay for expansion of parking area at 1100 E. Main Cross Street, Findlay, OH.

ADJOURNMENT



TREASURER'S OFFICE

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

SUSAN JO HITE
CITY TREASURER

Treasurer's Reconciliation for August 31, 2013

TREASURER

Fifth Third Initial Balance	2,295,464.21
- Withdrawals ()	(3,298,760.67)
+ Deposits	4,665,735.95
Ending Balance	3,662,439.49
- Outstanding checks ()	(614,036.02)
Auditor's adjustment	
Bank Adjustment	
+ Outstanding error	
Treasurer's Checking Bal	3,048,403.47
Investment Principal	41,050,171.89
Accrued Bond Interest	243.06
Treasurer's Total Cash and Investments	44,098,818.42

AUDITOR

Auditor's Checking Bal	3,048,403.47
Auditor's Total Cash and Investments	44,098,818.42


Respectfully submitted,

Susan Jo Hite
Treasurer

City of Findlay

Lydia Mihalik, Mayor

N.E.A.T. DEPARTMENT

Neighborhood Enhancement and Abatement Team

318 Dorney Plaza, Room 304 • Findlay, OH 45840

Phone: 419-424-7466

www.findlayohio.com

September 5, 2013

City Council
City of Findlay, Ohio

RE: Departmental Activity

This report will serve as a summary of activities for the Neighborhood Enhancement and Abatement Team (NEAT) during the month of August 2013.

Dilapidated Structures

11 cases year to date

17 cases pending

Weeds

338 cases year to date

101 cases pending

Junk on Premises

158 cases year to date

123 cases pending

Junk Vehicles

109 cases year to date

118 cases pending

Minor Maintenance

3 cases year to date

4 cases pending

Miscellaneous

35 cases year to date

16 cases pending

Overgrowth

17 cases year to date

4 cases pending

Right of Way Issues

23 cases year to date

8 cases pending

Sidewalks

7 cases year to date

0 cases pending

Trash

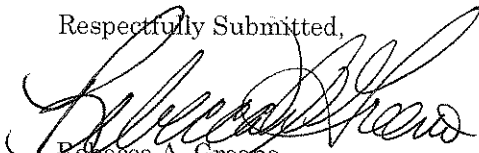
84 cases year to date

5 cases pending

The Neighborhood Enhancement and Abatement Team received 154 new cases which involved 103 properties. Neat personnel closed 108 cases during the month of August and continue to work diligently on the 396 cases that remained active at the end of the month.

Please contact NEAT personnel at any time if there are any questions or concerns. The staff remains dedicated to prompt response to issues that are brought to the attention of the department and works conscientiously with property owners to obtain compliance. The team appreciates the spirit of cooperation from the administration and City Council who continue to assist with the betterment of the community.

Respectfully Submitted,



Rebecca A. Greeno
N.E.A. T.

Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310
Findlay, OH 45840
Telephone: 419-424-7137 • Fax: 419-424-7245
www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

September 10, 2013

Honorable City Council
Findlay, OH 45840

RE: HAN-330/568.0.20/0.23; ODOT PID #76823
Project No. 32831100

Dear Council Members:

The Ohio Department of Transportation (ODOT) is finalizing details for the above-referenced project. The preliminary legislation from ODOT (Ordinance No. 2013-15) was adopted by Council on March 19, 2013.

Based on ODOT's original estimate, an amount of \$90,000 is included the 2013 Capital Improvements Plan; however, ODOT has revised the City's estimated share of construction to \$122,082.00.

At this time, adoption of the Final Resolution prepared by ODOT is needed. ODOT will then bid and contract the project for construction. After construction, any unused funds will be reimbursed to the City.

Thank you for your consideration in this matter.

Sincerely,



Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

pc: Donald J. Rasmussen, Director of Law
Engineering Department

Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

September 10, 2013

Honorable City Council
Findlay, OH 45840

RE: OPWC Application
Logan Avenue Improvements (Phase II), Project No. 32532600

Dear Council Members:

The City is preparing to submit a grant application for funding from the Ohio Public Works Commission (OPWC). The application will pay for a portion of the costs to make improvements to Logan Avenue between Greenwood Avenue and Lima Avenue. This project is a continuation of the West Park improvements.

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will authorize City representatives to sign the grant application and agreement for funding if the grant is awarded.

Thank you for your consideration in this matter.

Sincerely,



Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

pc: Donald J. Rasmussen, Director of Law
Engineering Department

Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

September 11, 2013

Honorable City Council
Findlay, OH 45840

RE: Fostoria Avenue Drainage (Phase I), Project No. 32584300

Dear Council Members:

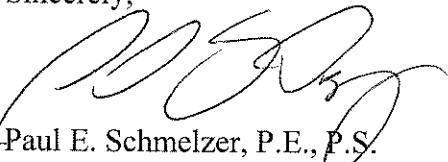
In order to continue working on the above-referenced project, funds are needed for miscellaneous preliminary expenses such as easements, legal advertisement, etc. The project is included in the 2013 Capital Improvements Plan. After the project is bid, we will return to Council for an appropriation of the construction funds.

By copy of this letter, the Law Director is requested to prepare the necessary legislation for appropriating funds as follows:

FROM:	Stormwater Fund	\$10,000
TO:	Fostoria Ave Drainage (Phase I) Project No. 32584300	\$10,000

Thank you for your consideration in this matter.

Sincerely,



Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

pc: Donald J. Rasmussen, Director of Law
Jim Staschiak II, City Auditor
Engineering Department

TRAFFIC COMMISSION

City of Findlay

August 21, 2013

MINUTES

ATTENDANCE:

MEMBERS PRESENT: Service-Safety Director Paul Schmelzer, Police Chief Greg Horne, Councilman Ron Monday.

STAFF PRESENT: Matt Stoffel, Public Works Department; Kathy Launder, City Clerk.

GUESTS PRESENT:

OLD BUSINESS

1. Presentation by DGL Consulting Engineers of findings for mid block crossing at the intersection of West Main Cross Street and Broadway.

05/20/2013

Barb Jones, P.E., PTOE, and Tom Brown of DGL Consulting Engineers presented their findings for improved safety at the mid block crossing at the intersection of West Main Cross Street and Broadway.

There are two types of crosswalk alert systems that are available. The pedestrian activated Rectangular Rapid Flashing Beacons (RRFB) is a flashing signal as well as the crosswalk sign. This device draws driver's eye. It is very popular due to its effectiveness and cost. It has good compliance rates. The Hawk operates similar to a traffic signal. It is a flashing light mounted to a traffic signal arm with appropriate signage. The signal flashes yellow then solid red. This is generally used in high speed and high volume areas.

Jones reported that a tree is obstructing the crosswalk signs both eastbound and westbound on West Main Cross Street. It is suggested to replace the current signs with RRFB signs.

Also they presented a draft policy for the City of Findlay to put into place when requests are made for mid block crossings. The proposed policy requires an application to be completed. The applicant must meet detailed specifications for the request to be considered. If the applicant meets the specifications, a complete evaluation will then need completed by a Professional Engineer at the expense of the applicant. Discussion ensued regarding if overlay districts should be exempt from policy. A timeframe of one year between requests is suggested for repetitive requests unless something substantial occurs.

06/17/2013

Discussion regarding exempting schools, parks, university overlay, hospital overlay.

The following are Director Schmelzer's comments by email:

Limit marked crosswalks to streets posted at 30 mph or higher, except in the CBD; exception if there is a very large pedestrian generator during a peak time; put in a caveat for schools.

Suggest a two year time period between applications for reconsideration for the same crossing unless there has been a significant change to traffic patterns.

The applicant has six months to complete the study after preapproval, and one year to complete construction.

Will you require any application fee or construction permit fee? Do not charge a permit fee, but if they move ahead with the project, a bond should be placed for any work in the right of way. This should be able to be handled in the Engineering Department.

Motion to continue discussion on the mid-block crossing policy at the next Traffic Commission meeting by Chief Lonyo, second by Captain Young. Motion passed 4-0.

Motion to accept report of the Pedestrian Crossing Treatment for West Main Cross and Broadway/Dorney Plaza submitted by DGL Consulting Engineers; implementing the "Quick-Hit Improvements" by having the Street Department remove the tree, relocate signs, upgrade signs, and upgrade crosswalk markings on street; and request Service-Safety Director contact DGL Consulting Engineers to obtain quotes for "Short-Term Improvements" including installation of two Rectangular Rapid Flashing Beacons (RRFB) and thermoplastic or heat tape materials to mark the crosswalks on the street; by Chief Lonyo, second by Councilman Monday. Motion passed 4-0.

07/15/2013

Director Schmelzer stated that a final review of the proposed mid-block crossing policy to include information regarding schools will be done prior to the next meeting. A final approval will be requested at the August Traffic Commission meeting.

8/21/2013

Schmelzer stated that exceptions should not be written into the policy.

Motion to accept the Policy on Marked Crosswalks at Mid-Block or Uncontrolled Locations as written by Councilman Monday, second by Director Schmelzer. Motion passed 3-0.

NEW BUSINESS

1. Request of Dr. Jessica Wooten, 931 Oakdale Drive, for a discussion on solutions to problem of motorists speeding down Oakdale Drive between Tiffin Avenue and Fostoria Avenue.

Chief Horne states that police officers often sit on Oakdale running laser on Tiffin Avenue.

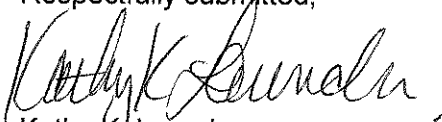
2. Request of Lt. Robert Ring to make the north south alley that runs beside the Post Office a one-way alley going southbound.

There used to be signs designating the alley as one way going southbound. Signs just need reposted in the alley at the egress of the parking lot.

Motion to have Street Department coordinate with Police Department and Engineering Department to appropriately sign the alley designating southbound traffic only, by Director Schmelzer, second by Councilman Monday. Motion passed 3-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on September 16, 2013, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,



Kathy K. Launder
City Clerk

Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

www.findlayohio.com

Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

September 12, 2013

Honorable City Council
City of Findlay, Ohio

Dear Council Members:

The Parks Department received donations in the amount of \$800.00 from the Bridgestone APM and \$900.00 from Boy Scouts of America, Troop 335, to be used toward purchasing trees that will be planted at the Cube and in City parks as part of an Eagle Scout project.

In the past, an appropriation request of this nature was not referred to the Appropriations Committee.


An appropriation is respectfully requested as follows:

FROM:	General Fund	\$1,700.00
TO:	Parks Department 21034000-other	\$1,700.00

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

Thank you for your consideration.

Sincerely,


Paul E. Schmelzer, P.E., P.S.
Service-Safety Director

pc: Donald J. Rasmussen, Director of Law
Jim Staschiak II, City Auditor
Matt Stoffel, Public Works Department
File



September 13, 2013

Findlay City Council
318 Dorney Plaza
Findlay, Ohio 45840

Attention: James P. Slough, President

RE: Amendment to the Findlay Zoning Code

Honorable Members of Council:

Hancock Regional Planning Commission is submitting several changes to the City of Findlay Zoning Code. There are a total of six proposed changes to the code. Below is a list of the changes and the reasoning for each.

1) Downtown Parking Buffer

Currently downtown is undergoing some very significant changes. The removal of buildings has left some “holes” in the fabric of downtown. In order to help preserve the aesthetic character of downtown HRPC has crafted parking regulations that would apply to parcels zoned C-3 Downtown Business.

The proposed amendment would require new C-3 zoned parking lots with frontage on Main Street to install a masonry wall or masonry wall/fence combination. The purpose of the required wall is to preserve the aesthetic quality of downtown and to minimize the visual impact of surface parking lots directly on Main Street. A new parking lot that has frontage on both Main Street and a secondary street would be required to install the wall on Main Street and the secondary street. The secondary street wall would only be required to be installed to the nearest public right-of-way or 200 feet whichever is less.

Finally the C-3 parking amendment would require all other new parking lots without frontage on Main Street to install the same perimeter landscaping screening that is required in the O-1, C-1, C-2, I-1, and I-2 Districts.

2) R-3 Setback Changes

The R-3 residential zoning classification is designed to accommodate the smallest residential lots in the City. Very often the R-3 zoned lots are very small and the current setbacks cause significant barriers and limit the property owners options.

The first proposed change is to modify the rear setback from a static 30 feet to a variable standard. The proposal reads, “*Rear Yard Setback: Fifteen percent (15%) of the lot depth or thirty feet (30), whichever is less*”. This standard was used in the old

code and after some practical usage in the field it has been determined that the flexibility that it allows is better than a static thirty foot setback.

The second proposed change is to the front setback requirement. Currently the front yard setback allows for a variable distance depending on the setback of the neighboring houses. This works very well but we propose to add a statement that limits the variable setback to a minimum of five feet to provide at least a minimal standard of setback.

The final proposed change to the R-3 setbacks is to state that "*Overhangs may not encroach into any setback by more than two (2) feet.*". Todd Richard deals with this question very often and the code does not address it. The allowance of a 2 foot overhang is one foot less than the smallest setback ensuring that overhangs do not encroach into a neighboring property.

3) Non-Conformity Replacement

This is a proposed addition to the Non-conforming section of the Zoning Code. It allows for the replacement of porches, attached garages, and other portions of a non-conforming structure provided that the replacement is the same or smaller in size.

4) C-1 Residential

Sometime in 2005 or 2006 residential uses were removed from commercial zoning districts. Currently the code allows residential in the O-1 (Office Institution) which is intended. The proposed change is in the C-1 district which allows all uses from the O-1 district. (pyramidal structure) The proposed change is to add the phrase, "*except residential uses*" to the list of permitted uses in the C-1 district.

5) Electronic Message Center

Electric Message Centers are allowed to make up 25% of a sign. The current wording of the code is somewhat vague. The proposed new wording will make it clear that the message center may only be 25% of the actual sign that is constructed, not 25% of the theoretical maximum sign allowed.

6) Accessory Building Allowances

The first change to accessory buildings in residential areas is to increase the allowable square footage of accessory structures from 800 SF to 900 SF.

The second change is to exclude detached garages from the permitted accessory use calculation of 900 SF. The change is an attempt to create a level playing field for those houses with a detached garage versus those with an attached garage. Essentially the code as written today allows less accessory building square footage to those houses with detached garages.

Sincerely,



Matt Cordonnier, Director
Hancock Regional Planning Commission

COMMITTEE REPORT

THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request from the Service-Safety Director to amend the payroll ordinance language to reflect the health care plan language developed for the City through the Health Care Committee.

We recommend *the changes to the salary ordinance to reflect policy developed for the City through the Health Care Committee as attached reference sheet.* ^{outlined in the}

Aye Nay *R. Ronald Monday*
R. Ronald Monday

Aye Nay *W. Jerry Murray*
W. Jerry Murray

Aye Nay *Robert Nichols*
Robert Nichols

Aye Nay *William J. Scheidel Jr*
William J. Scheidel Jr

Aye Nay *J. Michael Slough*
J. Michael Slough

Aye Nay *Randy C. Ward*
Randy C. Ward, Chairman

APPROPRIATIONS COMMITTEE

DATE: September 10, 2013

LEGISLATION

OUTLINE OF CHANGES TO SALARY ORDINANCE

Miscellaneous Changes:

All sections were re-numbered appropriately

Eliminated pay range tables which were no longer in use

Appropriately changed the effective dates for each section that experienced changes

Section 7:

Added job classification of MS4 Coordinator at a Bi-weekly range of \$1,440.00 - \$2,768.80

Change requested by SSD

Section 10 and 11:

Eliminated all titles that were absorbed by the union vote. Changed designation on two titles to discern between union and non-union employees, Grounds Maintenance Workers and Maintenance Mechanics.

Changed by direction of Law Director

Section 12:

Eliminated stipend payment language for union members. This is to be incorporated into the contract

Changed by direction from Law Director

Section 14:

Change the bi-weekly rate for the Clerk of Civil Service who is moving to a 40 hour week

Change requested by SSD

Section 22:

Amended Paragraph B to allow the City to charge city employees a higher percentage of the monthly insurance premium

Change requested by SSD

Section 31:

Amended to include all unions with collective bargaining agreements with the City

Change requested by Law Director

**FINDLAY CITY COUNCIL
CARRY-OVER LEGISLATION
September 17, 2013**

2013-053

(Darway annexation – accepting annexation)

Third reading

AN ORDINANCE ACCEPTING AND APPROVING AN APPLICATION FOR ANNEXATION OF TERRITORY SITUATED IN THE TOWNSHIP OF LIBERTY, COUNTY OF HANCOCK, STATE OF OHIO, AND BEING A PART OF SECTION 11, T1N, R10E, A TRACT OF LAND CONTAINING 3.833 ACRES OF LAND, MORE OR LESS AND FURTHER DESCRIBED HEREIN, AND TO PETITION THE COUNTY COMMISSIONERS TO ALTER THE BOUNDARIES IN ACCORDANCE WITH SECTION 503.07 (HEREINAFTER REFERED TO AS THE DARWAY ANNEXATION).

2013-054

(Darway annexation – rezone)

Third reading

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY ZONING THE FOLLOWING DESCRIBED PROPERTY AS C2 GENERAL COMMERCIAL DISTRICT (HEREINAFTER REFERRED TO AS THE DARWAY ANNEXATION).

City of Findlay

Office of the Director of Law

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

Donald J. Rasmussen
Director of Law

SEPTEMBER 17, 2013

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, SEPTEMBER 17, 2013 MEETING.

RESOLUTIONS

037-2013 A FINAL RESOLUTION COOPERATING WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE REHABILITATION OF ROADWAY BY PAVEMENT PLANING, RESURFACING, CONSTRUCTING CURB RAMPS, AND PLACING PAVEMENT MARKINGS ON STATE ROUTE 568, LOCATED WITHIN THE CORPORATE LIMITS OF CITY OF FINDLAY, AND DECLARING AN EMERGENCY.

ORDINANCES

- 2013-062 AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES AND A SALARY SCHEDULE FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2012-004, ORDINANCE NO. 2012-097, ORDINANCE NO. 2012-046, AND ORDINANCE NO. 2012-094 ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.
- 2013-063 AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE DEEDS TRANSFERRING 1.527 ACRES OF LAND TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE FINDLAY I-75 CORRIDOR WIDENING PROJECT AND DECLARING AN EMERGENCY.
- 2013-064 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE OHIO PUBLIC WORKS COMMISSION (OPWC) GRANT PROGRAM, AND AUTHORIZING THE MAYOR, AND/OR SERVICE-SAFETY DIRECTOR, AND/OR AUDITOR OF THE CITY OF FINDLAY, OHIO TO SIGN THE GRANT AGREEMENT WITH THE OPWC FOR THE LOGAN AVENUE IMPROVEMENTS (PHASE II) BETWEEN GREENWOOD AVENUE AND LIMA AVENUE, PROJECT NO. 32532600, AND DECLARING AN EMERGENCY.
- 2013-065 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

FINAL RESOLUTION

The following Final Resolution enacted by the City of **Findlay**, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on **19th day of March, 2013**, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

The project consists of the rehabilitation of roadway by pavement planing, resurfacing, constructing curb ramps, and placing pavement markings, lying within the City of Findlay; and

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

The City agrees to assume and bear one hundred percent (100%) of the entire cost of the improvement, less the amount of Federal-Aid and State funds set aside by the Director of Transportation for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation.

The share of the cost of the LPA is now estimated in the amount of **One hundred Twenty Two Thousand Eighty Two and - - - - 00/100 Dollars, (\$122,082.00)**, but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, The LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

That the estimated sum, of

- I. The share of the cost of the LPA is now estimated in the amount of **One hundred Twenty Two Thousand Eighty Two and - - - 00/100 Dollars, (\$122,082.00)** is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **Federal** funds.
- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- III. That the LPA enter into a contract with the State, and that **Mayor** be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.
- IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the _____ day of _____, 2013, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume XXXIII, at Page 037-2013, and under date of _____, 2013.

Legislative Authority of the
City of Findlay, Ohio

Mayor

Clerk (Secretary Ex-Officio)

SEAL
(If Applicable)

ORDINANCE NO. 2013-062

AN ORDINANCE ESTABLISHING JOB CLASSIFICATIONS, PAY RANGES AND A SALARY SCHEDULE FOR ALL NON-ELECTED OFFICERS AND EMPLOYEES OF THE CITY OF FINDLAY, OHIO, AND REPEALING ORDINANCE NO. 2012-004, ORDINANCE NO. 2012-097, ORDINANCE NO. 2012-046, ORDINANCE NO. 2012-094 AND ALL OTHER ORDINANCES AND/OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

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

SECTION 1: REPEAL

That Ordinance No. 2012-004, Ordinance No. 2012-097, Ordinance No. 2012-046, Ordinance No. 2012-094 and all other Ordinances and/or parts of Ordinances in conflict herewith be repealed and Ordinance No. 2013-062 is hereby enacted establishing Job Classifications, Pay Ranges and a Salary Schedule for all non-elected officers and employees of the City of Findlay.

SECTION 2: UNCLASSIFIED SERVICE OF CIVIL SERVICE

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

- A. All officers elected by the people.
- B. All directors or heads of departments.
- C. All officers and members of boards and commissions whose appointment is subject to concurrence by Council.
- D. One administrative assistant to each elective officer and the various directors or heads of departments, the Deputy Auditor and one secretary and one assistant or clerk for each board or commission appointed by the Mayor.
- E. The City Clerk.
- F. The legal assistants to the Law Director.
- G. Bailiffs, constables, clerks of court and deputy clerks of court, official stenographers, and other employees of courts.
- H. Physicians, nurses, engineers, veterinarians, and surveyors, or other comparable professions which require licensing under the laws of the State of Ohio.

SECTION 3: CLASSIFIED SERVICE OF CIVIL SERVICE

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

- B. In all examinations for positions in the classified service requiring applicants to be state licensed or certified, or requiring peculiar and exceptional qualifications of a scientific, managerial, semiprofessional, or educational character, prior residence within the City shall not be required for entrance to the examinations, but on appointment, the persons shall be required to comply with the residency provisions provided herein.

SECTION 4: RESIDENCY PROVISION

Pursuant to Ohio Revised Code 9.481(2)(b), the City requires any individual employed by the City of Findlay as a condition of employment, to reside in either Hancock County, or in any county adjacent to Hancock County in the State of Ohio. The only exceptions to this residency requirement are elected officials who are required to live in the City of Findlay, as well as those employees appointed under the provisions of Ohio Revised Code, which require residency in the City.

SECTION 5: EXECUTIVE JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 9, 2012, the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio shall be declared as "Executive" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U.S. Department of Labor. These job classifications shall be exempted from the payment of overtime, and shall be paid a bi-weekly salary as provided by law.

<u>JOB CLASSIFICATION</u>	<u>BIWEEKLY PAY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Computer Services Supervisor	\$2,626.40	\$3,432.00
Fire Chief.....	\$2,626.40	\$3,529.60
Assistant Fire Chief	\$2,285.60	\$3,208.80
Police Captain	\$2,285.60	\$3,208.80
Police Chief	\$2,627.20	\$3,529.60
Service/Safety Director.....	\$2,970.40	\$5,000.00
Income Tax Administrator.....	\$2,285.60	\$3,208.80
Public Works Superintendent.....	\$2,285.60	\$3,208.80
Recreation, Marketing & Facilities Superintendent.....	\$2,285.60	\$3,208.80
Water Treatment Plant Superintendent.....	\$2,285.60	\$3,208.80
Water Pollution Control Superintendent.....	\$2,285.60	\$3,208.80

SECTION 6: ADMINISTRATIVE JOB CLASSIFICATIONS AND PAY RANGES

That from and after January 4, 2012 the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as "Administrative" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U.S. Department of Labor. These job classifications shall be exempted from the payment of overtime, and shall be paid a bi-weekly salary as provided by law.

<u>JOB CLASSIFICATION</u>	<u>BIWEEKLY PAY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Airport Supervisor.....	\$1,812.80	\$2,768.80
Clerk of Municipal Court	\$1,900.00	\$2,924.80

Engineer Intern.....	\$1,812.80	\$2,768.80
Engineer Project Manager.....	\$1,812.80	\$2,768.80
Flood Plain/Zoning Supervisor.....	\$1,812.80	\$2,768.80
Human Resources Director.....	\$2,303.20	\$3,109.60
Recreation Administrative Supervisor.....	\$1,812.80	\$2,768.80
Sewer Maintenance Supervisor.....	\$1,812.80	\$2,768.80
Street Maintenance Supervisor.....	\$1,812.80	\$2,768.80
Traffic Signal Supervisor.....	\$1,812.80	\$2,768.80
Utilities Billing Supervisor.....	\$1,812.80	\$2,768.80
Water Distribution Supervisor.....	\$1,812.80	\$2,768.80
Wastewater Treatment Supervisor.....	\$1,812.80	\$2,768.80
Water Treatment Supervisor.....	\$1,812.80	\$2,768.80

SECTION 7: PROFESSIONAL JOB CLASSIFICATIONS AND PAY RANGES

That from and after September 29, 2013 the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as "Professional" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U. S. Department of Labor. These job classifications shall be exempted from the payment of overtime, and shall be paid a bi-weekly salary as provided by law.

<u>JOB CLASSIFICATION</u>	<u>BIWEEKLY PAY</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
City Engineer.....	\$2,626.40	\$3,432.00
Assistant City Engineer.....	\$2,344.00	\$3,088.00
Professional Civil Engineer.....	\$2,142.00	\$2,787.20
MS4 Coordinator.....	\$1,440.00	\$2,768.80
Professional Surveyor.....	\$1,859.20	\$2,573.60
Deputy City Auditor.....	\$2,303.20	\$3,109.60
Assistant Director of Law I.....	See Excepted Pay Ranges	
Assistant Director of Law II.....	See Excepted Pay Ranges	
Assistant Director of Law III.....	See Excepted Pay Ranges	
Assistant Director of Law IV.....	See Excepted Pay Ranges	

SECTION 8: COMPUTER EMPLOYEE CLASSIFICATIONS AND PAY RANGES

That from and after January 9, 2011, the following job classifications of the various non-elected officers and employees of the City of Findlay, Ohio, shall be declared as "Computer" positions under provisions of the Fair Labor Standards Act and guidelines provided by the U. S. Department of Labor. These job classifications shall be paid an hourly rate and be eligible for overtime payments.

<u>JOB CLASSIFICATION</u>	<u>HOURLY RATES</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
Computer Network Specialist I.....	\$20.64	\$31.79
Computer Network Specialist II.....	\$21.63	\$34.88
Computer Programmer Analyst.....	\$21.63	\$36.56

SECTION 9: PROMOTIONAL POLICY

Effective January 14, 2007, an employee who is promoted to or hired into a job classification that is in the "Administrative", "Professional", "Executive" or "Computer Employee" pay classifications of this ordinance and that is paid using a minimum and maximum salary range will be assigned a biweekly pay amount that is within the allowed range. Once the employee is assigned an amount within the range, all future increases in the biweekly salary amount shall not exceed eight percent (8%) in any calendar year.

An employee who is promoted from an hourly classification to a specific pay rate in the "Administrative", "Professional", "Executive", or "Computer Employee" pay classifications of this ordinance shall be placed in a step that is at least a 5 percent (5%) increase over their current rate. They can be placed in any Step which is between the minimum 5% increase or up to and including the Step reflected by their years of service.

SECTION 10: HOURLY JOB CLASSIFICATIONS AND PAY RANGES

That from and after September 29, 2013, the following job classifications and pay ranges of the various non-elected officers and employees of the City of Findlay, Ohio, shall be as follows for all other City employees hired on or before August 21, 2003. These employees shall be paid on an hourly basis as provided by law.

<u>JOB CLASSIFICATIONS</u>	<u>PAY RANGE</u>
Account Clerk I	130
Account Clerk II	140
Account Clerk III	150
Account Clerk IV	160
Administrative Assistant I	120
Administrative Assistant II	140
Administrative Assistant III	150
Administrative Assistant IV	160
Airport Worker I	130
Airport Worker II	140
Airport Worker III	160
Assistant Recreation Supervisor	160
Assistant Utilities Billing Supervisor	160
Building & Grounds Maintenance Tech	160
Building & Ice Maintenance Tech	130
Building Maintenance Tech	150
City Clerk	160
City Forester	180
Clerk I	80
Clerk II	110
Clerk III	120
Clerk IV	140
Chief Construction Inspector	190
Construction Inspector I	160
Construction Inspector II	170
Construction Inspector III	180
Custodial Worker I	50
Custodial Worker II	70
Graduate Engineer	170

Engineering Technician	180
Engineering Financial/Contract Controller	170
Fleet Maintenance Manager	120
CAD I	110
CAD II	130
Engineering Tech I	150
Engineering Tech II	170
Groundskeeper I.....	70
Groundskeeper II.....	80
Groundskeeper III.....	90
Public Grounds Maintenance Worker I	110
Public Grounds Maintenance Worker II	130
Public Grounds Maintenance Worker III	150
Public Grounds Maintenance Worker IV.....	160
Public Maintenance Mechanic I.....	140
Public Maintenance Mechanic II	160
Public Maintenance Mechanic III	180
Parking Enforcement Officer.....	110
Parks Maintenance Supervisor.....	180
Payroll Clerk.....	130
Records Administrator I.....	150
Records Administrator II	170
Recreation Activities Coordinator.....	90
Secretary I.....	120
Secretary II.....	140
Secretary III.....	150
Sign Maintenance Supervisor.....	190
Street Maintenance Worker I.....	120
Street Maintenance Worker II	140
Street Maintenance Worker III	160
Surveyor Technician I.....	120
Surveyor Technician II.....	140
Surveyor I, SIT	160
Surveyor II, Intern.....	180
Tax Administrator Agent I	120
Tax Administrator Agent II	130
Traffic Signal Electrician I	160
Traffic Signal Electrician II	180
Traffic Signal Electrician III	190
Traffic Signal Electrician Assistant I.....	120
Traffic Signal Electrician Assistant II.....	140
Truck Driver I.....	110
Truck Driver II.....	120
Utilities Billing Clerk I.....	110
Utilities Billing Clerk II	120
Water Meter Maintenance Worker	130
Water Meter Reader I.....	120
Water Meter Reader II	140
Class II License	142
Class III License	143
Welder	160
Zoning/Building Inspector	160

SECTION 11: HOURLY JOB CLASSIFICATIONS AND PAY RANGES

That from and after September 29, 2013 the following job classifications and pay ranges of the various non-elected officers and employees of the City of Findlay, Ohio, shall be as follows for all other City employees hired after August 21, 2003. These employees shall be paid on an hourly basis as provided by law.

<u>JOB CLASSIFICATIONS</u>	<u>PAY RANGE</u>
Account Clerk I.....	9130
Account Clerk II.....	9140
Account Clerk III.....	9150
Account Clerk IV.....	9160
Airport Worker I.....	9130
Airport Worker II.....	9140
Airport Worker III.....	9160
Administrative Assistant I.....	9120
Administrative Assistant II.....	9140
Administrative Assistant III.....	9150
Administrative Assistant IV.....	9160
Assistant Recreation Supervisor.....	9160
Assistant Utilities Billing Supervisor.....	9160
Building & Grounds Maintenance Tech.....	9160
Building & Ice Maintenance Tech.....	9130
Building Maintenance Tech.....	9150
City Clerk.....	9160
City Forester.....	9180
Clerk I.....	9080
Clerk II.....	9110
Clerk III.....	9120
Clerk IV.....	9140
Chief Construction Inspector.....	9190
Construction Inspector I.....	9160
Construction Inspector II.....	9170
Construction Inspector III.....	9180
Custodial Worker I.....	9050
Custodial Worker II.....	9070
Graduate Engineer.....	9170
Engineering Technician.....	9180
Engineering Financial/Contract Controller.....	9170
Firefighter (Part Time Only).....	9070,9080,9090,9100,9110
CAD I.....	9110
CAD II.....	9130
Engineering Tech I.....	9150
Engineering Tech II.....	9170
Groundskeeper I.....	9070
Groundskeeper II.....	9080
Groundskeeper III.....	9090
Public Grounds Maintenance Worker I.....	9110
Public Grounds Maintenance Worker II.....	9130
Public Grounds Maintenance Worker III.....	9150
Public Grounds Maintenance Worker IV.....	9160
Public Maintenance Mechanic I.....	9140

Public Maintenance Mechanic II	9160
Public Maintenance Mechanic III	9180
Parking Enforcement Officer.....	9110
Parks Maintenance Supervisor	9180
Payroll Clerk	9130
Records Administrator I	9150
Records Administrator II	9170
Recreation Activities Coordinator.....	9090
Secretary I	9120
Secretary II	9140
Secretary III	9150
Sign Maintenance Supervisor	9190
Street Maintenance Worker I	9120
Street Maintenance Worker II	9140
Street Maintenance Worker III	9160
Surveyor Technician I	9120
Surveyor Technician II	9140
Surveyor I, SIT	9160
Surveyor II, Intern	9180
Tax Administrator Agent I	9120
Tax Administrator Agent II	9130
Traffic Signal Electrician I	9160
Traffic Signal Electrician II	9180
Traffic Signal Electrician III	9190
Traffic Signal Electrician Assistant I	9120
Traffic Signal Electrician Assistant II	9140
Truck Driver I	9110
Truck Driver II	9120
Utilities Billing Clerk I	9110
Utilities Billing Clerk II	9120
Water Meter Maintenance Worker	9130
Water Meter Reader I	9120
Water Meter Reader II	9140
Welder	9160
Zoning/Building Inspector	9160

TEMPORARY JOB CLASSIFICATIONS

PAY RANGE

Assistant Pool Manager	8100
Concession Stand Attendant	8010
Concession Stand Supervisor	8020, 8030
Facility Manager/Diamond/Pool/CUBE	8130
Ice Rink Shift Manager	8120
Playground Supervisor I	8010
Playground Supervisor II	8020
Playground Tennis Instructor	8010
Playground Activities Coordinator.....	8090
Playground Director.....	8100
Park Manager.....	8130
Pool Manager(First Year)	8110
Pool Manager (Second Year)	8120

Pool Manager (Three Years or More)	8130
Head Guard.....	8040
Pool Lifeguard	8020, 8030, 8040
Front Desk Attendants.....	8010
School Police.....	8010, 8020
Skate Guard/Rental.....	8010, 8020, 8030
Skating Instructor	8080, 8090
Skate Pro	8100
Clerk/Typist I	8080
Clerk/Typist II	8090
Engineering Aid I	8070
Engineering Aid II.....	8090
Unskilled Labor.....	8020, 8040, 8060

SECTION 12: LICENSE STIPEND

Effective September 29, 2013, employees who are in the following classifications will be paid an annual license stipend upon providing proof of the license level obtained: Sewer Maintenance Supervisor, Water Treatment Superintendent, Water Pollution Control Superintendent, Water Distribution Superintendent, Water Distribution Supervisor, Water Treatment Supervisor, and Wastewater Treatment Supervisor. The license stipend will be paid in the first pay period in July of each year in the following amounts:

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

SECTION 13: PAY RANGES EFFECTIVE AUGUST 16, 2012

That the following pay ranges are hereby established for the non-elected officials and employees of the City of Findlay, Ohio, and all of said non-elected officials and employees shall be paid hourly on a bi-weekly basis, or bi-weekly salary basis, as provided by law, except as noted in Section 14. Hourly pay rates are indicated by (H) under the various pay ranges, bi-weekly salary rates are indicated by (B) under the various pay ranges.

Completed Years	0	1 - 2	3 - 4	5 - 6	7	8
Pay Range	A	B	C	D	E	F
10(H)	8.79	9.60	10.05	10.57	11.05	11.60
20(H)	9.20	10.05	10.57	11.05	11.60	12.08
21(H)	8.47	8.47	8.47	8.47	8.47	8.47
22(H)	9.40	9.40	9.40	9.40	9.40	9.40
30(H)	9.58	10.57	11.05	11.60	12.08	12.70
32(H)	9.99	9.99	9.99	9.99	9.99	9.99
35(H)	10.37	11.05	11.60	12.08	12.70	13.20
40(H)	11.02	12.08	12.66	13.20	13.82	14.45

50(H)	11.54	12.66	13.20	13.82	14.45	15.07
60(H)	12.04	13.20	13.82	14.45	15.07	15.79
70(H)	12.58	13.82	14.45	15.07	15.79	16.46
80(H)	13.18	14.45	15.07	15.79	16.46	17.18
90(H)	13.76	15.07	15.79	16.46	17.18	18.04
100(H)	14.35	15.79	16.46	17.18	18.04	18.79
110(H)	15.04	16.46	17.18	18.04	18.79	19.69
120(H)	15.65	17.18	18.04	18.79	19.69	20.58
125(H)	15.99	17.62	18.39	19.26	20.13	21.06
130(H)	16.36	18.04	18.79	19.69	20.58	21.57
140(H)	17.16	18.79	19.69	20.58	21.57	22.55
141(H)	17.88	19.69	20.58	21.57	22.55	22.55
142(H)	18.74	20.58	21.57	22.55	22.55	22.55
143(H)	19.62	21.57	22.55	22.55	22.55	22.55
150(H)	17.88	19.69	20.58	21.57	22.55	23.61
151(H)	18.74	20.58	21.57	22.55	23.61	23.61
160(H)	18.74	20.58	21.57	22.55	23.61	24.77
161(H)	19.62	21.57	22.55	23.61	24.77	25.24
162(H)	20.53	22.55	23.61	24.77	25.24	25.72
163(H)	21.48	23.61	24.77	25.24	25.72	26.25
170(H)	19.62	21.57	22.55	23.61	24.77	25.95
171(H)	20.53	22.55	23.61	24.77	25.95	25.95
172(H)	21.48	23.61	24.77	25.95	25.95	25.95
173(H)	22.51	24.77	25.95	25.95	25.95	26.45
174(H)	23.57	25.95	25.95	25.95	25.95	26.45
175(H)	24.70	25.95	25.95	25.95	25.95	26.45
180(H)	20.53	22.55	23.61	24.77	25.95	27.12
181(H)	21.48	23.61	24.77	25.95	27.12	27.12
182(H)	22.51	24.77	25.95	27.12	27.12	27.12
183(H)	23.57	25.95	27.12	27.12	27.12	27.12
190(H)	21.48	23.61	24.77	25.95	27.12	28.42
191(H)	22.51	24.77	25.95	27.12	28.42	28.42
192(H)	23.57	25.95	27.12	28.42	28.42	28.42
193(H)	24.70	27.12	28.42	28.42	28.42	28.42
200(H)	22.50	24.77	25.95	27.12	28.42	29.78
(B)	1,800.00	1,981.60	2,076.00	2,169.60	2,273.60	2,382.40
220 (H)	24.71	27.12	28.42	29.78	31.17	32.69
(B)	1,976.80	2,169.60	2,273.60	2,382.40	2,493.60	2,615.20
8010(H)	7.73	7.73	7.73	7.73	7.73	7.73
8020(H)	8.09	8.09	8.09	8.09	8.09	8.09
8030(H)	8.43	8.43	8.43	8.43	8.43	8.43
8040(H)	9.69	9.69	9.69	9.69	9.69	9.69
8050(H)	10.14	10.14	10.14	10.14	10.14	10.14
8060(H)	10.58	10.58	10.58	10.58	10.58	10.58

8070(H)	11.05	11.05	11.05	11.05	11.05	11.05
8080(H)	11.59	11.59	11.59	11.59	11.59	11.59
8090(H)	12.10	12.10	12.10	12.10	12.10	12.10
8100(H)	12.62	12.62	12.62	12.62	12.62	12.62
8110(H)	13.23	13.23	13.23	13.23	13.23	13.23
8120(H)	13.76	13.76	13.76	13.76	13.76	13.76
8130(H)	14.38	14.38	14.38	14.38	14.38	14.38
9010(H)	8.79	9.23	9.51	9.79	9.99	10.19
9020(H)	9.20	9.64	9.94	10.24	10.45	10.66
9030(H)	9.58	10.07	10.36	10.67	10.89	11.12
9040(H)	11.02	11.57	11.91	12.27	12.51	12.76
9050(H)	11.54	12.10	12.45	12.84	13.11	13.38
9060(H)	12.04	12.64	13.03	13.41	13.67	13.94
9070(H)	12.58	13.18	13.58	13.98	14.27	14.56
9080(H)	13.18	13.85	14.26	14.69	14.98	15.28
9090(H)	13.76	14.43	14.87	15.31	15.62	15.94
9100(H)	14.35	15.06	15.51	15.98	16.31	16.64
9110(H)	15.04	15.80	16.28	16.76	17.10	17.44
9120(H)	15.65	16.42	16.92	17.43	17.78	18.15
9130(H)	16.36	17.17	17.69	18.22	18.59	18.95
9140(H)	17.16	18.01	18.56	19.11	19.51	19.90
9150(H)	17.88	18.79	19.36	19.94	20.33	20.73
9160(H)	18.74	19.66	20.26	20.86	21.29	21.72
9170(H)	19.62	20.61	21.21	21.85	22.30	22.74
9180(H)	20.53	21.56	22.21	22.88	23.34	23.80
9190(H)	21.48	22.54	23.23	23.92	24.40	24.89

Notwithstanding the provisions above, should any pay rate contained herein fall below the state minimum wage rate for any particular pay periods during the term of this Ordinance, the Auditor shall be and hereby is authorized to adjust said pay rate to conform to the state minimum wage rate.

SECTION 14: EXCEPTED PAY RANGES EFFECTIVE SEPTEMBER 29, 2013

The following job classifications and salaries are hereby established as an exception to the pay ranges under Section 13 above.

Assistant Director of Law I	\$1,866.59 Bi-weekly
Assistant Director of Law II	\$1,719.98 Bi-weekly
Assistant Director of Law III	\$1,579.82 Bi-weekly
Assistant Director of Law IV	\$1,434.33 Bi-weekly
Secretary of Board of Zoning Appeals	\$37.60 Bi-weekly
Member – Civil Service Commission	\$171.53 Bi-weekly
Clerk – Civil Service Commission	\$1,635.20 Bi-weekly

SECTION 15: STEPS

The pay ranges established in Section 13 above establish six (6) steps, and each step within each pay range states the hourly (H) or bi-weekly (B) rate. Advancement from Step A shall be based upon the individual employee's completed years of service with the City of Findlay, Ohio on the following schedule:

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

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

Service time credit shall only apply to regular, full-time employees, and shall not apply to temporary, seasonal, or part-time help.

New employees hired after February 26, 1984, may receive service credit for previous employment when such previous employment is determined to be qualified and competent in a similar job position. Such service credit shall be awarded on the following basis:

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

New employees hired after February 26, 1984, by the Police or Fire Departments, into the classification of sworn police officer or sworn firefighter, shall only receive service credit for previous employment with full time, paid departments which are determined to be equal to the Findlay Police and Fire Departments in training and experience.

SECTION 16: DEFINITIONS, EFFECTIVE MAY 31, 2009

For the purpose of interpreting this ordinance, full time employees shall be those employees having completed their regular work schedule of thirty (30) or more hours per week on a twelve (12) months per calendar year basis.

Part-time employees shall be those employees having completed their regular work schedule of less than thirty (30) hours per week on a twelve (12) months per calendar year basis. Furlough days will be used in the calculation of the regular work schedule.

Seasonal or temporary employees shall be those employees who work less than twelve (12) months in a calendar year. Seasonal or temporary employees may be assigned to, but not limited to, Riverside Park,

Riverside Pool, Park Maintenance, Cemetery, Engineering, Recreation or Reservoir Recreation Departments.

SECTION 17: COMPENSATION FOR TEMPORARY POSITIONS

- A. When it is required to appoint an employee to an acting position on a temporary basis to fulfill a position temporarily unoccupied, then and in such event, the acting employee shall be paid the salary as designated for the position under the City salary ordinance, providing, however, the temporary salary increase shall commence only after thirty days of continuous service in the acting position.
- B. When the vacancy appears to be permanent, as in death, retirement, or termination, the temporary salary shall commence upon the appointment of the employee to the acting position.

SECTION 18: LONGEVITY

- A. Effective December 24, 2000, all full-time employees who have completed ten (10) or more years of continuous full-time service shall accrue a longevity fund of thirty dollars (\$30) per bi-weekly pay period in addition to their regular rate of pay.
- B. Effective December 24, 2000, all full-time employees who have completed fifteen (15) or more years of continuous full-time service shall accrue a longevity fund of fifty dollars (\$50) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual to be earned upon the completion of ten (10) years of service.
- C. Effective December 24, 2000, all full-time employees who have completed twenty (20) or more years of continuous full-time service shall accrue a longevity fund of seventy dollars (\$70) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual to be earned upon the completion of fifteen (15) years of service.
- D. Effective December 24, 2000, all full-time employees who have completed twenty-five (25) or more years of continuous full-time service shall accrue a longevity fund of ninety dollars (\$90) per bi-weekly pay period in addition to their regular rate of pay. The longevity accrual in this section shall replace the longevity accrual to be earned upon the completion of twenty (20) years of service.
- E. Accrued longevity funds shall be paid in a separate check to be issued annually coincidental with the last pay check in the calendar year.
- F. Longevity accruals under this section shall be included in any calculation of overtime pay rates.
- G. Longevity accruals shall be included in wage rates on a one-time basis, at the time of retirement, or death, to calculate unused holivac, vacation and/or sick leave payments.
- H. Effective December 24, 2000, the classifications of Assistant Director of Law I through Assistant Director of Law IV, inclusive, shall accrue longevity as set forth in this section.

SECTION 19: OVERTIME

- A. Each eligible City employee, except temporary or seasonal employees in the Recreation Functions Department, or Swimming Pool Departments, who is scheduled to work more than forty (40) hours per calendar week shall be compensated at the rate of time and one half (1-1/2) his regular hourly rate for any hours worked in excess of forty (40) hours per calendar week.
- B. A minimum of three (3) hours at the employee's overtime rate shall be paid to an employee whenever such employee is called in to work other than his regular scheduled shift or previously scheduled overtime. The employee must have had 40 paid hours during the week to be eligible for such pay including sick leave, vacation/holovac leave, comp out hours and holidays.
- C. The calculation of overtime pay shall be calculated including holidays, sick leave, and vacation leave as part of the straight time determination.
 - 1. An employee who is eligible for overtime may elect to take compensatory time ("Comp Time") off instead of overtime pay for any overtime worked. The compensatory time shall be granted by the employee's supervisor on a time and one half (1-1/2) basis (i.e. for one hour of overtime, one and one half hours of comp time will be granted.) Employees may accumulate up to and maintain 60 hours of unused comp time and may, with approval of the Safety or Service Director, accumulate and maintain a balance in excess of 60 hours of unused comp time.
 - 2. When an employee who has been eligible for overtime receives a promotion and accepts a position that is exempt from the payment of overtime, the employee will be paid for all unused accumulated compensatory time hours at the time of the promotion. The payment will be made using a rate of pay in effect prior to the employee's promotion.

SECTION 20: SICK LEAVE PAYMENT

In addition to the sick leave provided for in O.R.C. Sec. 124.38, the following policy on sick leave is established for all employees of the City:

- A. Any employee incurring a non-duty related sickness or disability shall receive sick leave with full pay, subject to accumulated sick leave.
- B. An employee incurring a duty related sickness or injury shall receive sick leave with full pay for the maximum period as prescribed for total temporary disability in the Ohio Revised Code unless extended by City Council upon recommendation of the Safety-Service Director. Sick leave used under these conditions, and subject to worker's compensation payments, shall be reinstated to accumulated sick leave, provided that the employee completes the proper application for worker's compensation benefits and refunds to the City all funds received as a result of the application. There shall be no reinstatement for sick leave not subject to workers compensation reimbursement.
- C. Accumulated sick leave shall be computed on a basis of one hour of accumulated sick leave for each one hour missed from the regular scheduled shift as a result of sickness or disability.
- D. Any City employee hired on or before August 21, 2003 and paid directly by warrant by the City Auditor may elect at the time of retirement from active service with the City, or death, and with ten (10) or more years of service with the State or any of its political subdivisions, to be paid in cash one fourth (1/4) the value of the first 960 hours of accrued but unused sick leave credit and, if applicable, to be paid in cash one-half (1/2) the value of all accrued but unused sick leave credit in excess of

960 hours. Payment shall be contingent upon 30 days written notice prior to retirement. Retirement is defined as being eligible to immediately receive retirement benefits from the employee's pension plan. In the event an employee has more than one thousand nine hundred twenty (1,920) hours of unused sick leave, all such sick leave shall be paid at the rate of one-half (1/2) of said leave.

- E. Any City employee hired after August 21, 2003 and paid directly by warrant by the City Auditor may elect at the time of retirement from active service with the City, or death, and with ten (10) or more years of service with the State or any of its political subdivisions, to be paid in cash one fourth (1/4) the value of 960 hours of accrued but unused sick leave credit. Payment shall be contingent upon 30 days written notice prior to retirement. Retirement is defined as being eligible to immediately receive retirement benefits from the employee's pension plan.

SECTION 21: DONATED LEAVE POLICY

Effective December 3, 2003, this policy is to set forth the process to allow employees to voluntarily provide donated leave to co-workers, or receive donated leave, if there is a critical need due to a serious health condition or injury of an employee. This policy would apply to full-time and part-time permanent employees only.

To Request Donated Leave

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

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

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

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

A. Certification of Eligibility

Upon receiving the "Application to Request Donated Leave", the Service or Safety Director will review the medical documentation to ensure it meets both the standard for sick leave usage and the criteria for donated leave.

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

1. an illness, injury, impairment or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility, or
2. a period of incapacity of more than seven (7) days that also involves:
 - a. treatment by a health care provider in connection with such inpatient care, or
 - b. the constant supervision of the health care provider, or

- c. a condition which is permanent or long-term for which treatment may not be effective.

B. Donation Process

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

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

C. Establishing Need and Utilization of Donated Leave

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

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

D. Administering the Donation Program

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

- 1. Employees using donated leave shall be considered in active pay status and shall accrue leave and any other benefits to which they would otherwise be entitled.
- 2. Leave accrued by an employee while using donated leave shall be used, if necessary, in the following pay period before additional donated leave may be received.
- 3. Donated leave shall not count toward the probationary period.
- 4. Donated leave shall never be converted to a cash benefit.
- 5. Donated leave or the leave accrued by the use of the donation is not eligible for reimbursement when used to satisfy the waiting period for workers compensation benefits.
- 6. If the leave meets the FMLA criteria, the leave time will also be charged against the employee's yearly entitlement as outlined by FMLA and the employee handbook.

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

SECTION 22: HOSPITALIZATION

- A. The City agrees to share in the cost of providing health and prescription drug insurance for full-time employees.
- B. The cost of health and prescription drug insurance coverage through the end of 2013, shall be divided on the following basis, whether the employee selects family coverage or single coverage. The cost sharing shall include optional dental and/or vision coverage, if selected by the employee. The monthly premium cost shall be shared:

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

- C. Effective with the 2014 coverage, the cost of health and prescription drug insurance coverage shall be shared between the employer and full-time employees, whether the employee selects family, employee plus or single coverage. The cost of sharing shall include optional dental and/or vision coverage, if selected by the employee. The employer's share of the monthly premium, regardless of the plan option(s) selected by the employee, shall be no more than 90%.
- D. The employee's share shall be deducted from the payroll of each participating employee.
- E. An employee must be on the payroll of the City for a period of 30 days, before becoming eligible for the hospitalization and health insurance contributions provision contained herein.
- F. Effective August 1, 2009, for the Mayor, Auditor, Director of Law, and the Judges of the Municipal Court, the City shall provide for a hospitalization and health insurance policy for those elected officials who are eligible for hospitalization and health coverage and upon notification by such elected official that he desires such coverage. The policy shall be under the same group plan provided for non-elected City employees and the amount to be paid by the City shall be equal to that paid by the City for non-elected employees.
- F. The City Council may choose to appropriate additional funds for payments of health insurance costs upon the recommendation of the Auditor, if it is deemed necessary to meet the financial obligations related to health insurance costs. The funding would be in addition to the distribution of monthly premiums as outlined in Paragraphs B and C of this section.

SECTION 23: LIFE INSURANCE

- A. All full-time employees shall be covered under a group life insurance policy and shall receive double indemnity coverage under said policy.
- B. Effective January 1, 2012, the Mayor, Auditor, Treasurer, Director of Law, Council Members, President of Council and the Judges of the Municipal Court, shall be furnished by the City a term life insurance policy in an amount and terms equal to the amount of term life insurance provided to non-elected employees.
- C. Such policy to insure the life of such full-time and elected officials with the aforementioned reserves the right to designate his beneficiary of the insurance on his life.

SECTION 24: REGULAR VACATIONS AND HOLIVAC; YEARS OF SERVICE, EFFECTIVE MARCH 15, 2011

- A. Holivac is the combination of holidays and vacation hours into a single accrual. The holivac system recognizes eleven (11) holidays per year and the amount of vacation that the individual employee is entitled to receive.
- B. One year of service shall be computed on 26 biweekly pay periods. These weeks do not need to be consecutive. If there is a break in the employee's full-time service with the City, upon re-hire to a full-time position, the employee will be given credit for previous time for which vacation/holivac accrual was eligible. Positions listed in the Excepted Pay Ranges of this Ordinance are not eligible for vacation/holivac accrual credit upon re-hire.
- C. Each full-time employee, after service of one (1) year with the City, shall have earned and will be due annually thereafter a maximum of eighty (80) hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0385 hours for each paid base hour for those entitled to a maximum of 80 hours per year. Employees subject to holivac shall accrue 0.0808 hours on each paid base hour.
- D. A full-time employee with eight (8) or more years of service with the City shall have earned and is entitled to a maximum of 120 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0577 hours on each base hour paid for those entitled to a maximum of 120 hours per year. Employees subject to holivac shall accrue 0.10000 hours on each paid base hour.
- E. A full-time employee with fifteen (15) or more years of service with the City shall have earned and is entitled to a maximum of 160 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0769 hours on each paid base hour for those entitled to a maximum of 160 hours per year. Employees subject to holivac shall accrue 0.1192 hours on each paid base hour.
- F. A full-time employee with twenty-two (22) or more years of service with the City shall have earned and is entitled to a maximum 200 hours of vacation leave with full pay. Vacation leave shall accrue to the employee at the rate of 0.0962 hours on each paid base hour for those entitled to a maximum of 200 hours per year. Employees subject to holivac shall accrue 0.1385 hours on each paid base hour.
- G. Vacation/holivac leave is earned while on other paid leave provided by the City but vacation/holivac is not accrued when working overtime hours. Vacation/holivac leave is earned only while on active pay status with the City.
- H. During the first year of service, no vacation shall be granted to an employee, but the employee during the first year of service shall accumulate vacation hours as provided for by ordinance of City Council. During the first year of service, employees subject to holivac shall accrue their holidays at a rate of 0.0423 hours on each paid base hour. After one year of service, an employee may take vacation or holivac up to the number of hours accumulated at the time subject to other limitations as specified by ordinance.
- I. Employees may express their preference as to vacation or holivac period, and the preference will be recognized by the department head, as far as practicable

- J. Employees who have unused vacation or holivac leave to their credit may accumulate up to two (2) years credit with the approval of the department head. Employees shall forfeit their right to take or be paid for any vacation or holivac leave to their credit which is in excess of the accrual for two (2) years. Excess leave shall be eliminated from the employee's leave balance in the pay period in which the vacation anniversary date occurs. The Safety Director or Service Director may approve exceptions to this provision upon a written request from the employee stating the reasons for such exception. The two (2) year accrual limit shall be based on the accumulation of an employee who would be paid 40 base hours per week.
- K. A person employed with the City on or after March 15, 2011, other than as an elected officer, who was previously employed by the State or any political subdivision of the State earning vacation credits is entitled to have his or her prior service with any of these employers counted as service with the City of Findlay for the purpose of computing the amount of the employee's vacation/holivac leave, and their anniversary date.. Said employee may transfer the accrued and unused vacation leave from the State or any political subdivision of the State. The hours to be transferred cannot exceed two years accrual.

SECTION 25: HOLIDAYS

- A. Effective November 1, 2005, a full or part-time employee, excluding temporary or seasonal employees, whose salary or wage is paid by the City shall not be required to work on days declared in this section to be holidays, unless in the opinion of the employee's responsible administrative superior failure to work on such holidays would impair the public service. Such holidays shall be:
1. The first day of January, known as New Year's Day;
 2. The third Monday of January, known as Martin Luther King, Jr. Day;
 3. The third Monday in February, known as Washington-Lincoln Day or President's Day;
 4. The last Monday in May, known as Decoration or Memorial Day;
 5. The Fourth Day of July, known as Independence Day;
 6. The first Monday of September; known as Labor Day;
 7. November 11, known as Veteran's Day;
 8. The fourth Thursday in November, known as Thanksgiving Day;
 9. The day after Thanksgiving;
 10. December 24, known as Christmas-Eve Day;
 11. December 25, known as Christmas Day; and
 12. Any other holiday set by a proclamation of the Mayor of the City.
- B. In the event that any of the aforesaid holidays shall fall on Saturday, the Friday immediately preceding shall be observed as the holiday. In the event that any of the aforesaid holidays shall fall on Sunday, the Monday immediately succeeding shall be observed as the holiday.
- C. Any employee, not subject to holivac, whose normal scheduled day off falls on one of the aforementioned holidays shall be granted a day off with pay to replace the holiday missed as a result of his normal work schedule during the pay period in which the legal holiday so missed falls.
- D. Effective May 20, 2008, an employee of the Water Treatment Plant or Water Pollution Control Center who is required to work on New Year's Day, July 4th, Thanksgiving, Christmas Day, Christmas Eve, Memorial Day, or Labor Day, as part of the employees regular forty (40) hour schedule, shall be paid at one and one-half times his regular rate of pay for hours worked on these holidays.

- E. Effective, May 19, 2009, a full-time or part-time employee who works less than forty (40) hours per week shall receive paid Holiday leave on a pro-rata basis at the same rate as the employee's average number of hours worked per day in the balance of the pay period which contains the holiday. Furlough days will be used in the calculation of the pro-ration.

SECTION 26: MILEAGE REIMBURSEMENT

- A. No elected official or employee of the various departments of the City of Findlay, Ohio, using his personal private motor vehicle while on City business or in the performance of his duties as an official or employee of the City, shall, be paid mileage for such use, by the City, on a daily, weekly, monthly, or other period of time-only basis. All claims for reimbursement for mileage shall be upon the basis of actual miles traveled.
- B. That the Auditor of the City is hereby directed and authorized to make payment for reimbursement to City officials and employees for miles traveled using personal or private motor vehicles on City business at the rate set by the Internal Revenue Service at the beginning of each calendar year for business miles driven, effective March 7, 2006.
- C. No claims for reimbursement for mileage shall be allowed unless accompanied by a detailed report showing actual miles traveled on City business.

SECTION 27: DEATH IN FAMILY

- A. In the event of the death in the immediate family of an employee, the employee shall be granted up to 3 work days off (24 hours of duty time off in the case of a Fire Department employee), without loss of pay, vacation, or accumulated sick leave, in order to attend the funeral or matters of the deceased. Should notification of death be received during working hours, the employee shall also receive, with the consent of the department head the balance of the shift off, without the loss of pay, vacation, holivac or accumulated sick leave, in addition to the aforementioned time off provisions.
- B. The immediate family shall be defined as the spouse, child, mother, father, sister, brother, grandparent, grandchild, mother-in-law, father-in-law, sister-in-law, brother-in-law, daughter-in-law, son-in-law, and stepchild.
- C. Additional time off, for a death in the immediate family shall be given with consent of the head of the department and shall be deducted from vacation, holivac or accumulated sick leave.
- D. Time off, for a death other than the immediate family shall be given with the consent of the head of the department and shall be deducted from vacation, holivac or accumulated sick leave.
- E. Further definitions and details related to Death in Family Leave can be obtained in the City's Bereavement Leave Policy.

SECTION 28: TAX DEFERRAL PLAN FOR EMPLOYEE PENSION CONTRIBUTIONS

- A. The Auditor, the Safety Director and the Service Director of the City are hereby authorized to execute all necessary documents with the Internal Revenue Service, the Public Employees Retirement System and the Ohio Police and Fire Pension Fund to qualify all public employee

retirement payments made by the City for its employees as tax-deferred compensation under the Internal Revenue Service regulations.

- B. All employees of the City who are subject to either the Public Employees Retirement System or the Ohio Police and Fire Pension Fund shall not and do not have the option of choosing to receive the contributed amounts directly instead of having them paid by the City to the Public Employees Retirement System or the Ohio Police and Fire Pension Fund.
- C. Employee contributions to the Public Employees Retirement System or the Ohio Police and Fire Pension Fund will be paid by the City in lieu of the contributions being paid directly by the employee.

SECTION 29: GRIEVANCE PROCEDURE

1. General Provisions

The purpose of a grievance procedure is to establish a plan for the orderly and fair adjustment of employee grievances. A grievance occurs when an employee perceives a violation in the application of a law or policy. The employee cannot grieve the law or policy itself, only the administration of the law or policy. The following matters shall be considered in determining the merits of a grievance:

- A. The interpretation, application, or enforcement of federal or state law; or of City ordinances, personnel policy or departmental rules.
- B. Unsafe or unhealthy working conditions.

An employee cannot grieve any order of suspension, demotion, layoff or removal. Those actions will be handled through appeals to the Civil Service Commission. Grievances will not be accepted from temporary or probationary employees.

There are specific steps to be followed in the grievance procedure and specific time limitations. If the steps are not followed or if the grievance is not brought or carried forth within the stated time limits, it shall be considered void. Specified time limits may be waived by vacations or sick leave of the person or persons involved, or by agreement of the person or persons involved.

During the grievance process, any person or persons receiving a grievance may make such inquiry or additional investigation as deemed necessary to provide information to make a proper decision.

2. Procedure

Step I The employee must meet and discuss the grievance with his/her immediate supervisor within ten (10) workdays of the facts giving rise to the complaint or the cause for the complaint. The immediate supervisor must give the employee an oral answer within ten (10) workdays of receiving the complaint.

Step II If the grievance is not settled at Step I, the employee must submit the grievance, in writing, to the department supervisor within ten (10) workdays following the immediate supervisor's oral response. The written grievance will be received by a committee which will decide the merits of the alleged violation. The committee will consist of: (1) department supervisor, (2) another employee of the same department to be selected by the grievant and

(3) another employee of the same department to be selected by the department supervisor. If this committee does not find merit in the grievance, the matter will be considered closed.

The written grievance must contain:

1. The nature of the grievance.
2. The time, date and place of the claimed violation.
3. The fact upon which the claim is based.
4. A summary of the proceeding from Step I.
5. The employee's idea of a fair solution to the grievance.
6. The employee's signature and date of submission.

The committee shall make a written response to the grievant within ten (10) workdays and it shall contain:

1. Agree or deny the facts upon which the grievance is based.
2. Indicate whether or not the grievance is valid.
3. Contain the remedy or adjustment, if any, that is to be made.
4. Include the signatures of the members of the committee.

A majority vote of the committee will constitute agreement on the matter.

Step III If the grievance is not settled at Step II, the employee may, within (10) workdays after receipt of the answer at Step II, submit a written grievance to the Safety Director or Service Director. The written grievance must contain the same information outlined in Step II, along with a copy of the response received from Step II. Upon receiving the written grievance, the Safety Director or Service Director will respond within ten (10) workdays after receipt of the grievance.

Step IV If the employee is still not satisfied with the answer to his/her grievance, he/she may submit the written grievance, including all previous written material, to the Mayor. The Mayor, along with the Auditor and Director of Law, will review the material submitted. Within ten (10) workdays after receipt of the grievance, the Mayor will issue a report on behalf of the City. The decision of this committee is final.

SECTION 30: EMPLOYEE APPRAISAL

- A. Each employee shall be appraised and evaluated by their immediate supervisor once a year, said appraisal and evaluation to be made during the month of said employee's anniversary date of employment with the City.
- B. Each probationary employee shall be appraised and evaluated by their supervisor monthly during the term of the employee's probation.
- C. The appraisal and evaluation so rendered shall be reviewed by the employee, and within ten (10) days after said appraisal and evaluation, the supervisor must review said appraisal and evaluation with the Safety Director or Service Director at which time a determination of the status of the employee shall be made. This section shall not be applicable to the Police Department personnel or the Fire Department personnel.

SECTION 31: UNION CONTRACTS

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

SECTION 32: EXCLUSION OF FINDLAY MUNICIPAL COURT EMPLOYEES

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

SECTION 33: EXCLUSION OF DEPARTMENT OF PUBLIC HEALTH EMPLOYEES

- A. All employees of the City of Findlay Department of Public Health while still considered employees of the City shall be subject to classification by the Board of Health and shall be subject to orders of the Board of Health.

SECTION 34: MILITARY LEAVE

- A. All City employees who are members of the Ohio National Guard, the Ohio State Guard, the Ohio Naval Militia, or other reserve components of the armed forces of the United States, shall be entitled to leave of absence for their respective military services on field training or active duty for periods not exceeding thirty-one days in any calendar year.
- B. The maximum number of hours for which payment can be made in any one calendar year shall be for the fire fighter subject to holivac, 222 hours, and for all other employees, 176 hours.
- C. If a City employee's military pay or compensation during the period of leave of absence is less than his City pay would have been for the period, he shall be paid by the City the difference in money between the City pay and his military pay for that period. In determining the employee's military pay for purposes of this section, allowances for travel, food or housing shall not be considered, but any other pay or allowances of whatever nature, including longevity pay, shall be considered.
- D. Except as otherwise provided in paragraph (E) of this section, any permanent City employee who is employed by the City of Findlay, and who is entitled to the leave provided under paragraph (A) of this section and who is called or ordered to the uniformed services for longer than a month, for each calendar year in which the employee performed service in the uniformed services, because of an executive order issued by the President of the United States of an act of Congress is entitled, during the period designated in the order or act, to a leave of absence and to be paid during each monthly pay period of that leave of absence, the lesser of the following:
 - 1. The difference between the permanent City employee's gross monthly wage or salary as a permanent City employee and the permanent City employee's gross uniformed pay received that month;
 - 2. Five hundred dollars

In order for the permanent City employee to qualify for payment under this paragraph, they must submit their military pay stub(s) for each month they are on active duty. Payments under this paragraph will be made for a maximum of 2 years.

- E. No permanent City employee shall receive payments under paragraph (D) of this section if the permanent employee's gross uniformed pay received in a pay period exceeds the employee's gross wage or salary as a permanent employee for that period if the permanent City employee is receiving pay under paragraph (A) of this section.
- F. At the request of the permanent City employee who was called to active duty as described in paragraph (D) herein or at the request of the spouse or dependent of such permanent City employee, the City shall continue or reactivate the medical, dental, prescription and vision benefits coverage of the permanent City employee for the duration of the time the permanent City employee is on active duty as described in paragraph (D). The permanent City employee or the spouse or dependent of said employee who requests the continuation or reactivation of the coverage and the City of Findlay are each liable for payment of the same costs for the coverage as if the employee were not on a leave of absence.

SECTION 35: BOND

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

SECTION 36: DISCHARGE OF AN EMPLOYEE

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

SECTION 37: EFFECTIVE DATE

This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reasons that is immediately necessary for preparation and implementation of various changes in specific provisions which will go into effect as noted in each Section.

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2013-063

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE DEEDS TRANSFERRING 1.527 ACRES OF LAND TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE FINDLAY I-75 CORRIDOR WIDENING PROJECT AND DECLARING AN EMERGENCY.

WHEREAS, ODOT is in the process of widening I-75 within the City of Findlay; and,

WHEREAS, the ODOT project necessitates the taking of 1.527 acres of land owned by the City of Findlay in order to provide the necessary highway right of way; and,

WHEREAS, the property now owned by the City of Findlay is not now being used for municipal purposes and is no longer needed for municipal purposes; and,

WHEREAS, the City of Findlay will recognize significant infrastructure improvements as a result of the project.

SECTION 1: In lieu of eminent domain proceedings, the Mayor shall be and hereby is authorized to execute a Deed conveying fee simple title to the Ohio Department of Transportation (ODOT) of 1.527 acres of land, more or less, owned by the City of Findlay.

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 enact said legislation so that the I-75 Corridor Widening Project may proceed in a timely fashion.

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

PRESIDENT OF COUNCIL

MAYOR

PASSED _____

ATTEST _____
CLERK OF COUNCIL

APPROVED _____

ORDINANCE NO. 2013-064

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO FILE AN APPLICATION FOR THE OHIO PUBLIC WORKS COMMISSION (OPWC) GRANT PROGRAM, AND AUTHORIZING THE MAYOR, AND/OR SERVICE-SAFETY DIRECTOR, AND/OR AUDITOR OF THE CITY OF FINDLAY, OHIO TO SIGN THE GRANT AGREEMENT WITH THE OPWC FOR THE LOGAN AVENUE IMPROVEMENTS (PHASE II) BETWEEN GREENWOOD AVENUE AND LIMA AVENUE, PROJECT NO. 32532600, AND DECLARING AN EMERGENCY.

WHEREAS, Council desires to authorize the Mayor and/or Service-Safety Director of the City of Findlay, Ohio to file an application for an OPWC grant for the Logan Avenue Improvements (Phase II), Project No. 32532600, and;

WHEREAS, upon approval of said grants, Council desires to authorize the Mayor or the Service-Safety Director, and the Auditor of the City of Findlay, Ohio to sign the grant agreement for said project with the OPWC.

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

SECTION 1: That the Mayor and/or Service-Safety Director of the City of Findlay be and they are hereby authorized to file an application for an OPWC grant for the Logan Avenue Improvements (Phase II), Project No. 32532600.

SECTION 2: That the Mayor and/or Service-Safety Director, and the Auditor of the City of Findlay, Ohio be and they are hereby authorized to execute all necessary documents with the OPWC, including a grant agreement with OPWC, for Logan Avenue Improvements (Phase II), Project No. 32532600.

SECTION 3: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to authorize the filing of said grant application so that said grant agreement may be secured forthwith, and executed so that this project may proceed on an expedited basis;

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. 2013-065

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 (<i>Stormwater Restricted Account</i>)	\$ 10,000.00
TO:	Fostoria Ave Drainage (Phase I) <i>Project No. 32584300</i>	\$ 10,000.00

FROM:	General Fund (<i>donations for trees</i>)	\$ 1,700.00
TO:	Parks Department #21034000- <i>other</i>	\$ 1,700.00

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 the Fostoria Avenue Drainage project may continue, and so that donations from Bridgestone APM and from the Boy Scouts of America, Troop 335 may be used to purchase trees to be planted at the CUBE and in City parks,

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 _____